COMNAVRESFOR INSTRUCTION 1000.7B

From: Commander Navy Reserve Force

Subj: COMMANDER, NAVY RESERVE FORCE OPERATIONAL SUPPORT EXECUTIVE COMMITTEE

Encl: (1) EXCOM Pillar Structure
(2) EXCOM Business Rules
(3) EXCOM Distribution Rules

1. **Purpose.** To codify the duties and responsibilities of the Operational Support Executive Committee (EXCOM).

2. **Cancellation.** COMNAVRESFORINST 1000.7A.

3. **Background.** The Commander, Navy Reserve Force (COMNAVRESFOR) EXCOM was established to provide a rigorous, objective review process to validate and prioritize Reserve Component (RC) operational support requests from Active Component (AC) commands. Additionally, the EXCOM provides advice and staffing on policy and/or guidance that pertains to the management and execution of discretionary Reserve Personnel, Navy (RPN) funding.

4. **Discussion**
   
   a. There is a consistent demand for the Navy RC to provide operational support at a level above the amount that can be provided solely via Annual Training (AT) and Inactive Duty Training (IDT) funding. AC operational support and mobilization training requirements for the RC are the primary demand signal for Navy Reserve fiscal, operational, and training policies.
   
   b. Represented by Operational Support Officers (OSO), AC commands identify, prioritize, and communicate the upcoming fiscal year (FY) discretionary RPN resource requirements to Commander, Navy Reserve Forces Command (COMNAVRESFORCOM) through the Navy Reserve Order Writing System (NROWS) planning module process. This process provides the mission level detail (with associated funding levels) for Active Duty for Training (ADT), ADT-Schools, Inactive Duty Training Travel, Additional Drills, Additional Training Period (ATP), Additional Flight Training Period (AFTP), and Reserve Management Period (RMP).
   
   c. The EXCOM is a body of senior Naval officer OSOs that represent the full spectrum of Navy commands and mission sets. The EXCOM is charged with developing a discretionary RPN distribution methodology that incorporates AC mission priorities and is transparent and equitable to all those commands that participate. The composition of the EXCOM is contained in enclosure (1).
d. The EXCOM consolidates, validates, prioritizes missions, and training events to fund the highest priority AC operational requirements across all warfare areas and provider communities.

5. Action

a. The COMNAVRESFORCOM EXCOM will convene twice a year in accordance with enclosures (2) and (3) to accomplish the following:

   (1) Annual Distribution Meeting. Determine and present a recommended discretionary RPN distribution for the upcoming FY. Additionally, discuss and make recommendations regarding relevant Navy Reserve resource management policies and guidance in accordance with enclosure (3).

   (2) EXCOM Mid-year Review. Validate the FY distribution and/or propose an updated discretionary RPN distribution recommendation for quarters 3 and 4 (Q3 and Q4) of the current FY. Discuss and make recommendations regarding relevant Navy Reserve resource management policies and guidance.

b. The EXCOM will develop a discretionary RPN schema that incorporates Fleet and Provider priorities when developing a recommendation on the distribution of funds to COMNAVRESFOR.

c. The EXCOM will develop a process to address emergent requirements that create a significant impact on approved distributions.

d. The EXCOM will develop a process for the distribution of additional RPN discretionary funding or the recoupment of funding from AC command accounts.

5. Records Management. Records created as a result of this instruction, regardless of media and format, must be managed per Secretary of the Navy Manual (SECNAV) 5210.1 of January 2012.

6. Review and Effective Date. Per OPNAVINST 5215.17A, COMNAVRESFOR will review this instruction annually on the anniversary of its effective date to ensure applicability, currency, and consistency with Federal, Department of Defense, SECNAV, and Navy policy and statutory authority using OPNAV 5215/40 Review of Instruction. This instruction will automatically expire 5 years after effective date unless reissued or canceled prior to the 5-year anniversary date, or an extension has been granted.

T. W. LUSCHER
Deputy

Releasability and distribution:
This instruction is cleared for public release and is available electronically only via COMNAVRESFOR Web site, https://private.navyreserve.navy.mil/
**EXCOM PILLAR STRUCTURE**

<table>
<thead>
<tr>
<th>Pillar Name</th>
<th>Pillar Lead (Billet)</th>
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<tbody>
<tr>
<td>U. S. Fleet Forces Command (USFF)</td>
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</tr>
<tr>
<td>U. S. Pacific Fleet (PACFLT)</td>
<td>U.S. Pacific Fleet OSO</td>
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<tr>
<td>Navy Total Force (NTF)</td>
<td>Bureau of Naval Personnel OSO</td>
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<tr>
<td>Commander, Navy Installations Command (SHORE)</td>
<td>Navy Installations Command OSO</td>
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<tr>
<td>JOINT</td>
<td>Assistant to the Chairman, JCS, Reserve Matters</td>
</tr>
<tr>
<td>DC</td>
<td>Office of the Deputy Assistant Secretary of the Navy (Reserve Affairs)</td>
</tr>
<tr>
<td>BUREAU OF MEDICINE &amp; SURGERY/ Navy in Support of Marine Corps(BUMED/NISOMC)</td>
<td>Bureau of Medicine and Surgery OSO</td>
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<tr>
<td>Information Warfare Community</td>
<td>Navy Reserve Forces Command N2</td>
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<tr>
<td>Special Operations Force (SOF)</td>
<td>Special Operations Command OSO</td>
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Enclosure (1)
EXCOM BUSINESS RULES

1. The structure of the EXCOM meeting:
   a. COMNAVRESFORCOM will provide opening remarks intended to both communicate guidance and set expectations of the EXCOM.
   
   b. Scene setter briefs from COMNAVRESFORCOM N3, N7, and N8 to provide the EXCOM with a common knowledge base and overview for the upcoming FY and the quarterly phasing plan.
   
   c. Review of COMNAVRESFORCOM N3 draft distribution plan for the upcoming FY based on approved EXCOM processes.

2. The products of the meeting are:
   a. A recommended FY discretionary RPN distribution plan. Included in the distribution plan are projected or on-going priority mission and/or high-level interest items. The recommendations are briefed to COMNAVRESFORCOM for concurrence.

EXCOM Mid-Year Review (MYR) Business Rules

1. The structure of the EXCOM meeting:
   a. COMNAVRESFORCOM will provide opening remarks to communicate the guidance to and expectation of the EXCOM.
   
   b. Scene setter brief from COMNAVRESFORCOM N3, N7, and N8 to provide the EXCOM with a common knowledge base and overview for the current FY Q3 and Q4 distribution requirements.

2. The products of the meeting are:
   a. A review of the current FY Q3 and Q4 discretionary distribution plan.
   
   b. A brief with a recommended FY discretionary RPN distribution plan out-brief to COMNAVRESFORCOM for concurrence.

Enclosure (2)
EXCOM DISTRIBUTION RULES

1. Distribution Methodology:

   a. The EXCOM distribution amount will equal the balance of available funding minus “must pays” and “first pays.”

      (1) “Must pays” are determined by COMNAVRESFOR.

      (2) “First pays” are defined as:

          (a) Recurring or emergent requirements based on policy, statutory requirement, mission criticality, and/or a Reserve-unique capability.

          (b) Mandatory currency requirement, such as Medical and/or Navy Emergency Preparedness Liaison Officer (NEPLO).

          (c) Overseas Contingency Operations (OCO) - related mission or accession training.

      (3) EXCOM “First pay” business rules:

          (a) Requirements are reviewed annually and are endorsed by the EXCOM.

          (b) “First pays” are funded at 100 percent, prior to the A-E Fleet Priorities.

          (c) Currency/Training-related requirements are managed by COMANVRESFORCOM N7.

          (d) Emergent requirement funded via the EXCOM “tax” will not affect “First pays.”

   b. The EXCOM distribution will be 20 percent billet-based and 80 percent mission-focused, and it will be allocated based on United States Fleet Forces-Pacific Fleet (USFF-PACFLT) Priority Codes A-E.

      (1) Ninety percent of the allocation will be distributed to Fleet Priority Codes A: Crisis/Fleet OCO, B: Service/COCOM Support, and C: Fleet/Joint Exercises.

      (2) Ten percent of the allocation will be distributed to Fleet Priority Codes D: School/Readiness Training (non-OCO) and E: Other Support (Staff, Admin)/Special Projects.

      (3) OCO will be included in the total of the FY distribution.