



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

OPNAVINST 5605.19K  
N3/N5/NWDC  
18 May 2012

OPNAV INSTRUCTION 5605.19K

From: Chief of Naval Operations

Subj: U.S. NAVY DISTRIBUTION PROCEDURES FOR COMMUNICATIONS,  
NAVY WARFARE LIBRARY, AND JOINT DOCTRINE PUBLICATIONS

Ref: (a) NTTP 1-01, The Navy Warfare Library  
(b) JANAP 201, Status of Non-Cryptographic JANAPs and  
ACPs (NOTAL)  
(c) DoD Directive 5230.24 of 18 March 1987  
(d) SECNAVINST 5510.34A

1. Purpose. To provide information and guidance concerning distribution procedures for communications, Navy Warfare Library (NWL), and joint doctrine publications.

2. Cancellation. OPNAVINST 5605.19J.

3. Background. Distribution of communications, tactical, and doctrinal publications is accomplished by a combination of push and pull methods to Navy users. Commander, Navy Warfare Development Command (COMNAVWARDEVCOM) establishes procedures for distributing the NWL and joint doctrine publications via reference (a). Commander, Fleet Cyber Command (FLTCYBERCOM) establishes procedures for the distribution of communications publications via reference (b).

4. Definitions. The following definitions apply to the terminology used in this instruction.

a. Allied Publication (AP). A publication produced by an alliance or coalition to provide standard doctrine, tactics, and procedures during multinational operations. Most APs used by the U.S. Navy are sponsored by the North Atlantic Treaty Organization (NATO).

b. Communications Publication. An Allied communications publication (ACP), Joint Army Navy Air Force publication (JANAP), or naval telecommunications publication (NTP).

c. Joint Doctrine Publication. A publication of joint interest prepared under the cognizance of the Joint Staff and approved by the Chairman of the Joint Chiefs of Staff.

d. Multinational Manual (MM). An unclassified publication which has been permitted to be released to any non-alliance nation by the sponsoring alliance or group of nations.

e. Navy Warfare Library (NWL). The compilation of doctrinal, tactical, and reference publications designed to meet the needs of the Navy warfighter. The library consists of Navy warfare publications, Navy tactics, techniques, and procedures, Navy tactical reference publications, fleet exercise publications, tactical memorandum and APs, multi-service publications, and MMs.

## 5. Discussion

a. Distribution. Distribution of communications and NWL publications shall follow reference (c). Automatic distribution of these products depends upon the nature of the publications.

(1) Communications Publications. Communications publications, including ACPs, are disseminated electronically via online libraries by FltCyberCom and the Joint Chiefs of Staff. Effective NTPs can be accessed via the FLTCYBERCOM portal at <https://www.portal.navy.mil/FCC-C10F>. ACPs are accessed from the Combined Communications-Electronics Board Web site at: <http://jcs.dtic.mil/j6/cceb/acps/> (Nonsecure Internet Protocol Router Network (NIPRNET))  
<http://www.intelink.sgov.gov/wiki/User:Charles.l.capito> (SECRET Internet Protocol Router Network (SIPRNET)).

(2) NWL (Non-Allied). NWL publications are distributed by COMNAVWARDEVCOM as described in reference (a). The primary distribution method is through electronic posting to the Navy Doctrine Library System (NDLS). Selected publications (e.g., pocket guides) are also distributed on a limited basis via paper media. Paper copies of NWL publications can be obtained via the Naval Logistics Library. COMNAVWARDEVCOM also issues the Navy Warfare Electronic Library (NWEL) on compact disc-ready only memory (CD-ROM) to fill initial commissioning and command

establishment requirements. (See paragraph 5b(1)) NDLS Web sites can be accessed at: <https://ndls.nwdc.navy.mil> (NIPRNET) and <http://ndls.nwdc.navy.smil.mil> (SIPRNET)

(3) Allied Publications. Allied publications (except ACPs) are distributed by COMNAVWARDEVCOM as described in reference (a). The primary distribution method is by the Allied Publication Electronic Library (APEL) CD-ROM series until this method can be replaced by online SIPRNET and NIPRNET libraries. As with the remainder of the NWL, selected publications are distributed via paper media and paper copies can be obtained via the Naval Logistics Library.

(4) Joint Doctrine Publications. Joint doctrine publications are distributed by the Joint Chiefs of Staff via online NIPRNET and SIPRNET libraries. COMNAVWARDEVCOM posts copies of joint doctrine publications to its online NIPRNET and SIPRNET libraries to facilitate Navy distribution and collection of Navy feedback on their content.

(5) Automatic Paper and CD-ROM Distribution. NWL publications and CD-ROM libraries may also be produced or ordered by type commanders (TYCOMs), fleet commanders, or by immediate superiors in command (ISICs). In such cases, the ordering command finances distribution and maintains the distribution list.

b. Procurement

(1) Commissioning Allowance and Initial Establishment of Command Publications Allotment. Submit commissioning allowance or initial establishment and reactivation requests for NWL publications to COMNAVWARDEVCOM (Attention: Publishing Division) via the chain of command and ISIC, citing the Standard Navy Distribution List (SNDL) number and unit identification code. For communications publications, contact FLTCYBERCOM, chief information officer. Recommendations for fixed-quantity allowance changes applicable to all like and type commands and units within an SNDL code group will be submitted by the TYCOM or ISIC to COMNAVWARDEVCOM (Attention: Publishing Division). Requests for controlled-issue publications must include justification. Commissioning allowance requests for Military Sealift Command are submitted via the Commander, Military Sealift Command. Commissioning allowance requests must be

received by COMNAVWARDEVCOM (Attention: Publishing Division) at least 90 days prior to the required delivery date. The request must contain the date the material is required, certification of classified storage capability, certification of NATO storage capability and NATO sub-registry or control point (if applicable), a point of contact with name and telephone number, and any special instructions. Within 8 working days after receipt of the commissioning allowance request, COMNAVWARDEVCOM will direct Naval Supply Systems Command (NAVSUPSYSCOM) to issue the paper copy allowance through Naval Logistics Library. As directed by COMNAVWARDEVCOM, NAVSUPSYSCOM shall issue the paper copy allowance within 30 working days. Any publication not in stock at the time of initial request will be provided by NAVSUPSYSCOM at the earliest opportunity and without the need for a subsequent request or reorder action. NWEL and APEL requests are to be submitted to COMNAVWARDEVCOM (Attention: Publishing Division). Commands requiring hardcopies of NWEL and APEL publications can order using Military Standard Requisitioning and Issue Procedures (MILSTRIP) or through the NAVSUPSYSCOM print-on-demand system. Requests for more than two copies are to be expedited through COMNAVWARDEVCOM (Attention: Publishing Division) for approval. Commands may requisition bulk printing of publications from the NWEL and APEL through their local Document Automation and Production Service.

(2) Automatic Distribution Changes. Requests for changes in distribution for APEL and other NWL documents must be submitted to COMNAVWARDEVCOM (Attention: Publishing Division) via the chain of command. The TYCOM or ISIC shall determine the validity of proposed allowance changes and applicability to all subordinate commands and units. If the request is approved, the ISIC will indicate in the forwarding endorsement the applicability of the change to other subordinate activities. Requests for changes in distribution of controlled-issue publications must include justification.

(3) One-Time Requisitions

(a) Bulk Quantities of Publications. Navy Logistics Library requests for more than two copies of NWL publications shall be submitted to COMNAVWARDEVCOM (Attention: Publishing Division) for approval and processing.

(b) Individual or Additional Paper Copies. Order directly from NAVSUPSYSCOM using Naval Logistics Library MILSTRIP requisition procedures, as set forth in NAVSUPSYSCOM Publication 2003 (NAVSUP P2003). NAVSUP P2003 identifies NWL, communication, and joint doctrine publication short titles and stock numbers.

**Note:** Replacement or missing pages are not issued as separate items.

(c) NWEL. Submit requests for the NWEL CD-ROM to COMNAVWARDEVCOM (Attention: Publishing Division).

(d) APEL. Submit requests for the APEL CD-ROM to COMNAVWARDEVCOM (Attention: Publishing Division).

(4) Exceptions

(a) NTPs. Available NTPs can be downloaded on the NIPRNET at: <https://www.portal.navy.mil/FCC-C10F> (under Documents/N51 Doctrine Library).

(b) Tactical Memoranda (TACMEMOs). Distribution of TACMEMOs is the responsibility of the originators. TACMEMOs provided to COMNAVWARDEVCOM are also posted to the online NIPRNET and SIPRNET Navy Warfare Libraries.

c. NATO Effective Date (NED). When a revised edition of a publication is not shown as effective for NATO, holders anticipating future participation in NATO or multinational operations will retain copies of both preceding and revised editions until the revised edition becomes effective. See reference (a).

d. Communications Publications. Reference (b) provides a complete listing of communication publications and identifies stock point locations. The publication can be accessed on the SIPRNET at:  
<http://www.intelink.sgov.gov/wiki/User:Charles.l.capito>.

e. Questions and Changes. Direct questions about status and distribution of NWL publications to:

COMNAVWARDEVCOM (Attention: Publishing Division)  
E-mail: [NWDC\\_NRFK\\_FLEETPUBS@navy.mil](mailto:NWDC_NRFK_FLEETPUBS@navy.mil) or  
[NWDC\\_NRFK\\_FLEETPUBS@navy.smil.mil](mailto:NWDC_NRFK_FLEETPUBS@navy.smil.mil)  
Phone: (757) 341-4339/4342, DSN 341-4339/4342

Direct questions about status and distribution of NTPs  
and ACPs to:

Naval Network Warfare Command, NetOps 321  
E-mail:  
[NETWARCOM\\_LTLC\\_NETOPS321\\_COMMS\\_AND\\_NETWORKS\\_SVCS@navy.mil](mailto:NETWARCOM_LTLC_NETOPS321_COMMS_AND_NETWORKS_SVCS@navy.mil)  
Phone: (757) 322-1140/1106, DSN 262-1140/1106

f. U.S. Navy and U.S. Marine Corps Reserve Commands.  
Communications publications and NWL products are generally  
issued to Navy operational support centers (NOSC) and Marine  
Corps reserve centers vice directly to reserve units.  
Exceptions may be granted on a case basis when requested by the  
reserve unit's sponsoring active duty commander and endorsed by  
the parent NOSC or Marine Corps reserve center.

g. Disposition

(1) Paper and Microfiche. Destroy locally excess,  
superseded, or canceled microfiche holdings of publications.  
Classified material shall be destroyed per SECNAV M-5510.36 of  
June 2006, Department of the Navy Information Security Program.  
Notification of destruction reports is not required. If  
appropriate, submit request for changes in the command's  
publication allowance.

(2) CD-ROM. Send all excess, superseded, or canceled  
NWEL and APEL CD-ROM discs to:

National Security Agency (NSA)  
ATTN: CMC-Suite 6875 Degaussing  
9800 Savage Road  
Fort George G. Meade, MD 20755-6875  
COMM (301) 688-6136/6672  
DSN 644

6. Disclosure to Foreign Governments and International Organizations

a. Disclosure of communications publications and classified NWL products to foreign governments and international organizations shall be accomplished per the procedures contained in reference (d). Director, Navy International Programs Office, Foreign Disclosure and Data Exchange Division (Navy IPO-01B), Washington, DC 20393-5445, is the office responsible for the establishment of these procedures. For further assistance, contact Navy IPO via its Web site at: [www.nipo.navy.mil](http://www.nipo.navy.mil) (NIPRNET) or [www.nipo.navy.smil.mil](http://www.nipo.navy.smil.mil) (SIPRNET).

b. Disclosure of unclassified NWL products shall be determined by the publication's primary review authority and require the concurrence of all coordinating review authorities, the technical cognizance officer, and COMNAVWARDEVCOM.

7. Posting of Publications on the Internet. Classified communications publications and classified NWL products shall not be posted on the NIPRNET.

8. Records Management. Records created as a result of this instruction, regardless of media or format, shall be managed per Secretary of the Navy Manual 5210.1 of January 2012.



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

k

Distribution:

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