



DEPARTMENT OF THE NAVY  
OFFICE OF THE CHIEF OF NAVAL OPERATIONS  
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OPNAVINST 1754.6  
N135  
7 Apr 09

OPNAV INSTRUCTION 1754.6

Subj: PERSONAL AND FAMILY READINESS SUPPORT FOR INDIVIDUAL  
AUGMENTEES AND THEIR FAMILIES

Ref: (a) OPNAVINST 1750.1F  
(b) OPNAVINST 1754.5  
(c) Navy Expeditionary Combat Command/Navy Reserve Forces  
Command Memorandum of Understanding for IA Support  
of 31 Oct 07 (NOTAL)  
(d) OPNAVINST 6100.3  
(e) SECNAV M-5210.1 of Nov 07

1. Purpose. To establish policy and assign responsibilities for Navy support of Individual Augmentees (IAs) and their families.

2. Background. The Navy continues to successfully deploy Sailors in support of the Global War on Terrorism (GWOT) in which IA Sailors and their families play an integral part in Navy mission success. Family involvement in Sailors' preparation for IA assignments is a critical component in both Sailor readiness and family preparedness throughout the deployment continuum.

3. Scope. This instruction establishes Navy policy applicable to all Active Component (AC) and Reserve Component (RC) commands on personal and family readiness support for IA Sailors.

4. Definitions

a. An IA Sailor, for the purposes of this policy, is defined as being in receipt of individual deployment orders from Navy Personnel Command (NAVPERSCOM), Career Management (PERS-4), and includes:

- (1) GWOT support assignments;
- (2) IA manpower management assignments;
- (3) Mobilized RC Sailors who are not mobilized as part of an established commissioned RC unit; and,

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(4) Health Services Augmentation Program.

b. IA families are family members of Sailors mobilized or deployed as an IA (as defined above).

5. Policy. This policy prescribes the level of support that will be provided to IA Sailors and their families; however, senior leaders, commanders, and Commanding Officers (COs) may go beyond this policy guidance to ensure that a timely and vital continuum of care and support is provided to IAs and their families. It is a Sailor's responsibility to use the available individual readiness-related guidance, support programs, systems, and other available resources to further individual readiness and to ensure family preparedness.

6. Responsibilities

a. Deputy Chief of Naval Operations (Manpower, Personnel, Training and Education) (CNO (N1)) shall develop overarching Navy policy for support of IA Sailors and their families, and is responsible for oversight of IA policy implementation.

(1) The Office of the Chief of Naval Operations (OPNAV), Personal Readiness and Community Support (N135), as Executive Agent (EA) for CNO (N1), shall develop and maintain Navy support policy for IAs and their families and maintain compliance with that guidance.

(2) OPNAV, Director, Education and Training Division (N15), in concert with Commander, Navy Installations Command (CNIC), Fleet and Family Readiness (N9), will provide and maintain a coordinated and standardized approach to IA Sailor training to include appropriate resources and support in conjunction with established guidelines set forth by Commander, U.S. Fleet Forces Command (COMUSFLTFORCOM).

b. CNO (N1) shall:

(1) Chair the Navy Preparedness Alliance (NPA).

(2) Promulgate IA grams addressing emergent policy changes via a naval administrative message.

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c. COMUSFLTFORCOM is assigned as the Navy's IA EA, and as such, is the supported commander for implementation and execution of IA policy, and IA Sailor and family support. This is in addition to the assignment of Navy global force manager for IA responsibilities. All recommendations for changes in IA policy, standards, procedures, and practices will be coordinated through COMUSFLTFORCOM.

(1) Deputy Commander, USFLTFORCOM, will participate as a voting member in the NPA and act as executive secretary.

(2) IA EA will streamline and standardize application and oversight of the execution of IA support programs and processes Navy-wide.

(3) IA EA will leverage the EA role to achieve the following end states:

(a) Appropriate vertical (i.e., echelon I to unit level) and horizontal (i.e., across echelon II commands) alignment of IA/IA family processes and procedures.

(b) End-to-end execution guidance for IA Sailor/Mission Support processes that:

1. Meet the needs of combatant and Service commanders.

2. Support the required level of readiness and mission performance for each IA.

3. Ensure command accountability and responsibility for IAs is sustained.

(c) IA family needs are identified and coordinated across the Navy to ensure effective deployment-lifecycle-based support is provided to IA families.

(4) IA EA will:

(a) Develop Navy's support strategy and implementing guidance.

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(b) Develop and execute a communication strategy to articulate policy, objectives, and programs.

(c) Coordinate activity across the Navy.

(d) Oversee execution.

(e) Assess performance and effects.

(f) Redirect efforts, if necessary.

(g) Recommend changes to policy and resourcing levels.

(h) Generate IA grants to provide information and implementation guidance on new developments in the IA continuum of care.

(i) Utilize data systems to ensure the promulgation and use of the Common Operating Picture for increased command-level support to IA Sailors and their families.

d. CNIC (supporting commander) shall:

(1) Participate as a voting member in the NPA.

(2) Provide Navy Mobilization Processing Sites (NMPS), via the Local Area Coordinator for Mobilization (LACMOB), with the support required to ensure all IA Sailors are adequately prepared to deploy and return to their parent command. The LACMOB may be either the regional commander or installation commander, depending on the NMPS. Support includes, but is not limited to, access to Personnel Support Activity Detachment, medical, dental, legal, Fleet and Family Support Center (FFSC) programs/support, chaplains, adequate berthing and messing facilities, and administrative, supply, and logistics support.

(3) Enable, support, and sustain Sailor and family readiness through appropriately resourced, standardized, and reliable shore support (e.g., FFSC programs, staff and outreach support services) that spans the entire IA deployment-lifecycle.

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(4) Utilize and support Family Readiness Groups (FRGs) that geographically support IA families within the same region/area.

(5) Ensure continued availability and functionality of Navy Family Accountability and Assessment System.

(6) Augment existing Navy Family Ombudsmen training with information and materials unique to supporting the needs of the families of IA Sailors.

e. Chief, Bureau of Medicine and Surgery (supporting commander) shall:

(1) Participate as a voting member in the NPA.

(2) Provide necessary medical support services at the command level to ensure individual Sailor medical readiness.

(3) Ensure individual medical readiness data (e.g., annual periodic health assessments, Deployment Health Assessments (DHAs), and immunizations) are accurate, up-to-date, and electronically available to increase mission readiness and improve the deployment process.

(4) Maintain Deployment Health Centers (DHCs) to provide adequate DHA support for Sailors completing pre-DHAs, post-DHAs, and post-deployment health reassessments.

(5) Provide appropriate medical-related support to the NMPS.

(6) Perform appropriate surveillance and analysis on collected deployment health data analysis on DHA-related information.

(7) Coordinate with Navy component commands to ensure the specific medical requirements for IAs are identified and that DHCs screen to these requirements.

f. Chief of Navy Reserve (CNO (N095)) (supporting commander) shall participate as a voting member in the NPA.

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g. Commander, Navy Reserve Forces Command (supporting commander) shall:

(1) Ensure that each Navy Operational Support Center (NOSC) provides appropriate support to families of AC and RC Sailors deploying or deployed as IAs within its geographic area of responsibility.

(2) Coordinate with CNIC to enable, obtain, and sustain Sailor and family readiness through consistent, standardized, and reliable direct and outreach support for IA Sailors and their families.

(3) Direct and oversee activation and demobilization processing at the NOSC.

h. NAVPERSCOM (PERS-4) shall:

(1) Fund and issue orders for IA personnel.

(2) Provide systems and resources for the processing and support of IA Sailors.

i. COs and officers in charge shall:

(1) Oversee all aspects of personal and family readiness support and programs for IA Sailors and their families, ensuring Navy families receive prompt and first-class care throughout the deployment continuum cycle.

(2) Ensure ombudsmen and FRGs are provided IA specific materials, training, and resources to enable effective command-level support of IA families. Details of authorized command support of ombudsmen and FRGs are in references (a) and (b).

(3) Designate a command IA coordinator who, at a minimum, will be responsible for coordinating and tracking the following activities (Note: reference (c) directs that RC Sailors are tracked at the NOSC level vice individual reserve units):

(a) Family pre-deployment related briefs/programs offered prior to Sailors departing for their first training stop

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(e.g., IA handbooks provided to Sailors and families). Indicate date and track attendance, or if the offer is declined.

(b) Return and reunion related briefs/programs offered to families (no earlier than 60 days prior to estimated return date, but no later than 7 days prior to return). Indicate date and track attendance, or if the offer is declined.

(c) DHA-related processes and procedures, as detailed in reference (d).

(4) Ensure Sailors maintain a high level of medical, dental, legal, financial, and personal readiness at all times.

(5) Strongly encourage families, through appropriate media outlets and by letter, to attend pre-deployment briefs, pre-return briefs, and post-return evolutions.

(6) Maintain positive contact with IA Sailors and their families, throughout the IA deployment cycle to ensure their needs are being met and proper support is delivered.

j. Master Chief Petty Officer of the Navy shall participate as a non-voting member in the NPA.

7. Records Management. Records created as a result of this instruction, regardless of media and format, shall be managed per reference (e).

8. Action. Addressees will implement the policies and procedures contained in this instruction.



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