



DEPARTMENT OF THE NAVY

CHIEF OF NAVAL EDUCATION AND TRAINING
250 DALLAS ST
PENSACOLA FLORIDA 32508-5220

CNETINST 5450.79A

N-831

02 Jan 1997

CNET INSTRUCTION 5450.79A

Subj: MISSION AND FUNCTIONS OF NAVAL AIR MAINTENANCE TRAINING GROUP (NAMTRAGRU), PENSACOLA, FLORIDA

Ref: (a) OPNAVINST 1540.2E (A)
(b) Marine Corps Order 1543.2C (NOTAL) (A)
(c) OPNAVNOTE 5450 OP-09B23C Ser 1964 of 24 Jan 62
(d) CNETINST 5450.4D

Encl: (1) Functions of NAMTRAGRU

1. Purpose. To publish functions of NAMTRAGRU delineated in references (a) and (b) under the mission established by reference (c).

2. Cancellation. CNETINST 5450.79 (R)

3. Mission. To provide, by means of Naval Air Maintenance Detachments, technical training for officers and enlisted personnel in the operation, maintenance, and repair of aircraft and associated equipment, and to conduct such other training as the Chief of Naval Operations may direct.

4. Status and Command Relationships. NAMTRAGRU is a shore activity in an active, fully operational status.

a. Echelon

- (1) Chief of Naval Operations
- (2) Chief of Naval Education and Training (CNET)
- (3) NAMTRAGRU

b. Area Coordination

- (1) Area and Regional Area Coordinator - CNET
- (2) Local Coordinator - NAS Pensacola

5. Overseas Diplomacy. NAMTRAGRU serves as an effective instrument of the U.S. foreign policy by initiating and conducting action programs which promote positive relations between the command and foreign nationals, and which assist individual naval personnel and their families to work

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effectively, live with dignity and satisfaction, and function as positive representatives of the Navy and of the United States while overseas.

6. Action. In accomplishing the assigned mission, NAMTRAGRU will ensure performance of the functions in enclosure (1) and advise CNET of any recommended modification to the mission or functions of NAMTRAGRU.



R. M. SCOTT
Chief of Staff

Distribution (CNETINST 5218.2B):
List II (2)

Copy to:
SNDL A3 (N09B22)
List III (4)

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FUNCTIONS OF NAMTRAGRU

1. Carry out all regulations, instructions, and directives from higher authority pertaining to the administration of NAMTRAGRU and issue such detailed internal instructions, regulations, orders, bulletins, and notices as are required for the efficient organization and administration of the command.

2. Ensure that training courses developed or revised by the command are in consonance with the instructional systems development procedures established by higher authority.

3. Maintain close liaison and working relationships with Naval Air Systems Command (NAVAIRSYSCOM), Type Commanders (TYCOM's), and user activities to support the design, development, acquisition, and implementation of assigned training courses, training devices and curricula. (R)

4. Ensure that the training of all personnel enrolled in the schools and courses established by CNET, at this command, is conducted in accordance with directives and procedures established by higher authority.

5. Provide existing courses, or specially tailored adaptations thereof, as directed by CNET to meet the training requirements of the Navy and, to the degree necessary, the Marine Corps, Army, Air Force, Coast Guard, foreign nationals under the Military Assistance Program and Foreign Military Sales, and civilian personnel attached to Navy industrial activities.

6. Administer, supervise, and coordinate on-site training for officers, Navy aviation enlisted personnel, Naval Air Reserve personnel, Marine enlisted aviation personnel, and such other personnel as may be designated and enrolled. This training, as requested by COMNAVAIRLANT, COMNAVAIRPAC, COMNAVAIRESFOR, Marine Corps Combat Development Command (MCCDC), or CNATRA, is to be provided by means of Naval Air Maintenance Training Group Detachments (NAMTRAGRUDET's) and Fleet Replacement Enlisted Skills Training (FREST) Units in the areas of operation, maintenance, repair of air weapons and associated equipment, and such other areas of training as may be authorized or directed by the Chief of Naval Operations (CNO) and Commandant of the Marine Corps (CMC). (R)

7. In support of the Navy policy emphasizing the importance of military and motivational training and in recognition of the effect such training has on retention, upgrading professionalism, and improving the perception of the Navy, ensure that the

military and motivational aspects of training are given strong emphasis equal to the emphasis afforded the technical areas.

- R) 8. Provide for the maintenance, modification, movement, accountability, and physical integrity of all Naval Aviation Maintenance Trainers (NAMT's).
- R) 9. Assist CNO, CMC, COMNAVAIRSYSCOM, and CNET in the determination of maintenance trainer configuration to ensure suitability for training and provide for the timely modification of maintenance trainers as directed by CNO, CMC, COMNAVAIRSYSCOM, and CNET.
10. Ensure successful and uniform accomplishment of training in accordance with prescribed course material on a standardized basis and ensure high standards of qualification in the individual instructor and student. In furtherance of these objectives, carry out on a continuing basis an evaluation of instruction and the complete learning situation.
11. Make recommendations to CNET regarding the design and development of new course curricula and any necessary changes to established curricula.
12. Exercise effective control over the financial operations within the command through sound accounting principles and progressive modernization of programming, budgeting, accounting, and statistical reporting and auditing practices under the Resources Management System of the Department of the Navy.
13. Exercise control over numerous management programs and functional areas inherent of a naval shore activity which should include, but not be limited to, retention, 3-M, occupational safety and health, traffic and recreational safety, internal review, equal employment opportunity, command managed equal opportunity, and other similar management programs.
- R) 14. Ensure that NAMTRAGRUDET's and FREST's receive proper logistic and administrative support from their host commands. Establish Support Agreements between NAMTRAGRU and supporting activities as required.
15. Administer and provide support to detachments attached to your command and conduct periodic inspections to ensure compliance with applicable instructions with a reporting of discrepancies to this headquarters. Issue mission and functions directives for detachments in accordance with reference (d).

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16. Maintain close liaison with the Local Planning Agent for emergency and disaster preparedness matters.

17. Provide technical support to COMNAVAIRSYSCOM in training matters related to the acquisition, major modifications, and life cycle support of aviation maintenance training devices, facilities, curricula, and equipment. (R)

18. Upon request, provide technical assistance in the functional layout of buildings and the electrical, hydraulic, and pneumatic power requirements for maintenance trainers.

19. Serve as the principal advisor to COMNAVAIRSYSCOM for contract training procurement and maintain liaison throughout the acquisition process, ensuring documentation of any deficiencies. In this capacity, NAMTRAGRU may be designated as the contracting officer's representative, chairperson, or co-chairperson of fleet project teams or training advisor on applicable teams/committees, etc. (R)

20. Serve as Support Equipment Controlling Authority (SECA) by exercising command control, providing management planning and direction for executing the Aircraft Maintenance Material Readiness List (AMMRL) Program for all CNET activities. Print and distribute Support Equipment Material Management Information System (SERMIS) products such as: Individual Material Requirements List (IMRL), monthly IMRL supplements, etc. Maintain and update selected SERMIS data including employment (allowancing) and inventory information. Submit Source Data Revision Recommendations (SODARR's) to maintain in-use support equipment. As SECA, publish instructions which give specific direction for the operation of the AMMRL Program to AMMRL support equipment users under their cognizance.

21. Provide guidance to the commanding officers of Marine Corps Fleet Replacement Squadrons on aviation maintenance training matters including, but not limited to, setting aviation maintenance training policy and procedures; development, implementation, and update of curricula; tasking and use of personnel assigned to the FREST's Monitored Command Code (MCC); standardized instructor qualification and certification; configuration management, supply support, custody and maintenance of trainers and associated equipment assets; repair/replacement of maintenance trainers and trainer components; inspection, status and deficiency reporting requirements for maintenance trainers and other training deficiencies; management of support equipment in the equipment requirements list (ERL); monitoring training effectiveness and conducting training-related inspections; performance evaluation of FREST OIC; calculating (A)

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FREST instructor/support personnel levels using procedures approved by CNET; use of facilities identified as aviation maintenance training spaces; and retaining custody, cognizance and reporting of aviation maintenance trainers, training devices and related support equipment.

22. Keep CNET advised regarding the general progress and results of training being conducted in the command.

23. Perform such other functions as may be directed by CNET.