DEPARTMENT OF THE NAVY
BUREAU OF NAVAL PERSONNEL
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BUPERS INSTRUCTION 1540.41D

From: Chief of Naval Personnel

Subj: QUALIFICATION AND ASSIGNMENT OF PERSONNEL IN THE NAVAL NUCLEAR PROPULSION PROGRAM

Ref: (a) OPNAVINST C3000.5E (NOTAL)
(b) E.O. 12344
(c) NAVPERS 15560D, Naval Military Personnel Manual
(d) NAVPERS 15839I, Manual of Navy Officer Manpower and Personnel Classification, Volume 1
(e) OPNAVINST 1220.1D
(f) 42 U.S.C. §7158
(g) NAVSEA S9213-41-MAN-000/(R) Engineering Department Manual for Naval Nuclear Propulsion Plants (EDM)
(h) SECNAV M-5510.30, Department of the Navy Personnel Security Program

Encl: (1) Sample AQD Removal Letter
(2) Sample AQD Retention/Restoration Letter

1. Purpose. To issue qualification requirements and assignment policies for personnel ordered to duty in connection with supervision, operation, and maintenance of naval nuclear propulsion plants. This instruction reaffirms previously published personnel aspects of the Naval Nuclear Propulsion Program (NNPP), and states policies and practices of the Chief of Naval Personnel (CHNAVPERS) and Commander, Navy Personnel Command (NAVPERSCOM).

2. Cancellation. BUPERSINST 1540.41C.

3. Background

a. References (a) through (h) provide guidelines for the NNPP.

b. Reference (a) assigns responsibilities to operational commanders, systems commanders, and bureau chiefs, and provides further guidance for operation of nuclear powered ships. A responsibility assigned to CHNAVPERS by reference (a) is to ensure that personnel ordered to duty in connection with supervision, operation, and maintenance of naval nuclear propulsion plants are fully qualified and competent to perform such duty. To assist

CHNAVPERS in carrying out that responsibility, references (a) and (b) charge the Office of the Chief of Naval Operations (OPNAV), Director, Naval Nuclear Propulsion Program (N00N) to provide assistance and concurrence in the selection, training, qualification, and assignment of personnel who supervise, operate, or maintain naval nuclear propulsion plants.

c. Reference (c), MILPERSMAN 1520-050 and MILPERSMAN 1306-500, as agreed to by the Department of Energy, provides guidance regarding eligibility, selection, and other criteria for officer and enlisted personnel ordered into nuclear propulsion training. The referenced instructions, together with provisions herewith, establish qualification requirements for naval personnel ordered to duty in connection with the supervision, operation, and maintenance of naval nuclear propulsion plants.

4. Officer Qualification Requirements

a. General

(1) Naval officers ordered to duty in connection with the supervision, operation, and maintenance of naval nuclear propulsion plants at sea, land based nuclear prototype plants, and moored training ships must be nuclear trained and assigned appropriate additional qualification designators (AQDs) per reference (d). These designators facilitate tracking and identification of personnel that have the requisite naval nuclear propulsion training and have proficiency.

(2) All nuclear trained officers, other than the commanding officer (CO), executive officer (XO), and engineering officer (ENG) assigned to a nuclear powered submarine shall qualify as engineering officer of the watch (EOOW) and maintain watch standing proficiency.

(3) All nuclear trained officers, other than the CO, XO, reactor officer (RO), or chief engineer (CHENG) on CVN 65 assigned to a nuclear powered surface ship shall qualify as propulsion plant watch officer (PPWO) and maintain watch standing proficiency. Officers assigned to non-engineering billets who have not qualified to be ENG of a nuclear powered ship and officers assigned to engineering billets (or the reactor department on nuclear aircraft carriers (CVNs)) must maintain watch standing proficiency as EOOW/PPWO. Block 29 in the individual officer's fitness report shall reflect qualification as EOOW/PPWO and the number of months during which qualification was maintained.

b. Nuclear Trained Officers

(1) To be considered nuclear trained, officers must successfully complete 1 year of formal training as follows:

(a) Six-month academic course for officers at Naval Nuclear Power Training Command (NNPTC).

(b) Six-month operational course for officers at one of the nuclear power training units (NPTU). Waivers of the above requirements will not be allowed except as specifically recommended by CHNAVPERS and approved by OPNAV (N00N).

(2) Following completion of the 1-year formal nuclear training program described above, a nuclear trained submarine officer will normally be assigned to duty in a nuclear powered submarine. Nuclear trained surface warfare officers (SWO(N)) will normally be assigned as a division officer in a conventional surface ship for approximately 21 months. After completion of surface warfare qualification, they will enter the nuclear propulsion training program followed by a 28-month nuclear division officer tour.

(3) Return to Active Duty

(a) When previously qualified nuclear trained officers initiate requests to return to active duty and are recommended by NAVPERSCOM, Submarine Officer Distribution Branch (PERS-42), for recall as nuclear trained officers, OPNAV (N00N) will screen their records and determine whether nuclear AQDs may be restored. (Restoration will not normally be approved in cases where these officers have been away from active duty for more than 36 months.)

(b) NAVPERSCOM (PERS-42) will recall to active duty those officers approved by OPNAV (N00N) for a return to nuclear duties. Active duty must resume within 6 months of OPNAV (N00N) approval of the request. NAVPERSCOM (PERS-42) will reinstate the appropriate nuclear AQDs of those officers resuming active duty under this provision.

(c) NAVPERSCOM (PERS-42) will order officers who are recalled to active duty for nuclear duties directly to an operating nuclear powered ship for EOOW requalification. The ship chosen will not be involved in new construction, overhaul, or an extended refit during the period of the officer's requalification.

(d) Each officer will be required to re-qualify as EOOW within 6 months of reporting onboard. If an officer fails to re-qualify within these guidelines, nuclear AQDs shall be removed unless otherwise directed by OPNAV (N00N).

c. Nuclear Trained Chief Warrant Officers (CWO) and Limited Duty Officers (LDO). To be considered for assignment within the NNPP, CWOs and LDOs must meet the following requirements:

(1) Have been designated as nuclear trained (enlisted) per paragraph 6d at the time of original CWO or LDO appointment.

(2) Be nominated by CHNAVPERS and have been successfully screened by OPNAV (N00N).

d. Engineer Officer of Nuclear Powered Ships

(1) Qualification as ENG of a nuclear powered ship is a requirement in the professional development of a nuclear trained line officer. All nuclear trained officers (except nuclear trained aviators (AV(N))) must complete this qualification prior to assignment as a department head (DH) or principal assistant (PA) of a nuclear powered ship. This qualification is also a prerequisite for assignment for duty as ENG or XO of a nuclear powered submarine, or RO, reactor electrical assistant (REA), reactor training assistant (RTA), and main propulsion assistant (MPA) on CVNs or reactor control assistant (RCA) on CVN 65.

(2) Not all officers qualified as ENG will have the opportunity to serve as such.

(3) OPNAV (N00N) will examine all ENG candidates.

(4) To be eligible for examination for qualification as ENG, the officer candidate shall:

(a) Be currently qualified for duty in connection with the supervision, operation, and maintenance of naval nuclear propulsion plants.

(b) Be currently qualified as EOOW/PPWO of a naval nuclear propulsion plant.

(c) When initial assignment is a naval nuclear powered ship, officers must have served a minimum of 2 years on board as a nuclear trained officer at the time of the examination. Officers

that have completed warfare qualification prior to reporting to their first nuclear powered ship must serve a minimum of 1 year as a qualified EOOW/PPWO on board that ship.

(d) Have served at least 6 months (one patrol for SSBN or SSGN submarines) standing watch on a ship's reactor plant that is routinely critical (e.g., the reactor is not in a long-term shutdown condition such as during new construction or overhaul).

(e) Have served a minimum of 1 year as a division officer in the engineering or reactor department of a naval nuclear powered ship with no major collateral duties. For submarines, the qualifying division officer assignments are the officer assistants listed in reference (g) (i.e., MPA, electrical officer, RCA, chemistry/radiological controls assistant (CRA), and damage control assistant (DCA)). On surface ships, qualifying division officer assignments must be authorized billets, which include personnel management, material management, and training duties. Billets involving only a portion of these duties (e.g., reactor training division officer or engineering administrative assistant) are not considered qualifying assignments.

(f) Be recommended for examination for qualification as ENG by the CO of the nuclear powered ship, or NPTU in which they are currently serving. The CO shall state in his or her recommendation that the officer candidate possesses the requisite nuclear propulsion plant technical knowledge to serve as ENG, based on the CO's personal involvement in the officer candidate's preparation for the ENG examination. This recommendation, accompanied by the candidate's duty history, shall be submitted in writing to NAVPERSCOM (PERS-42), with a copy provided to OPNAV (N00N).

(5) If any of the above requirements cannot be met, a waiver may be requested from NAVPERSCOM (PERS-42). The waiver request should provide a detailed explanation of the circumstances involved and should accompany the CO's recommendation (described in 4d(1)(f)).

(6) COs of nuclear powered ships shall consider the preparation of their nuclear trained officers for qualification as ENG as one of their primary responsibilities. Officers should normally attain ENG qualification during their first engineering or reactor department assignment. In cases where officers are assigned to a second tour on a nuclear ship prior to achieving ENG

qualification, they should qualify as ENG in about 6 months after qualifying EOOW/PPWO aboard the second ship.

(7) To assist in preparing for the ENG examination, COs should have their officers participate in a type commander sponsored prospective nuclear ENG training program. This training program is to provide the officers with a location free of distractions and conducive to intensive study. Practice written and oral examinations should be included as part of the training. This training program shall not serve as a substitute for the CO's personal involvement in the officer's preparations for the examination or displace, based on completion of the program, the need for the CO's evaluation of the officer's readiness.

(8) Until nuclear trained officers complete qualification as ENG, NAVPERSCOM (PERS-42) will normally detail these officers to billets where they will be involved in the supervision, operation, and maintenance of a naval nuclear propulsion plant.

e. ROs of Nuclear Powered Surface Ships. Normally, all prospective ROs must satisfactorily complete a course of instruction as specified and conducted by OPNAV (N00N) prior to reporting to their first tour as RO.

f. XOs of Nuclear Powered Ships. All prospective XOs (PXOs), except for PXOs of CVNs, must have qualified as ENG of a nuclear powered submarine prior to being assigned as XO of a nuclear powered submarine. Normally, PXOs of CVNs must satisfactorily complete a course of instruction as specified and conducted by OPNAV (N00N) prior to reporting to their first XO tour of a CVN.

g. COs of Nuclear Powered Ships

(1) Prospective COs (PCOs) of all nuclear powered submarines shall have served as XO of a nuclear powered submarine.

(2) PCOs of CVNs shall have served as XO of a CVN.

(3) PCOs of all nuclear powered ships must satisfactorily complete a course of instruction as specified and conducted by OPNAV (N00N) prior to reporting to their first command of a nuclear powered ship.

(4) Officers ordered to a subsequent nuclear command tour shall normally attend a refresher course conducted by OPNAV (N00N)

if they have not previously commanded a ship with the same design reactor plant as that installed on their subsequent command.

(5) All pre-command prospective submarine squadron deputies must satisfactorily complete a course of instruction as specified and conducted by OPNAV (N00N) prior to reporting to their assignment.

h. Other Senior Nuclear Officer Assignments

(1) All prospective CVN ROs, CVN 65 ENGs, and the Aviation Type Commander (TYCOM) Mobile Training Team (MTT) Officers in Charge (OICs) in Norfolk and San Diego must satisfactorily complete a course of instruction as specified and conducted by OPNAV (N00N).

(2) All prospective OICs of moored training ships (MTS) must satisfactorily complete a course of instruction as specified and conducted by OPNAV (N00N) prior to reporting to their OIC assignment.

5. Enlisted Personnel Qualification Requirements. To be considered as nuclear trained, enlisted personnel must meet the following requirements:

a. Successfully complete 1 year of formal training as follows:

(1) Six-month academic course for enlisted personnel at NNPTC.

(2) Six-month operational course for enlisted personnel at one of the NPTUs.

b. Be assigned a currently effective Navy Enlisted Classification (NEC) code for a submarine (335X or 336X series) or surface ship (338X or 339X series) nuclear propulsion plant operator or supervisor as defined in reference (e).

6. Designation

a. Nuclear Trained Officers. Upon successful completion of the formal course of instruction described in subparagraph 4b(1), officers will be assigned AQDs specified in reference (d). In addition, names of all officers who are currently designated qualified for duty in connection with supervision, operation, and maintenance of naval nuclear propulsion plants will be placed on an

up-to-date list maintained by CHNAVPERS in cooperation with OPNAV (N00N). This list will be used to periodically verify the AQDs assigned to nuclear trained officers. Only officers whose names appear on this list may be ordered to nuclear duty.

b. Nuclear Trained Engineer Officers. Upon successful completion of the examination requirements for qualification as ENG outlined in subparagraph 4d, officers will be assigned the AQD specified in reference (d). In addition, names of all officers who are currently designated qualified for duty as ENG or RO of a naval nuclear propulsion plant or ship will be placed on an up-to-date list maintained by CHNAVPERS in cooperation with OPNAV (N00N). This list shall be used to periodically verify the AQDs assigned to nuclear trained officers. Only officers whose names appear on this list may be ordered to duty as ENG or RO of a nuclear powered ship.

c. Nuclear Trained CWOs and LDOs

(1) Upon screening by OPNAV (N00N), nuclear trained CWOs and LDOs shall be assigned the AQDs from reference (d) as specified by OPNAV (N00N). These officers shall then be eligible to serve in billets designated for the associated codes.

(2) In cases where a CWO or LDO is assigned to an OPNAV (N00N) activity, NAVPERSCOM (PERS-42) will ensure a letter is placed in the individual's record. This letter will explain the unique circumstances of this tour outside of the normal CWO/LDO career path, and that it should not adversely affect the suitability for promotion of the officer.

d. Nuclear Trained Enlisted Personnel. The assignment of NECs for nuclear trained enlisted personnel is generally covered in paragraph 5. Changes to these classification codes, including removal, shall be processed per reference (e). OPNAV, Nuclear Propulsion Program Manager (N133), shall exercise "by direction" authority for CHNAVPERS in the assignment, removal and change of nuclear NECs following published directives. Assignment of special NECs is covered in the following subparagraphs:

(1) Engineering Laboratory Technician (ELT). To be designated as an ELT (NECs 3356, 3366, 3386, or 3396), nuclear trained enlisted personnel must, in addition to the 1-year course, successfully complete a formal 13-week course of instruction given at one of the NPTUs. Those ordered into this course of instruction are from the mechanical rating group.

(2) Submarine Nuclear Propulsion Plant Operator-Welder. To be designated as a submarine nuclear propulsion plant operator-welder (NEC 3351), nuclear trained enlisted personnel must, in addition to the 1-year course, successfully complete a formal 10-week course of instruction given at the Navy Stainless Steel Welding School in Groton, CT. Those ordered into this course of instruction are from the mechanical rating group.

(3) Special Categories. Two special category nuclear propulsion plant operator NECs (3359 and 3389) identify nuclear trained personnel who are assigned to billets not associated with the supervision, operation, and maintenance of naval nuclear propulsion plants. Personnel assigned to non-nuclear billets on nuclear powered ships are included in this category. CHNAVPERS will assign these special classification codes to submarine (NEC 335X/336X series) or surface ship (NEC 338X/339X series) nuclear propulsion plant operators of all rating groups when they are assigned to non-nuclear billets. An individual assigned one of these special category NECs shall not be used in connection with supervision, operation, or maintenance of a naval nuclear propulsion plant without prior approval by CHNAVPERS.

e. Acquisition Corps (AC). Nuclear trained officers selected to the AC do not require removal of nuclear AQDs, as nuclear trained acquisition professionals are still assignable to nuclear billets.

f. Subspecialty Codes. CHNAVPERS will supervise assignment of nuclear propulsion operations subspecialty codes. The following guidance will be followed:

(1) The 5203P subspecialty code will be assigned to NNPP officers upon successful completion of the Prospective Nuclear Engineer Officer (PNEO) examination. OPNAV (N00N) will provide a list of officers passing the PNEO examination to NAVPERSCOM (PERS-42).

(2) Successful completion of any two of the following tours qualifies NNPP officers for consideration as a proven subspecialist (Subspecialty Suffix-Q):

(a) CO, XO, ENG, RO, or PA of a nuclear ship

(b) Nuclear Propulsion Examining Board (NPEB)

(c) Radiological Controls (RADCON) Officer of a nuclear capable tender or shore-based support facility

(d) OPNAV (N00N) staff

(e) NNPTC or NPTU instructor

(f) Squadron Material Officer

(g) Force Nuclear Power or RADCON Officer

(h) OIC Nautilus Museum or MTS

(i) XO MTS

(j) RCA or Station Officer (CVN 65 only)

(k) NPTU Plant Performance Evaluation Activity (PPEA) or NPTU Plant XO

7. Assignment to Duty

a. All assignments of nuclear officers shall be made exclusively by NAVPERSCOM (PERS-42).

b. Advance Notification of Intent to Order Officers. NAVPERSCOM (PERS-42) will obtain the concurrence of OPNAV (N00N) prior to issuing orders to move an officer to or from the following billets designated for nuclear trained officers and billets supporting the NNPP:

(1) COs (or OICs), XOs, ENGs, ROs, AROs, and PAs of nuclear powered ships.

(2) Submarine department head and division officer assignments.

(3) Radiological controls officers of nuclear capable tenders or shore-based support facilities.

(4) All nuclear trained officers on nuclear propulsion training activity staffs.

(5) Senior TYCOM representative and the deputy shipyard commander at nuclear capable shipyards.

(6) All nuclear trained officers assigned to the staffs of submarine group and squadron commanders as chiefs of staff, chief staff officers (when filled by a COSS/XOSS officer), deputy commanders, and material/ENG.

(7) All nuclear trained officers assigned to the staffs of US Fleet Forces Command or Commander, US Pacific Fleet, as members of the NPEB.

(8) All officers assigned as an aviation TYCOM Assistant chief of staff for Nuclear Propulsion (N9), Aviation TYCOM mobile training team OIC in Norfolk or San Diego, and Aviation Force Radiological Controls Officer.

(9) All officers assigned to duty with Naval Reactors.

(10) Officers assigned as the Submarine Force Nuclear Power Officer, Theater Nuclear Power Officer, Submarine Force Radiological Controls Officer, or TYCOM Material Officer (COMSUBPAC).

(11) COs of Naval submarine support commands (NSSC), submarine tenders (AS), regional support groups (RSG), and shipyards that perform or support nuclear work.

(12) All officers assigned to the Nautilus Museum.

(13) The Nuclear Propulsion Program Manager (DCNO N133) and all officers assigned to the staff of the program manager.

(14) Submarine squadron commanders.

(15) Branch Head for Ocean Systems and Nuclear Matters (OPNAV N311).

(16) All officers assigned to VIRGINIA class new construction increment A.

(17) Naval Service Training Command (NSTC) Nuclear Propulsion Program Coordinator (NSTC OD1).

(18) United States Naval Academy Senior Community Representative for Nuclear Propulsion.

(19) Commander, Naval Recruiting Command Nuclear Programs Officer.

(20) Executive Staff Director, National Nuclear Security Administration.

(21) Director, Undersea Medicine and Radiation Health (BUMED 21).

(22) Deputy Commander, Joint Base Charleston.

c. Notification of Intent to Order Officers. NAVPERSCOM (PERS-42) will provide the records of officers to OPNAV (N00N) prior to issuing orders to officers to the following billets:

(1) Naval aviators proposed for nuclear training.

(2) CVN ENGs.

(3) Officers without prior nuclear propulsion program experience proposed for assignment to duty at OPNAV (N00N).

(4) Aviation TYCOM Propulsion Engineer (N43).

(5) Radiation Health Officers assigned to CVNs.

d. Rotating division officers onboard a nuclear powered ship does not require PERS-42 concurrence.

e. Advance Notification of Intent to Order Enlisted Personnel. NAVPERSCOM, Nuclear Power/Submarine Assignment Branch (PERS-403) will obtain the concurrence of OPNAV (N00N) prior to issuing orders to enlisted personnel to instructor duty in the nuclear propulsion training pipeline.

f. Transfer of Nuclear Trained Officers to Restricted Line. CHNAVPERS will inform OPNAV (N00N) before forwarding names of nuclear trained officers to selection boards that may result in a change of designator. CHNAVPERS will inform OPNAV (N00N) before approving the contingent resignation of nuclear trained officers that may result in a change of designator.

(1) Nuclear trained Officers will not generally be made available to change designators until they have completed a DH/PA tour.

(2) For nuclear trained surface and submarine officers exercising their engineering duty (ED) option, the following applies:

(a) Submarine officers executing their ED option may redesignate upon completing their DH tour. Conversion to the engineering duty officer (EDO) community will be at the option of the EDO community manager and the candidate. Officers may elect to remain within the submarine community throughout their entire career at no penalty.

(b) SWO(N) officers may apply to change their designator to 1440 and retain their nuclear AQDs. SWO(N)s who apply for redesignation to 1440 will be using their nuclear training and operational experience as nuclear trained engineering duty officers (EDO(N)), both afloat and ashore, in support of the CVN and nuclear maintenance infrastructure. These officers will be assigned per the approved EDO(N) career path leading to assignment as CVN RO. Officers who apply for redesignation under this program are governed by normal lateral transfer and redesignation procedures contained in reference (c), MILPERSMAN 1212-010, and the following additional rules:

1. Must complete initial EDO qualification in a nuclear capable public or private shipyard.

2. Must complete a tour as a CVN PA.

3. Must maintain proficiency as described in paragraph 7h below.

g. Transfer of Nuclear Trained Officers within the Naval Nuclear Propulsion Program. CHNAVPERS, with concurrence of OPNAV (N00N), may transfer officers between communities of the NNPP without board action.

h. Maintenance of Proficiency of Nuclear Trained Officer and Enlisted Personnel

(1) Subsequent to initial designation as a nuclear trained officer or enlisted person as defined above, such personnel must maintain high standards of operational proficiency and personal integrity and have a sound understanding of the principles of reactor plant theory and operations. Maintenance of this level of theoretical and operational proficiency and reliability is required for retention of their designation as being nuclear trained in an effective status. Inspections by operational commanders, periodic examinations by technical personnel representing OPNAV (N00N), and shipboard continuing training programs are all employed to help maintain and monitor the required operational proficiency.

(2) CHNAVPERS, with the advice of OPNAV (N00N), will preemptively screen records of personnel that were previously designated as nuclear trained, who reenter the Navy after a period of broken service to determine eligibility for assignments involving the supervision, operation, or maintenance of naval nuclear propulsion plants.

(3) CHNAVPERS, with the advice of OPNAV (N00N), will preemptively screen records and suitability of the assignment of nuclear trained enlisted personnel to billets that do not involve the supervision, operation, and maintenance of naval nuclear propulsion plants. Assignments to these types of billets will typically be less than 3 years, and would require a waiver from OPNAV (N00N) prior to personnel exceeding that time.

(4) Professional performance, qualification achieved, time away from operational reactor plant duty, and other factors will be considered when determining personnel eligibility for reassignment to nuclear duty. Personnel found eligible may be given a specific period of time, subsequent to reporting to a nuclear billet, in which to demonstrate achievement of the required level of proficiency commensurate to their rank or rate and rating.

(5) The statement "qualified for supervision, operation, and maintenance of naval nuclear propulsion plants" in the individual's most recent permanent change of station orders certifies that officers and enlisted personnel are eligible for assignment to duty in connection with supervision, operation, and maintenance of naval nuclear propulsion plants. In those cases where a specific period of time for re-qualification is required, it will either be stated in the orders or in an official letter to the CO.

(6) Personnel determined as not eligible for return to a nuclear billet will have their nuclear NECs or AQDs removed.

i. Removal of Nuclear NECs or Nuclear AQDs

(1) Personnel who do not maintain their proficiency as a nuclear trained operator or who, for other valid reasons, are no longer considered suitable for assignment to duty involving supervision, operation, and maintenance of a naval nuclear propulsion plant will have their nuclear NECs or AQDs removed. Those whose NECs or AQDs have been removed, or are pending removal, shall not be assigned to duty in connection with supervision, operation, and maintenance of naval nuclear propulsion plants.

(2) Recommendations for removal of nuclear NECs should be submitted in accordance with reference (e).

(3) When nuclear NECs or AQDs are removed because of an integrity related issue, the CO will take appropriate action in accordance with exhibit 10A of reference (h) to address required actions associated with the individual's security clearance.(4) Removal of nuclear NECs or AQDs, except for normal separation (expiration of active obligated service, resignation, retirement), will be effected by CHNAVPERS with the concurrence of OPNAV (N00N). Removal of nuclear AQDs does not preclude assignment to a non-nuclear billet within the surface or submarine forces as the needs of the Navy dictate.

(5) In all cases, the final disposition of NECs and AQDs and the effective date of removal are at the discretion of OPNAV (N00N) as set forth in references (b) and (f).

(6) Examples of situations that shall result in the removal of nuclear AQDs include:

(a) Nuclear trained officers detached for cause (DFC) will have their nuclear AQDs removed upon approval of their DFC. Their AQDs will be suspended while the DFC request is being processed. If the DFC is approved, the date of AQD removal will normally be that of the original suspension. If the DFC is not approved, the officer may retain their nuclear AQDs with no loss in continuity after review by OPNAV (N133) and concurrence by OPNAV (N00N).

(b) Officers refusing orders to any nuclear billet, CO, XO (including SWO XO-Special Mission (XO-SM), XO (Afloat), XO (Ashore), or CO-Special Mission (CO-SM) billets), or DH/PA will have their nuclear AQDs removed upon their refusal.

(c) Submarine officers who refuse orders to major command once the slating process has commenced will have their nuclear AQDs removed upon their refusal.

(d) Nuclear trained officers requesting early termination of their nuclear assignment will have their nuclear AQDs removed upon approval of their request for early termination.

(e) Nuclear trained officers failing final screening for CO, XO, or DH/PA will have their nuclear AQDs removed on the first day of the fiscal year following the screening board.

(f) XOSS and COSS officers will maintain their nuclear AQDs until the first day of the fiscal year of their 15th and 21st year of commissioned service (YCS), respectively, or have been out of a nuclear billet for 3 years, whichever occurs first.

(g) Those SWO(N) and EDO(N) officers who successfully serve as ARO will maintain their nuclear AQDs until the first day of the fiscal year of their 21st YCS, or have been out of a nuclear billet for 3 years, whichever occurs later.

(h) Officers who screen CO-SM, but do not serve ARO, will maintain their nuclear AQDs until they reach 21 YCS, or have been out of a qualifying nuclear billet for 5 years, whichever occurs first.

(i) Officers who twice fail to select (2 X FOS) for promotion, NAVPERSCOM (PERS-42) will review their records and recommend retention or permanent removal of the officers' nuclear AQDs and forward this recommendation to OPNAV (N00N) for final resolution. If the determination is made to remove an officer's nuclear AQDs, the removal will be effected the first day of the fiscal year following the board, or if the officer is in a nuclear billet, upon detachment from the nuclear billet, whichever is later. This requirement does not apply to ARO served or serving officers.

(j) Submarine officers out of a nuclear billet for greater than 3 years (not applicable to afloat commander command served officers) will have their nuclear AQDs removed on the first day of the month after exceeding 3 years out of a nuclear billet, unless specifically waived by OPNAV (N00N).

(k) Nuclear trained surface warfare officers out of a nuclear billet for greater than 5 years (not applicable to SWO(N)s who are CO (Afloat) screened under the legacy commander command career path and all commander command served or serving officers) will have their nuclear AQDs removed on the first day of the month after exceeding 5 years out of a nuclear billet, unless specifically waived by OPNAV (N00N).

(l) Nuclear trained aviators out of a nuclear billet for greater than 5 years (not applicable to aviators who have completed a CVN XO assignment) will have their nuclear AQDs removed on the first day of the month after exceeding 5 years out of a nuclear billet, unless specifically waived by OPNAV (N00N).

(m) EDO(N)s out of a nuclear billet for greater than 4 years (not applicable to EDO(N)s that have completed an RO tour) will have their nuclear AQDs removed on the first day of the month after exceeding 4 years out of a nuclear billet, unless specifically waived by OPNAV (N00N).

(n) Nuclear trained officers who are medically disqualified from nuclear field duty will have their nuclear AQDs removed by NAVPERSCOM (PERS-42) on the date of final medical disqualification, with the concurrence of OPNAV (N00N).

(o) Nuclear trained officers who are selected for lateral transfer, or for a program resulting in a change of designator to the restricted line or staff corps, including the Law Education Program (LEP) and Permanent Military Professor (PMP) Program, shall have their nuclear AQDs removed upon detachment from their last assigned nuclear duty or date of selection or Senate confirmation (if applicable), whichever is later. Date of selection is normally regarded as the date of a NAVADMIN or naval message announcing the selection board results. SWO(N)s converting to EDO(N), as described in paragraph 7e, retain their AQDs.

(p) Nuclear trained officers who fail to qualify as ENG shall have their nuclear AQDs removed, normally upon completion of their tour at that command. At the option of the CO, the officer may continue to stand watch as EOOW/PPWO and EDO and may continue to serve as a nuclear division officer. If circumstances warrant, the CO will be directed by NAVPERSCOM (PERS-42) to immediately terminate the officer's propulsion plant involvement.

(q) Officers who fail to complete a training pipeline (e.g., DH, PXO, PCO), precluding their follow-on assignment, will have their AQDs removed, effective the date of disenrollment from training.

(r) Officers who fail to qualify "submarines" or "surface warfare".

(7) Examples of situations that warrant further consideration and review for removal of AQDs include:

(a) Personal or performance related issues. Commands will inform NAVPERSCOM (PERS-42) in a timely manner when any officer with a nuclear AQD, or accepted for nuclear training, has a significant personal performance or disciplinary issue (e.g. detached from command for non-performance of duty, is being

considered for non-judicial punishment (NJP), is suspended or decertified from the Personnel Reliability Program (PRP), has a security clearance suspended or removed (other than as a routine administrative action), or is implicated in significant civil criminal activity).

(b) If formal DFC processing is in progress, NAVPERSCOM (PERS-42) will temporarily suspend the officer's nuclear AQDs. The effective date of suspension will normally be that on which the officer was removed from duties in connection with the supervision, operation, and maintenance of naval nuclear propulsion plants. If formal DFC is not upheld by the chain of command, NAVPERSCOM (PERS-42) will inform OPNAV (N00N) before issuing permanent change of station (PCS) orders to the officer in question. In such cases, NAVPERSCOM (PERS-42) will review the officer's record for possible restoration or permanent removal of the officer's nuclear AQDs and forward this recommendation to OPNAV (N00N) for final disposition.

(c) In the event of performance related issues that may result in NJP or significant civil action, but not in DFC, NAVPERSCOM (PERS-42) will make a recommendation to OPNAV (N00N) regarding retention or suspension of the officer's nuclear AQDs. If AQDs were suspended, following completion of the NJP proceeding or civil action, NAVPERSCOM (PERS-42) will review the officer's record for possible restoration or permanent removal of the officer's nuclear AQDs and forward this recommendation to OPNAV (N00N) for final disposition. The effective date of AQD suspension/removal will normally be the date the officer was removed from duties in connection with supervision, operation and maintenance of naval nuclear propulsion plants.

(d) In the cases where AQD suspension or removal is being considered, commands shall make a recommendation on AQD retention or removal to OPNAV (N00N) via NAVPERSCOM (PERS-42) using the guidelines of paragraph (7) above.

(8) Recommendations for removal of nuclear AQDs should be submitted by letter to NAVPERSCOM (PERS-42), via chain of command, with copies to OPNAV (N00N) and OPNAV (N133) for information. Enclosure (1) provides a sample AQD removal letter. The recommendation letter should reference this instruction; it should not refer to any other correspondence concerning additional administrative actions being taken in the case of the subject officer; and it should contain the following information in four paragraphs:

(a) A recommendation that the officer concerned be removed from the NNPP and his or her AQDs for that duty be removed according to the provisions of this instruction.

(b) A brief statement of the reason for removal of AQDs (e.g., unreliability, inability to qualify EOOW/PPWO).

(c) A detailed justification for the reason stated. This paragraph should include the steps taken to evaluate and assist the officer in completing or maintaining qualification; a statement as to whether or not the officer has performed his or her duties to the extent of his or her ability, and if not, what corrective measures have been taken. In cases involving unreliability, a description of the specific circumstances which resulted in the determination should be included. All pending and approved punitive actions taken against the officer should be included.

(d) A statement that the officer has been removed from all duty involving the supervision, operation, and maintenance of naval nuclear propulsion plants, and the date this action was taken.

(9) Recommendations for retention or restoration of nuclear officer AQDs shall be submitted by letter to NAVPERSCOM (PERS-42), via the chain of command, with copies to OPNAV (N00N) and OPNAV (N133) for information. Enclosure (2) provides a sample AQD retention/restoration letter. The recommendation letter should reference this instruction; and it should contain the following information in four paragraphs:

(a) A recommendation that the officer concerned be retained in the NNPP and his or her AQDs for that duty be retained or restored according to the provisions of this instruction.

(b) A brief statement of the reason for retention or restoration of AQDs (e.g., NJP dismissal, completion of outlined corrective actions).

(c) A detailed justification for the reason stated. This paragraph should include the steps taken to evaluate and assist the officer in completing or maintaining qualification; a statement as to whether or not the officer has performed his or her duties to the extent of their ability. In cases involving unreliability, a description of the specific reasons why the CO

feels this officer can overcome previous concerns. All pending and approved punitive actions taken against the officer should be included.

(d) A positive statement that the officer will remain an asset to the NNPP.

(10) NAVPERSCOM (PERS-42) will periodically screen the records of nuclear trained officers and, with the concurrence of OPNAV (N00N), remove nuclear AQDs in compliance with this instruction. Final adjudication of nuclear AQDs is at the discretion of the Director, NNPP in accordance with references (b) and (f).

(11) Those officers removed from the NNPP will be notified in writing by NAVPERSCOM (PERS-42), setting forth the circumstances for such action.

8. Action. Addressees will ensure that personnel assigned to duty in connection with supervision, operation, and maintenance of naval nuclear propulsion plants are qualified following the requirements contained in this instruction. Should cases arise where personnel ordered to such duty by NAVPERSCOM, Career Management Department (PERS-4), are not qualified, the circumstances should be brought immediately to the attention of CHNAVPERS.

9. Records Management. Records created as a result of this instruction, regardless of media or format, shall be managed per Secretary of the Navy Manual M-5210.1 of November 2007.

C. A. COVELL
Rear Admiral, U.S. Navy
Deputy Chief of Naval Personnel

Distribution:
Electronic only, via BUPERS Web site
http://www.npc.navy.mil/

Sample AQD Removal Letter

1540
Ser/###
DD Mmm YY

From: Commanding Officer, USS SUBMARINE (SSN 799)
To: Commander, Navy Personnel Command (PERS-42)
Via: (1) Commander, Submarine Group ZERO
(2) Commander, Submarine Squadron ZERO

Subj: RECOMMENDATION FOR REMOVAL OF NUCLEAR ADDITIONAL QUALIFICATION DESIGNATORS ICO RANK FIRST MIDDLE LAST, USN, 1120

Ref: (a) BUPERSINST 1540.41D

1. Recommend removal of RANK First M. Last from the Naval Nuclear Propulsion Program and that his/her nuclear additional qualification designator(s) (AQD) for that duty be removed according to the provisions of reference (a).

2. This recommendation is made as a result of cause (e.g., unreliability, inability to qualify EOOW/PPWO).

3. A detailed justification for the reason stated. This paragraph should include the steps taken to evaluate and assist the officer in completing or maintaining qualification; a statement as to whether or not the officer has performed his or her duties to the extent of his or her ability, and if not, what corrective measures have been taken. In cases involving unreliability, a description of the specific circumstances which resulted in the determination should be included. All pending and approved punitive actions taken against the officer should be included.

4. RANK Last has been removed from all duties involving the supervision, operation, and maintenance of naval nuclear propulsion plants as of DD Month YYYY.

C. O. CAPTAIN

Copy to:
OPNAV N00N
OPNAV N133

Sample AQD Retention/Restoration Letter

1540
Ser/###
DD Mmm YY

From: Commanding Officer, USS SUBMARINE (SSN 799)
To: Commander, Navy Personnel Command (PERS-42)
Via: (1) Commander, Submarine Group ZERO
(2) Commander, Submarine Squadron ZERO

Subj: RECOMMENDATION FOR RETENTION/RESTORATION OF NUCLEAR ADDITIONAL QUALIFICATION DESIGNATOR(S) ICO RANK FIRST MIDDLE LAST, USN, 1120

Ref: (a) BUPERSINST 1540.41D

1. Recommend retention/restoration of RANK First M. Last in the Naval Nuclear Propulsion Program and that his/her nuclear additional qualification designator(s) for that duty be retained/restored according to the provisions of reference (a).

2. This recommendation is made as a result of cause (e.g., NJP dismissal, completion of outlined corrective actions).

3. A detailed justification of this recommendation. This paragraph should include the steps taken to evaluate and assist the officer in completing or maintaining qualification; a statement as to whether or not the officer has performed his or her duties to the extent of his or her ability. In cases involving unreliability, a description of the specific reasons why the CO feels this officer can overcome previous concerns. All pending and approved punitive actions taken against the officer should be included.

4. RANK Last remains an asset to the Naval Nuclear Propulsion Program and should be retained/restored for duty involving the supervision, operation, and maintenance of naval nuclear propulsion plants.

C. O. CAPTAIN

Copy to:
OPNAV N00N
OPNAV N133