



## DEPARTMENT OF THE NAVY

NAVAL FACILITIES ENGINEERING COMMAND  
WASHINGTON NAVY YARD  
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WASHINGTON DC 20374-5065

IN REPLY REFER TO

NAVFACINST 5450.79  
SR  
3 April 2001

### NAVFACINST 5450.79

From: Commander, Naval Facilities Engineering Command

Subj: MISSION, FUNCTIONS, AND TASKS OF THE NAVAL CONSTRUCTION  
BATTALION CENTER, PORT HUENEME (CBCPH)

Ref: (a) OPNAVNOTE 5450 Ser 09B22/OU507441 of 6 Oct 00  
(b) OPNAVINST 5450.171C

Encl: (1) Functions and Tasks of CBCPH

1. Purpose. To publish the functions and tasks of CBCPH, as directed by reference (a) and in accordance with reference (b).

2. Mission. To support force-wide policy and doctrine, identify requirements and provide naval construction force support, which includes complete life-cycle logistics service, logistics engineering, acquisition, information technology, commodity management, maintenance policy and operations, sustainability, and training course development for both mobile and amphibious naval construction forces and for other Navy special operating units; to provide support for mobilization and force readiness, central design and operation of NAVFACENGCOM-wide information technology, specialized procurement and contract support, and to perform other functions and tasks as may be directed by higher authority.

3. Status and Command Relationships. CBCPH is a shore activity in an active status under a Commanding Officer.

a. Command:

Echelon

- 1 Chief of Naval Operations
- 2 Commander, Naval Facilities Engineering Command
- 3 Commanding Officer, Naval Construction Battalion Center, Port Hueneme

b. Area Coordination: Not applicable.

4. Overseas Diplomacy. Not applicable.

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5. Action. In accomplishing the assigned mission, the Commanding Officer, Naval Construction Battalion Center, Port Hueneme will ensure performance of the functions and tasks in enclosure (1). Send recommended changes via the chain of command to OPNAV Code 09B22.



M. K. LOOSE  
Vice Commander

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FUNCTIONS AND TASKS OF NAVAL CONSTRUCTION BATTALION CENTER,  
PORT HUENEME

The following shall be performed to accomplish the assigned mission:

A. Command (00)

1. As appropriate, provides management and technical assistance to improve the administrative, military, operational, supply and material readiness of the Naval Construction Battalion Center Port Hueneme.

B. Administration (N1)

1. Provides and coordinates full-range of administrative and support services to CBCPH, and provides overall support in the areas of strategic and business planning/analysis, metrics and personnel.

2. Provides oversight, coordination, and management of strategic sourcing initiatives including functional analyses and Government/Industry Cost comparisons.

3. Provides program-planning support to the CBCPH, NAVFAC, and the Naval Construction Force (NCF) in translating, coordinating and justifying requirements to improve War Reserve Material (WRM) and Active Table of Allowance (TOA) assets, and supports policy and doctrine within the Naval Construction Force (NCF).

4. Provides budget-planning, support and execution analysis for mission support, centrally funded efforts and special program requirements in support of CBCPH and the NCF, utilizing various appropriations.

5. Provides accounting, reporting, analysis and reconciliation for all CBCPH managed funds, and supports the various accounting and business systems.

6. Improves financial information by increasing its relevance, accuracy, and accessibility for management needs.

7. Provides a link and staffing for the NCF Manpower Quality Management Board (QMB).

C. Operations and Plans (N3/5)

1. Provides support for Prepositioned War Reserve Material Stock (PWRMS) preservation, de-preservation, and maintenance.

Enclosure (1)

2. Provides design and engineering support for the Advanced Base Functional Component (ABFC) system, TOA's and other NCF and Naval Beach Group (NBG) programs as needed. Leverages this support from other existing NAVFAC, Navy and DoD organizations.

3. Provides planning for improvement and development of commodities and TOA in support of the NCF and NBG.

4. Provides client liaison with the active duty proponents of all NAVFAC managed TOAs.

5. Provides the support and staffing for policy and doctrine issues that support the NCF.

6. Provides a link and staffing for the NCF Operations QMB.

7. Provides a link and staffing for the NCF Concept of Operations (CONOPS) QMB.

#### D. Logistics (N4)

1. Provides the Acquisition Support for all commodities managed by CBCPH, to include obligations, interface with buying Commands and other such procurement organizations.

2. Provides Integrated Logistics Support (ILS) for all commodities managed by CBCPH.

3. Provides Life Cycle Support for all commodities, to include provisioning and supportability for the ABFC and TOA's.

4. Provides programming support, acquisition, and life cycle support for 2C Cog items (TOA items managed by NAVFAC) throughout the Navy.

5. Provides Commodity Management for all TOA items throughout the NCF, NBG and other USN activities as appropriate. This will include such items as inventory management, stratification against operational units, material management, and the clarification and fulfillment of requirements.

6. Provides technical and in-service engineering support for the NCF and NBG to include reliability and logistics engineering, maintainability and system support.

7. Acts as the material accountability supply officer for all WRM material managed by NAVFACENCOM.

8. Provides TOA configuration management and develop containerization kitting packing plans.

9. Provides a link and staffing for the NCF Logistics QMB.

E. Communications/Information Technology (N6)

1. Provides life cycle support for communication systems and technological support for communications software systems.

2. Provides technological and life cycle support for IT requirements in accordance with NAVFAC policy. Maintains coordination and liaison with IT branches of the NCF/NBG and logistics support organizations, such as NAVSUP, NAVSEA, SPAWAR and HQMC.

3. Provides Internet and NAVFAC Intranet support (to include web and web-based applications) and desktop support for CBCPH. Provides IT support guidance to NAVFACHQ (SR).

4. Serves as the proponent for NCF communications equipment and IT MIS applications.

5. Provides a link to, facilitation of, and staffing for the NCF Command, Control, Communications, Computers and Intelligence (C4I) QMB.

F. Course Development (N7)

1. Functions as the NAVFAC training support agency for the NCF.

2. Provides curriculum development for training and new equipment/material introduced to the NCF/NBG, to include:

a. Development and/or acquisition of complete training logistics packages.

b. Identifying appropriate training delivery vehicles for quality, cost-effective training and development of courses or other training delivery methods.

c. Maintaining accurate course curriculum/training materials for all courses as required by NAVEDTRA 130A and CNET directives.

d. Developing and maintaining computer-based/web-based training.

3. Provides the maintenance and management of the NCF Navy Training Systems Plan (NTSP), to include:

a. Establishing and maintaining a relational database for all NTSP training data.

b. Participating in NCF NTSP conferences.

4. Provides input and coordination between Fleet Units, CNET activities, and NAVFACHQ for all matters dealing with NCF and OF-13 training, to include:

- a. Participating in Navy Training Requirement Reviews.
- b. Review rate-training manuals for technical accuracy.
- c. Establishing and maintaining a training intranet web site.

5. Maintains all NAVFAC sponsored NCF training support manuals including the SCW QSP program.

6. Provides a link and staffing for the NCF Training QMB to include implementing training decisions of the NCF ESG and NCF Training QMB.

G. Historical Office & CEC/Seabee Museum (HO)

1. Provides historical service for COMNAVFACENGCOM and the NCF.
2. Provides archivist for COMNAVFACENGCOM and the NCF.
3. Provides museum services for NAVFAC, the Civil Engineer Corps and the Seabees, at both Port Hueneme and Gulfport.
4. Provides educational services in support of the museum.
5. Provides curator and exhibit services in support of the museum.