

SPAWARINST 5215.4G
SPAWAR 09E
7 May 2002

SPAWAR INSTRUCTION 5215.4G

From: Commander, Space and Naval Warfare Systems command

Subj: SPAWAR DISTRIBUTION OF INTERNAL DOCUMENTS

Ref: (a) Paperwork Reduction Act of 1995 - Public Law 104-13
(b) SECNAVINST 5216.5D (DoN Correspondence Manual)

Encl: (1) Distribution List Identification
(2) Distribution List Breakdown
(3) SPAWAR Centers, Detachments, Activities and
Facilities

1. Purpose. To provide policy and outline distribution of official correspondence and directives for Space and Naval Warfare Systems command (SPAWAR).

2. Cancellation. SPAWARINST 5215.4F.

3. Background. The Headquarters' Flag Secretariat/Flag Admin distributes internal SPAWAR correspondence and directives in accordance with the policies contained in references (a) and (b). Enclosures (1) and (2) outline the specific distribution for correspondence and directives and provide reference for appropriate distribution for other hard-copy information as required.

4. Information. To the maximum extent possible, distribution of SPAWAR correspondence and directives will be distributed by electronic means in the form of an electronic library (SPAWAR Knowledge Center) and e-mail distribution lists. For that information which is most appropriately distributed by paper, the following applies:

a. Enclosure (1) identifies primary offices. It is the responsibility of the individual administrative organizations to ensure internal distribution is complete as appropriate.

b. Enclosure (2) identifies addressees included in each distribution list.

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c. Enclosure (3) identifies the SPAWARSYCOM Centers, Detachments, Activities and Facilities.

5. Responsibilities. SPAWAR 09E is responsible for developing and maintaining the SPAWAR distribution lists provided in enclosures (1), (2) and (3). These enclosures will be provided electronically on the SPAWAR Corporate Intranet.

6. Action. Adherence to reference (b) will be followed when preparing correspondence for distribution outlined in this instruction.

a. Use enclosure (2) for distribution of internal documents and to ensure efficient distribution.

b. Submit modifications, changes and deletions to the internal codes listed in enclosure (2) to SPAWAR 09E.

/s/

T. S. FELLIN
Vice Commander

Distribution:
SPAWAR List 4

Copy to:
SNDL Part II:
C81 (SHORE BASED DETACHMENTS, SPAWARSYSCOM)
FKA1B (SPACE AND NAVAL WARFARE SYSTEMS COMMAND)

DISTRIBUTION LIST IDENTIFICATION

<u>DISTRIBUTION LIST NUMBER</u>	<u>ADDRESSEE</u>
1	Staff/PDs
2 (List 1 Included)	PMWs
3	Military
4	All Hands

Note: Originator may list individual code names if less than a complete "Special Distribution List" is required or in addition to this "List" (see reference (b) for format).

Code	List 1	List 2	List 3	List 4
	Staff/PDs	PMWs	Military	All Hands
		(List 1 Included)		
00	2	0	2	2
00E	2	0	2	2
09	2	0	2	2
09E	2	0	2	2
00B	2	0	2	2
00C	2	0	2	2
00G	2	0	2	2
00K	2	0	2	2
00L	2	0	2	2
01	2	0	2	5
02	2	0	2	5
04	2	0	2	5
05	2	0	2	5
06	2	0	2	5
07	2	0	2	5
08	2	0	2	5
PD-14	5	5	2	10
PD-15	5	5	2	10
PD-16	5	5	2	10
PD-17	5	5	2	10
PD-18	5	5	2	10
PEO-SCS	1	0	1	10
	54	25	39	103

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SPACE AND NAVAL WARFARE SYSTEMS COMMAND

**FKA1B SPACE AND NAVAL
WARFARE SYSTEMS COMMAND**

COMMANDER
SPACE AND NAVAL WARFARE SYSTEMS COMMAND
4301 PACIFIC HIGHWAY
SAN DIEGO CA 92110-3127
PLA: **COMSPAWARSYSCOM SAN DIEGO CA**

**C81B SPACE AND NAVAL
WARFARE SYSTEMS
CENTER DETACHMENT**

OFFICER IN CHARGE
SPACE AND NAVAL WARFARE SYSTEMS CENTER
CHARLESTON DET ST JULIENS CREEK
BOX 1376
NORFOLK VA 23501-1376
PLA: **SPAWARSYSCEN CHARLESTON DET NORFOLK VA**

OFFICER IN CHARGE
U S SPACE AND NAVAL WARFARE SYSTEMS CENTER
NORFOLK DET MEDITERRANEAN
PSC 825 BOX 2110
FPO AE 09631-0825
PLA: **SPAWARSYSCEN NORFOLK DET MED SIGONELLA IT**

OFFICER IN CHARGE
SPACE AND NAVAL WARFARE SYSTEMS CENTER
NORFOLK DET SAN DIEGO
3075 EEL VALLEY BOX 368217
SAN DIEGO CA 92136-5183
PLA: **SPAWARSYSCEN NORFOLK DET SAN DIEGO CA**

OFFICER IN CHARGE
U S SPACE AND NAVAL WARFARE SYSTEMS CENTER
NORFOLK DET WESTERN PACIFIC
PSC 473
FPO AP 96349-2901
PLA: **SPAWARSYSCEN NORFOLK DET WESTPAC YOKOSUKA JA**

Enclosure (3)

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**FKA1B1 SPACE AND NAVAL
WARFARE SYSTEMS
CENTER, FACILITY AND
ACTIVITY**

COMMANDER
SPACE AND NAVAL WARFARE SYSTEMS COMMAND
SPACE FIELD ACTIVITY
14675 LEE RD
CHANTILLY VA 20151-1715
PLA: **SPAWAR SPAFLDACT CHANTILLY VA**

COMMANDING OFFICER
SPACE AND NAVAL WARFARE SYSTEMS CENTER
PO BOX 190022
NORTH CHARLESTON SC 29419-9022
PLA: **SPAWARSYSCEN CHARLESTON SC**

COMMANDING OFFICER
SPACE AND NAVAL WARFARE SYSTEMS CENTER
1837 MORRIS ST STE 3311
NORFOLK VA 23511-3432
PLA: **SPAWARSYSCEN NORFOLK VA**

OFFICER IN CHARGE
U S SPACE AND NAVAL WARFARE SYSTEMS
FACILITY PACIFIC
PSC 488 BOX 128
FPO AP 96537-1824
PLA: **SPAWARSYSFAC PAC GU**

OFFICER IN CHARGE
SPACE AND NAVAL WARFARE SYSTEMS
ACTIVITY PACIFIC
675 LEHUA AVE
PEARL CITY HI 96782-3356
PLA: **SPAWARSYSACT PAC PEARL HARBOR HI**

COMMANDING OFFICER
SPACE AND NAVAL WARFARE SYSTEMS CENTER
53560 HULL ST
SAN DIEGO CA 92152-5001
PLA: **SPAWARSYSCEN SAN DIEGO CA**

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OFFICER IN CHARGE
U S SPACE AND NAVAL WARFARE SYSTEMS FACILITY
PACIFIC
PSC 473 BOX 5
FPO AP 96349-2901
PLA: **SPAWARSYSFAC PAC YOKOSUKA JA**

**FKA1B2 SPAWARISYSCOM
INFORMATION TECHNOLOGY CENTER**

DIRECTOR
SPAWARSYSCOM INFORMATION TECHNOLOGY CENTER
2251 LAKESHORE DR
NEW ORLEANS LA 70145-0001
PLA: **SPAWARINFOTEHCEN NEW ORLEANS LA**