



DEPARTMENT OF THE NAVY
MILITARY SEA TRANSPORTATION SERVICE, PACIFIC
N.S.C., OAKLAND, CALIFORNIA 94625

MSTSPACINST 5312.4
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17 October 1969

MSTSPAC INSTRUCTION 5312.4

From: Commander, Military Sea Transportation Service, Pacific
To: Distribution List

Subj: Personnel assignments in certain nucleus ships

Ref: (a) CMPI 750
(b) CMPI 352

1. Purpose. The purpose of this Instruction is to provide a means for maintaining crews of high efficiency in certain nucleus ships and to the fullest extent possible assure that such ships have full manning.

2. Discussion. Experience shows that certain nucleus ships operate for extended periods away from home port. Infrequent contacts with these ships, considerable transportation costs for crew replacements, and the desirability of obtaining maximum efforts from crew members require that ships' crews be of the highest calibre and crew vacancies be filled with a minimum of lost time. COMSTSPAC has established internal procedures for careful screening of crew replacements. In addition, masters must have a means for replacing the occasional sub-marginal performer even though he is not actually a disciplinary case. Ships involved are some of the range instrumentation ships, USNS ELTANIN, transports on the Korean rotation, ships with MSTSPAC crews under COMSTSFE control and survey ships on extended voyages, i.e., USNS MYER, USNS FLYER, USNS KINGSPORT, USNS DAVIS, etc.

3. Action

a. Masters shall propose disciplinary actions in accordance with reference (a), when warranted, against employees who fail to maintain satisfactory conduct records. In cases where employees fail to properly perform their duties and display incompetency or inefficiency, masters shall process such cases under the provisions of reference (b). Furthermore, if it is determined that employees are sub-marginal and cannot be processed under disciplinary procedures or reference (b), masters shall request rotation and return to home port by forwarding written reports providing specific reasons for the requested rotation. COMSTSPAC approval is required before employees are separated from ships.

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b. Masters on extended voyages shall report crew vacancies as they occur. If replacements cannot be furnished prior to departure from out-ports, masters shall submit messages advising of crew vacancies, ETA next port, if permissible, and if fleet-up action is recommended. Such messages will be transmitted ten days before arrival in the next port or as soon as possible before the arrival. COMSTSPAC will extend every effort to fill vacancies in these ships on a timely basis during inport stays to assure that ships have full crew complements.

R. A. HUBBARD

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