



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

OPNAVINST 11010.38B  
N46  
28 Aug 2013

OPNAV INSTRUCTION 11010.38B

From: Chief of Naval Operations

Subj: HOST NATION-FUNDED CONSTRUCTION PROGRAMS IN THE U.S.  
PACIFIC COMMAND AREA OF RESPONSIBILITY

Ref: (a) DoD Directive 4270.34 of 12 January 2005

1. Purpose. To define and outline the procedures used in the development of host nation-funded construction projects in the U.S. Pacific Command (USPACOM) area of responsibility (AOR).

2. Cancellation. OPNAVINST 11010.38A.

3. Background. The host nation-funded construction program has been a source of new construction funding that provides mission and mission support, base support and utilities, and personnel support facilities in direct support of Navy personnel or programs in the USPACOM AOR. Reference (a) requires that submittal and reporting procedures be established to ensure adherence to Department of Defense (DoD) criteria for planning, programming, and construction.

4. Definitions

a. Host Nation-Funded Construction Program. Any construction program that provides facilities in direct support of DoD personnel or programs, and that is funded partially or totally by a host nation in which DoD personnel are stationed.

b. Host Nation-Funded Project. Any construction project that is included in a host nation-funded construction program.

5. Action

a. Commander, Navy Installations Command (CNIC) shall:

(1) Submit budget requirements to the Chief of Naval Operations for U.S. funds to procure and install U.S. equipment that is collateral to the host nation-funded construction project.

(2) Ensure that Navy regions are informed of DoD instructions, manuals or publications concerning host nation-funded construction programs.

b. Naval Facilities Engineering Command (NAVFACENGCOM) Pacific shall review and process the project site approval requests that require explosive safety reviews, including coordinating with other Department of the Navy agencies.

c. Commander, Navy region and naval forces commanders shall:

(1) Establish priority lists of the host nation-funded construction projects and ensure validated projects are submitted for host nation funding.

(2) Submit budget requirements to CNIC for U.S. funds to procure and install U.S. equipment that is collateral to the host nation-funded construction project per CNIC and host nation collateral equipment regulations and host nation bilateral agreements.

(3) Submit a report of the host nation approved and funded programs with design and construction milestone schedules or most recently approved project list to CNIC with copies to Commander, Pacific Fleet and NAVFACENGCOM Pacific.

(4) Review project documents for conformance with the Shore Facilities Planning System (SFPS) and assist installation planners with their projects so that projects can be supported by the SFPS.

d. Installations shall prepare host nation-funded construction project documents (DD Form 1391 FY\_\_ Military Construction Project Data or USFJ Form 22 Host Nation Funded Project Documentation, as applicable) and submit project documents to their Navy region or naval forces commanders. Installations shall submit site approval requests to NAVFACENGCOM Pacific for host nation-funded construction projects generating or encumbered by explosive safety quantity distance arcs.

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

7. Forms

a. DD Form 1391 FY\_\_ Military Construction Project Data is available for download from the DoD Forms Management Program Web site at

[www.dtic.mil/whs/directives/infomgt/forms/eforms/dd1391.pdf](http://www.dtic.mil/whs/directives/infomgt/forms/eforms/dd1391.pdf).

b. USFJ Form 22 Host Nation Funded Project Documentation is available for download from U.S. Forces Japan official Web site at <https://www.usfj.mil/mil/Forms.html>.



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