



DEPARTMENT OF THE NAVY
OFFICE OF THE JUDGE ADVOCATE GENERAL
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JAGNOTE 1501
AJAG 07
19 Nov 24

JAG NOTICE 1501

From: Judge Advocate General of the Navy

Subj: TERMS OF REFERENCE FOR ESTABLISHMENT OF THE ASSISTANT JUDGE ADVOCATE GENERAL OF THE NAVY FOR EDUCATION, TRAINING AND PROFESSIONAL DEVELOPMENT (AJAG 07) ORGANIZATION

Ref: (a) National Defense Strategy (2022)
(b) One Navy-Marine Corps Team: Advancing Department of the Navy Priorities (2023)
(c) Naval Education Strategy (2023)
(d) Chief of Naval Operations Navigation Plan (2024)
(e) Navy JAG Corps Strategic Priorities (2024)

1. Purpose. In support of references (a) through (e), these terms of reference delineate the initial authorities, intended purpose and functions, and establishment tasks for the newly created AJAG 07 position and its supporting organization within the Office of the Judge Advocate General (OJAG). I intend that the AJAG 07 Organization will reach initial operating capacity (IOC) no later than 1 October 2025. This will be the priority of effort for the AJAG 07 until that time.

2. Authorities. The AJAG 07 is delegated broad authority to oversee and assign responsibility for JAG Corps education, training, and professional development matters on my behalf. Until JAG Corps policies are updated to reflect the creation of the AJAG 07 position and organization, any existing authority assigned to the legacy Special Assistant for Training (SAT) position or the Commanding Officer, Naval Justice School (NJS) necessary to perform the functions and tasks in this document shall apply to the AJAG 07. The AJAG 07 shall chair the Fiscal Year 2026 Board of Advisors (BOA) and exercise the BOA-related authorities previously assigned to the Deputy Judge Advocate General (DJAG), to include oversight of community training funds.

3. AJAG 07 Purpose and Functions. The AJAG 07 will serve as the Navy's lead for the strategic planning, development, oversight, and assessment of legal education, training, and professional development. Reference (d) states that "[t]he warfighter is the Navy's asymmetric advantage. We build our unmatched warfighting teams—active and reserve Sailors, with our Navy civilians—through a relentless focus on training and learning." Accordingly, the purpose of the AJAG 07 is to ensure the JAG Corps successfully enables the Navy's warfighting advantage by aligning JAG Corps education, training, and professional development activities to Fleet requirements. This will be accomplished through performance of the following functions:

- a. Identify the competencies required to meet Fleet legal needs (i.e., "requirements");

- b. Validate and prioritize legal education, training, and professional development requirements for the Fleet and JAG Corps;
- c. Task, resource, and set policy for the execution of education, training, and professional development responsibilities across the JAG Corps;
- d. Supervise and assess the execution of legal education, training, and professional development activities, including NJS courses and programs;
- e. Lead the development of JAG Corps strategic planning and guidance for education, training, and professional development;
- f. Coordinate with the Office of the Chief of Naval Operations (OPNAV) and Commander, Naval Education and Training Command (NETC) to ensure alignment with Navy education and training strategy, execution of Fleet legal training requirements, and JAG Corps input to policy decisions impacting legal education and training;
- g. Collaborate with the Marine Corps and Coast Guard legal communities to identify and validate common education and training requirements and manage related inter-service support relationships; and,
- h. Coordinate with OJAG leadership, Naval Legal Service Command (NLSC), the Office of Special Trial Counsel (OSTC), senior judge advocates within the Fleet and Joint Force, and other stakeholders as appropriate in performing the above functions.

4. Establishment Tasks. The AJAG 07, in coordination with internal and external stakeholders, will lead the effort to establish the AJAG 07 Organization and reach IOC no later than 1 October 2025. This effort will apply analytical rigor through the use of proven Navy planning and problem-solving techniques. The following deliverables are required for the AJAG 07 organization to reach IOC:

- a. Review and validate the functions listed in paragraph 3, above, and incorporate into a proposed mission, functions, and tasks (MF&T) for the AJAG 07;
- b. Identify the resources (e.g., manpower, funding, technology, workspace) required for the AJAG 07 to accomplish the proposed MF&T, to include a proposed structure for the AJAG 07 organization;
- c. Identify proposed AJAG 07 functions and tasks currently performed elsewhere that are more appropriately aligned to the AJAG 07 organization, and the associated resources that would need to be realigned to accomplish this;
- d. Identify areas of shared responsibility between the AJAG 07 and other parts of OJAG and other JAG Corps activities such as NLSC and OSTC;

e. Identify primary external stakeholders such as OPNAV N3/N5/N7, NETC, and other Service legal communities, the processes and matters that will require coordination, and prepare MOAs and MOUs as required;

f. Define the command and control relationship between OJAG, NJS, and the AJAG 07;

g. Define the organizational relationship, if any, between the AJAG 07 and JAG Corps students and instructors other than those assigned to NJS;

h. Identify functions and tasks that the AJAG 07 will be able to perform at IOC based on projected availability of resources (e.g., slating decisions) and provide a plan of action and milestones (POA&M) to reach full operating capacity (FOC), defined as full capability to perform the proposed MF&T;

i. Identify potential areas for future expansion beyond the proposed IOC MF&T;

j. Review existing JAG Corps policies and guidance to determine changes necessary to effect establishment of the AJAG 07 position and supporting organization, and draft updated policies and guidance for JAG approval to include any required organizational change notice;

k. Propose a communications plan to educate JAG Corps personnel and primary external stakeholders on the establishment of the AJAG 07 position and supporting organization;

l. Identify measures of performance and effectiveness for the AJAG 07 organization;

m. Identify any matters requiring resolution or awareness at or above the DJAG level; and,

n. Deliver a final decision brief to the JAG addressing all matters outlined above, to be preceded by periodic in-progress reviews (IPRs).

5. Support. The AJAG 07 is the supported activity; all other OJAG activities are supporting and will continue to perform existing education, training, and professional development functions until these are affirmatively assumed by the AJAG 07 in writing. Additionally, AJAG 07 shall request support from NLSC, OSTC, and fleet SJAs as necessary. AJAG 07 shall receive appropriate resources to accomplish the functions and tasks outlined in this document, to include subject matter expertise and other information relevant to this effort, and may convene working groups as needed to augment the AJAG 07 staff.

6. End State. The AJAG 07 organization reaches IOC no later than 1 October 2025 with MF&Ts defined, administrative requirements completed, authorities and resources established, and an approved POA&M to reach FOC.

7. Records Management. Records created as a result of this notice, regardless of media and format, must be managed per Secretary of the Navy Manual 5210.1 of September 2019.

A handwritten signature in black ink, appearing to read 'Chris French', with a long horizontal flourish extending to the right.

CHRISTOPHER C. FRENCH

Releasability and Distribution:

This notice is cleared for public release and is available electronically via the Office of the Judge Advocate General website at <https://www.jag.navy.mil>.