



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

OPNAVINST 5430.48E
DNS
29 Nov 2011

OPNAV INSTRUCTION 5430.48E

From: Chief of Naval Operations

Subj: OFFICE OF THE CHIEF OF NAVAL OPERATIONS ORGANIZATION AND OPERATIONS MANUAL

Ref: (a) [OPNAV M-5430.48, Office of the Chief of Naval Operations Organization and Operations Manual](#)

1. Purpose. To issue the Office of the Chief of Naval Operations (OPNAV) Organizational and Operations Manual (OOOM), per reference (a). This instruction is a complete revision and updates and supersedes numerous obsolete instructions, and should be reviewed in its entirety.

2. Cancellation. OPNAVINST 5430.48D; OPNAVINST 5000.25J; OPNAVINST 5216.10K; OPNAVINST 5218.1C; OPNAVINST 5420.27K; OPNAVINST 5420.108D; OPNAVINST 5420.110; OPNAVINST 5450.180D; OPNAVINST 5450.201; OPNAVINST 5450.338; OPNAVINST 5710.27C; OPNAVINST 5730.4E; OPNAV Administration Manual.

3. Scope. Reference (a) defines the missions, functions and tasks of the OPNAV Staff in addition to describing the approved organization, operations, and administration for the organization. Reference (a) is located on the Chief of Naval Operations Headquarters Web site (CNO HQWEB) at <http://hq.ahf.nmci.navy.mil/oom>.

4. Action

a. All OPNAV personnel shall familiarize themselves with reference (a), its organization and contents.

b. Organizations and N-codes assigned ownership of the various articles and chapters in reference (a) shall review their respective articles and chapters at least annually for accuracy and relevance. This review will be initiated in the OPNAV TV-5 Taskers System by the Director, Navy Staff (DNS)

Executive Secretariat (DNS-1) with the cognizant N-code tasked as the "Action Office," and Director of Management (DNS-3) as "Information Only."

c. Proposed changes to existing articles in reference (a) will be staffed through TV-5. DNS-1 and DNS-3 will be included in the "Information Only" section of the tasker. If the article references a Department of Defense or Navy issuance and or mandates forms or reporting requirements, the Records Management Office (DNS-5) will be included in the approval chop chain.

d. Proposed deletions of existing articles or creation of new articles will also be staffed through TV-5 as in paragraph 4c, except DNS-1 will have final approval in the chop chain (vice "Information Only").

e. Once a change, deletion, or creation of a new article is approved, the DNS-1 OOOM administrator will upload this change to reference (a).

5. Records Management. Records created as a result of this instruction, regardless of media and format, shall be managed per the Secretary of the Navy Manual 5210.1 of November 2007.



J. M. BIRD
Vice Admiral, U.S. Navy
Director, Navy Staff

Distribution:

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