BACKGROUND

Billet Based Distribution (BBD) Phase 1c is the third deliverable of functionality to Career Management System – Interactive Detailing (CMS-ID). It will provide full operational capability to the BBD function, which was first added to CMS-ID in April 2013 (BBD Phase 1a) and enhanced to initial operational capability with the deployment and implementation of BBD Phase 1b in February 2016.

**Phase 1a:** Provided framework for billet-sailor alignments found in BBD. Not open for fleet use.

**Phase 1b:** Provided for assignment of sailors to billets (like officers), ability to sustain billet-sailor alignments, provided a new requisition priority algorithm based upon billets and not on the Navy Manning Plan (NMP- legacy fair share inventory based system), replaced the Enlisted Distribution Verification Report (EDVR), and provided transparency on fleet manning to managers throughout the fleet.

**Phase 1c:** Will provide fleet manning managers with online tools to submit, review, and approve/disapprove manning action to improve fleet personnel readiness. It will provide command level users with the ability to request billet-sailor alignment changes using CMS-ID. It will also add process improvements for many distribution functions.

BUSINESS NEED FOR CHANGE

Although CMS-ID/BBD provides an improved method to provide the best match of Sailor to billet; there are still many instances when manual intervention is needed to handle unplanned losses, unfilled vacancies due to lack of personnel or training resources, emergent readiness requirements, or unforeseen personnel needs. Fleet distribution managers handle these issues via a process called Personnel Manning Action Requests (PMARs). The current method for PMAR uses a manual process which includes sharing of manning information via SharePoint and e-mail. It is inefficient, time-consuming, and difficult to track.

BBD Phase 1c will provide a real time, online system (using CMS-ID) to research, submit, review and adjudicate PMARs. Additionally, there is a need to archive PMARs for auditability and congressional inquiry.
CMS-ID/BBD PROCESS IMPROVEMENTS

1) Online PMAR submission, review, and adjudication via managed workflows. All requests will contain request details, cutting review time and synchronizing information used in all requests.
2) PMAR archive and audit capability.
3) Online alignment change requests may be submitted from fleet activities.
4) Greater transparency of manning information and processes.
5) TAD personnel tracker.
6) ADDU billet tracker.
7) Billet Compensation Connections. Tracks funding from unfilled BA used as compensation to fill another unfunded position.
9) Humanitarian and Safety assignments.
10) Additional user roles to allow for refined capabilities: includes ISIC, Community Manager, and Activity Manning Support roles.

KEY STAKEHOLDERS

Manning Control Authorities, Type Command and BSO N1 staffs, ISICs, NPC Distribution Personnel (detailers, placement coordinators, community managers, LIMDU/Pregnancy placement personnel), and all Navy Fleet Activity Manning Managers (includes the command triad and personnel officers.)

- Note that there will be no notable change for command career counselors and active duty/FTS Sailors.

PROJECT EXECUTION

CMS-ID/BBD 1c is being executed by the Sea Warrior Program (PMW-240) under the direction of the Assistant Program Manager (APM) for Distribution. Project Management is being performed by SPAWAR Systems Center Atlantic New Orleans Office. Assistant Commander, Navy Personnel Command for Career Management (PERS-4), PERS-455, and PERS-4013 are the functional leads defining system requirements, validating system functionality, and developing an implementation plan, to include user training.
CURRENT STATUS

CMS-ID/BBD 1c development is being finalized and system capabilities are currently going through rigorous testing by PERS-455 and PERS-4013 at NPC. Updates to distribution policies and procedures are being coordinated with the Manning Control Authorities (USFF and BUPERS.)

DEPLOYMENT AND IMPLEMENTATION

System deployment is scheduled for May 2018 and will be implemented with the June 2018 CMS-ID cycle.

ADDITIONAL COMMUNICATION

Several “What’s New for You” bulletins will be provided to targeted user groups (Activity Manning Managers, Type Command and BSO N1 staffs, and ISICs) to build awareness and knowledge of new BBD capabilities in CMS-ID with directions to training products.

TRAINING

Online BBD training tutorials for specific user roles will be available in CMS-ID to provide step by step instructions for completing required tasks.

For additional information or assistance in the following areas, contact:

- CMS-ID Assistant Program Manager, 504-697-2571
- CMS-ID Project Director, 504-607-2568
- NPC PERS-455 Functional Manager, 901-874-4869
- NPC PERS-4013 Enlisted Placement Functional Owner, 901-874-4428

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