COMNAVRESFORCOM INSTRUCTION 5450.3C

From: Commander, Navy Reserve Forces Command

Subj: MISSION, FUNCTIONS, AND TASKS OF COMMANDER, NAVAL INFORMATION FORCE RESERVE

Ref: (a) CNO WASHINGTON DC 161548Z Jul 12 (NAVADMIN 215/12)
(b) Information Dominance Type Command Implementation Planning Team Final Report of 30 December 2013
(c) CNO ltr 3110 Ser N00/100013 of 04 Mar 14
(d) OPNAVINST 5401.8C
(e) DIA/DNI MOA-003-045 of 28 Jun 13
(f) COMNAVRESFORCOMINST 5450.8
(g) DoD 8570.01-M, Information Assurance and Workforce Improvement Program, December 2005
(h) OPNAVINST 3060.7B
(i) COMNAVRESFORINST 3060.7C

Encl: (1) Functions and Tasks of Commander, Naval Information Force Reserve

1. Purpose. To publish the authorities delegated to Commander, Naval Information Force Reserve (COMNAVIFORES) as an Echelon IV command under the authority of Commander, Navy Reserve Forces Command (COMNAVRESFORCOM) and the Mission, Functions, and Tasks of COMNAVIFORES as a shore based activity.

2. Cancellation. COMNAVRESFORCOMINST 5450.3B.

3. Background. References (a) through (c) established COMNAVIFORES as the Reserve Information Warfare Community (IWC) type commander with the responsibility to train and professionally develop Reserve IWC Sailors in the fields of intelligence, cryptologic warfare, information technology, meteorology, oceanography, and space cadre. Reference (d) established program sponsor and advisor roles for the Reserve IWC cadre. Reference (e) established COMNAVIFORES as the site sponsor of the Navy's Joint Reserve Intelligence Centers (JRIC).
Reference (f) established the roles and responsibilities for COMNAVIFORES and its supported and supporting commands. Reference (g) provides guidance and procedures for conducting Information Assurance functions in assigned duty positions, as described in enclosure (1). Reference (h) provides familiarity with manpower mobilization terms and references and an overview of the mobilization process and reporting relationships. Reference (i) provides an overview of the administrative procedures for identifying, notifying, mobilizing and demobilizing Navy Reserve Component (RC) Sailors.

4. Authorities

   a. COMNAVIFORES is delegated the authority to monitor and advise COMNAVRESFORCOM in manning, training, and equipping Reserve IWC Sailors.

   b. COMNAVIFORES shall monitor and direct corrective action to ensure mobilization readiness of Reserve IWC personnel.

   c. Per references (d) and (e), the Director of Naval Intelligence/Deputy Chief of Naval Operations for Information Warfare (N2/N6) delegates authority to COMNAVIFORES for all issues pertaining to the day-to-day oversight, management, operation, and maintenance of the Navy-sponsored JRIC sites.

5. Mission. Per reference (a), the mission of COMNAVIFORES is to provide qualified Information Warfare professionals who are ready to be employed across the operational continuum to support and augment the Fleet, Combatant Commands, and Department of Defense and national agencies in support of assigned missions and national strategic goals.

6. Command Relationships. COMNAVIFORES is an Echelon IV shore command commanded by a Selected Reserve (SELRES) IWC Flag Officer.

   a. Administrative Chain of Command.

      (1) Chief of Naval Operations (CNO)

      (2) Commander, Navy Reserve Force (COMNAVRESFOR)

      (3) COMNAVRESFORCOM
(4) COMNAVFORES

b. There is no stand-alone COMNAVFORES Inspector General (IG) requirement. The COMNAVFRESFOR IG provides IG services for and periodic command inspections of COMNAVFORES.

c. Routine Tasking and Direction. COMNAVFORES reports directly to COMNAVFRESFORCOM for administrative and service related matters, with additional duty responsibilities to Commander, Naval Information Forces (COMNAVIFOR). COMNAVFORES Reserve augment units operationally report to their active component supported command per reference (a).

7. Action. In accomplishing the assigned mission, COMNAVFORES will ensure performance of the functions and tasks in enclosure (1) and will submit recommended changes to this instruction when required.

8. Records Management. Records created as a result of this instruction, regardless of format, shall be managed per reference (d).

Distribution:
Electronic copy via COMNAVFRESFOR Web site
https://private.navyreserve.navy.mil/CNIRC/Pages/default.aspx
COMNAVRESFORCOMINST 5450.3C
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Functions and Tasks of Commander, Naval Information Force Reserve

1. COMNAVIFORES Functions:

   a. Serve as the Reserve Information Warfare (IW) Force Type Commander, performing Title 10 responsibilities to monitor and advise COMNAVRESFORCOM in manning, training, and equipping the Reserve IW Force capability.

   b. Serve as the Reserve Force advocate for Assured C2, Battle Space Awareness, and Integrated Fires capability readiness.

2. COMNAVIFORES Tasks:

   a. Navy IWC Reserve Personnel Readiness. Advise and coordinate with COMNAVRESFORCOM on Reserve IWC manning, manpower, and personnel policies; requirements, processes, and programs; and alignments affecting IWC reserve and civilian personnel, in support of Navy, fleet, agency, and Joint operations in order to maintain Navy IWC RC personnel in the highest state of mobilization readiness. Ensure compliance with Combatant Commander and theater specific personnel readiness requirements. Execute missions in support of the CNO and in response to Force requirements.

      (1) Ensure RC IWC personnel maintain community specific core competencies.

      (2) Issue readiness goals and objectives for the IWC Reserve.

      (3) Issue readiness planning and reporting requirements for the IWC Reserve.

      (4) Develop and implement IWC Navy Reserve specific training and readiness requirements.

      (5) Advise COMNAVRESFOR and COMNAVRESFORCOM, Director of Naval Intelligence/Deputy Chief of Naval Operations for Information Warfare (N2/N6), and COMNAVIFOR on COMNAVIFORES readiness, operational support, accessions, professional

Enclosure (1)
training, equipment, facilities and administrative policies and requirements.

(6) Prioritize, sequence and identify resourcing for training in line with program sponsor and COMNAVIFOR requirements, to ensure RC IWC personnel are ready to meet operational and strategic mobilization requirements.

(7) Issue COMNAVIFORES inspection guidance and procedures, and conduct triennial command inspections of subordinate IWC Regions per COMNAVRESFOR Inspector General directives.

(8) Implement, monitor, and inspect security management systems. Maintain ownership and servicing of all personnel assigned to IWC Reserve units within Joint Personnel Adjudication System and related security management systems. Provide an efficient program of indoctrination and training in security education, intelligence oversight, and standards of conduct.

(9) Submit consolidated request for IWC Reserve training quota requirements.

(10) Serve as regular reporting senior for COMNAVIFORES active duty and SELRES staff, IWC Region Commanders, IWC Region Officer in Charge (OIC)/Assistant OIC, JRIC OIC, and assigned JRIC Operations Officers.

b. Navy IWC Reserve Financial Resources Execution. Support COMNAVRESFOR and COMNAVRESFORCOM in all phases of applicable budget planning, resolution, and execution.

(1) Respond to higher echelon data calls and requests for information in support of the planning, programming, and budgeting system process.

(2) Manage and approve ADT reimbursable funding documents in coordination with COMNAVRESFOR N2/N8.

(3) Ensure proper liquidation of funded SELRES orders for assigned personnel and personnel funded for IWC-unique training and operations support requirements.
(4) Advise COMNAVRESFOR in determining budget requirements for IWC Reserve readiness, training and intelligence support programs.

(5) Coordinate, monitor, and execute audit readiness and sustainment requirements in support of Financial Improvement and Audit Readiness (FIAR).

c. Navy IWC Reserve Manpower/Personnel. Execute guidance from COMNAVRESFOR and COMNAVRESFORCOM in all matters relating to Navy IWC Reserve manpower and personnel issues for subordinate commands.

(1) Coordinate with COMNAVRESFORCOM N1 for Full Time Support and civilian personnel manning and manpower requirement issues. Active Component personnel manning requirement issues will be coordinated with Navy Personnel Command per reference (f).

(2) Manage the RC Cyber Security Workforce (CSWF) and ensure compliance with reference (g). Liaise with COMNAVRESFORCOM N6/N7, COMNAVIFOR, and Department of the Navy Chief Information Officer as necessary to ensure RC CSWF satisfies all requirements and training qualifications.

d. Mobilization. Nominate IWC Sailors to fill mobilization requirements as dictated by USFF and COMNAVRESFORCOM N35.

(1) Manage IWC RC personnel mobilization/demobilization processing and throughput in accordance with references (h) and (i).

(2) Assist as required in the recall of assigned Navy Reserve units and individuals when activation is directed.

(3) Establish facility and equipment requirements to accomplish IWC-specific mobilization training support at JRIC and Inactive Duty Training sites.

(4) Implement mobilization directives from COMNAVRESFOR and COMNAVRESFORCOM.

e. Shore Installation Management. Responsible for oversight, staffing, management, and operation of Navy hosted
JRIC facilities to meet identified supported command operational requirements.

(1) Oversee the identification of facility related resource requirements, the material condition, safety and appearance of assigned land and facilities, proper and economic use of assets and the efficient and effective application of manpower and funds.

(2) Ensure efficient use and identify capability gaps of assigned facilities and recommend modifications, consolidation, closures, new construction and alternative facilities to regional Naval Facilities Engineering Command and COMNAVRESFOR Facilities Manager, as appropriate.

(3) Provide Sensitive Compartmented Information Facility (SCIF) engineering expertise and project management support for Navy hosted JRICs. Provide site operations support for mission critical infrastructure, fire/life safety, security systems and remote environmental monitoring systems. Support SCIF accreditation requirements.

(4) Maintain liaison with applicable JRIC program management and oversight offices, JRIC customer parent organizations and supported commands, security accrediting officials and host activities (Joint Reserve Base, Navy Operational Support Center, Department of Defense facility, etc.).