



DEPARTMENT OF THE NAVY
NAVAL TRAINING CENTER
2701 SHERIDAN ROAD
GREAT LAKES, ILLINOIS 60088-5001

NTCGLAKESINST 5450.4
SP
OCT 25 1995

NTC GREAT LAKES (COMPLEX²) INSTRUCTION 5450.4

Subj: MISSION AND FUNCTIONS OF THE NAVY PUBLIC WORKS CENTER,
GREAT LAKES, ILLINOIS

Ref: (a) OPNAVNOTE 5450 Ser 09B22/7U308995 of 1 Apr 87
(b) CNETINST 5450.4E

Encl: (1) Function assigned to Navy Public Works
Center/Engineering Field Activity Midwest, Great
Lakes, Illinois

1. Purpose. To promulgate the functions to be performed by the Navy Public Works Center (PWC), Great Lakes in support of the mission promulgated by reference (a) and directed by reference (b).

2. Mission. To provide public works, public utilities, public housing, transportation support, engineering services, shore facilities planning support, and all logistic support incident thereto, required by operating forces and other activities being served by the Public Works Center; and to perform such other functions and tasks as directed by higher authority.

3. Status and Command Relationships. The PWC Great Lakes is a shore activity in an active (fully operational) status under a commanding officer and under the command of the Commander, Naval Training Center (NTC), Great Lakes. The PWC Great Lakes is subject to the regional area coordination authority of NTC Great Lakes.

4. Action. In the accomplishment of the assigned mission, the Commanding Officer, PWC Great Lakes shall ensure performance of the functions set forth in enclosure (1). The Commanding Officer, PWC Great Lakes is requested to advise the Commander, NTC Great Lakes of any recommended modifications to the mission and functions of the PWC Great Lakes.


P. A. TRACEY

Distribution:
NTCGLAKESINST 5216.5M
LISTS I,II (Case A), III-A, C
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**FUNCTIONS ASSIGNED TO THE
NAVY PUBLIC WORKS CENTER, GREAT LAKES, ILLINOIS**

1. Functions. The following functions are assigned:
 - a. Provide or arrange for engineering consultant and support services.
 - b. Inspect public works and public utilities.
 - c. Perform maintenance, repair, and minor construction of facilities.
 - d. Provide, operate, and maintain transportation equipment.
 - e. Provide, operate, and maintain public utilities.
 - f. Administer and maintain Navy family housing.
 - g. Provide environmental planning, design review, project management and operation and maintenance of individual environmental engineering projects.
 - h. Provide technical specification, contract administration and quality assurance inspection associated with facility support contracts.
 - i. Exercise effective control over the financial operations within the Command through sound accounting principles, budgeting, and statistical reporting and auditing practices under the Resources Management System of the Department of the Navy.
 - j. Ensure the effectiveness of Command management programs which include but are not limited to, retention, civilian position management, equal opportunity, internal review and control, public relations, prevention of substance abuse, and other similar management program.
 - k. Maintain close liaison with the regional area coordinator, or such other commander as may be designated in writing for emergency and disaster preparedness matters.
 - l. Carry out all regulations, instructions, and directives from higher authority pertaining to the administration of the PWC Great Lakes. Issue such detailed internal instructions, regulations, orders, and notices as are required for the efficient organization and administration of the Command.
 - m. Perform such other functions as may be directed by Commander, Naval Training Center, Great Lakes.

Enclosure (1)

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