



DEPARTMENT OF THE NAVY
CARRIER AIRBORNE EARLY WARNING SQUADRON 120
1027 BELLINGER BLVD.
NAVAL STATION NORFOLK, VIRGINIA 23511-2216

CARAEWRON120INST 3710.3S CH-1
27 Apr 15

CARAEWRON 120 INSTRUCTION 3710.3S CHANGE TRANSMITTAL 1

From: Commanding Officer, Carrier Airborne Early Warning Squadron 120

Subj: NAVAL AIR TRAINING AND OPERATING PROCEDURES STANDARDIZATION
(NATOPS)

Encl: (1) NATOPS Unit Evaluation Checklist
(2) NATOPS Jacket Review Checklist

1. Purpose. To transmit enclosures (1) and (2), in order to revise the NATOPS Unit Evaluation Checklist and NATOPS Jacket Review Checklist.

2. Action.

a. Change page 6, Section 5b, paragraph (3) to read:

(3) The NATOPS Evaluators will submit a NATOPS Unit Evaluation formal report to the Model Manager. A copy of this report will be delivered to the Unit Commander following the Model Manager's endorsement. Based on the results of the NATOPS Unit Evaluation and the recommendations from the NATOPS Evaluators, the Model Manager will award one of the following grades:

(a) **OUTSTANDING** - NATOPS Unit Evaluation indicates a superior degree of NATOPS Program effectiveness. No major discrepancies. No minor discrepancies. No programs labeled as "needs attention" or "off track." Programs are transparent, self-sustaining, and a model program for the fleet. If a grade of outstanding is received, the subsequent unit evaluation cycle may be extended to a maximum of 24 months.

(b) **EXCELLENT** - NATOPS Unit Evaluation indicates a high degree of NATOPS Program effectiveness. No major discrepancies. Very few minor discrepancies. No programs labeled "off track." Programs demonstrate organization with minor lapses in tracking and documentation. If a grade of excellent is received, the subsequent unit evaluation cycle may be extended to a maximum of 24 months.

(c) **SATISFACTORY** - NATOPS Unit Evaluation indicates that NATOPS Program effectiveness meets OPNAV 3710 standards. One major discrepancy or multiple minor discrepancies. Not more than one program labeled "off track." Multiple programs labeled as "needs attention," are not organized, and/or lack consistent documentation. An average exam score more than one standard deviation below fleet

average. Unit evaluation cycle will be 18 months and may not be extended.

(d) UNSATISFACTORY - NATOPS Unit Evaluation indicates that NATOPS Program effectiveness fails to meet the minimum standards. A major discrepancy with the associated monitoring process "off track" and/or multiple major discrepancies. Numerous minor discrepancies. More than one program labeled "off track." Any aircrew exam failure. Unit will be re-evaluated within six months with SATISFACTORY being the highest grade possible. Unit evaluation cycle will be 18 months from the unsatisfactory evaluation and may not be extended.

(e) DEFINITIONS:

1. MAJOR DISCREPANCY - Any violation of NATOPS procedures, flights with expiration of required qualifications, or violations of Naval Aviation governing instructions.

2. MINOR DISCREPANCY - Any clerical or documentation errors, qualification tracking errors, or violations of COMACCLOGWING or squadron governing instructions.

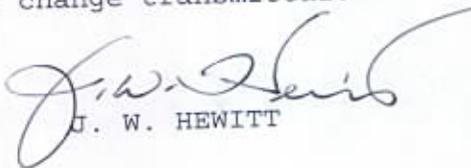
3. HITS - Any item from the NATOPS Unit Evaluation Checklist not met. An item from the NATOPS Jacket Review Checklist found by the evaluators and not properly logged on discrepancy log during jacket and logbook reviews.

4. ON TRACK - Any program managed in accordance with all governing instructions. No major discrepancies or minor discrepancies.

5. NEEDS ATTENTION - Any program managed in accordance with all governing instructions. No major discrepancies.

6. OFF TRACK - Any program not managed in accordance with all governing instructions. One major discrepancy and/or more than two minor discrepancies.

b. Remove enclosures (1) and (2) of the basic instruction and insert enclosures (1) and (2) of change transmittal.


J. W. HEWITT

Distribution:
CARAEWRON120INST 5216.1N (List I)