U.S. Department of Transportation
United States Coast Guard

Commandant
United States Coast Guard

2100 Second St., S.W.
Washington DC 20593-0001

COMDTINST 5420.23D
Nov 25, 1997

OPNAV INSTRUCTION 5420.91D
COMMANDANT INSTRUCTION 5420.23D

From: Chief of Naval Operations
Commandant of the Coast Guard

Subj: NAVY AND COAST GUARD (NAVGARD) BOARD

1. Purpose. To publish Navy and Coast Guard (NAVGARD) Board functions and organization and to provide guidance for NAVGARD Board administration. This instruction has been substantially revised and should be reviewed in its entirety.

2. Cancellation. OPNAV Instruction 5420.91C/Commandant Instruction 5420.23C.

3. Background. The NAVGARD Board was established on 25 November 1980 by the Chief of Naval Operations (CNO) and the Commandant of the Coast Guard (COMDT COGARD) to provide high-level coordination and recommendations on major policy issues of mutual interest to the Navy and Coast Guard.

4. Functions.

   a. Advise and make recommendations to the CNO and the COMDT COGARD on policies, concepts and issues which require high-level Navy-Coast Guard coordination.

   b. Consider and recommend Navy-Coast Guard positions on Office of the Secretary of Defense (OSD) initiatives which mutually affect their services.

   c. Consider and recommend Coast Guard-Navy positions on Office of the Secretary of Transportation (OST) initiatives which impact the naval services.

d. Consider and make recommendations on naval warfare capabilities, doctrines, objectives and related requirements in support of national strategy.

e. Maintain, update, and develop annexes, as necessary, to the omnibus **Memorandum of Agreement Between the Department of Defense and the Department of Transportation on the Use of U. S. Coast Guard Capabilities and Resources in Support of the National Military Strategy.**

f. Evaluate commander in chief (CINC) requirements for Coast Guard national defense capabilities.

g. Assign study groups, when required, to evaluate concepts and policy.

5. Organization.

a. Cochairpersons:

(1) Vice CNO (VCNO).

(2) Vice COMDT COGARD (VCOMDT).

b. Members:

(1) Navy:

N3/N5, Deputy CNO (Plans, Policy and Operations).
N6, Director, Space, Information Warfare, and Command and Control Division under the Chief of Naval Operations (OPNAV) .
N51, Director, Strategy and Policy Division, OPNAV.
N83, Director, CINC Liaison Division, OPNAV.
N85, Director, Expeditionary Warfare Division, OPNAV.
N86, Director, Surface Warfare Division, OPNAV.
N88, DirectOr, Air Warfare Division, OPNAV.
Commander, Naval Sea Systems Command (COMNAVSEASYSCOM)

(2) Coast Guard:

G-CCS, Chief of Staff, Coast Guard Headquarters (CGHQ).
G-O, Assistant Commandant for Operations, CG HQ.
G-OP, Director of Operations Policy, CG HQ.
G-W, Assistant Commandant for Human Resources, CG HQ.
G-M, Assistant Commandant for Marine Safety and Environmental Protection, CG HQ.
G-S, Assistant Commandant for Systems, CG HQ.
G-SI, Director of Information and Technology, CG HQ.
G-A, Assistant Commandant for Acquisition, CG HQ.

c. Additional Members. The membership may be augmented, as required, to support the agenda of any meeting. Any additional membership will be directed after agreement of both Cochairpersons.

d. Executive Secretary: Director, Strategy and Policy Division (N51), OPNAV.

e. Flag Steering Committee (FSC). A standing flag-level committee to consider potential areas of study on behalf of the NAVGARD Board. The committee will also provide direction and guidance to quality/process action team (Q/PAT) study groups. Q/PATs will normally be cochaired by the senior representative from the participating services. FSC cochairpersons are as follows, with additional membership as determined by the Cochairpersons:
Cochairpersons:

(1) N51, Director, Strategy and Policy Division, OPNAV.

(2) G-OP, Director of Operations Policy, CG HQ.

f. Permanent Joint Working Group on Cutter Combat Systems (PJWG). A standing Navy-CG working group to coordinate and review Coast Guard combat systems requirements, modifications and upgrades pursuant to OPNAVINST 4000.79A (NOTAL), Policy for U.S. Navy Support of the U. S. Coast Guard. Additionally, the PJWG

makes recommendations on Coast Guard naval warfare objectives, capabilities and related requirements of Coast Guard cutters and cutter-deployed aircraft. The PJWG normally meets quarterly and includes membership from the staffs of the Chief of Naval Operations, Coast Guard Headquarters, Naval Sea Systems Command, Naval Air Systems Command, Space and Naval Warfare Systems Command, Coast Guard Atlantic Area, and Coast Guard Pacific Area. The Coast Guard Liaison to the Director, Surface Warfare Division, OPNAV, will serve as the PJWG Executive Secretary. Cochairpersons:

(1) N869, Head, Surface/Expeditionary Warfare Readiness, Training and Manpower Branch, OPNAV.

(2) G-OCU, Chief, Office of Cutter Management, CG HQ.

6. Administration.

a. Service Coordination Offices. The Warfare Policy and Doctrine Branch (N512), OPNAV, and the Office of Defense Operations (G-OPD), CG HQ, are designated as the continuing principal points of contact for their respective headquarters to support the Executive Secretary in scheduling meetings, developing agendas, establishing study groups, and performing other administrative functions, as required.

b. Meetings. The Board will meet at least semi-annually, normally in the Spring at the Pentagon and in the Fall at Coast Guard Headquarters, and on-call as mutually agreed by the Co- chairpersons. A recommendation to call a meeting of the Board may be made by any member. The recommendation, accompanied by proposed agenda items, will be submitted to the NAVGARD Board Executive Secretary through the appropriate Service Coordination Office. The Executive Secretary will forward the recommendation to the Cochairpersons for decision.

c. Meeting Representation. Permanent Board members will attend the semi-annual meetings.

d. Agenda.

(1) Semi-annual Meeting. The Executive Secretary will solicit agenda items approximately 3 months prior to the semi- annual meeting. The Service Coordination Offices will compile agenda proposals and forward them to the Executive Secretary. The Executive Secretary will review and forward the proposed agenda items to the Cochairpersons for approval. Any topic approved by either Cochairperson is sufficient for inclusion as an agenda item. The Cochairpersons will return the approved agenda to the Secretary with any additional items desired. The Secretary will publish the approved agenda and coordinate the preparation of presentations/briefs through the Service Coordination Offices.

(2) On-Call Meetings. The above procedures will also, generally, govern agenda preparation for on-call meetings approved by the Cochairpersons. The need for time compression should be recognized if proposed agenda items have increased urgency.

e. Proceedings. The minutes of each meeting will be prepared by the Executive Secretary for approval by the Cochairpersons. The minutes will include a summary of each agenda item discussed and any conclusions and recommendations developed by the Board. Approved minutes will be forwarded to CNO, COMDT COGARD and all permanent members.

7. Action. Respective staffs are to follow these procedures.

/s/ R.D. HERR
Vice Admiral, U.S. Coast Guard
Vice Commandant

/s/ D.L. PILLING
ADMIRAL, U.S. NAVY
VICE CHIEF OF NAVAL OPERATIONS

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