



DEPARTMENT OF THE NAVY
UNITED STATES NAVAL ACADEMY
121 BLAKE ROAD
ANNAPOLIS MARYLAND 21402-1300

USNAINST 4780.1D
7/WFR
21 Jan 2022

USNA INSTRUCTION 4780.1D

From: Superintendent, U.S. Naval Academy

Subj: RESPONSIBILITY OF SERVICE CRAFT AND BOAT ACCOUNTABILITY

Ref: (a) OPNAVINST 4780.6G

1. Purpose. To prescribe regulations and responsibilities for proper accounting and control of all sail training craft (STC), Yard Patrol (YP) craft and auxiliary support boats assigned to the Naval Academy.

2. Cancellation. USNAINST 4780.1C.

3. Background. Reference (a) requires that every activity having physical custody of service craft and boats maintain an updated inventory. At USNA, Director, Waterfront Readiness (WFR) and Director, Sailing (DNAS) have physical custody of STC, YP craft and auxiliary support boats.

4. Action

a. The Deputy Commandant for Professional Development. Approve submission of the updated annual Service Craft and Boat Accounting Report (SABAR) to Commander, Naval Sea Systems Command (COMNAVSEASYS COM) as required by reference (a).

b. The General Manager of the Small Craft Repair Department (SCRD). Inventory all craft/boats annually and provide SABAR submission for review.

c. The Director of Waterfront Readiness Department and the Director of Naval Academy Sailing shall strictly adhere to the following control procedures for craft/boats under their cognizance:

(1) Notify the WFR Supply Manager when a craft/boat is purchased, transferred, or sold (x9156).

(2) Include all minor property in the minor property inventory which is provided to the WFR Supply Manager (x9156).

(3) Inventory all craft/boats annually and whenever there is a turnover of personnel responsible for maintaining inventory records of craft/boats.

21 Jan 2022

(4) Properly maintain all paperwork associated with the sale, purchase, or transfer of craft/boats.

5. Responsibility

a. Director, Naval Academy Sailing:

- Navy 44s (20)
- Navy 26s (42)
- J-22 (1)
- 15 ft. Vanguard Sail Boat (3)
- 420s (20)
- Flying Juniors (19)
- All Naval Academy Sailing Foundation (NASF) donated craft

b. Director, Waterfront Readiness:

- YP craft (21)
- PRODEV Barge (1)
- Edgewater (6)
- Utility Boats (4)
- Zodiacs (8)
- Work Skiff (1)
- Metal Shark (1)
- EPA 4 - 8 (5)
- Crew Work Boats (2)

6. Purchase of Additional Craft. Per reference (a), COMNAVSEASYSCOM (PMS 300) will approve the procurement of additional craft/boats prior to purchase.

7. Records Management

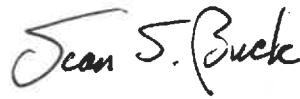
a. Records created as a result of this instruction, regardless of format or media, must be maintained and dispositioned per the records disposition schedules located on the DON Assistant for Administration, Directives and Records Management Division portal page at <https://portal.secnav.navy.mil/orgs/DUSNM/DONAA/DRM/Records-and-InformationManagement/Approved%20Record%20Schedules/Forms/AllItems.aspx>.

b. For questions concerning the management of records related to this instruction or the records disposition schedules, please contact your local record custodian or the USNA Records Manager.

8. Review and Effective Date. Per OPNAVINST 5215.17A, the Associate Provost for Academic Affairs will review this instruction annually on the anniversary of its effective date to ensure applicability, currency, and consistency with Federal, DoD, SECNAV, and Navy policy and statutory authority using OPNAV 5215/40 Review of Instruction.

21 Jan 2022

9. Information Management Control. The reporting requirements contained in this instruction are exempt from reports control by SECNAV M-5214.1 of December 2005, part IV, subparagraph 7k.

A handwritten signature in black ink that reads "Jean S. Buck". The signature is written in a cursive style with a large, prominent "J" and "B".

S. S. BUCK

Releasability and Distribution:

This instruction is cleared for public release and is available electronically only via USNA's Intranet Web site, <https://www.usna.edu/AdminSupport/Inst/>.