



DEPARTMENT OF THE NAVY
OFFICE OF THE CHIEF OF NAVAL OPERATIONS
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WASHINGTON, DC 20350-2000

OPNAVINST 2060.8A
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5 Jun 2012

OPNAV INSTRUCTION 2060.8A

From: Chief of Naval Operations

Subj: MANAGEMENT AND BUSINESS ADMINISTRATION OF DEPARTMENT OF
DEFENSE TELEPHONE SYSTEMS AND BASE TELECOMMUNICATIONS
SERVICES WITHIN THE DEPARTMENT OF THE NAVY

Ref: (a) CJCSI 6215.01C
(b) DoD Instruction 8100.04 of 9 December 2010
(c) DoD 5500.07-R-7, Joint Ethics Regulation (JER),
17 November 2011
(d) DoD Instruction 8560.01 of 9 October 2007

1. Purpose. To establish policy governing the management, administration and validation of base telecommunications within the U.S. Navy.

2. Cancellation. OPNAVINST 2060.8.

3. Background. With the proliferation of telecommunications services, better management controls are necessary within the Navy. References (a) and (b) direct the formulation of a central management infrastructure to provide oversight, contracting services, validation, standards and internal controls for base telecommunications.

4. Policy

a. Commanding officers, at each level of command (activity, district, or area), are responsible for the proper use of Department of Defense communication systems and equipment within their command.

b. Per section 2-301 of reference (c), the use of government communication systems and equipment (including government owned telephones, facsimile machines, electronic mail, Internet systems, and commercial systems where use is funded by the government) are only for official use and for authorized purposes.

(1) Use of Navy communication systems and equipment for other than official use is at the commanding officers' discretion, as long as the Navy does not incur additional cost or the use does not degrade mission readiness.

(2) Authorized purposes include brief communications made by Navy employees while they are traveling on official business to notify family members of official transportation of schedule changes. They also include personal communications from the employee's usual work place that are reasonably made while at the work place as permitted by the command, agency or organization. These communications shall follow the guidelines outlined in reference (c).

(3) Use of government communications systems and devices may be monitored following reference (d). Navy employees and personnel shall use government communications systems and devices with the understanding any such communications may be monitored.

c. The use of Defense Switched Network (DSN) shall be the primary means used for all inter-base official calls to the maximum extent possible, per reference (a).

5. Action

a. Commander, Fleet Cyber Command shall:

(1) Establish policy governing management of telecommunications services, and standards of base communications telecommunications services, infrastructure, and systems.

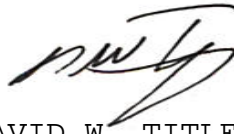
(2) Establish standardized telecommunications management service at the enterprise level.

(3) Review military construction projects that contain requirements for telecommunications services.

(4) Validate and prioritize requirements for the procurement of telephone common user infrastructure to maintain readiness as per references (a) and (b).

b. Echelon 2 commands shall program and budget for the use of base telecommunications services, to include communication systems and devices (e.g., answering machines, facsimile, telephones), replacement and upgrades, until a Navywide enterprise solution is fully implemented or further guidance is provided.

6. Records Management. Records created as a result of this instruction, regardless of media and format, shall be managed per Secretary of the Navy Manual 5210.1 of January 2012.



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