



DEPARTMENT OF THE NAVY
COMMANDER NAVY RESERVE FORCE
1915 FORRESTAL DRIVE
NORFOLK VA 23551-4615

Canc: Sep 2023

COMNAVRESFORNOTE 5041
N002
31 Aug 2022

COMNAVRESFOR NOTICE 5041

From: Commander, Navy Reserve Force

Subj: NAVY RESERVE FORCE COMMAND ASSESSMENT SCHEDULE AND GUIDE

Ref: (a) COMNAVRESFORINST 5040.1H

Encl: (1) Navy Reserve Force Command Assessment Schedule

1. Purpose. Per reference (a), this notice provides a CA Schedule and CA Guide.
2. Objective. The objective of the Command Assessment (CA) Schedule is to provide notice to Commander, Navy Reserve Force (CNRF) Inspector General (IG) and echelon 3 and 4 commanders to plan and execute triennial CA events per reference (a). The release of this notice signals a period of in-depth review and feedback from echelon 3 and 4 leaders to enable CNRF IG to further refine the CA process to prioritize warfighting readiness.
3. Action. Requirements are provided per reference (a). CNRF IG will coordinate with echelon 3 and 4 commanders to execute the CA Schedule as planned in enclosure (1). Additionally, CNRF IG will maintain the current CA Guide with applicable program checklists on the Navy Reserve Homeport located at the following web site: https://private.navyreserve.navy.mil/cnrfc/Special_Assistants/N002/CAP%20Instructions/Forms/AllItems.aspx. Lastly, CNRF IG recommends that echelon 4 commanders assess all of the Mission Readiness program areas and 20% or more of the Mission Support and Sailor and Civilian Support program areas during echelon 5 CA events.
4. Reports. The reporting requirements are provided per reference (a).
5. Records Management. Records created as a result of this notice, regardless of media or format, must be managed per Secretary of the Navy Manual 5210.1 of January 2012.
6. Cancellation Contingency. This notice is in effect for 1 year or until it is superseded by another notice, whichever occurs first.


R. A. STANLEY
By direction

Releasability and distribution:

This notice is available electronically on the Navy Reserve Homeport as noted above.

COMNAVRESFORNOTE 5041
31 Aug 2022

NAVY RESERVE FORCE COMMAND ASSESSMENT SCHEDULE

<u>Date</u>	<u>Activity</u>
14–18 Nov 2022	Reserve Region Readiness and Mobilization Command (REDCOM) San Diego
23–27 Jan 2023	REDCOM Norfolk
1–5 May 2023	REDCOM Great Lakes
5–9 Jun 2023	REDCOM Everett
7–11 Aug 2023	Navy Reserve Forces Command
23–27 Oct 2023	Maritime Support Wing
22–26 Jan 2024	REDCOM Fort Worth
25–29 Mar 2024	Naval Air Force Reserve
22–26 Jul 2024	Tactical Support Wing
16–20 Sep 2024	Fleet Logistics Support Wing
4–8 Nov 2025	Navy Air Logistics Office/ Navy Reserve Professional Development Center
27–31 Jan 2025	REDCOM Jacksonville
24–28 Apr 2025	Naval Information Force Reserve
19–23 Jul 2025	Naval Air Facility Washington