



STATE OF NEW YORK  
DIVISION OF MILITARY AND NAVAL AFFAIRS  
**New York Naval Militia**  
330 OLD NISKAYUNA ROAD, LATHAM, NEW YORK 12110

NYNMINST 5320.1B

**22 February 2022**

NEW YORK NAVAL MILITIA INSTRUCTION 5320.1B

From: Commander, New York Naval Militia

Subj: NEW YORK NAVAL MILITIA MANPOWER AND AUTHORIZED  
ORGANIZATION/BILLET STRUCTURE

Ref: (a) DMNA Regulation 10-1  
(b) NYS Military Law  
(c) NYNMINST 5401.1 (series)

Encl: (1) New York Naval Militia Table of Authorized Billets

1. Purpose. To promulgate a manpower plan with authorized billets for the New York Naval Militia.

2. Background. In accordance with references (a) and (b), the New York Naval Militia is a military component of New York State's defense forces. As such, the structure of the force shall reflect the established federal and state military organizations.

3. Cancellation. NYNMINST 5320.1A of 9 May 2012.

4. Policy and Direction.

a. New York Naval Militia has an authorized end-strength established in reference (a) and projected at 3500 members total. Since 95% of the force must be members of the federal reserve components, it is not feasible to cap end-strength by grade. However, specific state billets are limited by pay-grade. In addition, the New York Naval Militia active duty list is authorized one flag-level officer, not to exceed O-7 (RDML or BrigGen).

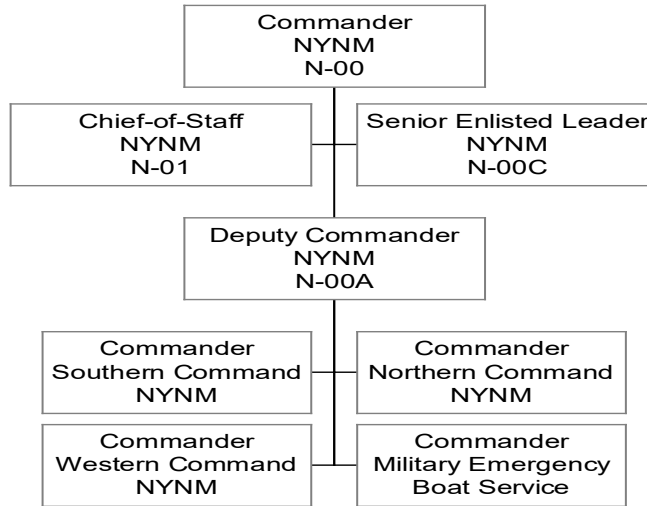
b. Enclosure (1) establishes the manpower and authorized billet structure for the New York Naval Militia. The billet structure describes the command staff, operational and regional commands relationships, and headquarters directorates.

  
W. T. SMITH

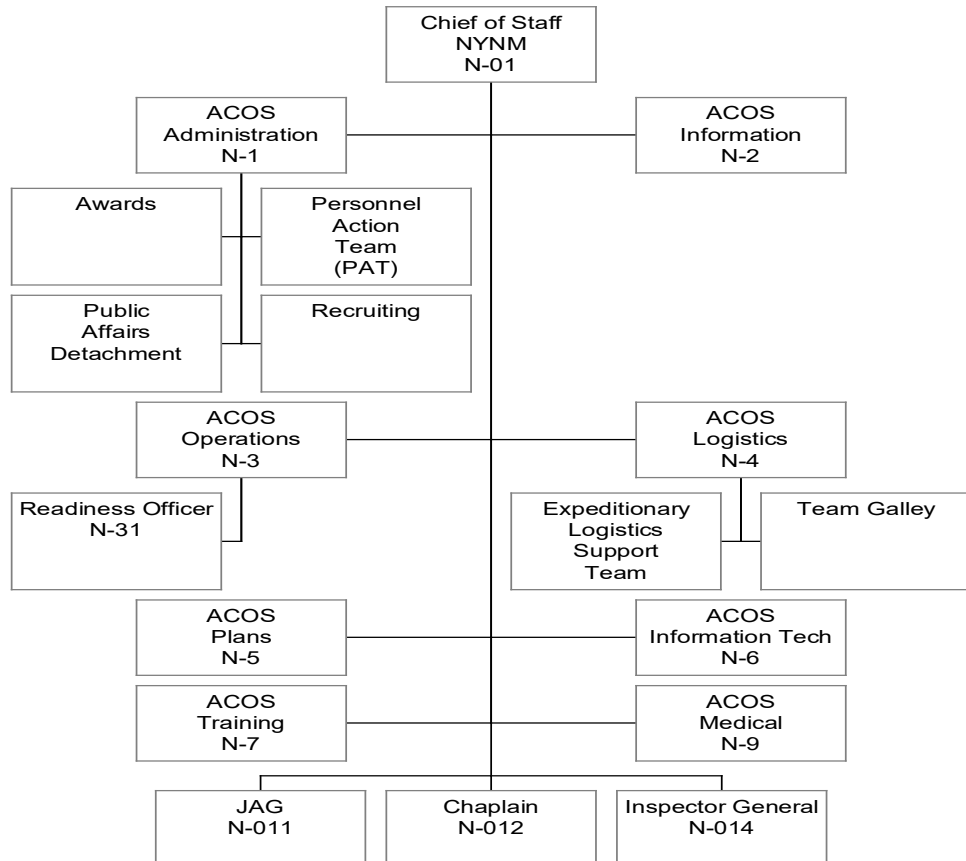
**New York Naval Militia  
Table of Authorized Billets**

1. The following tables show the authorized units and billets within the New York Naval Militia.

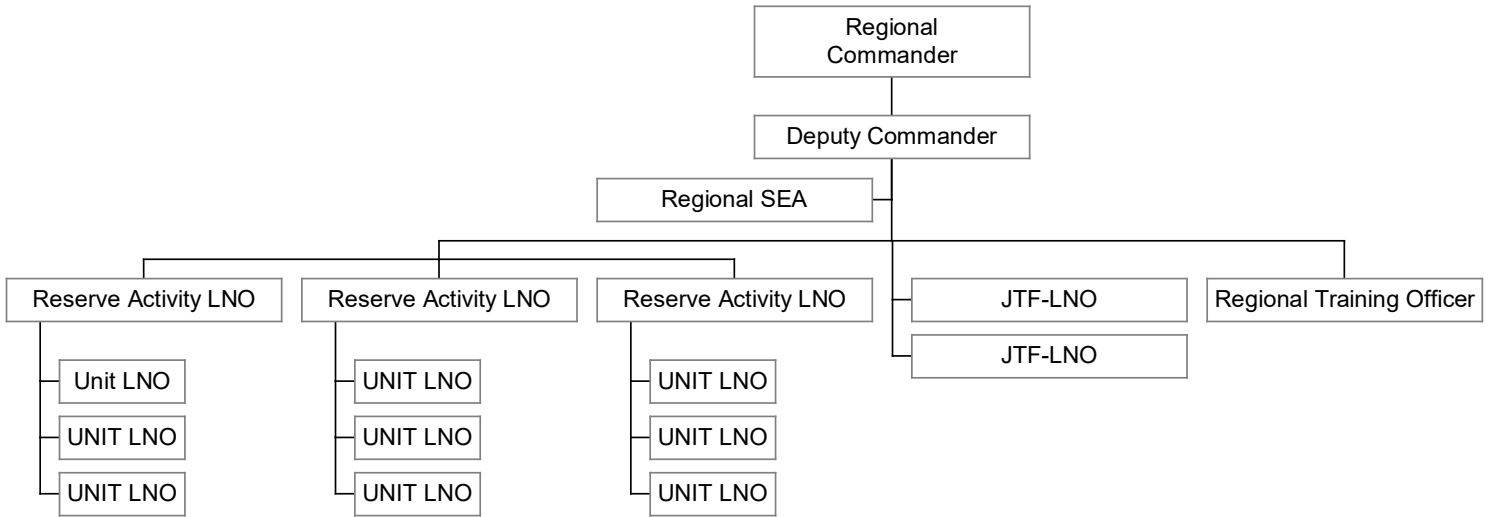
a. Headquarters Structure



(1) Chief of Staff and Subordinates



c. Regional Command Structure



(1). Each regional command shall strive to fill authorized billets that will an effective staff, able to respond to contingencies when they arise.

(2). Each N.Y. National Guard Joint Task Force (JTF) shall have a NYNM Liason Officer (LNO) assigned for smooth integration of NYNM forces into the JTF.

(3). Each Reserve Activity in the region shall have a dedicated LNO and each unit with NYNM members shall establish LNO/POCs to maintain liaison with individual members.

(4). The leadership roles of the regional commander's staff cannot be over-emphasized. Deputy Commander, Training Officer and senior enlisted personnel are vital to ensuring smooth integration of NYNM members into the total state defense force.

d. Authorized Units Structure

(1). Military Emergency Boat Service (MEBS)

a. (METL A\*3-10, A\*15-18, A\*24-31)

b. Mission: The mission of MEBS is to provide rapid deployable, small boat capabilities for Civil Support Operations, Homeland Defense/Homeland Security, and New York National Guard operations in assigned waters as directed by the Adjutant General or his or her designated representative.

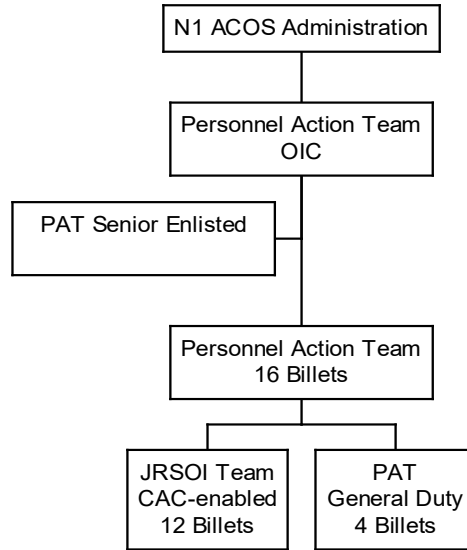
c. Organization: Per reference (c).

(2). Personnel Action Team (PAT)

a. (METL A\*12, D\*18-19)

b. Mission: In the event of an activation for emergency or other contingency, the Personnel Action Team will respond to Headquarters, NY Naval Militia to assist in the process of mobilizing forces and placing them in a State Active Duty status.

c. Organization:

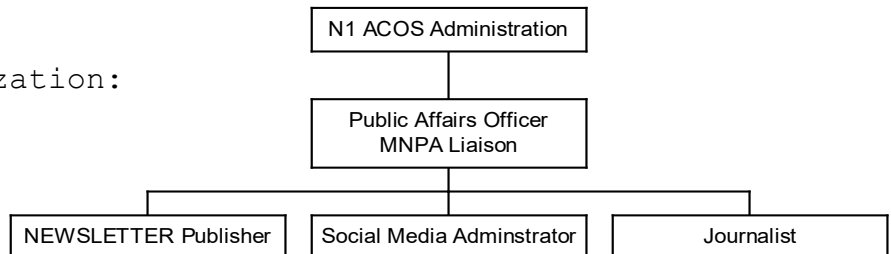


(3). Public Affairs Detachment

a. (METL D\*39-41)

b. Mission: In coordination with MNPA, the New York Naval Militia will maintain a pro-active and positive public affairs stance. It is incumbent upon Naval Militia membership to promote NYNM and DMNA activities across the state. It is incumbent on NYNM members to present and represent the organization professionally, factually, and with integrity. Distributing approved informational brochures, flyers, etc. that demonstrates organizational capabilities and further presents the NYNM in a positive light is encouraged. The Det will coordinate social media sponsored by the New York Naval Militia, publishing of the NEWSLETTER, and liaison with JFHQ-NY MNPA and State Military Museum.

c. Organization:

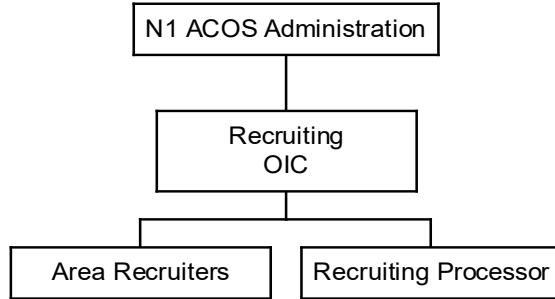


(4). Recruiting Detachment

a. (METL D\*38)

b. Mission: To recruit and access into the New York Naval Militia eligible persons that meet manpower needs and end-strength. Develop recruiting policies and goals.

c. Organization:

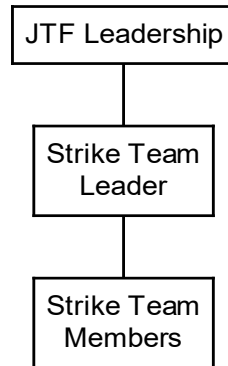


(5). AD HOC/Strike Teams

a. (METL All)

b. Mission: Ad Hoc teams are developed as specific missions arise. Assignment of personnel with the knowledge, skills, and abilities is made in order to perform necessary functions. Strike teams are task-oriented. A senior NYNM member is assigned as team leader.

c. Organization:



2. Authorized billet grades:

UNIT	BILLET	CODE	GRADE	METL	DESIGNATOR	LOCATION
Command Staff	Commander	N-00	O6-O7	E-29		State-Wide
Command Staff	Deputy Commander	N-00A	O6	E-29		State-Wide
Command Staff	Chief of Staff	N-01	O6	E-29		State-Wide
Command Staff	Force Judge Advocate	N-011	O4-O6	D-5	JAG	State-Wide
Command Staff	Force Chaplain	N-012	O3-O6	D-25	CHAP	State-Wide
Command Staff	Inspector General	N-014	O5-O6	D-6		State-Wide
Command Staff	Force Senior Enlisted Leader	N-00c	E8-E9	D-19		State-Wide
Command Staff	Recruiting Commander	N-017	O5-O6	D-40		State-Wide
Command Staff	ACOS Administration	N-1	O3-O6	D-18		State-Wide
Command Staff	ACOS Intelligence	N-2	O3-O6	B-1	INTEL	State-Wide
Command Staff	ACOS Operations	N-3	O6	E-23		State-Wide
Command Staff	ACOS Logistics	N-4	O3-O6	D-1		State-Wide
Command Staff	ACOS Plans	N-5	O5-O6	E-20		State-Wide
Command Staff	ACOS Information Technologies	N-6	W2-O6	D-36		State-Wide
Command Staff	ACOS Training	N-7	O5-O6	G-5		State-Wide
Command Staff	Force Medical Officer	N-9	O5-O6	D-26	MEDICAL	State-Wide
Command Staff	Personnel Officer	N-11	E6-O4	D-18		State-Wide
Command Staff	Awards Officer	N-12	E6-W4	D-20		State Wide
Command Staff	Assistant Intelligence Officer	N-21	E6-O3	B-1	INTEL	State-Wide
Command Staff	Readiness Officer	N-31	O1-O5	E-23		State-Wide
Command Staff	Assistant Logistics Officer	N-41	E7-O5	D-1	SUPPLY	State-Wide
Command Staff	Assistant IT Officer -Communications	N-61	E7-O4	E-1		State-Wide
Command Staff	Assistant IT Officer - AIS	N-62	E7-O4	E-3		State-Wide
Command Staff	Assistant Training Officer	N-71	W2-O5	G-5		State-Wide
SOUTHCOM	COMMANDER, SOUTHERN COMMAND		O5-O6	E-29		SOUTHCOM
SOUTHCOM	DEPUTY COMMANDER, SOUTHERN COMMAND		O4-O6	E-29		SOUTHCOM
SOUTHCOM	SENIOR ENLISTED ADVISOR		E8-E9	E-19		SOUTHCOM
SOUTHCOM	SOUTHCOM TRAINING OFFICER		E7-O4	G-2		SOUTHCOM
SOUTHCOM	JTF 1 LNO		W2-O6	C-2		SOUTHCOM
SOUTHCOM	JTF 1 LI LNO		O4-O6	C-2		JOA 2
SOUTHCOM	JTF 1 LI LNO		E7-O5	C-2		JOA 2
SOUTHCOM	JTF 1 LI LNO		E7-O5	C-2		JOA 2
SOUTHCOM	RESERVE ACTIVITY LNO - NEW YORK CITY		E6-O6	C-6		SOUTHCOM
SOUTHCOM	RESERVE ACTIVITY LNO - LONG ISLAND		E6-O6	C-6		JOA 2
SOUTHCOM	RESERVE ACTIVITY LNO - GARDEN CITY		E5-O5	C-6		JOA 2
SOUTHCOM	GENERAL DUTY OFFICER (SAL/FCL/IRR)		W2-O4	A-1		SOUTHCOM
SOUTHCOM	GENERAL DUTY OFFICER (SAL/FCL/IRR)		W2-O4	A-1		SOUTHCOM
SOUTHCOM	GENERAL DUTY OFFICER (SAL/FCL/IRR)		W2-O4	A-1		SOUTHCOM
SOUTHCOM	GENERAL DUTY OFFICER (SAL/FCL/IRR)		W2-O4	A-1		SOUTHCOM
SOUTHCOM	GENERAL DUTY OFFICER (SAL/FCL/IRR)		W2-O4	A-1		SOUTHCOM

SOUTHCOM	GENERAL DUTY (SAL/FCL/IRR)	E1-E9	A-1		SOUTHCOM
SOUTHCOM	GENERAL DUTY (SAL/FCL/IRR)	E1-E9	A-1		SOUTHCOM
SOUTHCOM	GENERAL DUTY (SAL/FCL/IRR)	E1-E9	A-1		SOUTHCOM
SOUTHCOM	GENERAL DUTY (SAL/FCL/IRR)	E1-E9	A-1		SOUTHCOM
SOUTHCOM	GENERAL DUTY (SAL/FCL/IRR)	E1-E9	A-1		SOUTHCOM
SOUTHCOM	GENERAL DUTY (SAL/FCL/IRR)	E1-E9	A-1		SOUTHCOM
NORTHCOM	COMMANDER, NORTHERN COMMAND	O5-O6	E-29		NORTHCOM
NORTHCOM	DEPUTY COMMANDER, NORTHERN COMMAND	O4-O6	E-29		NORTHCOM
NORTHCOM	SENIOR ENLISTED ADVISOR	E7-E9	E-19		NORTHCOM
NORTHCOM	NORTHCOM TRAINING OFFICER	E7-O5	G-2		NORTHCOM
NORTHCOM	JTF 2 LNO	O4-O6	C-2		JOA 3
NORTHCOM	JTF 2 LNO	E7-O5	C-2		JOA 3
NORTHCOM	JTF 2 LNO	E7-O5	C-2		JOA 3
NORTHCOM	JTF 3 LNO	O4-O6	C-2		JOA 4
NORTHCOM	JTF 3 LNO	E7-O5	C-2		JOA 4
NORTHCOM	JTF 3 LNO	E7-O5	C-2		JOA 4
NORTHCOM	JOC LNO	E7-O5	C-9		JOA 4
NORTHCOM	JOC LNO	E7-O5	C-9		JOA 4
NORTHCOM	JOC LNO	E7-O5	C-9		JOA 4
NORTHCOM	RESERVE ACTIVITY LNO - SCHENECTADY	E7-O5	C-6		JOA 4
NORTHCOM	RESERVE ACTIVITY LNO - STEWART	E7-O5	C-6		JOA 3
NORTHCOM	GENERAL DUTY OFFICER (SAL/FCL/IRR)	W2-O4	A-1		NORTHCOM
NORTHCOM	GENERAL DUTY OFFICER (SAL/FCL/IRR)	W2-O4	A-1		NORTHCOM
NORTHCOM	GENERAL DUTY OFFICER (SAL/FCL/IRR)	W2-O4	A-1		NORTHCOM
NORTHCOM	GENERAL DUTY OFFICER (SAL/FCL/IRR)	W2-O4	A-1		NORTHCOM
NORTHCOM	GENERAL DUTY OFFICER (SAL/FCL/IRR)	W2-O4	A-1		NORTHCOM
NORTHCOM	GENERAL DUTY (SAL/FCL/IRR)	E1-E9	A-1		NORTHCOM
NORTHCOM	GENERAL DUTY (SAL/FCL/IRR)	E1-E9	A-1		NORTHCOM
NORTHCOM	GENERAL DUTY (SAL/FCL/IRR)	E1-E9	A-1		NORTHCOM
NORTHCOM	GENERAL DUTY (SAL/FCL/IRR)	E1-E9	A-1		NORTHCOM
NORTHCOM	GENERAL DUTY (SAL/FCL/IRR)	E1-E9	A-1		NORTHCOM
NORTHCOM	GENERAL DUTY (SAL/FCL/IRR)	E1-E9	A-1		NORTHCOM
NORTHCOM	GENERAL DUTY (SAL/FCL/IRR)	E1-E9	A-1		NORTHCOM
NORTHCOM	GENERAL DUTY (SAL/FCL/IRR)	E1-E9	A-1		NORTHCOM
NORTHCOM	GENERAL DUTY (SAL/FCL/IRR)	E1-E9	A-1		NORTHCOM
WESTCOM	COMMANDER, WESTERN COMMAND	O5-O6	E-29		WESTCOM
WESTCOM	DEPUTY COMMANDER, WESTERN COMMAND	O4-O6	E-29		WESTCOM
WESTCOM	SENIOR ENLISTED ADVISOR	E7-E9	E-19		WESTCOM
WESTCOM	WESTCOM TRAINING OFFICER	E7-O5	G-2		WESTCOM
WESTCOM	JTF 4 LNO	O4-O6	C-2		JOA 5
WESTCOM	JTF 4 LNO	E7-O5	C-2		JOA 5
WESTCOM	JTF 4 LNO	E7-O5	C-2		JOA 5
WESTCOM	JTF 5 LNO	O4-O6	C-2		JOA 6
WESTCOM	JTF 5 LNO	E7-O5	C-2		JOA 6







MEBS	MEBS CREWMAN	E1-E8	A-9	MEBS	State-Wide
MEBS	MEBS CREWMAN	E1-E8	A-9	MEBS	State-Wide
MEBS	MEBS CREWMAN	E1-E8	A-9	MEBS	State-Wide
MEBS	MEBS CREWMAN	E1-E8	A-9	MEBS	State-Wide
MEBS	MEBS CREWMAN	E1-E8	A-9	MEBS	State-Wide
MEBS	MEBS CREWMAN	E1-E8	A-9	MEBS	State-Wide
MEBS	MEBS CREWMAN	E1-E8	A-9	MEBS	State-Wide
MEBS	MEBS CREWMAN	E1-E8	A-9	MEBS	State-Wide
PERSONNEL ACTION TEAM	PERSONNEL ACTION TEAM (PAT) OIC	O3-O5	E-6		NORTHCOM
PERSONNEL ACTION TEAM	PAT SENIOR ENLISTED	E7-E8	E-6		NORTHCOM
PERSONNEL ACTION TEAM	PAT /J1 JOC OPS HR NCOIC	E7	E-6		NORTHCOM
PERSONNEL ACTION TEAM	PAT /J1 PAT NCOIC	E6-E7	E-6		NORTHCOM
PERSONNEL ACTION TEAM	PAT	E5-W4	E-6		NORTHCOM
PERSONNEL ACTION TEAM	PAT	E5-W4	E-6		NORTHCOM
PERSONNEL ACTION TEAM	PAT	E5-W4	E-6		NORTHCOM
PERSONNEL ACTION TEAM	PAT	E5-W4	E-6		NORTHCOM
PERSONNEL ACTION TEAM	PAT	E5-W4	E-6		NORTHCOM
PERSONNEL ACTION TEAM	PAT	E5-W4	E-6		NORTHCOM
PUBLIC AFFAIRS DET	PUBLIC AFFAIRS OFFICER	O3-O5	D-39		State-Wide
PUBLIC AFFAIRS DET	NEWSLETTER PUBLISHER	E5-O5	D-41		State-Wide
PUBLIC AFFAIRS DET	SOCIAL MEDIA ADMINISTRATOR	E5-O4	D-41		State-Wide
PUBLIC AFFAIRS DET	JOURNALIST	E1-E9	D-41		State-Wide
RECRUITING DET	RECRUITING DET OIC	E7-O5	D-38		State-Wide
RECRUITING DET	CRUITDET AOIC	E7-O4	D-38		State-Wide
RECRUITING DET	CRUITDET PROCESSOR	E4-E9	D-38		State-Wide
RECRUITING DET	AREA RECRUITER	E4-E9	D-38		State-Wide
RECRUITING DET	AREA RECRUITER	E4-E9	D-38		State-Wide
RECRUITING DET	AREA RECRUITER	E4-E9	D-38		State-Wide
RECRUITING DET	AREA RECRUITER	E4-E9	D-38		State-Wide
RECRUITING DET	AREA RECRUITER	E4-E9	D-38		State-Wide
RECRUITING DET	AREA RECRUITER	E4-E9	D-38		State-Wide
JTF/QRF	JTF/QRF GENERAL	E4-O5	C-1	JTFES	State-Wide
JTF/QRF	JTF/QRF GENERAL	E4-O4	C-1	JTFES	State-Wide
JTF/QRF	JTF/QRF GENERAL	E4-O4	C-1	JTFES	State-Wide
JTF/QRF	JTF/QRF GENERAL	E4-O4	C-1	JTFES	State-Wide
JTF/QRF	JTF/QRF GENERAL	E4-O4	C-1	JTFES	State-Wide
USNR/USMCR/USCGR	General Duty (SELRES/VTU)	E1-O6	A-1	SELRES/VTU	State-wide