



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

OPNAVINST 1738.1A
N097
11 May 2015

OPNAV INSTRUCTION 1738.1A

From: Chief of Naval Operations

Subj: CHAPLAINS RELIGIOUS ENRICHMENT DEVELOPMENT OPERATION

Ref: (a) 10 U.S.C.
(b) U.S. Navy Regulations 1990
(c) SECNAVINST 1730.7D
(d) OPNAVINST 1730.1E
(e) SECNAVINST 5351.1
(f) GAO Principles of Federal Appropriations Law: Third Edition, Volume I
(g) OPNAVINST 5380.1C

1. Purpose. This instruction provides guidance for Chaplains Religious Enrichment Development Operation (CREDO) programs pursuant to references (a) through (g). The instruction aligns policy with the Secretary of Defense memorandum, "Extending Benefits to Same-Sex Spouses of Military Members," of August 13, 2013. This is a complete revision and should be reviewed in its entirety.

2. Cancellation. OPNAVINST 1738.1.

3. Applicability. This instruction applies to all Navy commands and personnel.

4. Background. CREDO programs strengthen the religious, moral, and spiritual well-being of Department of the Navy (DON) Service Members, civilians, and families. CREDO programs increase the readiness and resilience of Service Members and civilians in support of DON's Strategic Plan for Religious Ministry and the Chief of Naval Operations' Sailing Directions. CREDO programs are funded with appropriated funds (APF), per article 0820 of reference (b) and references (c) and (d). CREDO programs operate within command religious programs (CRP), per references (c) through (e), and are offered at no cost to authorized participants.

5. Policy. As the Director of Religious Ministry for the DON, per reference (c), the Chief of Chaplains shall approve all programs used in CREDO operations and all position descriptions for persons working in support of CREDO operations. All CREDO programs shall be developed specifically to meet the religious, moral, and spiritual needs of DON Service Members, civilians, and their families. CREDO programs shall be led by uniformed chaplains of the U.S. Armed Forces.

a. Scope of CREDO Programming. CREDO programming addresses the broad religious, sacred, and moral aspects of life consistent with the definitions for religious ministry in references (c) and (d). CREDO programs are religious, not-faith-group specific, events that may be formatted as retreats, workshops, or seminars. CREDO programming may include the expression of religious beliefs representative of the chaplains and participants when done in a manner that honors the rights of others to determine their own religious convictions, as required by the standards and expectations of professional naval chaplaincy, per reference (e).

b. Fiscal Authority

(1) Article 0820 of reference (b) and references (c) and (d) provide authorization for the expenditure of APF for chaplain programs, to include CREDO, that support DON Service Members, their families, and authorized civilian personnel.

(2) Per reference (f), it is "a general rule that APF are not available to pay subsistence or to provide free food to government employees at their official duty stations". Exceptions can be made only where there is specific statutory authority.

(3) In addition to the general responsibility of the commanding officer to support the CRP, section 1789 of reference (a) authorizes the commander to provide chaplain-led programs to assist members of the armed forces on active duty and their immediate family members, and members of Reserve Components in an active status and their immediate family members, in building and maintaining a strong family structure, to include CREDO programs. Statutory authority to provide transportation, food, lodging, child care, supplies, fees, and training materials for

members of the armed forces and their immediate family members while participating in CREDO programs is included in section 1789 of reference (a).

(4) Immediate family members include the member's spouse and dependent children as defined in section 1072 of reference (a).

(5) Persons other than those listed in subparagraphs 5b(3) and 5b(4) above may participate in CREDO programs and receive the benefits of those programs, but are not authorized to be paid for subsistence (e.g., lodging, travel, or childcare) or to receive food at government expense.

(6) CREDO directors shall consult with Navy legal counsel and comptrollers when determining eligibility criteria for CREDO programs to ensure that APF is expended pursuant to applicable laws and regulations.

c. Organizational Structure. CREDO is an organizational component within Commander, Navy Installations Command (CNIC). CREDO centers shall be controlled by CNIC regional commanders as an element within the regional commander's CRP. The senior chaplain permanently assigned at each CREDO center shall be designated as the director of CREDO for that location.

6. Action

a. CNIC shall:

(1) Include CREDO as an integral and essential element of administration, planning, programming, and budgeting activities, supported with APF at a level consistent with other personnel programs within the Navy, per article 0820 of reference (b) and references (c) and (d).

(2) Coordinate with the Marine Corps and the Coast Guard to ensure the cooperative, effective, and efficient delivery of CREDO programming.

(3) Coordinate with the Chief of Chaplains to establish CNIC policy which implements this instruction. CNIC CREDO policy shall include, but is not limited to: organizational structures and staffing requirements; standard operating

procedures; standard program approval processes; reporting requirements and metrics; training requirements; and the utilization of volunteers in compliance with reference (f).

(4) Have CREDO programs approved by the Chief of Chaplains prior to registering users for programs and prior to executing the programs.

b. Chief of Chaplains shall:

(1) Coordinate with CNIC to establish a Chief of Chaplains advisory group including, but not limited to, the CNIC headquarters' chaplain, region chaplains, and CREDO directors.

(2) Make decisions regarding CREDO policies, programming, and position descriptions for persons working in support of CREDO operations.

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.



S. H. SWIFT
Director, Navy Staff

Distribution:

Electronic only, via Department of the Navy Issuances Web site
<http://doni.documentservices.dla.mil>