DEPARTMENT OF THE NAVY
COMMANDER
NAVY REGION, MID-ATLANTIC
6506 HAMPTON BLVD.
NORFOLK, VA 23508-1273

IN REPLY REFER TO:
COMNAVREGMIDLANT/SOPA
(ADMIN) HRINST 5400.1
N30
20 MAR 2000

COMNAVREG MIDLANT/SOPA(ADMIN) HAMPTON ROADS INSTRUCTION 5400.1

Subj: MANUAL OF THE COMMANDER, NAVY REGION, MID-ATLANTIC AND SOPA (ADMINISTRATIVE) HAMPTON ROADS AREA

1. Purpose. To publish the consolidated policies of Commander, Navy Region, Mid-Atlantic/SOPA (Administrative) Hampton Roads Area for use as a ready reference guide for ashore and afloat activities.

2. Cancellation. COMNAVBASENORVA/SOPA(ADMIN)HAMPINST 5400.1F. This constitutes a major revision to the previous instruction; therefore, individual paragraph markings have been omitted. Information contained in individual area SOPA manuals has been incorporated and those manuals should be canceled. Review existing instruction for reference to these manuals to update.

3. Scope. The content of this instruction is not to be construed as modifying or annulling, in any respect, any instructions received from commands higher in the line of authority nor construed as infringing upon the authority of commanding officers or officers in charge of shore based or fleet units to issue such regulations and instructions as may be necessary for the efficient administration of activities and units and the internal conduct of their affairs. For the convenience of commands using this instruction as a reference, pertinent material from directives issued by other commands is included.

4. Information

a. Request that this directive be returned to Commander, Navy Region, Mid-Atlantic (COMNAVREG MIDLANT) when fleet commands or shore activities are disestablished or change homeport.

b. This instruction may be transmitted via CD-ROM upon request. Commands are invited to send a formatted, blank CD-ROM and a self-addressed, stamped envelope to Commander, Navy Region, Mid-Atlantic, 6506 Hampton Blvd., Norfolk, VA 23508-1273.

c. A phone number reference is provided as Appendices A and B and will be routinely updated as changes occur.

d. Any questions concerning this manual should be directed to COMNAVREG MIDLANT (N30). Changes, additions or deletions should be

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submitted to COMNAVREG MIDLANT (N30), using the form provided on Page iii of this Manual.

W.L. DILLINGER
Chief of Staff

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