Post-Enlisted Retention Board (ERB) Fleet Engagement

(USS LINCOLN/NSA Bahrain, 24-26 APR 2012)

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Visit Purpose

- Discuss the reasoning behind the Enlisted Retention Board, the results of the board and actions to occur this year in order to move forward.
  - Emphasis on transitioning service members, and command support thereof.
  - Take back questions.
  - Not to: debate legality of board/board process & procedures, or to discuss individual board results.
- "Rules of engagement:"
  - Ask questions; available for one-on-one questions after brief.
  - Brief available, as well as an ERB hand-out.
  - Leadership session to follow (more discussion on manning backfills).

Focus on Moving Forward with Support

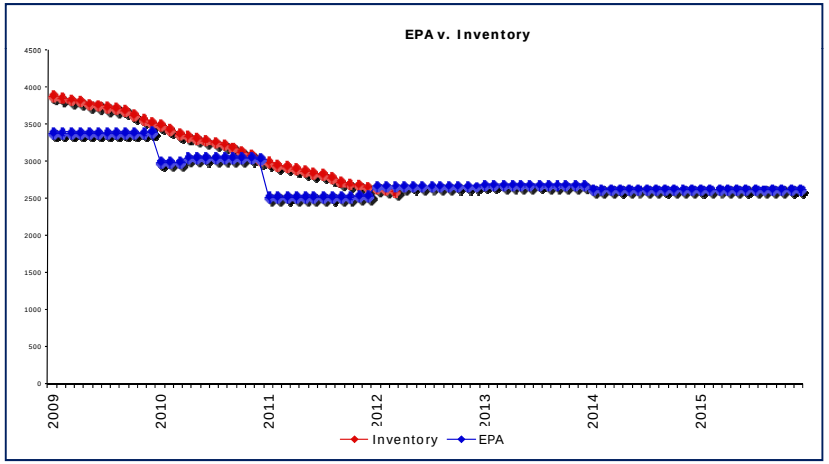
Agenda

- Force Management
  - Why an ERB?
  - Effects
- Board Conduct
  - Conversion Process
- Board Results
- Temporary Early Retirement Authority
- Additional Guidance
  - N13 Memorandum
- Involuntary Separation Pay
- Reserve Affiliation
- Post-Board Actions
  - Documentation
  - Operational Waivers
- Post-Board Actions
  - Timeline
  - Appeals
  - IAMM/GSA/OSA
  - Transition benefits
- Transition Benefits
  - Standard Involuntary Benefits
  - Enhanced ERB Benefits
- Key Resources
- Fleet Engagement Schedule
- Closing/Questions

Leadership session will discuss manning efforts in addition to answering policy/execution questions

Focus on Moving Forward with Support

Force Management
Why an ERB?



- High retention rates, low attrition rates for several reasons (economy, benefits, etc.).

- Changes in the force have required a realignment of work & people.
    - Results in unexpected over- and under-manned ratings.

- Other force management tools, both voluntary (e.g., Enlisted Early Transition Program) and involuntary (e.g., Perform to Serve), were not achieving required end strength.
    - Didn’t want to add more pressure to Perform to Serve since it is limited to a small portion of force each year.

Force Management
ERB Effects

- Both positive and negative
  - Positive
    - Reduced pressure on Perform to Serve (PTS)
      - In rate approvals from ~2500/month to ~4000/month
      - Involuntary separations from ~750/month to ~400/month
    - Improved advancement opportunities
    - Helped rebalanced ratings (expect to go from 35 overmanned ratings to 11)

	FY10	FY11	FY12 (Post-ERB)
Overmanning	+4,606	+3,692	+1,950
Undermanning	-7,261	-4,764	-4,284

  - Negative
    - Unplanned, involuntary separations
    - Will create unplanned vacancies in the fleet when manning is already difficult

Board Conduct

- Announced via NAVADMIN messages:
  - NAVADMIN 129/11 (111348Z APR 11) – initial announcement
  - NAVADMIN 160/11 (092227Z MAY 11) – conversion requirements & process
  - NAVADMIN 180/11 (092102Z JUN 11) – update/clarification

- Phase I (E4/E5) convened 22 AUG 11, adjourned 16 SEP 11
- Phase II (E6-E8) convened 26 SEP 11, adjourned 21 OCT 11
  - Each Board President was a Rear Admiral; membership included Officers, Chief Warrant Officers, and Master Chiefs

- General eligibility: identified E4-E8 Sailors in 31 ratings manned at 103% or greater, with at least 7 and less than 15 years of service as of 1 OCT 2011, and an End of Active Obligated Service (as extended) date of 1 OCT 2012 or later (those not subject to PTS could have an EAOS prior to 1 OCT 2012)
  - Exemptions listed in NAVADMINS (Nuclear NECs, Joint SPECOPS Enablers, SRB eligible, Safe Harbor program, selected by FY-12 MCPO/SCPO/LDO/CWO/CMC/CSC boards, commissioning programs, advanced on SEP 2010 or MAR 2011 exams, etc).
  - Command final review of eligibility by 1 AUG 2011 required.
  - Contact PERS-832 for eligibility questions/validation.

Board Execution

- Chief of Naval Personnel Board Precept
  - "Selection Standard. The board shall recommend for retention the fully qualified Sailors determined to be the best qualified, with potential for further naval service, applying both performance indicators and the quotas assigned."
    - Amplified by Appendix B of Precept
  - "When determining who to retain, you should also give consideration to the resources expended by the Navy in preparing Sailors to receive NECs and unique assignments requiring extensive training and the needs of the Navy in managing billets with long training pipelines."
- Quota plans defined by rating, paygrade, and years of service
  - Every record reviewed, scored and put in rank order to determine those retained.
  - Quota plans updated and posted to Navy Personnel Command website prior to each board.
- Basic performance standards for consideration (amplified in Precept):
  - Substandard performance of duty,
  - Declining performance,
  - Relief/Detachment for Cause,
  - Removal of Security Clearance when required to maintain eligibility by rating,
  - Military or civilian conviction or Non-Judicial Punishment,
  - Administrative or personal action for misconduct such as DUI, DWI, spouse or child abuse

Post-Board Action
Conversions

- Conversion requests accepted through 15 AUG 2011 for 15 identified ratings.
  - Must be qualified for rating(s) applying for (waivers in accordance with current directives).
  - Could be considered for up to 3 ratings in a single application.
  - Specific service requirements were waived per NAVADMIN 160/11.

- Conversion packages were held until the board completed its deliberations. Only those Sailors not selected for retention in rate considered for conversion.
  - Those selected for conversion had ERB results vacated and are retained in new rating.
  - Conversion orders handled individually.

- Community Managers for requested ratings reviewed all packages using a standardized score sheet and selected those best qualified and where there was a corresponding need for that individual (vacancy for paygrade, year group).

Board Results

- 2,941 in a “not selected for retention” status as of 27 JAN 2012
  - Phase I: 1,918 not retained of 7,625 Sailors (74.85% retained)
  - Phase II: 1,024 not retained of 7,761 Sailors (86.81% retained)
  - 47 results vacated due to advancement; 2 members determined not eligible after the board (as of 27 JAN 2012)
- If not selected for retention, then must separate <u>no later than</u> 1 SEP 2012, unless operational waiver approved for later separation date (up to 90 days later).
  - Other dates must be coordinated with command.
  - Honorable Discharge unless lesser characterization is warranted.
- Conversions approved (2,208 total packages submitted):
  - Phase I: 67/163 (41%)
  - Phase II: 63/173 (36%)
  - Overall: 130*/336 (39%)
    - *Note: 124 as of 27 JAN 2012 due to advancements vacating results—retained in rate

80.86% Retained Including Conversions

Temporary Early Retirement Authority (TERA)

- Approved in NAVADMIN 025/12 (202000Z JAN 12) for Sailors with <u>at least 15 years of active service as of 1 SEP 2012 who were not selected for retention by the FY-12 ERB</u>.
  - Eligibility requirements may not be waived.

- Qualifying members desiring consideration for early retirement via TERA must apply following procedures to be promulgated by a forthcoming NAVADMIN.
  - Sailors must apply for consideration, and approval is not assured.
  - Navy Personnel Command will contact every eligible Sailor, or their command, to ensure all eligible Sailors are aware of this benefit.

- ERB Sailors approved for early retirement will be voluntarily retired no later than 1 SEP 2012.
  - If extended past 1 SEP 2012 (IA or Operational Waiver, for example) , still eligible for TERA assuming you meet other criteria and are approved.
  - Approved Sailors will not be eligible for Involuntary Separation pay, but will remain qualified for enhanced ERB transition benefits until their retirement date.
    - Establish Post-9/11 GI Bill education transferability prior to TERA approval.

Temporary Early Retirement Authority (TERA)

- Eligible Sailors desiring to apply whose current End of Active Obligated Service (EAOS) or EAOS as extended ("Soft EAOS") is prior to 1 SEP 2012, should submit a request for short term extension to:
  - COMNAVPERSCOM (PERS-81), via e-mail to PERS-81@navy.mil.
  - Sailors who have not completed 15 years of active service by their SEAOS, but who will complete 15 years of active service by 1 SEP 2012, are eligible.
  - Once program application procedures are established, Sailors may be able to separate prior to 1 SEP 2012 if their application is approved and they have completed at least 15 years of active service.

- Direct specific questions regarding FY-12 TERA policy for ERB Sailors to OPNAV N132 via e-mail to NXAG_N132C@navy.mil.

Additional Guidance and Application Process to be Released in follow-on NAVADMIN

Additional Guidance

N13-signed Memorandum for the Record

New Version dated 24 FEB 12

- Separations prior to 1 SEP 2012:
  - For policies that require separation prior to 1 SEP 12 as a result of misconduct or failure to comply with requirements (e.g., drug abuse, PFA failures, etc.), then separate at earlier date and forfeit enhanced ERB benefits.
  - For non-punitive policies requiring separation prior to 1 SEP 12 (e.g., High Year Tenure) , then separate at earlier date but entitled to enhanced ERB benefits up to date of separation.
    - Can apply for STE to serve until NLT 1 SEP 12; submit to PERS-81 IAW NAVADMIN 025/12.
  - For E6 and E7 Sailors with End of Active Obligated Service (EAOS) dates prior to 1 SEP 12, then separate at EAOS but entitled to enhanced ERB benefits up to date of separation.
    - Can apply for STE to serve until NLT 1 SEP 12; submit to PERS-81 IAW NAVADMIN 025/12.
  - Commanding Officers are strongly encouraged to approve ERB non-retained Sailors' request for early separation (especially to accept job offers, enroll in college), operational commitments permitting.
- Separations beyond 1 SEP 2012:
  - Operational waiver approved by Commander, Navy Personnel Command.
  - Completion of six-month post-deployment period following IA/GSA/OSA.
  - Involuntary extension due to criminal proceedings (or other similar legal hold).
  - Extensions for medical care required as a result of disease or injury incident to service and not due to own misconduct.
  - Extension to accommodate accepted Physical Evaluation Board (PEB) proceeding.
  - NOTES:
    - PERS-832 must be notified for medical/legal related extensions.
    - ERB result takes precedence over any medical/legal process recommendation for retention; must be separated by 1 SEP 2012, or as soon as practicable once all ERB transition policies have been satisfied.

Additional Guidance

N13-signed Memorandum for the Record

- Retroactive Advancement in Cycle 212:
  - NAVADMIN 336/07 allows E3/4/5 Sailors with boots-on-ground in qualifying areas to miss advancement exams.
    - Upon return, take next regularly scheduled exam. Results apply to cycle(s) missed. If score is higher than required Final Multiple Score for missed cycle, then the Sailor is retroactively advanced.
  - Sailors on IA/GSA (or otherwise deployed with boots-on-ground) to qualifying areas routinely miss advancement exams. ERB non-retained Sailors who missed the SEP 2011 exam shall have the same opportunity to advance and have their ERB results vacated.
  - To satisfy the intent of this policy, ERB non-retained Sailors may participate in the MAR 2012 exams for the sole purpose of applying their score to any exam cycle missed. This exam score shall not establish eligibility for any advancement cycle after Cycle 212.
- Limited Duty Officer/Chief Warrant Officer Candidates:
  - Submissions for FY13 LDO/CWO Board was prior to release of ERB results.
  - If selected for LDO/CWO, ERB non-retain result will be held in abeyance until two years after selection for LDO/CWO commission. If reverted to enlisted status at any time during that two years, ERB results become effective and Sailor will be separated as soon as practicable once all ERB transition policies have been satisfied.

Additional Guidance

N13-signed Memorandum for the Record

- ERB non-retained Sailors are not eligible for future active duty advancement or commissioning that is not a result of action completed prior to ERB notification, with the exception of making up for a missed cycle per approved guidance.
  - Applies to E-7 exam.
  - Applies regardless of any operational waivers granted. [NAVADMIN 329/11 (P-4)].

- Questions regarding policy guidance as applied to ERB that have not been addressed by this memorandum or by the ERB website should be directed to OPNAV (N132) via email at nxag_n132c@navy.mil.
  - Questions should come from commands.

Additional Info
Invol Separation Pay

- References (not inclusive):
  - SECNAVINST 1900.4
  - MILPERSMAN articles 1920-020 (Overview), 1920-030 (Definitions and Policy), 1920-040 (Eligibility Criteria and restrictions),1920-060 (Calculation and Payment Documentation)
  - Tab D of Navy Transition Assistance Handbook (link on left side of Navy Personnel Command ERB web site).
  - NAVADMINs 036/12 (271728Z JAN 12) & 093/12 (191528Z MAR 12) – obtaining ISP for ERB affected Sailors
- Full-Pay Criteria [MILPERSMAN 1920-040] :
  - Involuntarily separated with characterization as honorable,
  - On active duty and completed at least 6 years (doesn't have to be continuous) of service,
  - Completed an initial term of enlistment or period of obligated active service,
  - As a condition of eligibility for separation pay, service members must enter into a written agreement to serve 3 years in the Ready Reserve.
    - SELRES affiliation counts.
    - Remaining service obligation will determine start date.
    - Failure to be accepted into IRR does not affect entitlement to ISP.
- If member subsequently become eligible for military retirement pay, separation pay will be recouped. [SECNAVINST 1900.4]
- Consult with VA for impacts to disability pay.

Reserve Affiliation

- SELRES benefits:
  - Mobilization deferment for two years.
  - Possible Affiliation Bonus--see NAVADMIN 001/12 .
  - TRICARE Reserve Select
    - Low cost medical and dental coverage, member and family. Visit www.tricare.mil/reserve.
  - Flexible drill opportunities
  - Commissary and Exchange privileges
  - SGLI (same coverage as active)
  - Montgomery GI Bill-Selected Reserve
  - 20 total (active and SELRES) qualifying years = Reserve retirement starting at age 60 (must repay ISP).
- SELRES responsibilities:
    - Drill two days per month (paid for four days base pay)
    - Two weeks active duty per year
    - Continue to earn qualifying retirement years

Reserve Affiliation

- Sailors don't need to see a recruiter to affiliate in the Navy Reserve if you have a Selected Reserve (SELRES) PTS quota.
  - ERB-specific applications are in FleetRIDE-PTS. Accepted monthly until within 3 months of separation date.
  - Can apply for affiliation in rate, or via conversion to another qualified rating.
  - Acceptance will be based on qualifications and needs of the Navy.

398 approved NOV-MAR cycles

- Sailors can request a SELRES PTS quota via FR-PTS (ERB Sailors can apply regardless of current EAOS).
  - Once you receive a quota, complete the Reserve Affiliation Screening Checklist and Contact Information Sheet prior to going on terminal leave and forward to the Career Transition Office (CTO).
  - Select the NOSC closest to were you intend to reside via CMS-ID (This is not always the NOSC in your state).
- Must notify your Separations Clerk you are affiliating with the SELRES.
  - Prevents multiple contracts.
- Ensure you notify the CTO (Transition Assistant) of your terminal leave date and the name of your Separation clerk ASAP.
  - *CAN EFFECT INVOLUNTARY SEPARATION PAY*
- Don't report to the NOSC until the date specified by the CTO Transition Asst.

Reserve Affiliation

Affiliate in the Individual Ready Reserve (IRR):

- Three year Ready Reserve requirement to receive involuntary separation pay (ISP).
- IRR responsibilities:
  - Keep the Navy Personnel Command (PERS-93) informed of contact info.
  - Participate in the Annual Screening Program by responding to ALL correspondence.
  - Maintain physical readiness and obtain physicals when required.
  - No minimum participation point requirements for enlisted personnel with less than 20 years of qualifying service.

Post-Board Actions
Appeals

- Board for Correction of Naval Records (BCNR)
  - Created by Congress in 1947 to provide a method for correction of errors or removal of injustices from current and former Navy and Marine Corps member's records without the necessity for private legislation.
  - Not a branch of Navy Personnel Command
  - Information can be found on NPC web site: http://www.public.navy.mil/bupers-npc/career/recordsmanagement/pages/bcnr.aspx.
  - SECNAVINST 5420.193.

- To validate a member's eligibility for the board, contact PERS-8 POCs: CAPT Harr ((901) 874-2362, frederick.harr@navy.mil), or Mr. Dave Lanham ((901) 874-4537, david.b.lanham@navy.mil). DSN prefix 882.

Post-Board Actions

- 1 SEP 2012: must separate no later than 1 SEP 2012 unless operationally waived. [NAVADMIN 332/11]
  - Recommend coordination with local Personnel Support Detachments early to avoid delays in paperwork for separation.
  - Commands prepare Separation Orders locally.
- 30 NOV 2012: last authorized date to separate for all Sailors not selected for retention on active duty. [NAVADMIN 332/11]
  - Unless extended to complete criminal/medical/Physical Evaluation board proceedings per N13 guidance or to complete IAMM/GSA/OSA requirements; PERS-832 must be notified.
- NOTE: Service member's End of Active Obligated Service (EAOS) dates will not be changed in personnel data bases (it can negatively affect benefits); the Estimated Date of loss to Navy (EDLN) date will be changed.
- Use mandated Pre-separation Counseling Checklist. [NAVADMIN 300/11]
- Between notification and separation dates, "commands will ensure adequate time and opportunity are afforded to utilize transition assistance." [NAVADMIN 332/11]

Transition Benefits

Your Gateway to Success: Take Advantage of Everything the Navy Offers

- VOW (Veterans Opportunity to Work) to Hire our Heroes Act of 2011 President Obama has made hiring and supporting our Veterans top priority, many new initiatives & incentives for hiring veterans.
- The Navy has expanded and enhanced our transition assistance program to ensure all separating Sailors benefit, in addition to a few special items for those affected by ERB.
- All of the transition tools in this brief have outreach capability to PERSONALLY assist you through phone calls, email, web portals, etc.
- **Transition takes time**, earlier start means more opportunities.
- **You must communicate** with your chain-of-command to make the time and get the help you need! Lots of information - - Must have an organized approach!
- **Your skills are in demand**: discipline, technical and leadership abilities, teamwork, mission-focused, risk management, security clearances, etc.

ERB 60 Day "Transition Period"

- **Time for transition activities, events, benefits and preparation**
- **Not a new leave or liberty policy!**
- Uses existing regulations to afford time for utilization of transition support program.
- OCONUS (includes Hawaii): "Minimum 60 day period INCONUS"
- INCONUS: "COs may authorize up to 60 days."

- "Period" NOT meant to be taken all at once except for those coming back to CONUS from overseas locations (assigned to TPU).
- May include any or all of the following:
    - member's regular leave or separation leave via orders
    - command funded TAD or permissive (no cost) TAD
    - PTDY (Permissive Temporary Duty for Job/House Hunting) IAW MILPERSMAN 1320-220
    - transfer time in separation orders (TPU), (ACC status 380)
    - regular or special liberty
    - modified work schedule
    - other duty as assigned/normal duty routine
- Members serving OCONUS or in deployed units shall be transferred in a "Temporary Duty for Separation" (ACC 380) status to a separation activity in accordance with MILPERSMAN 1910-812." [NAVADMIN 332/11]

- **No centralized funding other than separation orders.**

Transition Assistance Elements

Benefits for ***Invol Seps***	Enhanced Benefits for ***ERB*** Sailors
• Transition Assistance Management Program (TAMP) benefits for all Sailors (FFSC, VA, etc). • Educational planning and counseling – COOL, SMART, GI Bill, courses. • Involuntary separation pay and PDTY. • Reserve affiliation opportunity (CTO). • Transitional TRICARE (180 days) + premium medical coverage (18 mos). • Extended Commissary and Exchange benefits (2 years). • Extended Navy base support services (FFSC, child care, MWR, housing). • NPC Transition Info website. • Office of Civilian Human Resources (OCHR) Veteran's Employment Assistance for federal civilian hiring. • Shipmates to Workmates (SYSCOM partnership) career forums.	• Mandates TAP attendance. • Mandates 60 days INCONUS time prior to separation for those overseas. COs may authorize 60 day transition period to provide opportunity for full utilization of benefits/services (includes any combo of normal duty time, liberty, TAD, PTDY, separation leave, etc). • COOL certification eligibility waiver for less than 1 yr remaining on active duty. • Targeted Outreach from CTO, OCHR's Employment Info Center (EIC), Shipmates to Workmates program. • Contracted professional outplacement, job search/resume writing from Challenger, Gray, & Christmas. • Flexibility of separation date based on optempo and Sailor's request. • TERA for those eligible.

Transition Benefits
Standard Involuntary Separations (Honorable Discharges)

- Involuntary Separation Pay
  - DoD Instruction 1332.14
  - Monthly base pay x12 x years-of-service x 10% (Full pay)
  - 6 years of active service
  - Requires some type of Reserve affiliation (IRR or SELRES)
- Unemployment compensation per state law (varies)
- Transitional TRICARE (180 days) + premium based medical coverage (18 months Continued Health Care Benefit Program (CHCBP))
- VA for Service Member upon separation
- Dental Care provided during Transitional TRICARE, separate enrollment.
- ID card for access to medical and other benefits
- Extended Commissary and Exchange (2 years) any DoD base worldwide
- Continued use of military family housing
  - In CONUS up to 180 days
- Travel and transportation entitlement (HOR/HOS move, HHG, storage)

Transition Assistance for All Hands

Transition Assistance – the first Steps!

- Command Career Counselor
  - Pre-Separation Counseling Form 2648

- Fleet and Family Support Center (local base office):
  - One-on-one career transition support and assistance
  - Services Include:
    - Job search skills
    - Employment resources
    - Resume writing
    - Interviewing skills
    - Dress for Success
    - Job Fairs
  - Dept. of Labor TAP Workshop (mandatory)
  - VA Benefits Brief

  - Web sites:
    - **Turbotap.org**: http://www.turbotap.org/register.tpp
    - FFSCs: www.ffsp.navy.mil

Virtual Education Center (VEC)
Center for Personal & Professional Development

- Academic counseling:
  - Open Monday - Friday, 15 hours a day (0600-2100 Eastern)
  - Staffed by academic advisors, ready to answer questions, authenticate transcripts including Sailor and Marine American Council on Education Registry Transcript (SMART).

- Contact information:
  - https://www.navycollege.navy.mil/dsp_vec.cfm
  - Phone: 1-877-838-1659 (toll free) DSN: 492-4684
    Comm: 757-492-4684
  - FAX: 757-492-5095
  - Email: VEC@navy.mil

- Post-9/11GI Bill utilization – VEC Counselors can assist with strategy before making a commitment.
  - Transfer of benefits must be done while on active duty.
  - *Policy exception granted to allow ERB Sailors to establish transferability prior to separation if otherwise qualified.*
    - *TERA Sailors establish transferability prior to TERA approval.*

You have more education from Navy than you realize…get it documented!

COOL: Credentialing Opportunities On-Line

- Something for everyone – general certifications also available that are not dependent on rating (reference NAVADMIN 396/11).
    - Certifications available for fitness leader, financial specialist, project manager, auxiliary security force, trainers, etc.
    - Earning an industry-recognized certification, credential or license, may provide a key component towards a successful transition.

- Navy COOL is a continuously updated product for Navy service members that defines civilian credentials which best map to Navy ratings, jobs, designators, and collateral duties/assignments. It outlines the path, work, training and experience required to achieve them.

- Credentials Program Office: (850) 452-6683/6664/6324/6287 or DSN: 922-6683/6664/6324/6287. Or you can fax to (850) 452-6897.
    - Web site: https://www.cool.navy.mil/ (special ERB section)

- Waivers for ERB Sailors (less than one year remaining on active duty).
- Requires Commanding Officer/Command-designated approving official validation and approval.
- Must be able to complete all certification requirements no less than 60 calendar days prior to separation. OCONUS applicants must complete by separation.

Department of the Navy (DON)
Office of Civilian Human Resources (OCHR) – Federal Hiring Process (Government Civilian)

- Civilian careers where purpose and patriotism unite.
    - Jobs worldwide! Veterans and Spouses!
    - http://www.public.navy.mil/donhr/Employment/Vets/Pages (Veteran's Employment page).

- DON Employment Information Center (EIC) answers questions on civilian employment and the application/hiring process.
    - Services include:
        - guidance on résumé preparation
        - assistance navigating through USAJOBS
        - answering questions concerning the application process and qualification requirements for positions
        - education of basic HR recruitment principles (hiring authorities, categories, veteran preference, etc.)
    - Contact info: 1-800-378-4559 or email DONeic@navy.mil.

- OCHR also issues a series of newsletters with the latest tips and information on civilian employment. All Sailors are encouraged to visit the OCHR website for the latest!

Shipmates to Workmates – Navy Civilian Hiring Opportunities

•The Shipmates to Workmates (SM2WM) civil service hiring initiative spearheaded by NAVSEA, in partnership with NAVAIR, SPAWAR, NAVFAC, NAVSUP, MSC and CNIC, provides information about civilian career opportunities worldwide available at partnering commands and actively assists Sailors with job searches, job applications and resume reviews for those careers.

•Three Pillars:

- Website: accessed at the following link:
  - http://jobs.navair.navy.mil/sm2wm/
- Referrals to veteran's employment counselors (human resources personnel at partnering commands)
- Career forums at fleet concentration areas!

• The Shipmates to Workmates program includes representatives that you can contact via e-mail (NSSC_SM2WM@navy.mil) or phone Comm: (202) 781-0444/1312; DSN 326-0444/1312.

•Join mailing list on the website!

Contract Outplacement Services (ERB only)

- Who: Challenger, Gray, Christmas Inc with partners Herdt Consulting, Flagship Connection, & Sandhurst Group = “CGC Team”

- What:
  - Transition Coaching (personal marketing plan)
  - Job Search Assistance (customized)
  - Job Placement Assistance (resumes, interview prep)
  - Other resources for career planning

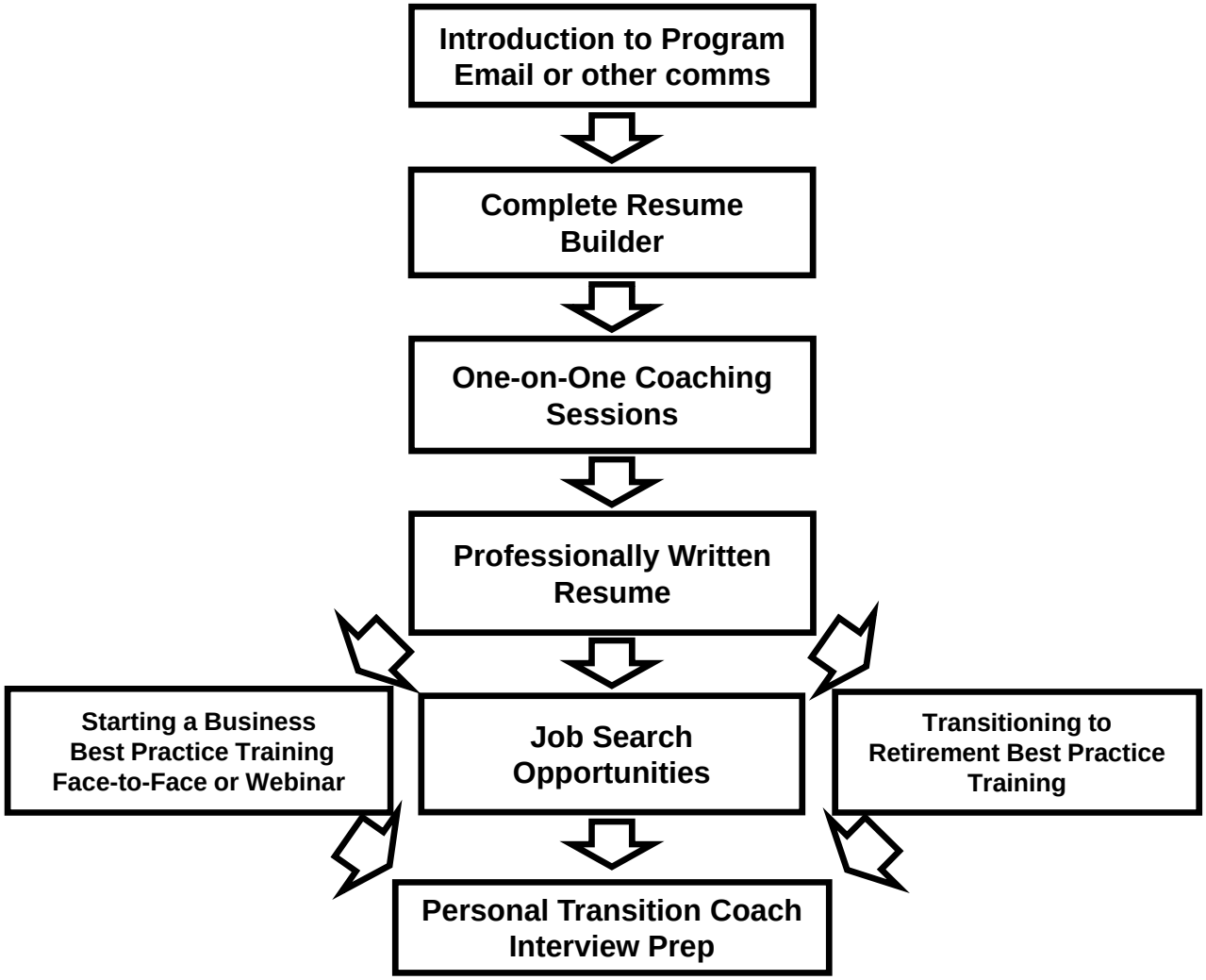
- Contact info:
  - 1-800-971-4288 (toll free number)
  - Email: CGCUSNavy@challengergray.com
  - Website: www.challengeressentials.com (need password)

Establishing periodic, recurring face-to-face availability in several Fleet concentration areas—details forthcoming!

- The CGC Team will be meeting F2F with ERB Sailors in Fleet concentration areas; more info will be posted on NPC ERB web site.

- Please contact CGC Team even if you do not intend to use their services!

Contract Outplacement Services (ERB only)



Navy Installations Command Services

- Navy bases ONLY. (More info TBD on post-separation benefits.)
- Child care benefits extended 90 days past separation (enrolled & drop-in).
- Fleet and Family Support Center services available 90 days past separation.
- MWR facility use extended 180 days past separation.
- Extended family housing benefits for up to 180 days – subject to availability.

Other Sources…

- National Resource Directory (Veteran's Job Bank)
  - https://www.nationalresourcedirectory.gov/home/veterans_job_bank
- 100,000 Jobs Mission (Companies hiring 100,000 Vets by 2020)
  - http://100000jobsmission.com/
- US Department of Labor (DOL) Veteran Hiring Tool Kit
  - http://www.dol.gov/vets/
- Office of Personnel Management (OPM) Feds Hire Vets
  - http://www.fedshirevets.gov/
- Dept of Veterans Affairs: www.va.gov (VA benefits and assistance)
- Local Chamber of Commerce career forums
  - http://www.uschamber.com/hiringourheroes
- Recruit Military Events calendar
  - https://events.recruitmilitary.com/schedule
- Look for updates on NPC ERB web site!

Key Resources

- 1-866-U-ASK-NPC (1-866-827-5672), or email: cscmailbox@navy.mil
- Navy Personnel Command ERB web site
  - http://www.public.navy.mil/bupers-npc/boards/ERB
- Local Fleet & Family Support Centers (FFSC), Personnel Support Detachments (PSD)
- ERB Outplacement Services provided by Challenger, Gray & Christmas, Inc. (CGC)
  - Contacted individually
  - 1-800-971-4288
  - CGCUSNavy@challengergray.com
- PERS-8, Post-Board Matters: CAPT Harr ((901) 874-2362, frederick.harr@navy.mil), or Mr. Dave Lanham ((901) 874-4537, david.b.lanham@navy.mil). DSN prefix 882.
- Plain Talk for Sailors handout on transition assistance
- Navy Transition Assistance Handbook
  - Link on Navy Personnel Command ERB web site

Key Resources

- Center for Personnel and Professional Development - Virtual Education Center (VEC) Counselors
  - Comm: (877) 838-1659, DSN 492-4684
- DoN Employment Information Center (EIC): (800) 378-4559 or email DONEIC@navy.mil
- Shipmates to Workmates: For additional information email nssc_sm2wm@navy.mil or call at (202) 781-0444; DSN 326-0444.
- Navy Personnel Command Career Transition Office (CTO) Navy Reserve
  - Web-site: http://www.public.navy.mil/bupers-npc/career/Transition/Pages/default.aspx
  - Email: cto.enlisted@navy.mil
  - Phone: Comm: (901) 874-4108; DSN: 882-4108
- Military One Source: www.MilitaryOneSource.com
- Vets4Warriors (DoD/NGB 24/7 hotline) 1-855-VET-TALK (838-8255)
  - http://www.vets4warriors.com/
- Navy Chaplain Care 24/7 call 1-877-4-1-TOUCH (86824) Option 2

Questions?

- Will address individual questions one-on-one.

- Will present additional command leadership information and address questions in follow-up session.

We sincerely hope this was useful, please provide us your feedback. Please remember that the information contained in the brief had to be condensed in many cases—consult experts and references for additional details.

The Navy will provide the best transition support tools and assistance possible.

Available

January 5, 2012

Plain Talk for Sailors

Transition Assistance available to the Fleet

Navy leadership is committed to meaningful and effective transition assistance for all Sailors separating from the Navy, whether after four years or thirty years of service. This edition of *Plain Talk for Sailors* highlights benefits available to all Sailors as part of Navy's comprehensive transition support strategy, and also identifies tailored assistance available to Sailors not selected for retention by the FY 12 Enlisted Retention Board (ERB).

To ensure each Sailor is optimally prepared for transition, it is imperative that every leader in the chain of command take an active role in the transition process.

Existing Transition Assistance Benefits for All Sailors

- Navy Fleet and Family Support Centers conduct Transition Assistance Program (TAP) workshops and provide assistance with resume writing, financial counseling, relocation counseling, questions about Veteran's benefits, and educational benefits and opportunities.
- The Office of Civilian Human Resources (OCHR) provides Sailors and veterans with the information to continue federal service as a government civilian and explains the hiring process.
- The "Shipmates to Workmates" initiative assists Sailors seeking job opportunities for a government civilian career with Navy commands such as NAVSEA, NAVAIR, SPAWAR, NAVFAC, NAVSUP, CNIC and Military Sealift Command (MSC).
- Qualified Sailors can compete for a Selected Reserve quota via Perform to Serve (PTS).
- All Sailors separating involuntarily are eligible for temporary duty for job hunting; Transitional TRICARE coverage for six months and the option to purchase health care coverage through the Continued Health Care Benefit Program; commissary and exchange benefits for two years after separation; and involuntary separation pay.

Tailored Assistance for Sailors separated by the ERB

- All Sailors separated by the ERB are required to attend a Transition Assistance Program (TAP) workshop. (See your CCC to obtain a workshop quota.)
- The Career Transition Office (CTO) helps active duty Sailors transition to the Navy Reserve.
- Navy Credentialing Opportunities On-Line (COOL) will approve waivers for Sailors with less than one year remaining on active duty to allow time to obtain civilian licenses and certifications aligned with their job or rating prior to their transition.
- Sailors assigned overseas or currently on deployment are provided a minimum of 60 days in the continental United States prior to separation to ease their transition into the civilian sector.
- Routinely check NPC ERB webpages for updates to benefits and services available; download the Transition Handbook; review Transition News and FAQs.

The Navy has contracted with Challenger, Gray and Christmas, Inc. (CGC) to provide personalized career coaching and job search assistance to Sailors being released from active duty by the FY12 ERB. Services begin 3 JAN 2012 and are provided at no cost to the Sailor.

- Contact CGC Coaches via toll free number (800-971-4288) or email (CGCUSNavy@challengergray.com).
- Work with your Coach to establish an account on the CGC website. (You will start at https://www.icareermanager.com/login/challengerTops/login.aspx.)
- Services provided include: career assessment, professionally-produced resume, job search coach, one-on-one best practice training, customized job search marketing plan, interview practice, networking plan, job leads, corporate connections/career fairs, job bank.

For more information, contact the NPC Customer Support Center at 1-866-U-ASK-NPC (1-866-827-5672) or cscmailbox@navy.mil.

View an electronic version of this document (with active hyperlinks) on the NPC (www.npc.navy.mil) Enlisted Retention Board page.

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More information and supporting resources

Pre-separation counseling ensures separating service members have the opportunity to learn more about the transition services and benefits available to assist them and their families as they prepare to transition to civilian life. The following is a list of useful websites for eligible service members.

Navy Enlisted Continuation/Retention Boards
www.npc.navy.mil/boards/enlistedcontinuation

NPC Customer Service Center
www.npc.navy.mil/organization/npc/csc
1-866-U-ASK-NPC (827-5672)

Fleet and Family Support Center Services
www.ffsp.navy.mil

Military One Source
www.MilitaryOneSource.com

Transition Planning
www.TurboTap.org

Veteran's Preference
http://www.fedshirevets.gov/

Job Search and Placement Assistance
www.TurboTAP.org
www.hirevetsfirst.dol.gov
www.careeronestop.org/jobsearch/cos_jobsites.aspx
www.proudtoserveagain.com (Troops to Teachers)
www.usajobs.opm.gov
www.go-defense.com
http://www.doleta.gov
http://www.employerpartnership.org
http://www.vetsuccess.gov
www.mynetxmoy.org

Small Business Administration and the National Veterans Business Development Corporation
http://archive.sba.gov/aboutsba/sbaprograms/ovbd/
www.score.org

Priority of Service for Veterans
http://www.opm.gov
http://www.fedshirevets.gov
www.cpms.osd.mil/NAFPPO/NAFPPO_index.aspx
www.msepjobs.com (military spouse employment program)

Uniformed Services Employment and Reemployment Rights Act (USERRA)
www.dol.gov/vets

Selected Reserve Opportunities
http://www.npc.navy.mil/career/transition
http://www.navyreserve.com

Financial Planning
www.tsp.gov
www.defenselink.mil/militarypay
https://mypay.dfas.mil/mypay.aspx
www.militarymoney.com

Relocation Assistance
www.defensetravel.osd.mil
http://www.defensetravel.dod.mil/site/travelreg.cfm
www.militaryhomefront.dod.mil (special needs)
www.move.mil

Housing Counseling Assistance
http://portal.hud.gov/portal/page/portal/HUD
(1-877-424-3838)

GI Bill and other Educational Assistance Programs
www.gibill.va.gov
www.dol.gov/vets/programs/licert/main.htm
www.dmdc.osd.mil/vmet (Verification of Military Experience and Training)
www.dantes.doded.mil/
www.cool.navy.mil
https://usmap.cnet.navy.mil
www.careeronestop.org/CREDENTIALING/CredentialingHome.asp
www.federalstudentaid.ed.gov
www.studentveterans.org
www.online.onetcenter.org/crosswalk

Department of VA Compensation and Vocational Rehabilitation Benefits
www.va.gov
www.vba.va/gov/bln/21/
www.vetcenter.va.gov
www.va.gov/healtheligibility/
www.vba.gov/predischarge
www.vba.va.gov/VBA/benefits/factsheets

Medical and Dental Coverage and Health Care Conversion
www.health.mil/InTransition/default.aspx
www.tricare.mil
www.tricare.mil/mybenefit
www.tricare.mil/dental/TRDP_Eligibility.cfm
www.humana-military.com
www.insurance.va.gov/index.htm (VGLI)
www.npc.navy.mil/support/casualty/benefits/Pages/SGLI.aspx
www.npc.navy.mil/casualty/FSGLI/Pages/default.aspx

Mental Health Services and Treatment
www.Nationalresourcedirectory.gov
www.vetcenter.va.gov
www1.va.gov/health/index.asp

Legal Assistance
http://legalassistance.law.af.mil/content/locator.php

Two-year Commissary and Exchange Privileges
www.commissaries.com

This Sailor user aid is a product of NPC BUPERS-32 with support from the OPNAV N16 Fleet Introduction Team. Please address comments and feedback to Mr Randy Miller, randy.miller@navy.mil

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