



DEPARTMENT OF THE NAVY
NAVAL SERVICE TRAINING COMMAND
2601A PAUL JONES STREET
GREAT LAKES, ILLINOIS 60088-2845

CNSTCINST 5450.3A
RTC
29 Oct 07

COMNAVSERVTRACOM INSTRUCTION 5450.3A

Subj: MISSION AND FUNCTIONS OF RECRUIT TRAINING COMMAND
GREAT LAKES, ILLINOIS

Ref: (a) OPNAVNOTE 5450
(b) OPNAVINST 5450.171C

Encl: (1) Functions of RTC

1. Purpose. To publish functions of Recruit Training Command (RTC) under the mission established by references (a) and (b).

2. Cancellation. CNSTCINST 5450.3.

3. Mission. Transform volunteers into highly professional Sailors through screening, equipping, education, training, and attitudinal development. Instill in them and continually reinforce the highest standards of honor, courage, and commitment with a basic professional background in support of Fleet requirements.

4. Vision. Develop our Nation's volunteers into Sailors instilled with the Navy's Core Values, warrior ethos and impeccable military bearing, modern facilities and the latest in training tools and technologies. Cultivate a culture of personal and professional growth for life long learning, training, and service. Develop a highly qualified, skilled, and motivated staff to support, instruct, counsel, and lead recruits. Use best practices by conducting analysis and sharing ideas within and outside the command. Anticipate and respond to emerging training needs to meet Fleet requirements.

5. Status and Command Relationships. RTC is a shore activity in an active, fully operational status. RTC Echelon is as follows:

(1) Chief of Naval Operations.

(2) Commander, Naval Education and Training Command.

(3) Commander, Naval Service Training Command.

(4) Commanding Officer, Recruit Training Command, Great Lakes, IL.

6. Action. In accomplishing the assigned mission, the Commanding Officer, RTC will ensure performance of the functions in enclosure (1) and advise Commander, Naval Service Training Command of any recommended modifications to the mission or functions of RTC.



A. O. LOTRING

Distribution: (CNSTCINST 5216.1A)
List 3

FUNCTION OF RTC

1. Functions. Derived from and directly supports a mission element. RTC functions include:

a. Operate a course of basic indoctrination that will prepare personnel for assignment within units afloat or ashore.

b. Conduct a continuing program of evaluation in order to provide the most satisfactory indoctrination possible.

c. Conduct a training program designed to train recruit division commanders in military duties and procedures.

d. Maintain close liaison with Naval Station, Great Lakes, Illinois to ensure adequate logistical support and services for recruit-training programs.

e. Evaluate the curriculum for recruit training and submit recommended changes and improvements to the NETC via NSTC, Great Lakes, Illinois.

f. Promote the practice of maximum economy of funds and personnel.

g. Exercise effective control over the financial operations within the command through sound accounting principles and progressive modernization of programming, budgeting accounting progress and statistical reporting and auditing practices under the Resource Management System of the Department of the Navy.

2. Tasks. Derived from and directly supports a function and is completed in accordance with existing directives of specific written instructions. RTC tasks include:

a. To effect, through a period of training, an orderly and progressive adjustment to military life that results in a high standard of performance.

b. To provide, through information and practice, basic military indoctrination which will contribute to successful service in the Navy.

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c. To provide sufficient knowledge and skill in Naval subjects to enable early usefulness in assigned duties.

d. To develop attitudes, understanding and habits that will enable individuals to fulfill their responsibilities and pursue opportunities in the Navy.