



DEPARTMENT OF THE NAVY
COMMANDER
NAVAL METEOROLOGY AND OCEANOGRAPHY COMMAND
1020 BALCH BOULEVARD
STENNIS SPACE CENTER, MS 39529-5005

NAVMETOC COMINST 3140.13F
N3
30 MAY 1997

NAVMETOC COM INSTRUCTION 3140.13F

From: Commander, Naval Meteorology and Oceanography Command

Subj: EMPLOYMENT OF MOBILE ENVIRONMENTAL TEAMS

Ref: (a) NAVMETOC COMINST 5450.9F
(b) NAVOCEANCOMINST 3140.17
(c) OPNAVINST 3000.13A
(d) NAVMETOC COMINST 3140.1K
(e) SECONDFLT 251940Z Aug 94 (ALSECONDFLT 008/94)
(f) OPNAVINST 1300.17

Encl: (1) MET Services Points of Contact

1. Purpose. To promulgate guidance for the deployment of Mobile Environmental Teams (MET) and establish priorities for their employment. (D)

2. Cancellation. NAVMETOC COMINST 3140.13E

3. Discussion. METs are assigned to the Naval European Meteorology and Oceanography Center (NAVEURMETOCEN), Naval Atlantic Meteorology and Oceanography Center (NAVLANTMETOCEN) and Naval Pacific Meteorology and Oceanography Center (NAVPACMETOCEN) and their subordinate commands. The mission and functions of the theater METOC centers are provided in reference (a). Within the mission and functions of the theater centers, METs are forward deploying components which provide timely, on-scene Meteorological and Oceanographic (METOC) services to units and activities. (R)

a. Within the Department of Defense (DoD), other U.S. government agencies and elements of the armed forces of allied nations as authorized by current higher level directives or COMNAVMETOC COM;



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b. As part of the U.S. Naval component within a Joint/Combined METOC support cell, or to augment NAVMETOCCOM activities incurring temporary and/or significantly increased workloads.

R) 4. Action. The following priorities apply in fulfilling requests for MET services:

R) a. Priority. There will be occasions when overlap exists between the following guidelines making it difficult to determine the priority of a particular tasking. Adjudication is left to the discretion of the theater center's Commanding Officer.

(1) Warplans and Contingency Operations (Navy/Joint).

(2) Deployments and Workups (Navy/Joint).

(3) Exercises (Navy/Joint).

(4) Other (including support to Allied, Foreign, and Coalition Armed Forces).

R) b. Requests not within the above guidance. Requests for MET services falling outside the preceding guidance will be referred to COMNAVMETOCCOM for approval. Request for support to allied armed forces requires COMNAVMETOCCOM approval only if the requested services exceed the disclosure authority delegated to the theater METOC center Commanding Officers by reference (b). Request for support to foreign and coalition armed forces requires COMNAVMETOCCOM approval.

c. Cost and duration of deployments. Guidance, based on mission priority for travel and per diem expenses and the normal duration of deployments is provided below. Theater centers may exceed these guidelines on a case-by-case basis consistent with resource availability, effective temporary duty (TDY) regulations and the Chief of Naval Operations policy for Personnel Tempo of Operations (PERSTEMPO) provided in reference (c).

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Pri.:	Travel and per diem:	Duration:	
1	non-reimbursable	as long as needed	(R)
2-3	non-reimbursable	not usually more than 180 days	
4	non-reimbursable	not usually more than 120 days	

Note: Support to U.S. Navy research development activities and support to other federal activities or agencies is reimbursable. (A)

d. Areas of Responsibility (AOR). MET AORs correspond to theater center AORs in reference (d).

(1) Theater centers may assign sub-AORs to their subordinate MET activities.

(2) MET AORs serve to develop regional expertise and to foster good working relations with local units and activities. Assigned AORs do not preclude use of one MET in another's AOR provided there has been prior close coordination and agreement between cognizant MET activities. METs are encouraged to continue providing support to a deploying or transitting unit with whom they have developed a good working rapport, regardless of AOR.

(3) In addition to AORs, specific NAVMETOCOM activities are designated to provide MET support to Unified, sub- Unified Commands and Naval Component Commands. These associations are listed in enclosure (1). (D)

e. Coordination

(1) Task Force/Group (TF/TG). METs employed within a TF/TG are integral to the TF/TG Oceanographer's METOC support instruction and will provide support per the OPTASK METOC. There may be instances in which MET personnel are organizationally assigned to the most senior Naval Commander or are the sole METOC support cell within a task organization and are required to draft an OPTASK METOC. Reference (e), the Navy-Wide Standing OPTASK METOC will be used as the template to tailor a TF/TG OPTASK METOC. The MET shall coordinate the OPTASK METOC with the (R)

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commander of the task organization and the senior Oceanographer within the operational chain of the supported task organization.

(2) Regional. Theater METOC Commanding Officers are responsible for:

A) (a) Formulating intra/inter-regional coordination procedures to ensure the optimum use of assets and continuity of service. This includes consultation across regions prior to denial of a request if there is a shortage of assets.

(b) Establishing and maintaining qualification and certification standards for MET personnel to ensure consistent high quality service throughout the region.

f. Readiness. METs must remain prepared for short-notice deployments.

(1) Commanding Officers must ensure MET personnel annually validate their medical and dental records, especially to ensure that all immunizations are current.

(2) Women are fully integrated members of METs. It is COMNAVMETOCCOM policy that both male and female MET personnel will share deployment requirements. Women shall be assigned within the MET's normal rotation. Working within recognized berthing restrictions and ship Commanding Officer's requirements, every attempt will be made to assign female members to sea, regardless of the priority of the request.

g. Letter of Instruction (LOI). METs shall promulgate an LOI for each MET deployment and ensure the widest possible dissemination to all cognizant activities. The LOI should include, but not be limited to the following:

(1) Scope, purpose, concept and area of operations, services to be provided, work schedule and MET responsibilities.

(2) MET personnel assigned, clearances, itinerary, equipment, etc.

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(3) Supporting unit's responsibilities including work space requirements, cryptological/keying materials, HF antenna requirements, Communications and Tactical (COMTAC) publication requirements, and logistical support.

(4) Provision for reassignment of deployed METs within a theater of operations and the release of METs at the request of the MET's Commanding Officer.

(5) Commanding Officers may issue further specific guidance for LOIs.

h. Liaison. MET activities will conduct a liaison visit, at least annually, with their supported Unified, Sub-Unified, Naval Component and Maritime Defense Zone Commanders and their respective Senior METOC Officers (SMO) or Staff Oceanographers, as appropriate. (D)

i. Requirements. A MET Operational Action Group (OAG) will be formed to identify new MET requirements. This OAG will consist of department heads from each MET activity. The OAG will meet annually at the MET Conference to identify issues and potential solutions. New requirements will be forwarded to the MET Executive Steering Group (ESG), consisting of NAVLANTMETOCEN, NAVPACMETOCEN, and NAVEURMETOCEN Commanding Officers, for review. The MET ESG will brief new requirements, as appropriate, at the Commanding Officers Conference and they, in turn, will provide recommendations to COMNAVMETOCOM for action. (A)

5. Reports

a. Bi-weekly MET Locator messages will be submitted by the Theater METOC Centers to facilitate coordination of environmental support. At a minimum, these messages will summarize the composition of a MET, their capabilities, the unit and operation to which they are assigned and the deployment dates for current and projected deployments through the next three weeks. They will provide the number of Officers, Chief Petty Officers, Forecasters (NEC 7412) and Observers who are currently deployed versus the remaining number available for deployment. Additional information may be included as appropriate.

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b. COMNAVMETOCOM encourages the exchange of MET experiences and welcomes post-deployment reports though they are not required. Post-deployment reports will be distributed per the MET Commanding Officer's direction. MET post-deployment reports do not replace Software Trouble Reports (STR), Quality Deficiency Reports (QDR), CASREP or submissions to the Navy/Joint Lessons Learned System.

c. Each MET activity will maintain records of MET deployment to include names and dates of operations/exercises supported, the total number of deployments and days deployed. Sub-totals should be organized to reflect priority and the following mission types:

- R) Surface Ships
- Joint/Combined Operations Afloat
- Joint/Combined Operations Ashore
- SSN/SSBN Support
- SOF/SEAL Support
- Foreign Operations
- Other Support

d. Each MET activity will maintain unit PERSTEMPO, OPTEMPO deployment length and turn-around-ratios (TAR) statistics within the spirit of reference (c). The following guidance is provided to ensure consistency among all activities:

(1) PERSONNEL TEMPO (PERSTEMPO) will be calculated for each individual assigned and will reflect a cumulative deployment rate over an individual's entire tour. Each individual's PERSTEMPO clock will start from the first day of reporting aboard and will run continuously through the remainder of their MET tour. PERSTEMPO will be calculated as indicated below:

$$\text{PERSTEMPO} = \frac{\text{Days Deployed}}{\text{Days Available}}$$

where **Days Deployed** is the total number of days an individual is assigned out of area from the parent command.

Days Available is the total number of days a person has been assigned to the MET minus the following adjustments:

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- check in/out for PCS (15 days total)
- required out of area schools
- medical and legal restrictions
- out of area leave

(2) OPERATING TEMPO (OPTEMPO) is used to quantify a MET's unit deployment rate over a period of time, usually a quarter year. OPTEMPO is calculated as indicated below:

$$\text{OPTEMPO} = \frac{\text{Man Days Deployed}}{\text{Man Days Available}}$$

where **Man Days Deployed** is the total number of man days the MET has provided METOC support out of area from the parent command.

Man Days Available is the sum total of all individual DAYS AVAILABLE (from PERSTEMPO) for the MET during that period.


CRAIG A. PETERSON
Chief of Staff

Distribution:

FD Shore Activities under COMNAVMETOCOM

Copy to:

A3 Chief of Naval Operations (N096 only)

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MET SERVICES POINTS OF CONTACT

Unified CommandMET POC

USPACOM	NAVPACMETOCCEN
R) CINCUSACOM & USSOUTHCOM	NAVLANTMETOCCEN
USEUCOM	NAVEURMETOCCEN
USCENTCOM & USSOCOM	NAVLANTMETOCFAC
	Jacksonville
USSPACECOM, USTRANSCOM & USSTRATCOM	COMNAVMETOCOM

Although NAVLANTMETOC DET Keflavik has no assigned MET, it will coordinate the employment of METs for COMICEDEFOR. The point of contact for a Unified Command is the point of contact for the Sub-Unified Commands and the Naval Component Commands with the following exceptions:

CommandMET POC

COMNAVSPECWARCOM & CJTF FIVE	NAVPACMETOCFAC
	San Diego
R) COMNAVSPACECOM & USCINCSO	NAVLANTMETOCCEN
COMUSJAPAN, COMUSKOREA & DEPCOMUSNAVCENT	NAVPACMETOCFAC
	Yokosuka
CJTF FOUR	NAVLANTMETOCFAC
	Jacksonville
COMSOCPAC	NAVPACMETOCCEN

Maritime Defense Zone CommandersMET POC

COMUSMARDEZLANT	NAVLANTMETOCCEN
COMUSMARDEZPAC	NAVPACMETOCCEN