



DEPARTMENT OF THE NAVY
OFFICE OF THE CHIEF OF NAVAL OPERATIONS
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WASHINGTON, DC 20350-2000

OPNAVINST 11101.45
N46
3 Apr 2016

OPNAV INSTRUCTION 11101.45

From: Chief of Naval Operations

Subj: RESPONSIBILITY FOR MANAGEMENT OF GENERAL AND FLAG OFFICER
QUARTERS

Ref: (a) DoD Manual 4165.63-M, DoD Housing
Management, 28 October 2010
(b) SECNAVINST 11101.73B
(c) DoD Directive 5105.53 of 26 February 2008
(d) DoD 7000.14-R, Department of Defense
Financial Management Regulation, May 2015
(e) OPNAVINST 5450.338

1. Purpose

a. To assign responsibilities for the operations, coordination, and execution of housing for general and flag officer quarters to the Commander, Navy Installations Command (CNIC).

b. This instruction has been updated to outline responsibilities for Office of the Chief of Naval Operations, Director, Shore Readiness Division (OPNAV N46) in general and flag officer quarters operations. This instruction is a complete revision and should be reviewed in its entirety.

2. Cancellation. OPNAVINST 5009.2. Per Secretary of the Navy (SECNAV) Manual 5210.2 of July 2012, "5009" is no longer a valid standard subject identification code (SSIC). Therefore, this revision has been appointed a new and authorized SSIC.

3. Background

a. This instruction is applicable to public quarters on the Navy family housing property account, or otherwise under Navy control, designated for or occupied by officers of grade O-7 and above. It complies fully with the scope and intent of the Department of Defense, SECNAV, and Chief of Naval Operations (CNO) guidance contained in references (a) through (e).

b. Because of their age, size and, in many cases, historic status (whether listed, or eligible to be listed, in the National Register of Historic Places or located in a historic district), general and flag officer quarters have been the highest cost family housing units in the Navy inventory. These costs, together with the visibility of the residents, have caused the management of general and flag officer quarters operations to be highly scrutinized. The restrictive criteria for replacing the units with new construction make it imperative that Navy operate and maintain the units in a manner consistent with long-term retention.

c. Within the constraints imposed by higher authority, it is CNO policy that general and flag officer quarters be maintained in an excellent state of repair commensurate with their age and historic significance. This policy applies to the management, services, maintenance, repair, and improvement of the dwelling, and includes government-provided furnishings and associated grounds.

4. Responsibilities

a. OPNAV N46

(1) Develops policy and strategic plans to ensure proper operation, resourcing, and management of the general and flag officer quarters program.

(2) Prepares general and flag officer quarters program requirements to support programming of resources throughout the Future Years Defense Plan, and ensures the general and flag officer quarters program is resourced as outlined in reference (a).

(3) Oversees the activities of the program manager for the general and flag officer quarters program to ensure effectiveness and efficiency in satisfying CNO and end user requirements. Monitors compliance with policy and progress toward meeting strategic plans.

b. CNIC, as the Program Manager for General and Flag Officer Quarters

(1) Provides management, control, and performance oversight of general and flag officer quarters as outlined in references (a) through (d).

(2) Approves annual budgets, out-of-cycle submissions, and congressional notifications.

(3) Submits an annual report of operations and maintenance costs identifying each general and flag officer quarters to the SECNAV and Congress via OPNAV N46.

(4) Grants exceptions to policy, where warranted.

(5) Develops and coordinates general and flag officer quarters policy.

(6) Issues and maintains a detailed "Resident's guide for general and flag officer quarters" that explains in greater detail this instruction and the specific actions required to comply with the intent of references (a) through (d).

5. Records Management. Records created as a result of this instruction, regardless of media and format, must be managed per SECNAV Manual 5210.1 of January 2012.

6. Information Management Control. OPNAV RCS 11101-12 has been assigned to the General and Flag Officer Quarters Expenditure Report contained within subparagraph 4b(3).



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