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DEPARTMENT OF THE NAVY
Office of the Chief of Naval Operations
Washington 25, D.C.

OPNAV 1221.3A
OP-923P1B
Ser 9482P92
9 May 1962

OPNAV INSTRUCTION 1221.3A

From: Chief of Naval Operations
To: All Ships and Stations (less Marine Corps field addressees not having Navy personnel attached)
Subj: Special Series Navy Enlisted Classification (NEC) Code 9592 (Investigator); eligibility and applications for

1. Purpose. To publish minimum eligibility requirements and procedures for submission of applications for the assignment of the Special Series NEC Code 9592 (Investigator).

2. Cancellation. OPNAV Instruction 1221.3 of 17 December 1959 is canceled and superseded by this Instruction.

3. Background. The Code 9592 has been established to identify a limited number of personnel selected to perform special investigative duties in billets sponsored by the Director of Naval Intelligence. The small number of billets available, the extremely sensitive and often rigorous nature of these duties, the exacting and, in some cases, highly technical requirements make a high degree of selectivity necessary. While previous experience in the investigative field is a desirable asset, it is less important than a potential for complete qualification in the many phases of the duties to be performed. Further, the duties seldom have any relation to the duties of a particular rating, thus the opportunity to acquire practical experience in a rating is virtually nonexistent. For this reason, selection has been limited to the higher pay grades. Personnel screened, selected, and ordered to investigative billets by BUPERS perform special functions under the auspices of ONI, and are in no way related with ship or station internal security department billets.

4. Eligibility Requirements. The eligibility requirements for the assignment of the Special Series Code 9592 are as follows:

a. Be a volunteer, male, in pay grade E-6 or higher. Personnel * in the following ratings are ineligible to apply for the code: RD, SO, FT, ET, RM, CT, MA, TD, AT, AQ, ADJ, PR, AM, AO, AC, HM, DT and those designated NEC 33XX.

b. Have a minimum GCT of 60, Clerical of 55, or a GCT/CLER of 115. Requests for waivers of eligibility requirements will not be granted and none are desired.

c. Have a high school education or equivalent.

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TAB I

TAB M

TAB K

d. Be eligible for access to Top Secret material. In this connection, personnel are advised that the 9592 code will not be assigned until a special Background Investigation has been conducted by ONI. Since these special investigations currently take approximately 15 * months to complete, personnel are directed not to inquire as to the status of their applications. Individual notifications of receipt will be provided after preliminary screening has been accomplished to determine whether or not basic papers are in order.

e. Have no record of offenses involving moral turpitude and no record of mental illness or alcoholism.

f. Be financially solvent with no record of excessive indebtedness.

g. Be recommended by the current commanding officer. This recommendation should include specific comment concerning the applicant's:

(1) Tact, diplomacy, and judgment.

(2) Bearing, general appearance. In this connection unusual mannerisms, speech defects, physical features, or handicaps which might bring otherwise undue attention to the applicant, are disqualifying.

(3) Ability to discuss subjects of naval and general interest.

(4) Dependability and resourcefulness.

(5) General suitability for representational and independent-type duties, in or out of uniform. In this connection, comment is invited as to the ability of the man's dependents, if any, to adapt to living conditions in a foreign country. Personnel with 5 or more dependents are not eligible to apply for the code.

h. In addition, applicant must be recommended by the nearest District Intelligence Officer, or the Intelligence Officer, PRNC, * CINCUSNAVEUR, or the nearest Officer in Charge, Naval Investigative Support Activity in the Pacific. For this purpose, after receiving a favorable recommendation from his commanding officer, the applicant will present himself to the appropriate intelligence officer for an interview by the Agent Screening Board established for such purposes. The report of this board shall be forwarded as an endorsement to basic application. Any travel performed by an applicant in connection with this subparagraph must be at no cost to the Government.

5. Applications. All applications will be forwarded to the Director of Naval Intelligence (OP-923P) via a DIO or IO listed in subparagraph 4h above, and will include specific and detailed statements as to eligibility and qualifications.

a. All applications shall include the following:

(1) Completed Statement of Personal History (DD Form 398) in quadruplicate.

(2) Fingerprint Card (OPNAV Form 5510-2).

(3) National Agency Check Request (OPNAV Form 5510-397).

(4) Two photographs with front and profile views. These photographs should be approximately $2\frac{1}{2}$ by $3\frac{1}{2}$ inches, in uniform, uncovered, and securely attached to an 8-by $10\frac{1}{2}$ -inch sheet of bond paper.

(5) Commanding officer's endorsement, including comment indicated in 4g above.

(6) DIO or IO endorsement, including the report of the Agent Screening Board.

b. Incomplete or improperly executed forms will not be processed and will be returned to the originator for resubmission. Commanding officers shall have all applications reviewed prior to mailing to insure that all blank spaces, blocks, statements, and required signatures are completed on all copies of the forms related to the application. Applicants are advised to review the regulations set forth in OPNAV Instruction 5510.1B with particular attention being directed to Chapter 15 thereto. Since the Background Investigation being conducted with this program is a special type of investigation, the submission of correct and complete information cannot be overemphasized. In this connection the following supplemental instructions are applicable to the sections of the forms indicated:

(1) Statement of Personal History (DD Form 398).

(a) Item 13. Should also include all part-time employment, including that which may have been performed during periods of active duty. *

(b) Item 14. It is noted that 3 credit references and 5 character references are required. Where possible, the listing of

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these references within the same specific or general locality will
* speed up processing and result in a maximum savings of time and money. While such geographic grouping is helpful, references who do not have fairly detailed and current knowledge of the applicant should not be used. Where no credit references are established, specifically state that such is the case in the blocks concerned.

(c) Item 15. This item must include ALL residences and addresses maintained, INCLUDING ALL MILITARY ADDRESSES
* ashore, off-station, overseas, ships, etc., and all residences maintained by spouse which are not identical with the subject's. (If separated or divorced, so state, giving date and place of divorce).

(2) NAC Request (OPNAV Form 5510-397). This form must be complete for periods stated thereon. Again, as in Item 15 of the Statement of Personal History, include ALL residences and addresses maintained, INCLUDING ALL MILITARY ADDRESSES ashore, off-station, overseas, ships, etc., and all residences maintained by spouse which are not identical with the subject's.

6. Assignment. Personnel are advised that possession of the 9592 code does not necessarily guarantee assignment as an investigator. Personnel are considered for assignment to investigative duties when eligible for rotation under Seavey-Shorvey procedures. If vacancies in a 9592 billet do not exist at regular rotation periods, personnel will be rotated and assigned to duty within their rating. Their names will remain on file with ONI and will again be considered for investigative duties at a later rotation period.

7. Revocation. The Special Series Code 9592 is subject to revocation by the Director of Naval Intelligence at any time a holder is determined to be unsuitable or ineligible.

G. R. DONAHO
Assistant Vice Chief of Naval Operations/
Director of Naval Administration

Additional copies may be obtained from:
Supply Dept., NWP, Washington, D.C.