



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

OPNAVINST 3913.3A
N842
11 May 2012

OPNAV INSTRUCTION 3913.3A

From: Chief of Naval Operations

Subj: PROCEDURES FOR NAVY PARTICIPATION IN THE DEPARTMENT OF
DEFENSE SPACE TEST PROGRAM

Ref: (a) OPNAVINST 3913.1A

1. Purpose

a. To establish management and coordination procedures for Navy participation in the Department of Defense (DoD) Space Test Program (STP).

b. To ensure effective working relationships and responsive interface with the Department of the Air Force on STP matters.

c. This revision incorporates numerous command structure changes in the Air Force and Navy that have occurred since publication of original and aligns to the updated Air Force source instruction as well as the in use process.

2. Cancellation. OPNAVINST 3913.3.

3. Background. The STP as outlined in reference (a) was created to provide spaceflight for advanced DoD research and development (R&D) experiments which are not authorized to fund their own spaceflight. The Assistant Secretary of the Air Force for Space Acquisition (SAF/AQS) is the executive office for the DoD STP and has designated Air Force Space Command responsibility for space launch. The Naval Research Laboratory (NRL) is chartered to act as the liaison office for the Navy on matters dealing with the DoD STP. NRL maintains a field component co-located with the DoD STP Office at Kirtland Air Force Base, Albuquerque, New Mexico. NRL executes the management of the Navy inputs to the DoD STP per reference (a) and or as directed by Chief of Naval Operations (CNO).

4. Policy. The Department of the Navy will continue to use the DoD STP to provide access to space for meaningful, militarily relevant experiments. Experiments submitted for consideration will be ranked annually by a board of qualified reviewers according to military relevance, experiment quality, and plan of implementation. Experiment sponsors should be technical members of the Office of Naval Research (ONR), NRL, Space and Naval Warfare Systems Command, the U.S. Naval Academy, the Naval Postgraduate School, or other applicable R&D activities. Experiment sponsors are responsible for funding of experiment management, development, production, testing, and or delivery to the integrating contractor. Experiment integration, launch, and orbital support are funded by the Air Force, following a memorandum of agreement produced prior to spaceflight manifest.

5. Information. Candidate experiments may be submitted to NRL by their sponsor at any time during the year using DD Form 1721 Space Test Program Flight Request and DD Form 1721-1 Space Test Program Flight Request Executive Summary, as appropriate, following the direction in reference (a). Additionally, the following shall apply:

a. Annually, in June or July, experimenters will have the opportunity to present their experiments before the Navy Space Experiments Review Board (SERB). This board shall consist of (at a minimum) the following representation: ONR, Naval Research Laboratory, and Office of the Chief of Naval Operations (OPNAV) (Space Policy, Capabilities, and Requirements (N2/N6E)), as decided by the individual activity's commander or commanding officer. Naval Network Warfare Command (NAVNETWARCOM) representation is encouraged in their capacity as the Navy's leader in space warfighting capability. The Commanding Officer, NRL, shall serve as chairperson. Navy space experiments that have high potential for providing a new or enhanced warfighting capability will be presented to this board for review and prioritization. At the conclusion of the meeting, the Navy priority list for Navy space experiments will be established and forwarded to SAF/AQS, via OPNAV (Innovation, Test and Evaluation, and Technology Requirements (N84)) per reference (a).

b. Annually, in October or November, the SAF/AQS convenes a DoD SERB to determine the relative priority of all proposed DoD space experiments. Navy representatives and voting members of the board will include membership from NRL, ONR, and OPNAV (N2/N6E).

c. Periodically, the DoD STP Office may contact experimenters directly to investigate possible spaceflight opportunities.

6. Action

a. The Commanding Officer, NRL, Washington, DC shall:

(1) Publicize and solicit the submission of experiments for the Navy SERB.

(2) Accept candidate experiments on behalf of the Navy. This shall be indicated by signature on the DD 1721 and DD 1721-1.

(3) Annually in June or July, convene the Navy SERB to technically evaluate, approve and rank candidate experiments. The evaluation criteria shall be: military relevance, experiment quality, and plan of implementation. If the DoD SERB evaluation criteria changes either through formal policy change or by formal change to reference (a), NRL will change Navy evaluation criteria to ensure consistency in grading criteria during the Navy SERB.

(4) At the conclusion of the Navy SERB, provide a prioritized list of the candidate experiments to CNO (N84) for approval.

(5) Ensure assignment of qualified personnel to provide technical and managerial expertise to sponsors and experimenters.

(6) Ensure that all forms required for submission of STP experiments to SAF/AQS are compiled and made available to CNO (N84) as required.

(7) Represent the sponsors and experimenters of Department of the Navy SERB experiments to the DoD STP Office throughout the experiment's life cycle.

(8) Provide a representative voting member to the DoD SERB.

(9) Prior to acceptance of a space flight commitment, verify funding and schedule realism with the experiment sponsor and the experimenter.

(10) As appropriate, issue a "lessons learned" summary to all applicable commands after the Navy SERB and the DoD SERB.

(11) Conduct additional reviews and briefings, sponsor technical interchange meetings, and carry out other activities to assure the integrity and promote the Navy's role in space through participation in STP.

b. Experiment sponsors and principal investigators shall:

(1) Nominate candidate experiments to NRL by submission of a DD Form 1721 and DD 1721-1 per reference (a).

(2) Present the experiment at the Navy SERB and DoD SERB (if invited).

(3) Maintain contact with NRL subsequent to submission of the DD 1721 and DD 1721-1 to obtain experiment priority and status.

(4) Coordinate submission of all correspondence regarding funding, experiment parameters, and schedules with NRL. Direct contact with the DoD STP Office shall be coordinated with NRL.

c. OPNAV (N84) and Chief of Naval Research shall:

(1) Review and approve the experiment priority lists for Navy space experiments following submission by NRL.

(2) Endorse and approve the experiment priority lists and submit them to SAF/AQS not later than 1 September each year.

d. NAVNETWARCOM shall:

- (1) Serve as an experiment sponsor when appropriate.
- (2) Attend annual Navy SERB, when appropriate, as an advisory member and participate in formulating Navy priority lists of experiments.
- (3) Attend annual DoD SERB, as deemed necessary by the Navy SERB chairperson, as a Navy representative and witness to DoD prioritization of space experiments.
- (4) Advise CNO on naval operational utility and naval capability and impact of providing support for proposed STP experiments.

e. OPNAV (N2/N6E) shall:

- (1) Attend annual Navy SERB as a voting member and participate in formulating Navy priority lists for experiments.
- (2) Attend annual DoD SERB as a Navy representative and voting member for DoD prioritization of space experiments.
- (3) Act as an advocate for Navy space with SAF/AQS and other DoD organizations, ensuring Navy representation in the DoD space R&D portfolio.
- (4) Serve as Navy focal point for inclusion in joint and national discussions and agreements on space, space access, R&D, and space mission areas.
- (5) Act as lead organization for integrating space R&D and the Navy SERB results into the Navy strategic communications plan for distribution to other agencies, services, and entities within the National Security Space enterprise.

7. 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.

8. Forms. DD Form 1721 Space Test Program Flight Request and DD Form 1721-1 Space Test Program Flight Request Executive Summary

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are available for download from the DoD Forms Web site
<http://www.dtic.mil/whs/directives/infomgt/forms/index.htm>.
Hardcopy submission of these forms should be made per paragraph
6b.



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