



# Ombudsman Waiver Request

## BACKGROUND

The requirement for an ombudsman to be a spouse of an active duty or selected Reserve member of the command, enlisted or officer, may be waived if after a diligent search, no spouse has volunteered or those who volunteered are not considered acceptable.

## KEY MESSAGES

- Enclosure 1 of [OPNAVINST 1750.1F](#) Policy Waiver Request Procedures, explains the options and procedures when a waiver is requested.
- Family members of single Sailors, other family members, and former active duty Sailors may be considered.
- Waivers are sent via the appropriate chain of command to the CNIC Ombudsman Program Coordinator.

## STATEMENT

In all instances, it is critical to demonstrate that efforts to recruit a volunteer spouse have not been successful. When a spouse is not available, consider the following candidates:

- A parent or family member of a single Sailor who lives in the vicinity of the command or has a close connection to the command. This family member should demonstrate not only an interest in the command but must have the appropriate skills and attributes, as well as the ability to attend training and perform assigned duties.
- Active duty, former active duty (within two years), civilian, or spouses of civilian members of the command who demonstrate unique abilities and interest.
- Family member of retired command member who was formerly an ombudsman and has demonstrated interest and abilities.

## ACTION

Waivers should be sent to the CNIC Ombudsman Program Coordinator, Family Readiness Program, CNIC (N911A141), 716 Sicard Street SE, Suite 1000, Washington Navy Yard, DC 20374-5140.

Before Appointing an Ombudsman

## RESOURCES

- [OPNAVINST 1750.1F](#), Enclosure 1- Navy Family Ombudsman Program Instruction.
- Fleet and Family Support Program Web site: [www.ffsp.navy.mil](http://www.ffsp.navy.mil).

## CHECKLIST

- Document diligent search for spouse volunteer.
- Interview and identify appropriate candidates.
- Request a waiver from CNIC via chain of command. Include reason for request, candidate's ability to meet the requirements, and POC contact information.