



**DEPARTMENT OF THE NAVY**  
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IN REPLY REFER TO  
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From: Commander, Navy Regional Maintenance Centers  
To: Distribution

Subj: SURFACE SHIP READINESS IMPROVEMENT (SSRI) INITIATIVE  
IMPLEMENTATION, TOTAL SHIP READINESS ASSESSMENT (TSRA)  
PROGRAM

Encl: (1) SSRI Pilot Ship Programs  
(2) Draft TYCOM Instruction for TSRA  
(3) Draft CNRMC Instruction for TSRA  
(4) TSRA Agenda Planning Process Flowchart  
(5) Basic Assessment Execution Plan  
(6) TSRA Completion Certification Sheet  
(7) Position Description for Assessment Directors  
(8) Notional TSRA Schedule for Pilot Ships (dtd 8-24-10)

1. Surface Ship Readiness Improvement Initiatives have been directed by Commander Fleet Forces Command and Commander Naval Sea Systems Command with the purpose of improving material condition and readiness of surface ships over their expected service life. The ships identified in enclosure (1) were selected by the Surface Type Commander as the initial pilot ships for the Total Ship Readiness Assessment (TSRA) Program. This effort requires increasing rigor and discipline in the planning and execution of surface ship readiness assessments.

2. Enclosures (2) through (8) define the process, systems to be assessed, and planning considerations to ensure consistency and rigor in assessing these systems. This will increase the confidence of the Fleet/Type Commander in the reported material condition of their platforms to meet operational requirement. A robust and effective TSRA program will help identify ship systems deficiencies, avoid deployed casualties, help prepare the surface ships for INSURVs, avoid late identification of Depot level work and assist the ship in improving their self sufficiency. TSRA will support CNO availability planning and execution by providing pre-availability assessments (TSRA I) to establish the baseline assessment support for the Integrated Test Plan (ITP).

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3. Improvement of the ship readiness assessment process has been identified as a key SSRI Initiative. The purpose of this initiative is to implement an end-to-end continuous condition based assessment and monitoring of systems performance and material condition in a consistent manner across the surface ship Navy. A TSRA Working Group was established under the leadership of Mr. Jose Gutierrez (CNRMC) consisting of representatives from all RMCs, TYCOMs, SURFMEPP and NAVSEA. This working group has met numerous times to develop processes to plan and execute an effective TSRA program.

4. Six major improvement initiatives have been identified to improve execution of surface ship TSRAs. These are:

a. **Improvement Initiative #1- TSRA Policy Instruction**: Significant effort has been applied to the development of a TYCOM policy instruction for TSRA. The instruction is being finalized by the TYCOM and will be expected to be signed later this year. In the mean time RMCs will utilize enclosure (2) and (3) as the basis for planning and executing TSRA events on the pilot ships identified in enclosure (1). TSRA is a four phase program that defines *what* systems and equipment will be assessed, *when* systems and equipment will be assessed and *how* they will be assessed. These events will be categorized as TSRA I, II, III, IV. These are defined on Enclosures (2) and (3).

b. **Improvement Initiative #2- Basic Assessment Execution Plan (BAEP)**: Analogous to the Basic Availability Work Package, a BAEP is an integrated assessment plan matrix that identifies all of the systems and equipment that could be assessed during specific TSRA events in the ship's Fleet Response Plan (FRP). The BAEP identifies all associated assessment procedures to be followed in the execution of TSRA. The BAEP categorizes shipboard systems and equipment for the various classes of ships in the following categories:

(1) **Category A items** - Technically Directed Assessments: These are systems and equipment identified by the Surface Ship Maintenance Engineering, Planning and Procurement (SURFMEPP) activity to require a technically based assessment or repair action directed by higher level technical authority.

(2) **Category B items** – High Priority TYCOM Risk Mitigation Assessments: These are systems and equipment for which there is no technical directive that mandates a required assessment. However, these are TYCOM directed assessments based on specific needs, interest, missions or upcoming events. These are defined as high risk or critical systems by the TYCOM.

(3) **Category C items** – Low Priority TYCOM Risk Mitigation Assessments: This category is analogous to Category B items as described above but have a lesser risk or criticality.

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c. **Improvement Initiative #3 - Implementation of a Common Automated System:**

RMCs are directed to utilize the already existing Fleet Assist Support Tool (FAST) which is a common information technology solution developed for the expressed intent of managing readiness assessments conducted by the RMCs. It is common to all RMC and serves as the consistent system to capture TSRA information and share it with other maintenance data systems. The use of FAST as the standard for RMC use has been endorsed by the TYCOM as a interim solution while a more permanent and versatile option is identified. Other options are being explored for this purpose.

d. **Improvement Initiative #4 - RMC Assessment Directors (AD):** RMCs are directed to create dedicated Assessment Director (AD) positions in sufficient numbers to serve as the overall coordinator and execution manager for TSRA events. On the average, one AD will be required for every 5-6 ships. Assessment Directors are expected to be the principal advisors to the TYCOM on recommendations regarding Category B and C items. These positions will be assigned to coordinate, administer and execute the policy of enclosures (2) and (3) within the prescribed process identified in enclosures (4), (5) and (6). The AD positions will be filled using the Position Description provided in enclosure (7).

e. **Improvement Initiative #5 - TSRA Support Teams:** These are designated logistical support teams assigned to support the TSRA AD in identifying critical spares, consolidating the input from subject matter experts (SMEs), entering 2K information consistently and in sufficient details into maintenance data systems, preparing metrics and reports, etc. These teams are a critical part of ensuring the effectiveness of the TSRA execution process because they provide consistent administrative, logistical and clearing house function to the TSRA ADs.

f. **Improvement Initiative #6 - Technical Certification:** This is the most important part of the event since it certifies the ability of the system to operate as designed. The TSRA process will have a formal closeout process to certify the operational performance of those systems that have been assessed. Enclosure (6) will serve as the document to certify systems operational viability. This procedural requirement will provide technical closeout and certification of TSRA events and will be issued within two days following the completion of the TSRA. At a minimum, this report will be sent to: Type Commander (TYCOM), Immediate-Supervisor-In-Charge (ISIC), Ship's Commanding Officer, RMC Commanding Officer and Commander, Navy Regional Maintenance Centers.

5. RMCs are directed to proceed with implementation of TSRA on the pilot ship identified in enclosure (1) utilizing guidance provided here and on the schedule provided in enclosure (8). Execution of TSRA program by RMCs is expected to be carried out within existing RMC resources. When scope of TSRA events exceeds the resources available at the RMCs, the Commanding Officer of the RMCs shall contact the TYCOM to discuss the following options:

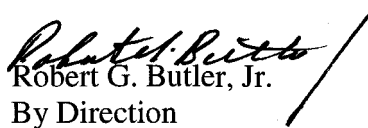
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a. **TSRA Program scope reduction** – This option will afford the RMC and the TYCOM an opportunity to reduce the scope of the TSRA agenda to meet the resource limitations of the RMCs, or,

b. **TYCOM funding augmentation** – This option will afford the TYCOM the opportunity to execute full TSRA program scope by providing the RMCs with additional TYCOM funding for purposes of obtaining contractor support of ISEA support.

6. Financial resource requirement to implement TSRA in FY11, and follow-on years, has been submitted to OPNAV as a POM requirement with the expressed goal of improving the RMC manning levels under the initiatives of another Surface Ship Readiness Initiative. Initiatives will be phased in with the purpose of obtaining feedback on implementation of processes so that process improvement can be made across the RMCs during FY10 and FY11. It is expected that tailored training will be required for some RMCs to execute TSRA events. CNRMC will coordinate delivery of this training and accompanying follow-up feedback/measures to ensure continued improvement.

7. My Point of Contact on this subject is Mr. Robert Butler, Deputy Commander, Navy Regional Maintenance Centers (757) 444-3001.

  
Robert G. Butler, Jr.  
By Direction

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