



DEPARTMENT OF THE NAVY
OFFICE OF THE CHIEF OF NAVAL OPERATIONS
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OPNAVINST 5420.70G
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OPNAV INSTRUCTION 5420.70G

From: Chief of Naval Operations

Subj: MISSION, FUNCTIONS, AND TASKS OF THE BOARD OF INSPECTION
AND SURVEY

Ref: (a) 10 U.S.C. §7304
(b) SECNAVINST 5040.3A
(c) OPNAVINST 4730.5R
(d) OPNAVINST 4730.7F
(e) OPNAVINST 4770.5H
(f) OPNAVINST 4700.7L
(g) OPNAVINST 4700.8J
(h) OPNAVINST 4780.6E
(i) OPNAVINST 5430.48E
(j) OPNAVINST 9080.4C

Encl: (1) Functions and Tasks of the Board of Inspection and
Survey

1. Purpose

a. To provide the mission, functions, and tasks of the Board of inspection and Survey (INSURV).

b. This revision includes the addition of inspections of service and combatant craft; conduct of final contract trials; and conduct of independent, third party maintenance process audits in order to validate material condition metrics. This instruction is a complete revision and should be reviewed in its entirety.

2. Cancellation. OPNAVINST 5420.70F.

3. Authority for Trials, Material Inspections, and Surveys.

Reference (a) prescribes that the Secretary of the Navy (SECNAV) designate a board of naval officers to examine naval vessels at least once every 3 years, if practicable, and recommend to SECNAV which vessels, if any, should be stricken from the Naval Vessel Register. References (b) through (j) delineate the functions and tasks of INSURV.

4. Mission. INSURV conducts acceptance trials of ships and service craft for the purpose of determining the quality of construction, compliance with specifications and Navy requirements, to determine if builder responsible equipment is operating satisfactorily during the guarantee period following acceptance, and to make recommendations upon their acceptance by the Navy. They conduct material inspections of all naval ships at least once every 3 years, if practical, for the purpose of determining and reporting upon a ship's fitness for further service and material conditions which limit its ability to carry out assigned missions. The Board conducts surveys, when directed by the Chief of Naval Operations (CNO), for the purpose of determining and documenting the material condition of the ship in conjunction with their inactivation. They periodically ascertain and report the material condition and performance capabilities or limitations, the status of fleet operational safety and health, and on the status of fleet environmental protection program compliance. In addition, the Board compiles statistical information regarding recurring or significant acquisition or maintenance deficiencies for ships, craft, and boats, reviews specifications for new ship designs, performs thorough analysis of compiled information, and provides timely, candid, and accurate findings, along with recommended actions when applicable, SECNAV, Navy Inspector General (NAVINSGEN), CNO, fleet commanders, systems commands (SYSCOM), and other higher authorities.

5. Status and Command Relationships

a. The Board is an independent activity, established under title 10, with a sea component in an active operating status under direction of a president with the status of commander. The President, Board of Inspection and Survey (PRESINSURV) has reporting requirements to Congress, SECNAV, NAVINSGEN, the CNO and administratively to Commander, U.S. Fleet Forces Command. INSURV is subject to the regional coordination authority of the Commander, Navy Region Mid-Atlantic.

b. PRESINSURV may be assisted by other officers and temporary boards. These boards will be convened upon the request of PRESINSURV and will be composed of personnel assigned

on temporary additional duty basis by their parent command. PRESINSURV is authorized direct liaison with these boards and their parent commands in carrying out the functions assigned to these boards.

6. Assignments. The President and Deputy, INSURV, are assigned additional duties as principal advisor to the CNO regarding all U.S. Navy material inspections and surveys, as well as other program and resource issues required for the effective performance of the assigned mission and functions of INSURV.

7. Organization. INSURV shall consist of a flag officer as president and other officers, as necessary, to assist in carrying out the duties of the Board prescribed by law, Navy regulations, or as instructed by SECNAV or CNO.

8. Action. PRESINSURV shall carry out the functions and tasks prescribed in enclosure (1), and advise CNO when changes to this instruction are considered necessary.

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

10. Reports Control. Reporting requirements contained within this instruction are exempt from reports control per SECNAV M-5214.1, part IV, subparagraph 7k.



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FUNCTIONS AND TASKS OF THE BOARD OF INSPECTION AND SURVEY

1. Functions

a. Per reference (a), conducts material inspections of all naval ships, service craft and combatant craft "at least once every 3 years, if practicable," for the purpose of determining and reporting upon a ship's fitness for further service and material conditions which limit its ability to carry out assigned missions or reach its expected service life.

b. Periodically ascertains and reports on the material condition and performance capabilities or limitations of Navy ships.

c. Conducts independent, third party maintenance process audits in order to validate fleet material condition metrics. This requires analysis of available Navy material condition data.

d. Compiles statistical information regarding recurring or significant acquisition or maintenance deficiencies for ships and craft. This statistical information is validated, analyzed and processed in order to produce both root cause explanations for aforementioned deficiencies, as well as material condition and readiness trends.

e. Performs in-depth assessments, as required, in response to significant material condition or material maintenance anomalies discovered during the course of inspections or resulting from analysis of data stemming from inspections.

f. Reports findings to higher authority including recommendations for appropriate corrective action. This may include other agencies, such as the General Accounting Office of the Department of Defense IG, when requested.

g. Arranges for the proper mix of uniformed inspectors and subject matter expert technical inspectors to carry out any prescribed inspection mission.

h. Administers funds and personnel assigned.

i. Performs others functions as may be assigned by higher authority.

2. Specified Tasks

a. Prescribes the procedure for the conduct of trials and material inspections of ships and service craft, and surveys of ships consistent with law, regulations, and the terms of contracts.

b. Arranges for the conduct of ship and service craft trials and material inspections, and surveys on active ships by any board under its jurisdiction. Makes semi-annual reports to SECNAV and CNO on ships that are unable to adhere to prescribed inspection periodicity requirements.

c. Conducts trials of ships and service craft to determine whether or not the ship or service craft has been constructed or converted following the contract specifications and meets approved characteristics. All material, performance, and design deficiencies fount to exist during a trial shall be reported by the Board. The Board shall recommend design changes or alterations, clearly differentiated from deficiencies, which it believes are essential for safe and satisfactory mission accomplishment, and could improve mission effectiveness of craft when it reaches expected service life.

d. Coordinates with the Office of the Chief of Naval Operations and other Department of the Navy officials and activities' INSURV reports concerning material, performance, and design deficiencies identified during trials or as a result of other inspection, and recommends appropriate action.

e. Reviews specifications for new ship designs, recommending technical changes as appropriate to Navy leadership.

f. Conducts surveys, when directed by the CNO, for the purpose of determining and documenting the material condition of ships in conjunction with their inactivation.

g. Ascertains and reports on the status of fleet occupational safety and health, as well as the status of fleet environmental protection program compliance.

h. Collaborates to standardize assessment procedures across the fleet to include collaboration with Naval Sea Systems Command on the establishment of common assessment procedures.

i. Establishes subordinate boards as necessary.

j. Participates in and monitors the effectiveness of the service craft material inspection program and provides an annual report to CNO delineating results of oversight visits.

k. Furnishes NAVINSGEN with all trials reports, inspection reports, and acceptance authorization letters and summaries of data regarding recurring material deficiencies to include root cause analysis, when available, of said deficiencies. Additionally, informs NAVINSGEN of any circumstances which seriously affect the material condition of vessels presented for trials and material inspections. Briefs NAVINSGEN at least annually, on all fleet material condition issues.

l. Collaborates quarterly with Commander, Naval Sea Systems Command and other SYSCOMs as required, on the potential resolution of Navy technical issues that arise as a result of INSURV inspections and assessments.

m. Trains, monitors, and assists type commanders (TYCOM) in accomplishment of mid-cycle material inspections or assessments.

n. Maintains a Naval Reserve detachment that assists with specified material inspection requirements.

3. Implied Tasks. Implied tasks are not necessarily codified in any instruction, but exist to help maintain and improve fleet readiness.

a. Supports and enables the virtuous cycle in which SYSCOMs and TYCOMs receive fleet material readiness data and use it to improve maintenance policy, design and acquisition.

b. Teaches Navy standards and requirements to the fleet.

c. Provides CNO, fleet commanders, and TYCOMs with information that they can use to make resource allocations.

d. Provides fleet commanders and the CNO with independent external audit and review of the performance of the TYCOMs and SYSCOMs.

e. Mans, resources, and trains the command (INSURV) to perform all required functions and tasks.

f. Conducts a proactive speaking program which brings the INSURV staff to various commands, such as Surface Warfare Officer School, A and C schools, afloat training groups, surface and submarine staffs, etc.

g. Maintains a robust external and internal Web portal which supports the flow of information to both INSURV inspectors and support personnel as well as external entities that may require INSURV information or data.