| COMSCINST 5215.1J | COG CODE N002 | DATE 28 JUN 1990 |

DEPARTMENT OF THE NAVY
COMMANDER MILITARY SEALIFT COMMAND
WASHINGTON NAVY YARD BLDG 210
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WASHINGTON DC 20398-5540

COMSCINST 5215.1J
N002
28 June 1990

COMSC INSTRUCTION 5215.1J

Subj: POLICY FOR ISSUANCE OF MSC DIRECTIVES

Ref: (a) SECNAVINST 5215.1C

1. Purpose. To prescribe COMSC policy for the issuance of directives by MSC commands.

2. Cancellation. COMSCINST 5215.1H.

3. Policy. The objectives of the Navy Directives System will be achieved throughout MSC by adherence to reference (a). MSC instructions applicable to more than one MSC area will be issued solely by COMSC. Subordinate commanders shall issue instructions only to meet conditions peculiar to their respective commands. This policy will result in an overall reduction in the number of MSC directives in effect and greater uniformity in administrative and operational procedures throughout MSC.

4. Action. Addressees shall:

   a. Regularly review their directives, compare them with COMSC instructions, and cancel those which overlap or have served their purpose.

   b. In an effort to eliminate directives pyramiding, submit recommendations for items to be covered by COMSC instructions. Recommendations may cover new material or that which is covered inadequately. Submissions should be in the format of instructions or change transmittals, as applicable.

   c. Send COMSC (N0021) two copies of each instruction and change transmittal issued, two copies of indexes, and two copies of notices when the matter is considered of interest to COMSC.

5. Exceptions

   a. This instruction does note limit the issuance of instructions for internal administration, notices for announcements or one-time action, and notices issued as an interim measure pending the issuance of a COMSC instruction.

    b. Copies of instructions solely for internal administration normally will not be sent to COMSC.

Distribution:
COMSCINST 5000.19
List I (Case A, B)
SNDL 41B   (MSC Area Commanders) (10)
       41C   (MSC Subarea Commanders) (5)
       41D3 (MSC Offices)