



DEPARTMENT OF THE NAVY

OFFICE OF THE CHIEF OF NAVAL OPERATIONS

2000 NAVY PENTAGON

WASHINGTON, DC 20350-2000

Canc frp: Aug 13

OPNAVNOTE 5400

Ser DNS-33/12U102115

AUG 29 2012

OPNAV NOTICE 5400

From: Chief of Naval Operations

Subj: ESTABLISHMENT OF BUREAU OF MEDICINE AND SURGERY CIVILIAN
HUMAN RESOURCES OFFICE, SAN DIEGO, CA

Ref: (a) OPNAVINST 5400.44A
(b) OPNAVNOTE 5400 Ser DNS-33/12U102020 of 1 Mar 2012

1. Purpose. To implement Secretary of the Navy approval to establish subject Bureau of Medicine and Surgery (BUMED) Civilian Human Resources Office (HRO) shore activity per reference (a).

2. Background. This action responds to Department of the Navy Office of Civilian Human Resources announcement of a new approach to civilian human resources service delivery that has been approved by the Under Secretary of the Navy. That new policy has commands such as BUMED operating their own HROs and this action establishes the BUMED HRO in San Diego, CA.

3. Organizational Changes. Establish subject shore command effective immediately. The following applies:

a. Establishment

Director
Bureau of Medicine and Surgery Civilian Human Resources
Office
34800 Bob Wilson DR
San Diego CA 92134

(SNDL: FH34) (UIC: 62746)*
(PLA: BUMED HR OFC SAN DIEGO CA)
(Activity Code: 2113-100)

*(SNDL: Standard Navy Distribution List; UIC: Unit
Identification Code; PLA: Plain Language Address)

Mission: To provide civilian human resources (CHR)
services consistent with the approved Department of the Navy CHR

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recruitment and staffing advice for the BUMED workforce, equal employment opportunity services, labor relations and employee relations services, compensation management and development and career management services, and to provide civilian personnel and labor law services to BUMED activities in conjunction with the Department of the Navy Office of General Counsel..

- (1) Area Coordination: CNIC
- (2) Regional Coordination: COMNAVREG SW
- (3) Budget Submitting Office: BUMED
- (4) OPNAV Resource Sponsor: N093

b. Chain of Command

- 1 CHIEF OF NAVAL OPERATIONS
- 2 Chief, Bureau of Medicine and Surgery (00018)
- 3 Director, Bureau of Medicine and Surgery Civilian Human Resources Office, San Diego, CA (62746)

4. Action

a. Chief, Bureau of Medicine and Surgery will take appropriate action, consistent with reference (a), to establish subject shore activity and to issue a mission, functions, and task directive for the new shore activity within 90 days of such establishment. Distribution of this directive will include Director, Navy Staff (DNS-33).

b. Master Update Authority, Honolulu, HI will add the PLA in the Central Directory Component effective immediately unless otherwise directed via official correspondence. Correspondence concerning the PLA should be forwarded to Naval Network Warfare Command (Network Operations 321), Bldg 1265, Joint Expeditionary Base Little Creek Fort Story, Virginia Beach, VA 23459-5000 or by calling (757) 322-1149/1150. New command should be activated on Navy Regional Enterprise Message System (NREMS). Information on NREMS can be obtained at <https://navalmessaging.nmci.navy.mil> or by contacting NAVNETWARCOM at numbers above.

c. Director, Navy Staff, Organization and Management Branch (DNS-33) will revise reference (b).

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5. Cancellation Contingency. This notice will remain in effect for 1 year or until superseded, whichever ever occurs first. The organization action will remain effective until changed by Director, Navy Staff.



H. M. CRANEY
By direction

Distribution:

Electronic only, via Department of the Navy Issuances Web site
<http://doni.daps.dla.mil>