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OPNAVINST 1730.1E
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OPNAV INSTRUCTION 1730.1E

From: Chief of Naval Operations

Subj: RELIGIOUS MINISTRY IN THE NAVY

Ref: (a) SECNAVINST 1730.7D
(b) U.S. Navy Regulations, 1990
(c) SECNAVINST 5351.1
(d) DoD Instruction 1304.28 of 7 August 2007
(e) SECNAVINST 1730.9
(f) SECNAVINST 1730.10
(g) SECNAVINST 7010.6A
(h) DoD Directive 5500.07 of 29 November 2007
(i) OPNAVINST 4001.1F
(j) NAVPERS 18068-68B
(k) NAVEDTRA 43245
(l) MILPERSMAN
(m) OPNAVINST 5380.1B
(n) 10 U.S.C.
(o) OPNAVINST 5350.6C
(p) SECNAVINST 1730.8B
(q) Manual for Courts Martial (2008 Ed.)

1. Purpose. To implement reference (a) for the delivery of religious ministry in the Navy. This is a complete revision and should be reviewed in its entirety.

2. Cancellation. OPNAVINST 1730.1D.

3. Applicability. The provisions of this instruction apply to all active and reserve Navy commands and units, and to Navy chaplains and religious program specialists (RP) wherever assigned.

4. Policy

a. Religious ministry in the Navy provides for the free exercise of religion; attends to the sacred, spiritual, and moral aspects of life; and serves to enhance the resilience of Service members, civilians and their families, who form the

foundation of the Navy's readiness. Religious ministry is entrusted to Navy chaplains and delivered under the authority of commanders and commanding officers.

b. Per reference (a) and articles 0817 and 0820 of reference (b), commanders and commanding officers, hereinafter referred to as commanders, shall develop and strengthen the moral and spiritual well being of the personnel under their command, and encourage and support chaplains in the performance of their duties.

c. The commander shall establish a command religious program (CRP). A CRP is each command's total collection of religious ministry and associated activities planned and executed within a command. All religious ministry within the command shall be incorporated into the CRP. Navy chaplains are the only personnel authorized to supervise CRPs on behalf of commanders.

(1) Commanders with chaplain(s) permanently assigned shall appoint the senior chaplain in writing as the command chaplain to lead and supervise the CRP.

(2) Commanders with no chaplains permanently assigned, but with chaplain(s) temporarily assigned for more than 90 days, shall appoint the senior chaplain in writing as a special assistant to lead and supervise the CRP.

(3) Commanders with no chaplains permanently or temporarily assigned shall identify the religious ministry requirements in their command and seek supervision of the CRP and appropriate religious ministry support from a higher authority or the installation commander with a permanently assigned chaplain.

d. The Navy Chaplain Corps (CHC), Navy chaplains, RPs, and the Religious Ministry Team (RMT) members defined by this instruction assist commanders in the discharge of their responsibilities to provide a CRP.

e. Commanders are authorized to use RMTs to support refugees, displaced persons, and others outside the command, who are affected by hostilities, disasters, or disruptions to civil

authority. RMT support outside the command should be limited to basic support of human rights, human dignity, and religious needs consistent with pertinent cultural concerns.

f. Uniformed chaplains of the Military Departments are the only chaplains authorized to deliver religious ministry in CRPs. Chaplains from foreign militaries may deliver religious ministry in CRPs only when invited by the commander. Commanders shall seek approval from the Chief of Chaplains to ensure proper credentials and ecclesiastical relationships are satisfied before extending invitations. Commanders are not required to seek approval for invitations in emergency situations.

5. Organization and Responsibilities

a. Chief of Chaplains. The organization and responsibilities of the Chief of Chaplains are delineated in references (a) and (c).

b. Professional Naval Chaplaincy Executive Board (PNCEB). Established under reference (c), the mission of the PNCEB is to assist the Chief of Chaplains in directing religious ministry.

c. RMT. A chaplain-led team consisting of at least one chaplain and one RP. An RMT may be augmented by other personnel described below.

d. Placement of RMT Personnel

(1) When permanently attached to a flag officer's staff, the senior chaplain is assigned as a principal staff officer to the commander, under the chief of staff. When permanently attached to a commodore's staff, the senior chaplain is assigned as a principal staff officer to the commander, under the deputy commodore or chief staff officer. At all other commands, the permanently attached senior chaplain is assigned as a department head under the executive officer.

(2) When a command has only one chaplain temporarily attached, the chaplain serves as a special assistant to the commander.

(3) RPs are placed under the chaplain in the command's organizational structure. In circumstances potentially

warranting RP placement elsewhere in the organization, commanders should consult with the senior supervisory chaplain and senior RP.

(4) Other members of the RMT are organized under the chaplain.

e. Chaplain. Per references (a) and (c) through (f), a chaplain is a religious ministry professional (RMP), endorsed by a religious organization (RO), and commissioned as a naval officer. Per article 1063 of reference (b), chaplains are noncombatants. They are not authorized to obtain weapon qualifications or warfare qualifications or to bear arms in the performance of their duties. Chaplains do not participate in activities that compromise their status as noncombatants, violate the tenets of their RO, or undermine confidential communication. Chaplains are also responsible to:

(1) Assess command religious ministry requirements and advise the commander on CRP matters relating to manpower, personnel, professional development, and facility requirements.

(2) Develop the CRP to meet identified religious ministry requirements and manage all religious activities in the command.

(3) Develop and maintain competencies to effectively provide religious ministry according to the manner and form of the chaplain's RO, effectively facilitate religious ministry requirements, care for all, and advise those served.

(4) Prepare and execute budgets of appropriated funds to support the CRP. Manage the Religious Offering Fund per reference (g).

(5) Supervise RMT personnel and support their professional development and appropriate opportunities for competitive collateral duties. Consult with chief petty officers in the development, evaluation, and mentoring of RMT personnel.

(6) Provide or facilitate religious ministry support for command functions such as changes of command, retirements, promotions, and memorial ceremonies or services.

(7) Attend non-judicial punishment proceedings for command personnel when authorized by the commander.

(8) Cooperate with other RMTs and supervisory chaplains to plan, coordinate, and deliver religious ministry across command lines, as authorized by commanders. Examples of cooperative ministry include assisting other commands with RO-specific ministry, standing chaplain duty, and offering pastoral care following mass casualty events.

(9) Support religious ministry efforts during combined, joint, and multinational exercises and operations when directed by the commander.

(10) Comply with restrictions regarding outside employment and honoraria contained in references (h) and (i).

f. Supervisory Chaplain. The senior chaplain assigned to a command with more than one chaplain or responsible for supervising RMTs assigned to subordinate commands. In addition to the responsibilities of a chaplain listed in paragraph 5e, supervisory chaplains:

(1) Manage RMT personnel to ensure the most effective and efficient delivery of religious ministry.

(2) Assist RMT personnel in developing professional knowledge, skills, and abilities. Ensure RMTs are properly trained following both Navy policy and doctrine, and mission-specific requirements.

(3) Provide professional assistance to commanders of subordinate units to establish and maintain CRPs compliant with this instruction.

(4) Advise subordinate commanders on fitness and evaluation reports for uniformed RMT personnel.

(5) Submit reports as required to higher echelon commanders and senior supervisory chaplains.

g. Senior Supervisory Chaplain. The senior chaplain assigned to a numbered fleet, bureau, force, type, region or

equivalent commander. In addition to the responsibilities listed in paragraphs 5e and 5f, senior supervisory chaplains:

(1) Advise commanders on the standards for the delivery of religious ministry to include the requirements for manpower, manning, equipping, training, reporting, mentoring, certification, and inspection.

(2) Assist subordinate RMTs in meeting religious ministry requirements and standards through assist visits and other appropriate means to ensure efficiency and effectiveness.

(3) Plan and coordinate with other senior supervisory chaplains for the delivery of religious ministry and periodic area-wide RMT training.

(4) Ensure the identified religious ministry requirements of all subordinate commands and units are met, including those without permanently assigned RMTs; document the plan to meet these religious ministry requirements; and regularly inform commanders regarding the RMTs responsible for their CRPs.

(5) Monitor the contracts of contract religious ministry professionals (CRMP) of subordinate commands to ensure identified religious ministry requirements are properly met and cannot be met through uniformed chaplains. Provide status reports to the Chief of Chaplains as requested.

(6) Receive periodic and ad hoc reports from commanders and RMTs of subordinate units as required to supervise the delivery of religious ministry.

(7) Submit required reports to higher echelon commanders and their chaplains.

h. Religious Program Specialist (RP). The chaplain's primary enlisted assistant for managing and executing the CRP.

(1) RPs support the chaplain's religious, administrative, and supervisory responsibilities.

(2) RPs are combatants and provide force protection for the RMT in operational environments.

(3) RPs advise chaplains and command enlisted leadership on matters pertaining to the CRP and the morale and well-being of the command's personnel and families.

(4) Other primary responsibilities and qualifications are outlined in references (a), (c), (j), and (k).

i. Lay Leader. Uniformed Service members appointed by the commander pursuant to and authorized to perform duties per article 1730-010 of reference (l) to support CRPs in operational environments. Lay leaders may use RO-specified religious titles only in the performance of their lay leader duties.

j. CRMP. Per reference (a), a civilian RMP endorsed by a Department of Defense-listed RO and contracted on a non-personal-services basis using approved competitive procedures.

(1) CRMPs are only authorized to provide ministry specific to their RO in order to meet the identified religious ministry requirements for persons of the same RO. CRMPs are not chaplains and shall not use the title of "Chaplain" in the performance of contracted duties. CRMPs shall not be assigned any other responsibilities of chaplains as outlined in this instruction.

(2) The CRMP's duties shall be specified in a contract based on a performance work statement (PWS). The PWS shall be developed by the command in consultation with a Navy chaplain per paragraph 4c of this instruction. This chaplain shall assist in monitoring the CRMP's performance and report to the senior supervisory chaplain, via the commander, regarding the conditions of the contract.

k. Support Personnel

(1) Civilian employees and contractors approved by the commander to support the CRP. Examples include directors of religious education, administrative assistants, and musicians.

(2) Uniformed Service members, other than chaplains and RPs, who are assigned to the RMT. Examples include library watch standers aboard ships and general support provided by personnel from transient personnel units to installation chapels.

(3) Support personnel are not authorized to function as RMPs.

(4) Uniformed support personnel may serve as lay leaders per paragraph 5i of this instruction.

1. Volunteers. Uniformed Service members and civilians approved by the commander to support the CRP on a voluntary basis. Volunteers shall comply with reference (m).

6. RMT Tasks. RMTs support the CRP through religious ministry tasks. RMT tasks provide for the free exercise of religion, support the sacred, spiritual, and moral aspects of life for individuals and families, and enhance their resilience. RMT tasks are aligned to the CHC's core capabilities per reference (a): provide, facilitate, care, and advise.

a. Provide. This capability contains tasks including, but not limited to, the following:

(1) Plan and execute divine services as defined in reference (a).

(2) Perform rites, sacraments, ordinances, funerals, memorial services, religious education and training, and other religious acts.

(3) Provide religious and moral counseling, religious retreats, fellowship programs, and spiritual direction.

b. Facilitate. This capability contains tasks including, but not limited to, the following:

(1) Accommodate the widest range of identified religious ministry requirements. Provide the commander with professional justification for identified religious ministry requirements which cannot be met. Make appropriate referrals for religious support per reference (c).

(2) Publish information about religious ministry opportunities offered in the command, in other commands, and in the local civilian community. The information should clearly

identify the RO of the presiding RMP or lay leader and shall be published consistent with local directives regarding the dissemination of information.

(3) When authorized, make opportunities available for religious offerings per reference (g).

c. Care. This capability encompasses compassionate care of individuals and families. Delivery of care is informed, guided, and shaped by the chaplain's unique pastoral identity and insight, shall demonstrate sound professional pastoral judgment, and shall be sensitive to the religious, spiritual, moral, cultural, and personal differences of those served. This capability contains tasks including, but not limited to, the following:

(1) Directly assist those in need within the parameters of the RMT's professional competencies.

(2) Offer comfort and counseling respectful of the counselee and maintain dignity and professionalism in the counseling relationship. Make informed and appropriate referrals for those who cannot be directly assisted by the RMT or who need more specialized care.

(3) Visit workspaces, hospitals, confinement facilities, residences, and other locations where religious ministry requirements exist.

(4) Deliver training on subjects such as spiritual fitness, healthy marriages, morals and ethical concerns, core values, character development, and life skills.

(5) Deliver and or support training on matters impacting command personnel including, but not limited to: adjustment to military life, combat and operational stress control issues, suicide awareness and prevention, sexual assault prevention and response, substance abuse prevention, domestic violence prevention, and deployment-related issues.

(6) Utilize Chaplain Religious Enrichment Development Operation retreats. Commanders are authorized to fund chaplain-led retreats for Service members and their immediate family members per section 1789 of reference (n).

(7) Promote community service programs, per reference (o), and similar outreach programs.

d. Advise

(1) This capability includes extensive and varied advisement to senior leaders, command personnel, their families, and others. As religious leaders, who respect the dignity of those served, who are integrated into the command, and who ensure that confidentiality as defined in reference (e) is afforded to those they counsel, chaplains are uniquely approachable and have distinct perspectives often helpful to those served. Advice includes, but is not limited to:

(a) Matters pertaining to religion, spirituality, spiritual fitness, moral and ethical decision-making, and the resolution of religious, moral and ethical dilemmas.

(b) How command activities and decisions affect the morale and well-being of command personnel and their families.

(c) Matters pertaining to the consequences of discipline and the potential for rehabilitation.

(d) Matters pertaining to interaction with civilian religious leaders, religion and culture, community relations, and community service projects.

(e) Matters pertaining to humanitarian and civic assistance, disaster response, defense support of civil authorities, and mass casualty events.

(f) Conscientious objection applications or reassignment or separation for humanitarian and hardship reasons per articles 1900-020 and 1910-110 of reference (1).

(2) A thorough and systematic discussion of advisement can be found in references (a), (c) and (f). These references should be carefully consulted.

7. Action. Commanders shall:

a. Conduct an assessment of the religious ministry requirements in the command and provide a CRP following this

instruction. Maintain the CRP with logistical support, equipment, furnishings, facilities, budgeting activities, and appropriated funds consistent with other personnel programs, per reference (a) and article 0820 of reference (b).

b. Ensure the chaplain has direct access to the commander per article 1151 of reference (b).

c. Provide the RMT with dedicated work spaces that are readily accessible to personnel and adequate to meet the continuing requirement for private access to a chaplain per reference (e). RMT spaces shall have at least one private office with a window in the door.

d. Provide adequate administrative support for chaplains, who are temporarily assigned, without RP support. If the chaplain's assignment exceeds 30 days, a part-time chaplain assistant should be appointed in writing by the supported command and shall be trained in and covered by the rules of confidential communication per reference (e).

e. Support chaplains and RPs in maintaining the qualifications required to perform their duties. Appropriated funds, to include funds for travel, are authorized to support such training. Qualifications include:

(1) RO-required training programs for chaplains; for example, RO-specified conferences and spiritual formation events.

(2) Navy-required training programs; for example, Navy leadership training specific to current and future ranks, Naval Chaplaincy School and Center sponsored leadership courses, professional development and training conferences and workshops, and "F" schools.

f. Authorize chaplains and RPs to attend area wide RMT training, as operational commitments allow.

g. Identify RMTs as first responders in all emergency response plans. Training for these contingencies is required.

h. Submit CRP reports as required.

i. Assign appropriate collateral duties for chaplains and RPs per references (a), (c) and (j).

8. Special Matters

a. When making decisions or taking actions on religious matters affecting the command or the Navy as a whole, including matters not specifically addressed in this instruction, such as the public display and use of religious symbols, disposal of religious materials, access to chapels and chaplaincy services, command interaction with civilian ministries, and use of volunteers for the provision of religious ministry, commanders shall:

(1) Seek advice from senior supervisory Navy chaplains and Navy legal counsel.

(2) Review and comply with all current and applicable laws and regulations, including, but not limited to, laws and regulations pertaining to the free exercise of religion, religious expression, free speech, and privacy considerations.

b. Requests for accommodation of religious practices are addressed in reference (p).

c. Chaplains and RPs, like all other Service members, are eligible to be considered to serve as members of a court-martial, per reference (q).

9. 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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