Enlisted Placement and Distribution
PERS-40

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Agenda

• Enlisted Placement vs Distribution
• Limitations and Considerations
• CMS-ID Process
• Initiatives to Improve Sea Duty Manning
• PRD Management
• Billet Based Distribution
• Detailing Process
Placement vs. Detailing

• Placement: (PERS-4013 – Enlisted Placement Management) – The Command’s Advocate
  • Command Manning and Readiness Advocate
  • CMS/ID Management
  • NEC Management
  • Programs and Data Management
  • Manning Control Authority Representative to the Fleet

• Detailing: (PERS-40X) – The Sailor’s Advocate
  • Sailor Career Management Advocate
  • CMS/ID Selections
  • Order Writing
  • Special Programs Management
Enlisted Distribution
System Overview

CMS-ID

4013
- Monitors Enlisted Personnel
- Generates Prioritized Requisitions
- Represents MCAs
- Command Advocate

Tycom
- Establishes Priorities

ISIC
- Monitors Enlisted Personnel
- Generates Prioritized Requisitions

NPC Detailers
- Make selections
- Release orders
- Negotiate special cases

ASSIGNMENTS

SAILOR
- Review record at 12-15 (15-18) months prior to PRD to ensure data is accurate; update preferences; apply for CWAY via CCC
- 9-7 (12-7) months view Available reqs and apply

CCC
- Review CMS/ID w/Sailors
- Assist Sailor with CMS/ID Negotiations

Placement

PLACEMENT

Utilize BBD to monitor manning

UNIT

MCA
- Establishes Priorities

Red text reflects changes for the 2 month CMS-ID Cycle starting October 2017
Of 272,920 total enlisted, 14.0% (38,294) were non-distributable and 2.6% (7,123) were LIMDU (ACC 105) or pregnant on 20 August 17.

Total Non–Distributable – 38,294 (14.0%)
TPP&H – 10,772 (3.9%)
Students – 27,522 (10.1%)

Total Distributable – 234,626 (86.0%)
(includes LIMDUs and pregnancies which make up 3.0% of the distributable manning)

Billets Authorized
Distributable 239,442
Students 23,942
TPP&H 8,679
Total 272,063

Note: Sailors who become pregnant while assigned to sea duty are assigned to a special shore tour. On 20 August 17, there were 79 sailors in ACC 105 and 35 sailors in ACC 355 that were also pregnant.
In August 2017, 15.1% of all enlisted assignments were affected by a “limitation” (3.6%), or by a “consideration” (11.5%).

84.9% Enlisted assignments not affected by limitations/considerations

Note: Numbers are USN active duty personnel only. August 2017 total is 264,897.
How is the Requisition Prioritized for CMS-ID

• **By business rules:** If no additional directions are given by the MCAs, PERS-4013 loads CMS-ID using the highest to lowest prioritized requisitions as generated in CMS-ID/BBD.

  - The number of requisitions displayed for each RATE/RATING is controlled by business rules approved by the MCAs and NPC.

  - Roller numbers are generated by the Detailer using known information about each members career intentions. (PST, EDLN, Special Programs (HUM, EFM, CO-LO…)).

• **Determining the number of requisitions to display:**

  - The Rating Specialist (PERS 4013RS) sets the number of requisitions to display on CMS-ID using the approved formula:

    Display number = (90% of rollers at or within P7 (within P8) )+
    (45% of P8 (P10 and P9) rollers)+
    (25% of P9 (P12 and P11) rollers)

    Example: if 10 Sailors each at P9, P8, and at or within P7 = 16 requisitions displayed on CMS-ID for 30 Sailors to choose from, results in competition for billets, more available choices for the Detailer to select the best Sailor for the billet, and designed “roll-over” of Sailors to the next month for other billets.

Red text reflects changes for the 2 month CMS-ID Cycle starting October 2017
Initiatives to Man the Fleet

• CMS-ID Changes (NAVADMIN 226/12)
  - Eliminated red zone (all requisitions are red, all advertised will be filled…)
  - Orders are orders
  - Deployers’ fit and fill improved

• Voluntary Sea Duty Program (MILPERSMAN 1306-141)
  - Previously (NAVADMIN 229/12)
  - >1100 Sailor-Years of sea time gained since 2012

• RC to AC Program
  - >1300 approvals, >1190 have reported to the Fleet

• Sailor Early Return to Sea (NAVADMIN 058/14)
  - E4 - E9 personnel eligible
  - -6/+6 Allows detailers to rotate Sailors 6 months early to 6 months late (NO change to PRD, EDD earlier or later).

• Overseas Screening (NAVADMIN 203/14)

• Optimizing E7-E9 Assignments (NAVADMIN 192/17)
• Proactive and forward looking PRD management is a key to success in keeping the ship manned

• PRDs will only be changed upon receipt of official correspondence
  - 1306 or PERSMAR

• PRD extensions for deployment, other operational commitments are considered

• Take up month (TUM) on a requisition is determined by PRD – not EAOS

• Consider Sailors under orders as a loss

• Clear communications are essential

• Sailor required to OBLISERV within 30 days of receipt of orders.
  - Command required to send FAILURE TO OBLISERVE message if Sailor does not re-enlist or extend as required by orders (read all parts of the orders)
Billet Based Distribution Overview
BBD Basic Info and Desired Effects

- Modernization of the enlisted distribution system; provides ability to place Sailors into jobs (BSCs) like officer distribution.

- BBD resides within the Career Management System – Interactive Detailing (CMS-ID) System

- Sailors will see few changes
  - CMS-ID negotiation process has **NOT** changed

- A tool to improve enlisted manning efficiency and command management of their personnel; also provide an accurate demand signal to NPC.

“Work to better develop, deliver, and manage the Navy military workforce in support of Fleet Fit and personnel readiness” --- CNPC’s 2020 Vision
BBD Desired Effects

• Transparency
  » Access to accurate/detailed enlisted manning information in one system
  » Provides visibility to all alignments, vacant positions, and excess Sailors (including students and transients)
  » Allows command and fleet level users to view basic and “deep-dive” reports

• Distribution Efficiency
  » Provides a Quality of Alignment (QoA) score for each alignment.
  » How well is the available Sailor inventory onboard/projected onboard meeting command requirements?

• Timeliness
  » Allows fleet personnel managers access to the most current info available

• Ease of Use
  » Eliminated the need for managing the cumbersome Enlisted Distribution Verification Report (EDVR)
  » More intuitive system for novice and expert personnel managers
  » Interactive with delivery of full operational capability (next phase ~FY 18)
Benefits of BBD (Personnel Management)

• The demand signal provided to NPC is the same demand used for computation of Fit/Fill and DRRS-N.

• All requirements available for distribution action
  - *Navy Manning Plan no longer be used for requisition generation*

• A new Requisition Prioritization Tool drives the “right” billets to be taken for distribution action (less manual intervention) required

• More effective use of scarce resources
  - Personnel, PCS and TDI funds, school quotas/pipelines
If not selected for orders via CMS/ID, needs of the Navy orders are issued.

Sailor is about to enter negotiation window

Sailor in negotiation window

Sailor Detailed as Needs of the Navy

12 mos prior

9 mos prior

7 mos prior

PRD

Sailor, Career Retention Team, and Detailer Engagement

Sailor applies in CMS/ID via CCC or Sailor

If not selected for orders via CMS/ID, needs of the Navy orders are issued

COMMUNICATION IS THE KEY

(CMS/ID, E-Mail, Phone Call, Naval Message)
CMS-ID Applications

Indicator lights show the match between Sailors and jobs, based on:
- Duty Preferences
- Moving Costs/Job Location
- Skills
- Policy
### CMS-ID Command Comments

#### Sailor Information

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<th>Sailor</th>
<th>Name</th>
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<th>App Pref</th>
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**Rating**

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<tr>
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<td>5</td>
<td></td>
<td></td>
<td>5</td>
<td>The best fit! Has p</td>
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<td>1</td>
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**Prefered Details**

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**Notes**

- The best fit! Has platform experience and great evals. Make this member a black knight above all other applicants.
- Not a good fit, no platform experience. A shortage of prior helo mechs is already affecting readiness. With an upcoming deployment HSC-4 requires a strong AD2 to fill this billet.
• **Career Development Board**
  - Ensure Page 2 information is correct
  - Update CMS/ID Profile (contact information/duty pref)
  - C-Way application/quota
  - Update EFM status
  - Submit any NAVPERS 1306 special requests to Detailer:
    - PRD Extension
    - Spouse Colocation request (or to Opt Out of colo request…)
      (MILPERSMAN 1300-1000 updated 12 MAR 2016)
    - Special Programs
    - Any other unique requests (coastal preference, etc…)

Red text reflects changes for the 2 month CMS-ID Cycle starting October 2017
• 9 (12) Months: Order Negotiation Begins on CMS-ID!!

- Sailor is able to make own applications in CMS-ID without assistance of CCC
- Sailor has at most three cycles to apply:
  - Months 9, 8, 7 (12, 10, 8)
- Max of 5 applications per cycle = 15 total applications
- Most NAVPERS 1306 requests will be denied at this point.
  - Distribution (PERS-4013) asset once in window
  - Sailor’s current billet may be advertised on CMS-ID and available for the Fleet

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Special Programs/Special Screenings

• Instructor Duty
• Flag Duty
• Aircrew
• Recruit Division Commander & Recruiting Duty
• Command Senior Chief / Master Chief
• SPECWAR (DEVGRU, JSOC, SRT-1/2)

• PRECOMs:
  - USS PAUL IGNATIUS DDG-117
  - USS THOMAS HUDNER DDG-116

NOTE: Sailors will not be released to a special program detailer without rating detailer consent
Detailers Can...

- Counsel and advise Sailors as their advocate
- Make assignments to valid billets within negotiation window (9 - 7 (12 - 7) months prior to PRD)
- Adjust PRD (NAVPERS 1306/7 required)
- Transfer Sailors up to +6/-6 months of PRD (Per MILPERSMAN 1306-104)
  - **Primary purpose is to keep sea duty billets manned**
- Coordinate spouse collocations (MILPERSMAN 1300-1000 updated 12 MAR 2016)
- Make assignments for Sailors returning to full duty from Limited Duty.
- Issue "Non-Voluntary" orders to Sailors in their CMS-ID window.
Detailers Can't…

• Adjust PRDs to facilitate negotiation of orders “shopping early/late”

• Break PRD more than -6/+6 Months without approved 1306/7

• Extend EAOS

• Send Sailors to schools en route that are not required on the requisition

• Make pay grade substitutions without PERS 4013 approval
  • 1 up and 1 down does not exist.
  • Pay Bands (E4/Below, E5/E6, E7/E8 and E8/E9)

• Make assignments to non-existent requisitions

• Make “by name” request assignments
Sailor Role

• Have realistic expectations; communicate w/ Detailer early about options and factors that could influence order selection

• Request PRD adjustment and/or spouse de-collocation via 1306/7 at least 12 (15) months prior to PRD

• Submit multiple CMS-ID applications while in negotiation window
  - Minimum participation required is to log on and update contact information and input standing assignment preferences

• Actively communicate with detailer (e-mail, phone, CMS-ID)
  - Give them the factors behind your desires so they have info for the “tiebreaker”

• Apply for career enhancing jobs instead of focusing on location

• Plan for high year tenure (HYT) and retirement

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Common Pitfalls

- Not looking out far enough to request PRD adjustments outside of the detailing window. (>9 (>12) months from current PRD)
  - If PRD requested to be moved to the left: this may create a gap because all Rollers to fill the billet may have already been assigned.
  - If PRD requested to be moved to the right: the Sailor may already be posted to a future billet or may actually be under orders.

- Not communicating unplanned losses (UPLs) in a timely manner
  - Not administratively transferring UPLs from the command promptly suppresses requisition for a replacement “still showing on your books”.
  - Consult with your Placement Coordinator on what is possible

- Expedited Moves
  - Contact PERS-83
    - (901) 874-4412

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How To Help Your Sailors and Your Command

• Conduct Career Development Boards NLT 12 (15) months prior to PRD/EAOS
  - Allows time for member to submit a request to extend
  - Provides the Sailor with the tools and information to make timely career decisions

• Review BBD!
  - Ensure Sailors are reflecting accurately in BBD
  - Accurately reflect NEC’s held and are DNEC’ed correctly

• Express your Manning concerns to your PC, ISIC and TYCOM
  - EMIR/PERSMAR

• Learn and Utilize CMS-ID
  - Know what billets for your command are being advertised on CMS-ID
  - Rank applicants applying to your command during CMS-ID cycle

• Command Career Counselor
  - Sailors should engage them prior to entering key windows (CWAY, detailing)
  - CCC proactively seeks out Sailors to ensure Sailors are educated and armed

Red text reflects changes for the 2 month CMS-ID Cycle starting October 2017
Questions?

PERS-40 and the Fleet

Working Together to Support our

Sailors and Commands

NPC Customer Service

1-866-U-ASK-NPC

DSN 882-5672