



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

NAVMETOCCOMINST 3140.17A

N3
12 JUN 1997

NAVMETOCCOM INSTRUCTION 3140.17A

From: Commander, Naval Meteorology and Oceanography Command

Subj: POLICIES CONCERNING THE PROVISION OF METEOROLOGY AND
OCEANOGRAPHY PRODUCTS AND SERVICES

Ref: (a) ASSTSECNAV RES memo of 8 Apr 88 (NOTAL)
(b) SECNAVINST 5510.34

Encl: (1) Naval Meteorology and Oceanography Command Policy
Concerning the Provision of Environmental Services
and Products

1. Purpose. To promulgate guidance regarding the provision of Meteorology and Oceanography (METOC) services and products by Naval Meteorology and Oceanography Command (NAVMETOCCOM) and Marine Corps Aviation Weather activities to various categories of requestors. This instruction has been completely revised and should be reviewed in its entirety.

2. Cancellation. NAVOCEANCOMINST 3140.17.

3. Discussion. The mission of the Commander, Naval Meteorology and Oceanography Command (COMNAVMETOCCOM) is to support USN/USMC METOC and DoD Oceanography requirements and prediction services. While our focus is DoD support, we observe the Secretary of the Navy (SECNAV) policy, as stated in reference (a) and quoted below, for distribution of products and services to non DoD activities:



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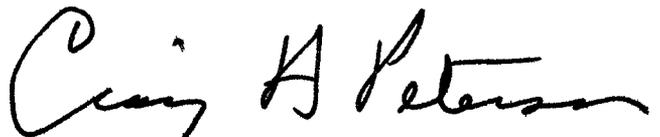
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"Naval Oceanography Command activities, detachments and units may make available to any government agency or private enterprise, upon request, unclassified operational oceanographic and meteorological information which is produced routinely and not readily available elsewhere nor in conflict with services from local government agencies or private enterprise. All such requests from friendly foreign agencies shall be cleared through Commander, Naval Oceanography Command and the Chief of Naval Operations prior to providing services to foreign interests."

Note: Naval Oceanography Command has since been renamed Naval Meteorology and Oceanography Command

4. Action. Enclosure (1) outlines policy and guidance for the provision of METOC information and products by activities of NAVMETOCCOM. Within the policy guidelines, and unless directed otherwise by competent authority, activities and units assigned to COMNAVMETOCCOM are authorized to comply with requests for information, products and/or services that are unclassified and not otherwise limited in distribution, without reference to higher authority.

5. Concurrence. This instruction has the concurrence of the Commandant of the Marine Corps, as it pertains to the incorporation of the SECNAV policy and the guidelines and requirements outlined in the enclosure. Marine Corps aviation activities shall take those actions prescribed in this instruction which are not contradictory to the specifically expressed policies of the Commandant.



CRAIG A. PETERSON
Acting

Distribution:

C40 Shore Based Detachments, Meteorology and Oceanography
FD Shore Activities under COMNAVMETOCCOM

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Copy to:

21A Fleet Commanders in Chief
 22A Fleet Commanders (ATTN: METOC Officer)
 23 Force Commanders (ATTN: METOC Officer)
 28A Carrier Group (ATTN: METOC Officer)
 28B Cruiser-Destroyer Group (ATTN: METOC Officer)
 29B Aircraft Carrier (CV), (CVN) (ATTN: METOC Officer)
 31A Amphibious Command Ship (LCC) (ATTN: METOC Officer)
 31H Amphibious Assault Ship (LHA), (LPH) (ATTN: METOC Officer)
 31N Multi-Purpose Amphibious Assault Ship (LHD)
 (Attn: METOC Officer)
 32KK Miscellaneous Command Ship (ATTN: METOC Officer)
 46Q Marine Wing Support Group (ATTN: Weather Service Officer)
 46R Marine Wing Support Squadron (ATTN: Weather Service Officer)
 46U Aviation Weapons and Tactics Squadron (ATTN: Weather
 Service Officer)
 A3 Chief of Naval Operations (N096 only)
 A6 Headquarters, U.S. Marine Corps (ATTN: ASL-44)
 C20C Naval Research Laboratory Detachments (Monterey only)
 FB44 Missile Range Facility
 FF42 Naval Postgraduate School
 FKR6B Air Warfare Center Weapons Division (Pt Mugu only)
 FT6 Air Station CNET
 FT15 Technical Training Unit
 FT78 Education and Training Professional Development and
 Technology Center (PD10/AG)
 V4 Marine Corps Air Facility (ATTN: Weather Service Officer)
 V5 Marine Corps Air Station (ATTN: Weather Service Officer)
 V12 Marine Corps Combat Development Command
 V25 Marine Corps Air-Ground Combat Center Station (ATTN:
 Weather Service Officer)

Naval Meteorology Oceanography Reserve Activities (Washington DC;
 Willow Grove, PA; Alameda, CA; Dallas, TX; Jacksonville, FL; New
 Orleans, LA; Norfolk, VA; and South Weymouth, MA)

Commanding Officer, Marine Corps Detachment, Keesler AFB
 HQ Air Weather Service (XOWP), Scott AFB, IL 62225-5008
 AFCCC Scott AFB, IL 62225-5838

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**NAVAL METEOROLOGY AND OCEANOGRAPHY COMMAND POLICY CONCERNING THE
PROVISIONS OF ENVIRONMENTAL SERVICES AND PRODUCTS**

1. General. The SECNAV policy authorizes NAVMETOCCOM units and activities to respond affirmatively to requests for information and services from other than within the DoD.

Activities assigned to COMNAVMETOCCOM that receive requests for information, services, or products, which do not fall within the purview of their mission and functions, would require a significant expenditure of funds or resources, or would impair mission performance, shall forward such requests to COMNAVMETOCCOM via their chain of command.

2. Services to DoD and other Agencies/Activities of the Federal Government

a. Requests for environmental products and services received from activities of the DON and the U.S. Coast Guard, or from other DoD agencies/activities, if requesting a service which is available from NAVMETOCCOM, are automatically validated and shall be honored to the maximum extent possible. If requests are deemed beyond local capability, they shall be forwarded through the chain-of-command to COMNAVMETOCCOM. At any point along the chain-of-command, Commanding Officers may take action on requests within their capability.

b. COMNAVMETOCCOM cooperates fully with the AWS and NOAA in all areas of mutual interest and support. Accordingly, requests that originate from an AWS or NOAA activity for services or products, should be honored within local capabilities, or forwarded through the chain-of-command.

c. Products and/or services requested by agencies of the federal government other than as specified in subparagraphs a and b above may be provided if:

(1) The product or service is routinely produced or available within NAVMETOCCOM; and,

(2) Any additional cost of providing the product or service is negligible;

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If requests do not meet the above criteria, or if doubt exists, then such requests shall be referred to COMNAVMETOCOM.

d. In those cases where identifiable resources may be dedicated to the support of non-DON activities on a continuing basis, an interservice support agreement (ISSA) should be executed. An ISSA will define specific areas of support and where appropriate, provide for funding reimbursement.

e. Private individuals or organizations under contract to the DON or DoD are required to forward requests for environmental information, products, or services through their sponsor agency. NAVMETOCOM activities that receive requests directly from a contractor shall assist and advise the individual or organization of the correct requesting procedures. In cases where a short turnaround time becomes a factor, request guidance through the chain-of-command.

3. Service to the U.S. Civilian Community

a. In order that unfair advantage over competition does not ensue, requests from private organizations engaged in providing environmental services to the public or industry for additional products and/or services not routinely available on NAVMETOCOM unrestricted electronic media shall be referred to COMNAVMETOCOM. To avoid any possible conflicts, Commanding Officers/Officers in Charge/Chief Petty Officers in Charge/Petty Officers in Charge shall refrain from giving approval, tacit or otherwise, to such requests and shall avoid any exchange of dialogue, either oral or written, with the requesting organization as to availability of or ability to provide the desired information until such time as COMNAVMETOCOM has provided adequate guidance.

b. Requests from a private enterprise or individuals for climatology data, publications, or atmospheric or oceanographic observations, are normally referred to the Director, National Climatic Data Center, Director, National Geophysical Data Center or to the Director, National Oceanographic Data Center (addresses indicated below), as appropriate. Information available from, or unique to, Navy sources will generally be provided to private enterprise or individuals through these three activities as long as no additional costs result.

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Director
National Climatic Data Center
151 Patton Avenue Room 120
Asheville, NC 28801
(704) 271-4476

Director
National Geophysical Data Center
Code (E-GC)
325 Broadway
Boulder, CO 80303
(303) 497-6215

Director
National Oceanographic Data Center
1315 East-West Highway
Silver Springs, MD 20910
(301) 713-3267

c. NAVMETOC COM activities shall refrain from tailoring local area forecasts or similar information in response to solicitations by individuals or organizations of the civil community. However, routinely produced local area products may be made available to the local civil community.

d. The COMNAVMETOC COM Legal Counsel shall be informed of all requests for information, prior to its release, which is to be used in connection with any litigation or other investigative proceeding.

4. Provision of Services to friendly Foreign Agencies

a. The basic SECNAV policy provision pertaining to "friendly foreign agencies" (military, governmental, or private) applies only to services not covered in treaty agreements, directives, including OPORDS, OPLANS, tactical publications, approved manuals, etc. Services authorized under agreement or directives, or services requested by foreign units operating in combined operations with U.S. forces, may be provided without the prior approval of COMNAVMETOC COM.

b. Procedures and constraints regarding the disclosure of classified information and technology transfer to foreign governments are clearly established in various SECNAV and OPNAV directives. Reference (b) provides COMNAVMETOC COM with disclosure

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authorization for specific ocean acoustic forecast products (under certain conditions) to specified nations and organizations. Requests for information or products by a foreign government not outlined by reference (b) shall be forwarded to COMNAVMETOCCOM.

5. Aviation Services

NAVMETOCCOM activities located at designated air facilities, shall provide aviation forecasts and related services to all aviation interests authorized the use of the facility in accordance with individual tasking, functions, directives, and established procedures.

6. Optimum Track Ship Routing (OTSR) and Ship Enroute and Aviation Weather Forecast (WEAX/AVWX) Services

Although intended primarily to meet U.S. Navy support requirements, OTSR and WEAX/AVWX services are provided on occasion to a variety of non-DoD ships and units, both domestic and foreign. This is in accordance with established policy which fosters U.S. Navy cooperations with: naval forces of friendly foreign countries, other agencies of the federal government, and, under specified conditions U.S. maritime interests in the civil sector. NAVMETOCCOM activities shall comply with the guidance in Table 1 of Attachment 1 in determining proper action in response to requests for OTSR or WEAX/AVWX services.

7. Sea Ice Services

a. The Naval Ice Center (NAVICECEN) Suitland, MD is tasked with providing sea ice support services to the DoD. NAVICECEN is further tasked as the DoD Component of the National Ice Center (NIC) with NOAA and the U.S. Coast Guard. Accordingly, Navy, NOAA and U.S. Coast Guard policies have been blended in determining eligibility for products from the NIC.

b. Emergency support, where life or property is at risk, will normally be provided promptly and without question.

c. NOAA policy, in general, is to respond favorably to environmental service requests from non-U.S. Government entities when such services are not available from commercial enterprise and can be provided within available resources, without partiality, and without compromise of the basic mission or

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regulations. NOAA representatives in the NIC, their superiors or designated points of contact, will advise the NIC Director on the propriety of providing sea ice service in specific cases. Requests from non-U.S. Government sources will be scrutinized, and clarification obtained, if necessary, to determine if commercial sources were considered or are available.

d. Normally, no reimbursement is required for provision of sea ice products or services to any user, except for publications available through government or commercial supply sources. Exceptions might be required, however, for requests of an unusually extensive or expensive nature.

8. Provision of Services via Electronic Means

a. Bulletin Board System (BBS)

A variety of electronic bulletin boards are available for the dissemination of products and services from NAVMETOCCOM activities. These include the Navy Oceanographic Data Distribution System (NODDS) at FLENUMMETOCCEN, PC Image Communications System (PICS) at NAVOCEANO, and Regional Center Bulletin Board Systems. Access to these systems is intended primarily for U.S. military forces and shall be made available consistent with basic policies set forth in this instruction. These systems are password protected such that legitimate users have access only to the information they are entitled, by virtue of their clearance and formally approved access. Since formal international agreements may be required prior to granting access to these systems, requests for access by foreign activities should be referred to COMNAVMETOCCOM for approval.

b. World-Wide Web (WWW) Technologies

COMNAVMETOCCOM, the Production Centers, the Regional Centers, and some of our facilities and detachments maintain a series of WWW Operational Support Home Pages used to disseminate products. Operational Support Home Pages are maintained on NIPRNET/Internet (Unclassified), SIPRNET (Classified GENSER), and JWICS. The unrestricted, Unclassified Operational Support Home Pages are intended primarily for U.S. military forces; however access by other Federal Agencies, commercial and private sectors, and other countries and territories is accepted. As with the BBS systems, these systems are also appropriately protected to prevent unauthorized access.

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9. Emergency Situations. . . . Due regard shall be exercised in special circumstances and situations of emergency. If failure to furnish unclassified information might result in loss of life or property, immediate action is authorized. A written report shall be made to COMNAVMETOC COM of such circumstances and action taken.

10. Notification. . . NAVMETOC COM activities shall refer to COMNAVMETOC COM any directives or correspondence from other authority not in consonance with the foregoing policy guidelines.

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**GUIDANCE FOR DETERMINATION OF ELIGIBILITY
FOR OTSR AND WEAX/AVWX SERVICES**

Classes of Ships Requesting Services:

I. U.S. Navy ships and units, USNS ships, U.S. Coast Guard ships, and commercial ships under U.S. Navy operational control (i.e., time, bare-boat or consecutive voyage chartered) and/or as specifically requested by the Military Sealift Command.

II. U.S. DoD non-Navy ships, including U.S. Army vessels and commercial vessels under DoD operational control, and NATO naval vessels.

III. U.S. Government non-DoD ships (e.g., NOAA or National Marine Fisheries Service vessels).

IV. Friendly foreign naval ships and units enroute to or from U.S. ports, or enroute to or from, or participating in, international naval exercises or operations in which U.S. Naval units are also engaged, or as specially requested or approved by responsible U.S. Navy commands. Those instances wherein the "friendly" status of a requesting foreign naval vessel cannot be determined shall be referred to COMNAVMETOCOM for resolution.

V. U.S. commercial or institutional vessels engaged in oceanographic survey, research, or data collection efforts which may logically be expected to be of direct benefit to the U.S. Navy.

VI. All other ships.

Action on Request for Services

A. Provide the service on request without further reference.

B. Provide the service on request. Include COMNAVMETOCOM as an information addressee only on the initial and final message or correspondence which initiates the OTSR or WEAX/AVWX support action. (This will provide a measure of the extent of such services being provided and, indirectly, of the resources involved.)

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C. Upon receipt of the request for services, send a "UNODIR message" of priority precedence to COMNAVMETOCCOM. If no response is received from COMNAVMETOCCOM within thirty-six hours, provide the services as requested. (This will provide a measure of the extent of such services being provided, the resources involved, and the opportunity to decline to provide the services if deemed appropriate.)

D. Forward the request for services to COMNAVMETOCCOM for appropriate action.

TABLE 1

GUIDANCE FOR PROVIDING OTSR WEAX/AVWX SERVICES

| SHIP CLASS | <u>ACTION ON REQUEST</u> | | | |
|------------|--------------------------|---|---|---|
| | A | B | C | D |
| I | X | | | |
| II | X | | | |
| III | X | | | |
| IV | | X | | |
| V | | | X | |
| VI | | | | X |

Action is indicated by the "X" in response to a request for OTSR or WEAX/AVWX service from the class ship indicated as defined in the above paragraphs.