DEPARTMENT OF THE NAVY
COMMANDER NAVY RESERVE FORCE
1915 FORRESTAL DRIVE
NORFOLK VA 23551-4615

Canc: Feb 2021

COMNAVRFORNOTE 1000
NICI
11 Feb 2020

COMNAVRFOR NOTICE 1000

From: Commander, Navy Reserve Force

Subj: COMMANDER, NAVY RESERVE FORCE SHORE MANPOWER REQUIREMENTS
DETERMINATION PROGRAM SCHEDULE

Ref: (a) COMNAVRFORINST 1000.3D
(b) OPNAVINST 1000.16L

Encl: (1) Fiscal Year 2021 SMRDP Schedule

1. Purpose. To issue the Commander, Navy Reserve Force (COMNAVRFOR) Fiscal Year
2021 Shore Manpower Requirements Determination Program (SMRDP) Schedule, enclosure (1).

2. Background. References (a) and (b) provide policy, guidance, and procedures for
implementing and conducting SMRDP studies in accordance with COMNAVRFOR guidance.
Each SMRDP study reviews the minimum quantity and quality of manpower required to
accomplish the mission, functions, and required tasks of associated units.

3. Action. Addressees will prepare for scheduled SMRDP studies using guidance provided per
reference (a). The command point of contact for this matter is CDR Nicholas Lassiter, who may
be reached at (757) 445-3111 or via e-mail at nicholas.lassiter@navy.mil.

4. Records Management. Records created as a result of this notice, regardless of media or
format, must be managed per Secretary of the Navy Manual 5210.1 of January 2012.

R. E. DANIELSON
By direction

Releasability and distribution:
This notice is cleared for public release and is available electronically only via
**COMNAVRESFOR FY 21 SMRDP SCHEDULE**

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* (Activity has less than 10 requirements, phone interviews will be performed.)

Enclosure (1)