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DEPARTMENT OF THE NAVY
COMMANDER MILITARY SEALIFT COMMAND
WASHINGTON NAVY YARD BLDG 210
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WASHINGTON DC 20398-5540

COMSCINST 3501.2B
M-3T/CCC
7 November 1988

COMSC INSTRUCTION 3501.2B

Subj: STATUS OF RESOURCES AND TRAINING SYSTEM (SORTS) REPORTING
FOR MSC UNITS

Ref: (a) NWP 10-1-11 (REV A), Status of Resources and Training System (SORTS)
(b) OPNAVINST C3501.2H, Naval Warfare Mission Areas and Required
Operational Capability/Projected Operational (ROC/POE) Environment
Statements(U)
(c) COMSCWAINST S3500.1

Encl: (1) SORTS Guidance

1. Purpose. To promulgate amplifying instructions for the preparation of SORTS reports as required by reference (a) for Military Sealift Command (MSC) units.
2. Cancellation. COMSCINST 3501.2A.
3. Policy. The ships of the Military Sealift Command carry out a multitude of maritime tasks supporting the Navy's primary functions, including providing the bulk of strategic sealift capability. It is essential that the national command structure have operational readiness data for these assets. SORTS reports will be submitted for all MSC and MSC chartered ships and units with the exception of spot charter vessels in accordance with references (a) and (b) and enclosure (1).
4. Implementation. Reference (a) provides the requirements for unit general status and combat readiness reporting to maintain the Navy Status of Forces (NSOF) database within the Navy Command and Control System/World Wide Military Command and Control Systems (WWMCCS). SORTS replaces the UNITREP reporting system.

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5. Action. MSC Commanders and ships will submit SORTS reports in accordance with references (a) and (b) and enclosure (1). Ships not holding reference (a) will notify their operational MSC Area Commander immediately to obtain it.

Distribution:

SNDL 41B (MSC Area Commanders) (LANT & PAC only) (50)
41B (MSC Area Commanders) (FE, SWA, & EUR only) (10)
41C (MSC Subarea Commanders) (5)
41D3 (MSC Offices)
41G (Fast Sealift Squadron)
41J (OICMILDEPTs)
41K (MSCUs)
41L (MPSRONs)
41M (T-AGOS Support Units)
T-100 (Masters of MSC civil service manned ships (USNS))
T-101 (Masters and Operators, contract operated tankers (USNS))
T-102A (Masters, Contract operated Fast Sealift Ships)
T-103 (Masters and Operators, Contract operated T-AGOS)

MSC Reps

MPS Masters and Operators

Masters and Operators, MSC chartered ships

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40B (Naval Control of Shipping Officer)

USTRANSCOM

SORT GUIDANCE

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CHAPTER 1

GENERAL PROVISIONS

1.1 PURPOSE

The Status of Resources and Training System (SORTS) is the principal report within the U.S. Navy for use by designated navy, Military Sealift Command (MSC), and U.S. Coast Guard units to provide identification, general status, and combat readiness data to the National Command Authority (NCA), the Joint Chiefs of Staff (JCS), the Chief of Naval Operations (CNO), Fleet Commanders in Chief (CINCPACFLT, CINCLANTFLT, and CINCUSNAVEUR), and other operational commanders. Reference (a) is the primary instruction for the preparation of SORTS. This instruction amplifies reference (a) in the assignment of reporting responsibility for all categories of MSC ships, description of monitoring responsibilities, and the provision of additional activity (ACTIV) and strategic sealift (STS) codes for MSC units.

1.2 POLICY

Reference (a) provides the only combat readiness reporting instruction to be used for maintaining SORTS records in the Navy Status of Forces (NSOF) database. Additional instructions may amplify, but shall not conflict with or modify, the criteria, guidance and format provided. Therefore, reference (a) takes precedence in the event of conflict with this or any other amplifying instruction.

1.3 RESPONSIBILITIES

1.3.1 Commander, Military Sealift Command

1. Assign UICs for MSC units and forward requests for unit registration in NCCS/WWMCCS to CNO (OP-642).
2. Provide support to FLTCINCs to assist in quality assurance of MSC SORTS data to ensure that subordinate units are complying with the requirements set forth in reference (a) and this instruction, are accurately reporting mission degradations in a timely manner, and that reports are consistent with other known information.
3. By WIN teleconference, coordinate with each FLTCINC and CNO to provide continuous and constructive feedback to subordinate units on the quality, accuracy and timeliness of SORTS data.

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4. Provide guidance to Area Commanders to establish a comprehensive training program to ensure that personnel are thoroughly familiar with the use of SORTS data and the requirements and procedures for preparing timely and accurate reports.

5. Monitor reporting requirements and forward recommendations for additions, deletions and improvements to the SORTS system to CNO (OP-642).

6. Originate SORTS for units under OPCON of COMSC in DEFCON THREE or higher.

1.3.2 MSC Area Commanders

1. Provide support to FLTCINC to assist in quality assurance of MSC SORTS data to ensure that subordinate units are complying with the requirements set forth in reference (a) and this instruction, are accurately reporting mission degradations in a timely manner, and that reports are consistent with other known information.

2. Establish and maintain direct coordination with the appropriate FLTCINC data input activity to provide continuous and constructive feedback to subordinate units on the quality, accuracy and timeliness of SORTS data.

3. Establish a comprehensive training program to ensure that personnel are thoroughly familiar with the use of SORTS data and the requirements and procedures for preparing timely and accurate SORTS reports.

4. Assume duties as Immediate Superior in Command (ISIC) as appropriate.

5. When ships are assigned for OPCON, assume duties as reporting unit in DEFCON THREE or higher for all ships without a rapid secure communications capability.

6. Originate SORTS reports for tankers while assigned for OPCON.

1.3.3 MSC Subarea Commanders and MSC Offices

1. When ships are assigned for OPCON, except for brief port visits, assume duties of ISIC as appropriate.

2. When ships are assigned for OPCON, assume duties as reporting unit in DEFCON THREE or higher.

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1.3.4 Immediate Superior in Command (ISIC)

1. Monitor SORTS data of units within their respective areas of responsibility for adequacy and validity to ensure that all units are complying with the requirements of reference (a) and this instruction.
2. Provide quality control of SORTS data to ensure that units are accurately reporting mission degradations in a timely manner and that reports are consistent with other known information.
3. Assist the Fleet Commanders in Chief and MSC Area Commanders in providing continuous and constructive feedback to all units on the quality, accuracy and timeliness of SORTS data.
4. Assist the Fleet Commanders in Chief and MSC Area Commanders in support of the Navy's SORTS training program to ensure that appropriate personnel are thoroughly familiar with the use of SORTS data and the requirements and procedures for preparing timely and accurate SORTS reports.
5. Include SORTS data verification as part of unit command inspections and operational evaluations.
6. Maintain accurate SORTS records on assigned units, which, at a minimum, should be maintained from the unit's last validated Quarterly Evaluation (NQEVAL).
7. Monitor reporting requirements and forward recommendations for additions, deletions and improvements to the SORTS system to CNO (OP-642) via COMSC and MSC Area Commands.

1.3.5 Reporting Unit

1. Ensure the accurate and timely submission of SORTS reports in accordance with the requirements of reference (a) and this instruction.
2. Maintain accurate SORTS records, including worksheets and messages, which, at a minimum, should be maintained from the last NQEVAL.
3. Validate the quarterly NQEVAL and submit corrections in a SORTS message as soon as additions, changes and deletions are identified.

CHAPTER 2

UNIT REPORTING REQUIREMENTS

2.1 GENERAL

This chapter defines which units must submit SORTS reports; what data a reporting unit must submit; and when additions, changes and deletions must be reported.

2.2 REPORTING UNITS

The term "reporting unit" refers to the unit, registered by Unit Identification Code (UIC), within the NCCS/WWMCCS network to which the SORTS data applies. The reporting unit is not necessarily the originator of the SORTS message.

2.2.1 Afloat Prepositioned Force

These ships are normally under the operational control of a squadron commander. That commander will originate SORTS reports for his assigned ships based on MOVREP, CASREP and readiness reports and other data received from legitimate sources. Reports will be submitted in accordance with reference (a) and this instruction.

2.2.2 Fast Sealift Ships

These ships will submit their own SORTS reports except when in DEFCON THREE or higher. These ships are normally under the OPCON of a squadron commander, COMFSRON ONE, while in Reduced Operational Status (ROS). When in DEFCON THREE or higher, COMFSRON ONE, as ISIC, will submit SORTS data for ships assigned. Upon activation, reporting responsibility will pass with OPCON to the appropriate MSC Area or Subarea Commander.

2.2.3 Ready Reserve Force (RRF), General Agency Agreement (GAA)/Ship Manager

When activated, ships of the RRF and any other GSS/Ship Manager ships will be entered into the SORTS system by the MSC Area or Subarea Commander exercising OPCON. When returned to reduced operating status, RRF ships will be checked out of the SORTS system by submission of a "DELETE ALL" entry (para. 3.8.4 of reference (a)) by the MSC Area or Subarea Commander relinquishing OPCON.

2.2.4 MSC Time-Chartered Ships

These ships are normally under the OPCON of the MSC Area Command. Except when in DEFCON THREE or higher, these units will submit their own SORTS reports.

2.3 DATA REQUIRED TO BE SUBMITTED

All reporting units will report the data labels described in Chapter 4, 5, 6, 7 and 8 of reference (a), as applicable. (*NOTE: PRGEO is not applicable to ships reporting in the MOVREP system.*)

CHAPTER 3

GENERAL REPORTING INSTRUCTIONS

3.1 PURPOSE

This chapter provides amplifying information for MSC Commanders on how SORTS data is submitted, to whom, and at what classification.

3.2 SORTS MESSAGE HEADING

3.2.1 Precedence

Submit SORTS reports by naval message with at least PRIORITY precedence. Use IMMEDIATE precedence for SORTS messages for deployed units that contain data from Chapters 6, 7 or 8 of reference (a). The term "deployed unit" includes all MSC ships engaged in operations, including coastal and intercoastal voyages, and calls at U.S. ports.

3.2.2 Originator

SORTS messages for MSC ships will be originated in accordance with paragraph 2.2 of this instruction.

3.2.3 Addressees

MSC units address SORTS messages in accordance with paragraph 3.2.3, reference (a). The list selected must correspond to the Fleet Commander in Chief area of responsibility which the reporting unit is in or entering, and to the most recent CHOPP entry (para. 4.3) for that unit. A SORTS report which includes a CHOPP entry is sent to the addressees of the area being entered, never the area being departed.

3.2.4 Classification

Follow the classification guidance contained in paragraph 3.2.4 of reference (a). While individual CASREPS, MOVREPS and other informational messages from ships may be unclassified, the compilation and evaluation of data may well require use of a higher classification for that ship's SORTS report. Additionally, many of the ships under MSC's operational control do not have a rapid secure communications capability. During DEFCONs FOUR and FIVE these units will be exempt from classifying readiness

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assessments. Upon setting of DEFCON THREE or higher, Area Commanders, Subarea Commanders or MSC Offices will submit SORTS data in accordance with paragraph 3.2.4 of reference (a) for ships under their OPSON that do not have a rapid secure communications capability.

3.3 REPORT IDENTIFICATION LINE

Enter in accordance with reference (a).

3.4 ORGANIZATION IDENTIFICATION LINE

Abbreviated names (ANAME) for MSC ships consist of hull number or propulsion abbreviation (SS, MV, GTS) plus nave shortened as necessary. COMSC will promulgate the registered long name and abbreviated name of MSC controlled ships. MSC Area Commanders, Subarea Commanders or MSC Offices are to ensure all units under their OPCON have assigned UICs. Those that do not are to report to COMSC so that a UIC can be requested from CNO (OP-642).

EXAMPLES

TAGOS 3 VINDICATOR/N21182
TAOT 174 SEALIFT CARIBBEAN/N20710
SS AMERICAN VETERAN/N45654
MV CPL HAUGE /N21628

CHAPTER 4

GENERAL STATUS DATA REPORTING

4.1 PURPOSE

This chapter amplifies the procedures for reporting additions, changes and deletions to general status data represented by the following data labels:

CHOPP	Change of Operational Control
TSKCD	Task Organizational Change
OPCON	Operational Commander
COMDR	Commanding Officer
ACTIV	Current Activity and Employment
PERSN	Personnel Strength

4.2 SCOPE

All reporting units will report general status data in accordance with reference (a). The data label PRGEO is not applicable to MSC ships because all are required to report in the MOVREP system.

4.3 CHOPP - CHANGE OF OPERATIONAL CONTROL

4.3.1 CHOPP Boundaries

The CHOPP data label is used as in paragraph 4.3 of reference (a). All units must report one of the three Fleet Commanders in Chief (CINCLANTFLT, CINCPACFLT, CINCUSNAVEUR). SORTS message addressees (para. 3.2.3) must correspond to the current CHOPP entry.

4.3.2 Submitting CHOPP Reports

1. Ships originating their own SORTS reports, report CHOPP in accordance with reference (a).

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2. For ships whose SORTS reports are originated by other commands, and which are changing OPCON, a complete SORTS report containing all data labels and data elements relevant to that unit will be submitted by the commander relinquishing OPCON to the addressees for the gaining AOR, including the gaining MSC commander.

4.4 TSKCD - TASK ORGANIZATION COMMAND

The TSKCD data level identifies the command of each established task force, task group, task unit and task element. MSC ships assigned to task organizations for Operational Control (OPCON) will report that organization. To satisfy the requirement of the data system for a TSKCD entry, when no other task organization is assigned, report:

CTF 18 - in Pacific area including USCINCPAC and USCINCCENT AORs

CTF 48 - in Atlantic area including USCINCLANT and USCINCEUR AORs

Example: TSKCD/CTF018//

Only the one line entry is required or desired.

4.5 OPCON - OPERATIONAL COMMANDER

1. The OPCON data label is used to identify the reporting unit's immediate superior in the operational chain of command. The data element is the task designator when one is assigned. When assigned OPCON by MSC task organization, the following task designators apply.

<u>Operational Commander</u>	<u>Task Designator</u>
COMSC (in Pacific, I.O.)	CTG 18.0, CTG 31.11
COMSC (in Atlantic, Med)	CTG 48.0
COMSCPAC	CTG 18.1
COMSCFE	CTG 18.2, CTG 73.7
COMSCLANT	CTG 48.1
COMSCEUR	CTG 48.2, CTG 106.0
COMSCMED	CTG 63.8
COMSCSWA	CTG 155.10
CINCLANTFLT	CTG 84.11

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2. Those ships not assigned an immediate superior with a task designator will report the following abbreviated titles:

COMSC	COMSCMED
COMSCFE	COMSCSWA (when activated)
COMSCSEA	

4.6 PRGEO - PRESENT GEOGRAPHIC LOCATION

PRGEO is not reported by units reporting in the MOVREP system.

4.7 COMDR - COMMANDING OFFICER

MSC ships report in accordance with paragraph 4.7 of reference (a). Civilian Masters of chartered or contract-operated ships will include date of rank. Report as follows:

COMDR/MAST/SMITH TJ/YMMDD//

4.8 ACTIV - CURRENT ACTIVITY AND EMPLOYMENT

The ACTIV data label is used to identify the current activity or employment of the reporting unit. MSC units report in accordance with paragraph 4.8 of reference (a). Category 3 and 20 (Figure 4-7 of reference (a)) ACTIV codes have been provided for MSC's use to simplify reporting and to describe cargo and prepositioning employment. When Category 3 ACTIV codes are reported, CROVL should be reported C-5 and a projected attainment date of a higher (better) C-rating must be provided. The additional Category 20 ACTIV codes are to be used to report routine sealift operations and do not require reporting changes between underway and inport.

CATEGORY 3

MTA	Mid-term availability (MSC ships)
BADD	Biennial Drydocking

CATEGORY 20

CARGOPS	MSC cargo operations (inport and underway)
MPSOPS	MSC prepositioning ship (with PREPO load)
MPSDN	MSC prepositioning ship (without PREPO load)

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Use:

CARGOPS to report freighters and tankers engaged in cargo trade. This code is applicable whether or not cargo is aboard, at sea or inport. It is intended to avoid a requirement for frequent changes.

MPSOPS to report all prepositioned ships, including APF which are operational and carrying their prepositioned cargo. It is valid at sea or in port.

MPSDN to report all prepositioned ships including APF which are operational, but not loaded with their prepositioned cargo. It is valid at sea or in port.

None of these codes should take precedence over reporting of exercise participation. Use most appropriate code from Table 4-7. Use PART II remarks to amplify as necessary.

4.9 PERSN - PERSONNEL STRENGTH

Vessels with military or civilian units/detachments (scientific or contractor) will report applicable personnel strength (PERSN) codes from Figure 4-8, reference (a) for all embarked units or detachments.

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CHAPTER 5 COMBAT READINESS ASSESSMENT

5.1 PURPOSE

This section amplifies criteria set forth in reference (a) for determining unit readiness represented by the following data labels:

CROVL	Overall Readiness
CRPER	Personnel Readiness
CRSUP	Equipment/Supplies on Hand Readiness
CREQP	Equipment Readiness
CRTNG	Training Readiness
PRMAR	Primary Mission Area Readiness

NOTE: There is no plan to develop decision logic trees referred to in reference (a) for non-combatant classes of ships.

5.2 SCOPE

All MSC ship classes will report combat readiness data in accordance with Chapters 5 and 6 of reference (a) and this instruction. CASREPS of embarked units that affect mission degradation will be factored into the ship's CROVL, CRPER, CRSUP, CREQP, CRTNG, PRMAR CC, PRMAR MOB and PRMAR NCO readiness/mission ratings.

5.3 UNIT READINESS ASSESSMENT

1. Although MSC ships are non-combatant, all have wartime missions. Readiness is always measured against primary naval warfare mission areas as listed in reference (b). That instruction lists all the operational capabilities which make up each of the Naval Warfare Mission Areas and also assigns primary and secondary mission areas to classes of ships and other units. Not every operational capability in a mission area is applicable to the ships of any particular class. The detailed assignment of required operational capabilities within each assigned mission area is promulgated by CNO in a Required Operational Capabilities/Projected Operational Environment (ROC/POE) instruction. Until the promulgation of a ROC/POE instruction for any particular class of MSC ship, SORTS originators should be guided by the mission area assignments below or in reference (b).

NFAF - report in accordance with reference (b)
SPECIAL MISSION - report CCC, MOB, NCO
STRATEGIC SEALIFT - report CCC, MOB, STS

2. The Strategic Sealift (STS) mission area is composed of the capabilities listed in Table 5-1 of this instruction.

TABLE 5-1

STRATEGIC SEALIFT (STS) MISSION AREA CODES

STS 1 - Load, discharge and transport dry cargo.

STS 1.1 - Use ship's cargo rigs to load and discharge breakbulk cargo.

STS 1.2 - Use ship's crane(s) to load and discharge containerized cargo.

STS 1.3 - Provide ship configuration suitable for container loading and discharging by a shore facility. (non-self sustaining containership)

STS 1.4 - Use ship's cranes to load and discharge cargo on/from non-self sustaining container ships.

STS 1.5 - Use ship's crane to load and discharge LASH barges.

STS 1.6 - Provide LASH barges suitable for container or breakbulk cargo.

STS 1.7 - Provide pusher tugs for maneuvering LASH barges.

STS 1.8 - Use ship's ramp(s) to load and discharge RO/RO cargo. Designed cargo spaces are useable for the carriage of cargo.

STS 1.10 - Provide operational causeways, warping tugs or other terminal support equipment.

STS 1.11 - Use ship's UNREP receiving gear to transfer cargo to another vessel underway.

STS 2 - Load, discharge and transport POL.

STS 2.1 - Provide liquid cargo tanks and piping systems suitable for carriage of POL.

STS 2.2 - Provide cargo systems with segregation necessary to carry multiple products.

STS 2.3 - Ship's cargo systems with segregation necessary to carry multiple products.

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STS 2.4 - Use ship's pumps to discharge POL.

STS 2.5 - Use ship's UNREP receiving gear to CONSOL to another vessel underway.

STS 3 - Transport Passengers

STS 3.1 - Use helo deck for personnel transfer.

STS 3.2 - Berthing, messing and sanitary facilities are suitable for the transport of the designed number of troops or other passengers.

STS 4 - Prepositioned cargo.

STS 4.1 - Maintain cargo space environment suitable for prepositioned cargo.

STS 5 - Load, discharge and transport fleet ballistic missiles, related equipment and components.

STS 5.1 - Use ship's cargo rigs to load and discharge FBM related equipment and components.

STS 5.2 - Provide ship configuration suitable for missile loading and discharging by submarine tender and/or shore facility.

STS 5.3 - Provide ship configuration suitable for the transport of missiles in a vertical position.

STS 5.4 - Provide resupply services to strategic submarine tenders.

STS 5.5 - Maintain cargo space environment/security of FBM related equipment and components.

5.4 UNIT OVERALL RESOURCE AND TRAINING CATEGORY LEVEL

All MSC units within the scope of this instruction will report an overall unit resource and training status level. The category status level (C-1, C-2, C-3, C-4 and C-5) indicates the degree to which a unit has achieved prescribed levels of personnel and equipment as well as the training of those personnel and the maintenance of the equipment. These levels reflect the status of the unit's resources and training measured against the resources and training required to undertake the wartime mission for which the unit is organized or designed. Category levels do not project a unit's combat ability once committed to action.

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5.4.1 Category Levels Defined

The overall unit category level will be based only upon organic resources and training under the operational control of the reporting unit or its parent unit. The five categories of overall unit category levels are:

- a. C-1. Unit possesses the required resources and is trained to undertake the full wartime mission for which it is organized or designed.
- b. C-2. Unit possesses the resources and has accomplished the training necessary to undertake the bulk of wartime mission for which it is organized or designed.
- c. C-3. Unit possesses the resources and has accomplished the training necessary to undertake major portions of the wartime mission for which it is organized or designed.
- d. C-4. Unit requires additional resources and/or training to undertake its wartime mission, but if the situation dictates, it may be directed to undertake portions of its wartime mission with resources on hand.
- e. C-5. Unit is undergoing a service-directed resource change and is not prepared, at this time, to undertake the wartime mission for which it is organized or designed. C-5 units are restricted to:
 - (1) Ship in overhaul or restricted availability for 30 days or longer.
 - (2) Units undergoing major equipment conversion/ transition.
 - (3) Units placed in cadre status by the parent service.
 - (4) Units being activated, inactivated and reactivated.
 - (5) Units not manned or equipped but required in the wartime force structure.
 - (6) Units tasked as training units that could be tasked to perform a wartime mission.

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5.4.2 Category Levels, Caveats

The overall unit category level will be identical to the lowest level recorded in any of the unit's individually measured resource areas of personnel, equipment and supplies on hand, equipment condition and training, unless subjectively raised or lowered by the unit commander. However, modification of a unit's overall level by its commander does not permit modification of the computed status of each individually measured area, which must be reported without adjustment.

CHAPTER 6

SPECIAL CAPABILITY DATA

6.1 PURPOSE

This section provides guidance to vessels with helicopters embarked as a special capability in the accomplishment of their mission.

a. Vessels with helicopters embarked are to report helicopter data similarly to the following example:

PART I
SPCAP/XNCO//
PART II
SPCAP/XNCO/SH-2 ONBD TO ASSIST IN HYDROGRAPHIC SURVEY OPS

b. Any helicopter degradation is to be reported under CREQPT and PRMAR NCO readiness and included in overall (CROVL) readiness rating. Include detachment personnel under personnel strength (PERSN) codes NC and NE.