



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

IN REPLY REFER TO  
OPNAVINST 5441.1  
N8  
14 Sep 2011

OPNAV INSTRUCTION 5441.1

From: Chief of Naval Operations

Subj: POLICY FOR ADMINISTERING CONTENT OF THE NAVAL VESSEL REGISTER

Ref: (a) SECNAVINST 5030.8A  
(b) 32 CFR 700.406  
(c) U.S. Navy Regulations, Article 0406.1 of 14 Sep 90  
(d) 10 U.S.C. §7304-7308  
(e) OPNAVINST 4770.5G  
(f) OPNAVINST 5400.44

Encl: (1) NVR Characteristics

1. Purpose. To establish policy and guidance for the administration of the Naval Vessel Register (NVR). For the purpose of this instruction the term "vessels" is defined as those ships and service craft whose classifications are listed in reference (a), designated to be listed in the NVR.

2. Background

a. As directed by references (b) and (c), the Chief of Naval Operations (CNO) is responsible for the establishment and maintenance of a registry for naval vessels, however, the Secretary of the Navy (SECNAV) shall strike vessels from the registry.

b. The NVR is a listing of ships and service craft that comprise the official inventory of battle force and non-battle force ships and service craft of the U.S. Navy. The information in the NVR contains, at a minimum, the data elements identified in enclosure (1). The public snapshot of the registry can be found at [www.nvr.navy.mil](http://www.nvr.navy.mil).

c. Vessels are listed in the NVR:

(1) Upon contract award if no name or hull designation has been assigned by SECNAV, and or

(2) Upon congressional authorization if a name and hull designation has already been established by SECNAV.

d. For each vessel, record updating stops when the vessel is either sunk as part of a fleet training exercise (sink exercise) or ceases to be property of the U.S. Navy through disposal via interagency transfer, donation, foreign military sale, dismantling, experimental use, or as an artificial reef.

e. The CNO will nominate vessels to SECNAV for striking from the NVR.

f. For historical purposes, stricken vessels continue to be listed in the NVR database subsequent to their disposal.

3. Scope

a. This instruction applies to specific U.S. Navy vessels identified in reference (a) whether active, inactive, under construction, converted, leased, loaned and or assigned to the Military Sealift Command (MSC).

b. Pursuant to reference (d), U.S. Navy vessels will remain under U.S. Navy ownership until struck from the NVR.

c. Under special circumstances, vessels on loan or leased to the U.S. Navy will be listed in the NVR for accountability purposes while those vessels are in U.S. Navy's custody.

d. The NVR will not include any vessel financial data.

4. Responsibilities

a. CNO

(1) Deputy Chief of Naval Operations (Integration of Capabilities and Resources) (CNO (N8)) shall:

(a) Be CNO's agent for oversight, policy and directing changes to the NVR.

(b) Be the resource sponsor for the NVR.

(c) Initiate requests to SECNAV on behalf of the CNO to strike battle force and non-battle force ships from the NVR.

(d) Report changes in the Navy's daily battle force ship count to Naval Sea Systems Command (NAVSEASYS COM) Cost Engineering and Industrial Analysis Division (NAVSEA 05C) to support updating the NVR.

(e) Ensure final documentation directing a change in status to enclosure (1) data elements under the purview of CNO (N8) are reported to NAVSEA 05C within 5 working days to support updating the NVR.

(2) Deputy Chief of Naval Operations (Fleet Readiness and Logistics) (CNO (N4)) shall:

(a) Review NAVSEASYS COM requests to strike service craft from the NVR on behalf of the CNO and provide a recommendation to Deputy Assistant Secretary of the Navy for Ship Program (DASN (Ships)).

(b) Authorize the reclassification of support and service craft in the NVR.

(c) Ensure final documentation impacting enclosure (1) data elements under the purview of CNO (N4) are reported to NAVSEA 05C within 5 working days to support updating the NVR.

(3) Deputy Chief of Naval Operations (Information Dominance) (CNO (N2/N6)) shall ensure final documentation impacting enclosure (1) data elements under the purview of CNO (N2/N6) is reported to NAVSEA 05C (copy Office of the Chief of Naval Operations (OPNAV) Warfare Integration Division (OPNAV (N8F))) within 5 working days to support updating the NVR.

(4) Naval History and Heritage Command (DNS-H) shall ensure final documentation impacting enclosure (1) data elements under the purview of DNS-H is reported to NAVSEA 05C (copy OPNAV (N8F)) within 5 working days to support updating the NVR.

b. Commander, NAVSEASYSKOM

(1) NAVSEA 05C shall:

(a) Manage the electronic NVR on behalf of the CNO. Vessels will be added to the NVR and updated as described in paragraph 2 above.

(b) Designate the NVR custodian.

(c) Issue additional implementing directives as necessary to comply with the policies and guidelines herein.

(d) Ensure that changes to the NVR are valid and that documentation is on file.

(e) Provide program and budget requirements to CNO resource sponsor.

(f) Provide execution funding as programmed by the CNO resource sponsor to support the maintenance and operation of the NVR.

(2) NAVSEASYCOM Ship Program Managers shall provide documentation to NAVSEA 05C within 5 working days of any change in status that impacts the data elements in enclosure (1).

(3) Auxiliary Ships and Small Boats and Craft (PMS 325) shall initiate requests to DASN (Ships) via OPNAV Ashore Readiness Division (N46) to strike service craft from the NVR.

(4) Navy Inactive Ships Program (PMS 333) shall ensure documentation is provided to NAVSEA 05C (copy OPNAV (N8F)) to record the final disposition of ships or service craft in the NVR.

c. Commander, U.S. Fleet Forces Command (COMUSFLTFORCOM) and Commander, U.S. Pacific Fleet (COMPACFLT) shall report commissioned ship status changes per the reporting requirements in references (e) and (f) to NAVSEA 05C (copy OPNAV (N8F)) for data elements listed in enclosure (1) within 5 working days.

d. Commander, MSC shall coordinate with COMUSFLTFORCOM and COMPACFLT for applicable MSC ship status changes.

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5. Records Management. Records created as a result of this instruction, regardless of media and format, will be managed per SECNAV Manual (M-)5210.1 of November 2007. The NVR data elements will be maintained in an electronic database and retained for a minimum of 50 years from disposal.

6. Reports Control. Reporting requirements contained within this instruction are exempt from report control per SECNAV Manual M-5214.1 of December 2005.



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Distribution:

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

NVR Characteristics

1. Data Elements. At a minimum, the following data elements will be maintained in the NVR:

- a. Unit identification code (UIC),
- b. Vessel classification,
- c. Hull identification numbers,
- d. Ship name and any name changes,
- e. Builder,
- f. Award date,
- g. Delivery date,
- h. Launch date,
- i. Commissioning date,
- j. Decommissioning date,
- k. Stricken date,
- l. Custodian,
- m. Planning yard,
- n. Current status,
- o. Homeport or berthing location,
- p. Fleet,
- q. Ships program manager,
- r. Battle force status,
- s. In-service date,
- t. Inactivation date,

- u. Out-of-service date,
  - v. Battle force count, and
  - w. Eligibility and basis for listing in the National Register of Historic Places.
2. Special Instructions. Letter prefixes will be used in conjunction with classification symbols, as follows:
- a. Parentheses will not be used to separate any letters in classification symbols.
  - b. Hyphens will not be used between a ship classification and hull number of any ship.