



DEPARTMENT OF THE NAVY
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OPNAVINST 1540.51D
N87

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OPNAV INSTRUCTION 1540.51D

From: Chief of Naval Operations

Subj: SUBMARINE ON BOARD TRAINING (SOBT) PROGRAM

Ref: (a) OPNAVINST 1500.76A
(b) DOD Instruction 1322.26, Development, Management, and Delivery of Distributed Learning, of 16 June 06
(c) Integrated Learning Environment, NETC Guidance (NOTAL)
(d) OPNAVINST 1510.10B

Encl: (1) Glossary

1. Purpose. To delineate Submarine On Board Training (SOBT) program responsibilities and to provide guidance and procedures to be used by commands designated to develop, deliver, assess and provide life cycle support for SOBT systems.

2. Cancellation. OPNAVINST 1540.51C.

3. Background. In 1986, the SOBT program was established to standardize training development, process, control, and material dissemination in order to produce quality on board training material that met the priority needs of the fleet. In subsequent years, the scope of the program was expanded to include all SOBT, including strategic weapons systems and nuclear propulsion components and systems. In 1998, the instruction specifically established that the SOBT Visual Information (VI) program would be managed as outlined in the effective memorandum of understanding between Chief of Naval operations (CNO), Commander, Naval Sea Systems Command (COMNAVSEASYS COM), and Commander, Submarine Group TWO (COMSUBGRU TWO), and that COMSUBGRU TWO would be responsible for the training portion of the submarine Interactive Electronic Technical Manual (IETM). After the Navy restructured all Navy training into learning centers, COMSUBGRU TWO's administration of the SOBT program was assigned to the Submarine Learning Center (SLC). This alignment was necessary to ensure SOBT products continue to complement formal training courses for the entire Submarine Force.

4. Discussion. The SOBT program was established to provide for the coordinated, systematic, and centrally controlled

18 SEP 2008

determination of training requirements, maintenance and distribution of training materials, and prioritization of user feedback being incorporated into new and updated training products. The expense and planning associated with the introduction and support of modern on board training products and the potential impact of those products on fleet readiness require close coordination and cooperation between fleet users, cognizant commanders, and training/trainer acquisition and life cycle maintenance activities.

5. Applicability. This instruction applies to all classes of submarines and all aspects of submarine embedded and on board training.

6. Program Responsibilities

a. Office of the Chief of Naval Operations, Submarine Warfare Division (OPNAV (N87))

(1) Provide overall policy, guidance, and coordination for SOBT and the SOBT program.

(2) Provide resource sponsorship for SOBT and the SOBT program, to include support for product development, compatibility testing, and life cycle management.

(3) Make appropriate program submissions and support the program objective memorandum/program review and planning, programming, budgeting, and execution process to provide SOBT and the SOBT program.

b. COMNAVSEASYS COM Submarine Training Manager (SEA 07TR)

(1) Manage and execute all submarine training programs, including the SOBT program.

(2) Develop planning and programming data for the SOBT program.

(3) Program for and perform funding execution for the SOBT program.

(4) Develop and maintain the Naval Sea Systems Command (NAVSEA) SOBT Program Management Plan (PMP). Ensure plans provide life cycle management that include product development, operability, compatibility testing, and periodic product review to ensure continued adequacy and accuracy. The NAVSEA SOBT PMP

18 SEP 2008

describes life cycle maintenance responsibilities for SOBT products. Operability and compatibility testing is a shared responsibility between NAVSEA and SLC's SOBT Directorate. In fulfilling that responsibility, NAVSEA has tasked Naval Undersea Warfare Center, Newport to provide distance support and perform as the SOBT technical design authority, which supports SOBT product and simulation compatibility and operability testing.

(5) Ensure technical SOBT Interactive Multimedia Instruction (IMI) products comply with established quality assurance measures and training material configuration standards.

(6) Ensure adherence to CNO directives and policies.

(7) Provide SOBT Directorate proposed engineering change documents (e.g., ship alterations, engineering change proposals, TRIDENT alterations, etc., and the SEA 07TR training impact assessments) to assist and coordinate SOBT and SOBT program impacts.

(8) SEA 07TR directs Program Managers (PMs) to review and sustain their products in regards to engineering change.

(9) Review and provide comment to SOBT Directorate on the monthly status report.

c. Systems Command (SYSCOM) PM (NAVSEA, Naval Air Systems Command, Space and Naval Warfare Systems Command)

(1) Maintain a single point of contact within the procurement organization providing coordinated support for SOBT and the SOBT program.

(2) Ensure that front-end analysis for new systems and equipment address SOBT material as an option in determining the respective training solution.

(3) Ensure Navy Training System Plan (NTSP) for new acquisition and modernization programs address required on board training programs in accordance with reference (a).

(4) Procure on board training materials for new acquisition programs in accordance with the NTSP and ensure funding is provided for life cycle support and maintenance of approved training material. PMs have the same responsibility for technical SOBT products developed as part of their approved

18 SEP 2008

training solutions as with any other technical training product they deliver. The PM is responsible to maintain the SOBT products until the associated weapon system is removed from inventory.

(5) Ensure all products are developed as delineated by SLC SOBT Directorate and Integrated Learning Environment (ILE) as addressed in references (b) and (c).

(6) Provide SOBT Directorate proposed engineering change documents and the respective training impact assessments to assist and coordinate SOBT and SOBT program impacts.

d. Naval Education and Training Command (NETC)

(1) Provide the primary point of contact for the shore-based training audio/visual/information technology equipment.

(2) Set ILE standards and support the integration of afloat and shore-based training capabilities.

(3) Provide the primary point of contact for subordinate activities involved in training material development to standards set by NETC.

e. Type Commander (TYCOM N7)

(1) Develop and validate on board training requirements that are not addressed in the NTSP or other acquisition program document.

(2) Develop and validate on board training requirements for doctrine and tactical changes.

(3) Provide primary program inputs concerning the near-term and long-range operational training goals and requirements.

(4) Approve all new projects recommended for development subject to CNO funding approval.

(5) Establish fleet training requirements and training goals.

(6) Participate in the review process for SOBT material under development to ensure that these products will satisfy valid fleet training needs.

18 SEP 2008

(7) Approve all material/trainers for SOBT and SOBT program use before fleet installation.

(8) Approve the annual SOBT priority list developed by SLC.

(9) Ensure completion reporting of formal technical training to be included in personnel records and Corporate enterprise Training Activity Resource Systems (CeTARS) entries in accordance with reference (d).

f. Submarine Learning Center (SOBT Directorate)

(1) Act as Commander, Submarine Force, U.S. Atlantic Fleet/Commander, Submarine Force, U.S. Pacific Fleet executive agent for the SOBT program.

(2) Develop submarine ILE compliant products for on board training.

(3) Provide oversight of SOBT product inventory control and periodic review.

(4) Distribute all SOBT program training materials via compact disk-read only memory and/or approved Learning Management Systems (LMS).

(5) Provide primary fleet point of contact for all SOBT and SOBT program related matters.

(6) Support SLC Undersea Warfare Mission Review Group (UWMRG) and Undersea Warfare Training Committee (UWTC) Executive Board (EXCOM) as the representative for SOBT and the SOBT program.

(7) Function as the primary SOBT program training material review and distribution approval authority. Verify SOBT program materials and formal training curricula are consistent and complementary.

(8) Provide primary support and fleet liaison for SOBT program introduction and fleet implementation.

(9) Provide support for the development and implementation of SOBT and SOBT program policy.

18 SEP 2008

(10) Develop and maintain an annually updated SOBT priority list, reflecting TYCOM prioritized training requirements. Submit list to TYCOMs for approval.

(11) Review and comment on training/trainer proposals related to SOBT and the SOBT program.

(12) Provide day-to-day coordination between the acquisition organizations, the fleet and training commands.

(13) Ensure that contracted training developers strictly adhere to SOBT standards for IMI development as defined by SLC SOBT Directorate and references (b) and (c).

(14) Ensure adequate quantities of SOBT material are provided to NETC training activities for use in formal and responsive training within the Navy training claimancy.

(15) Ensure that development guidance remains consistent with NETC ILE content development, and references (b) and (c).

(16) Ensure coordination within Submarine Learning Center for development of all products from initial product kickoff meeting through issuance of the product.

(17) Coordinate the review and approval of the training material portion of all submarine IETMs.

(18) Ensure developed SOBT products are compatible with appropriate submarine local area networks, LMS and the NETC electronic classrooms and, if required, in federated combat systems.

(19) Coordinate life cycle maintenance of all SOBT material and equipment. Is responsible for those products for which Submarine Learning Center and/or the fleet has identified the requirement and developed the SOBT product. SLC SOBT Directorate has the same responsibility to sustain throughout the life cycle of the requirement identified by SLC and/or the fleet.

(20) Provide semi-annual return on investment data to OPNAV (N87) and SEA 07TR to substantiate and justify SOBT budgets.

(21) Manage inventory of SOBT products to include a periodic evaluation of the need to replace, upgrade, or delete specific training products.

18 SEP 2008

(22) Update and provide monthly status report to SEA 07TR regarding status of all NAVSEA funded products under development.

(23) Announce the issue of new or revised SOBT products through naval messages, periodic newsletters, and/or briefs at submarine homeports.

(24) Review proposed engineering change documents and provide training impact assessments to the respective PM and SEA 07TR to identify SOBT and SOBT program impacts.

g. Submarine Learning Center (Training Directorate)

(1) Provide subject matter experts to SOBT Directorate and PMs for product in-process reviews.

(2) Provide instructor personnel for voice over audio as required.

(3) Retain curricula control authority over integration of SOBT products into existing/modified courses.

(4) Coordinate with SOBT for formal curriculum product development.

(5) Enter completion data into CeTARS from completion report forms supplied by the fleet for formal technical training completed on board.

h. Other Activities. All activities that produce on board training material, which may be applicable for submarine use, will provide a copy to Submarine Learning Center (SOBT Directorate) for SOBT program review and approval.

7. Program Development Process. To ensure consistent training product development, review, approval, and delivery, an annual SOBT program development process is established as follows:

a. Requirement Phase (January - March Fiscal Year (FY)-XX). During this phase, proposed requirements for on board training capabilities are established by SOBT Directorate and SOBT users. The SOBT Directorate will use as a guide each Mission Chair's proposal for SOBT product development as proposed during the UWMRG and UWTC EXCOM. Maintaining a record of source of origin, every proposed on board training requirement will be assigned a

18 SEP 2008

SOBT Identification (SOBT ID) number and tracked in the SOBT ID (product development) database.

b. Requirement Prioritization (April - May FY-XX). The SOBT Directorate will assess each on board training requirement with respect to: (1) training under development (including other centers), (2) the operational commander's perspective related to tactical and technical immediacy, and (3) that Ship Systems Manual changes are reflected in affected submarine qualification products and have the same priority as the technical change. Based on this assessment, the SOBT staff will prioritize each new requirement in relation to previously established requirements and forward a summary of recommendations in the annual SOBT priority list to the Commanding Officer, Submarine Learning Center and TYCOM N7s for approval.

c. Requirement Validation (June FY-XX). The SOBT priority list will be presented to OPNAV (N87) and SEA 07TR for approval and programming in next FY.

d. Acquisition/Development (FY-XX+1). The appointed PM will take steps to procure the necessary training material to meet the training requirements, following the procedures outlined in the NAVSEA SOBT PMP.

e. Distribution Approval. SOBT Directorate will certify the technical/tactical accuracy of the material content when the format requirements have been met. The SOBT Directorate will then validate that the material will be effective in the on board training environment and approve it for distribution.

f. Fleet Distribution. SOBT department director will direct distribution of material, as appropriate.

g. Program Maintenance.

(1) PMs will program for adequate life-cycle maintenance of all SOBT material and equipment and ensure that their material reflects the most current fleet configuration.

(2) The fleet and PMs shall continually assess existing SOBT material for relevance. All concerns relative to material accuracy and effectiveness will be addressed to Submarine Learning Center for appropriate action.

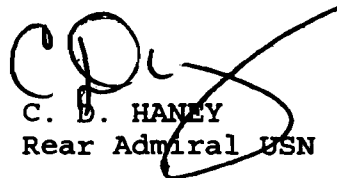
(3) SOBT Directorate shall recommend to OPNAV (N87) and SEA 07TR the removal of technical SOBT material when it is no

18 SEP 2008

longer required to support fleet training needs. The removal recommendation shall be submitted with SOBT's priority list.

8. Records Management. Records created by this instruction, regardless of media, shall be managed in accordance with Secretary of the Navy (SECNAV) Manual (M)-5210.1.

9. Reports. Reporting requirements contained in paragraph 6 are exempt from information collection control by SECNAV M-5214.1 and requires no Report Control Symbol.


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18 SEP 2008

Glossary

Distributed Learning - Structured learning that is mediated with electronic technology and does not require the physical presence of the instructor.

Embedded Training - Capabilities built into, strapped onto, or plugged into materiel systems to train, sustain and enhance individual and crew skill proficiencies necessary to operate and maintain the equipment.

Interactive Multimedia Instruction (IMI) - IMI products include electronic products used in the delivery of instruction or supporting the delivery of instruction and apply to IMI in weapon systems and training systems or as a standalone training product. IMI may consist of Interactive Courseware (ICW), electronic publications, such as, electronic guide or Interactive Electronic Technical Manual (IETM); electronic testing, simulation, and electronic management tools, such as, Electronic Performance Support System (EPSS), computer aided instruction, computer managed instruction, and electronic job aids.

Integrated Learning Environment (ILE) - The ILE is a strategic initiative that will enable the Navy to meet Sea Warrior objectives by providing individually tailored, high quality learning and performance aids in order to achieve the best fit between the person and the work that is to be performed. Refer to <https://ile-help.nko.navy.mil/ile> for additional details and reference materials. See reference (a).

On Board Training - On board training encompasses all methods and media for delivery of training on board.

Submarine On Board Training (SOBT) Training Material - ICW developed by a PM or the SOBT program for delivery on board and portable to shore-based training.

Technical IMI - IMI developed by a SYSCOM as part of the overall training system to deliver operation and maintenance training for a weapon system.

18 SEP 2008

Visual Information (VI) - Information in the form visual or pictorial representations of person(s), place(s) or thing(s), with or without sound. VI includes still photographs, digital still images, motion pictures, analog and digital video recordings, and hand or computer generated graphic art and animations that depict real or imaginary person(s), place(s) and/or thing(s) and related captions, overlays, and intellectual control data. See reference (b).