



DEPARTMENT OF THE NAVY  
OFFICE OF THE SECRETARY  
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WASHINGTON DC 20350-1000

SECNAVINST 5420.135F  
CORB  
11 March 2009

SECNAV INSTRUCTION 5420.135F

From: Secretary of the Navy

Subj: SECRETARY OF THE NAVY COUNCIL OF REVIEW BOARDS

Ref: (a) SECNAVINST 5430.7P  
(b) Title 10, U.S. Code  
(c) SECNAVINST 1850.4E  
(d) SECNAVINST 5420.174D  
(e) SECNAVINST 5815.3J  
(f) SECNAVINST 1650.1H  
(g) SECNAV M-5210.1

1. Purpose. To provide an overview of the responsibilities and organization of the Secretary of the Navy Council of Review Boards (SECNAVCORB).

2. Summary of Changes. This instruction has been revised to reflect the addition of two boards to the SECNAVCORB organization. They are the recently established Combat-Related Special Compensation Board (CRSCB) and the Navy Department Board of Decorations and Medals (NDBDM).

3. Cancellation. SECNAVINST 5420.135E.

4. Organization. The SECNAVCORB (formerly the Naval Council of Personnel Boards) is an administrative activity within the Department of the Navy (DON) assigned by reference (a) to the Assistant Secretary of the Navy (Manpower and Reserve Affairs) (ASN(M&RA)) for supervision and support. It is comprised of the Physical Evaluation Board (PEB), the CRSCB, the Naval Discharge Review Board (NDRB), the Naval Complaints Review Board (NCRB), the Naval Clemency and Parole Board (NC&PB), and the NDBDM. The director shall be either a Navy or Marine Corps line/unrestricted officer (pay grade 0-6), or a senior member of the civil service (GS-15/YC-03 equivalent), who is permanently assigned to the Council. The immediate office of the director is designated a staff field office of the ASN(M&RA). The director is responsible for all matters pertaining to the Council and its constituent elements, and is the liaison between

the ASN(M&RA) and the constituent elements. In the absence of the director, an acting director, who meets the qualifications set forth above for the director position, shall be designated by the director to assume the duties and responsibilities of that position.

5. Responsibilities. The director is assigned overall responsibility for the management, operation, and integrity of all component boards. The director has the authority to detail to membership on component boards officers permanently assigned to the SECNAVCORB or otherwise made available, and to request necessary alternate officer membership, as required, from the Department of the Navy. The director shall issue such instructions as are necessary to further define and implement the organization and mission of the SECNAVCORB. The director is further authorized to establish an ad hoc board within the Council to review any case referred to the Council by the ASN(M&RA) that does not fall directly within the purview of any component boards comprising the SECNAVCORB. In brief, the functions of component boards are as follows:

a. PEB. Per sections 1201 through 1222 of reference (b) and reference (c), the PEB administers the DON Disability Evaluation System and, on behalf of the Secretary of the Navy (SECNAV), makes determinations in individual cases regarding fitness to continue naval service, entitlement to benefits, disability ratings, and disposition of evaluated service members. It is comprised of the informal PEB, the formal PEB, and the disability evaluation system counselors located at selected major medical centers.

b. CRSCB. The CRSCB determines the eligibility and entitlement of former and retired Navy and Marine Corps members to combat-related special compensation per section 1413a of reference (b) and Department of Defense guidance. Liaison with service headquarters, Office of the Secretary of Defense (OSD), and other services is maintained to ensure consistency in policy application.

c. NDRB. The NDRB, acting per section 1553 of reference (b) and reference (d), reviews the characterization of service and reason for discharge or dismissal of former members of the Navy and Marine Corps (except those discharged by reason of sentence of general court-martial, or when more than 15 years

has elapsed from the date of discharge to the request for review), and has the authority to change, correct, or modify any discharge or dismissal.

d. NCRB. The NCRB reviews those complaints, pertaining to NDRB decisions, properly referred by the Joint Services Review Activity. Additionally, the Board, by separate tasking, is responsible for ensuring compliance with reference (d) by providing oversight supervision in the preparation of decisional documents of the NDRB.

e. NC&PB. Per sections 952 through 954 of reference (b) and reference (e), the NC&PB reviews and makes determinations regarding clemency, parole, or mandatory supervised release in those Navy and Marine Corps cases properly referred. The Board also reviews and makes recommendations regarding departmental policy and procedures in clemency, parole, and mandatory supervised release matters in coordination with other military services and DON activities.

f. NDBDM. The NDBDM was established by SECNAV to provide assistance in all matters of policy, procedures, and administration with regard to Navy and Marine Corps decorations and medals. In accordance with sections 1121 through 1135 and sections 6241 through 6258 of reference (b) and reference (f), NDBDM reviews and recommends appropriate action on awards submitted to SECNAV for approval and reviews awards issued by delegated awarding authorities. The NDBDM recommends award policy and procedure to SECNAV and maintains liaison with the Chief of Naval Operations, Commandant of the Marine Corps, OSD, and the other services in matters pertaining to awards.

6. Records Management. Records created by this instruction, regardless of media and format, will be managed in accordance with reference (g).



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