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The Officer Data Card

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INTRODUCTION

THE OFFICER DATA CARD

1. Definition and Purpose. One of the reports produced from the active duty naval officer automated record at the Chief of Naval Personnel is the Officer Data Card (ODC), NAVPERS 1301/51 (11-86). The ODC provides up-to-date data to be considered for detailing, selection boards, etc. It is imperative that information shown on the ODC is accurate, current and complete. Therefore, it is essential that the individual be given the opportunity to verify the information shown on the ODC. Correction procedures and an explanation of the items entered on the ODC are presented herein. Appendices are included which contain detailed information on foreign language, ship and station codes, service schools, and education.

2. Schedule for ODC Review: Per NAVADMIN 238/01, ODCs are no longer mailed annually. The ODC (which is prepared for active duty officers only) is now available for review online at www.bol.navy.mil.

3. Verification and Correction Procedures. Upon receipt, the officer shall review the ODC for accuracy and take the following action as necessary:

a. The numbered items prefixed by the letter "D" in the EXPLANATION OF ODC ITEMS beginning on page 3 must be changed locally by entries on the Officer Personnel Diary of the activity. See PAYPERSMAN (NAVSO-3050), Part 9, Chapter 6, for detailed instructions. Corrections to Item 25 (DEPENDENTS) and Item 47 (Academic Profile Code) should be directed to the addressees shown in the explanations for those items. Corrections to Item 92 (SECURITY) should be submitted in accordance with BUPERSINST 1301.2 series as corrections to the command's Officer Distribution Control Report (ODCR).

b. The remaining items which are considered in error, or have been omitted, should be circled in red. Corrections should be limited to transactions that occurred prior to the date in Item 106. Corrections should be noted on the ODC Change Form (reverse side) by entering the item number and correct data. Any required substantiating documents should be submitted with the ODC Change Form. If the ODC Change Form is inadequate for the number of changes requested, the officer shall check the ADDITIONAL INFORMATION block and follow the same format on a separate sheet of paper headed by grade, name, SSN, and designator. Upon completion of the verification, sign, date, and return the ODC only if corrections are required, to NSIPS Help Desk at the following: nsipshelpdesk@navy.mil Toll free (877) 589-5992. Commercial (504)697-5442/DSN 647. It is recommended that a copy be made of the verified ODC, along with corrections, and filed in service record for future reference. If no corrections are necessary, the ODC should remain in the Officer Service Record (NAVPERS 1070/66) with a signed notation by the officer that it has been verified as correct.

4. All items contained on the ODC are listed in the following pages with relevant comments and/or definitions. If items are expressed in codes rather than the direct-read form, the code definitions or appropriate references are furnished.

EXPLANATION OF ODC ITEMS

Item 1. SOCIAL SECURITY NUMBER: Correction of an officer's SSN reflected in error in automated records only (ODC and Officer Distribution Control Report (ODCR)) must be reported by official correspondence to NSIPS Help Desk at the following: Nsipshelpdesk@navy.mil or Toll Free (877) 589-5991, commercial at (504697-5442/DSN 647. Changes to SSNs as reflected in officer service records require that official correspondence be sent via chain of command according to MILPERSCOM 1000-60.

Item 2. NAME: Complete name up to a maximum of 27 characters. For correction procedures, refer to MILPERSMAN 1000-130. Correction of name in automated records only (i.e., ODC and ODCR) must be reported by official correspondence via chain of command according to MILPERSMAN 1000-30.

Item 3. SEX: One-character alphabetic code to identify an officer as male (M) or female (F). Direct inquiries to
Item 4. DESIG (Designator of Officer): Refer to Volume I of this manual for Officer DESIG codes. Direct inquiries to the appropriate assignment desk. COMNAVPERSCOM (PERS 831) (Active) and (PERS 911) (Reserve)

Item 5. GRADE: An abbreviation of the officer's present grade. Refer to Volume I of this manual (NAVPERS 15839I).

Item 6. YRG (Year Group): A two-digit code which in general indicates the fiscal year in which first commissioned. For officers selected above zone or below zone for promotion, the year group assigned is, in general, the same as that of their precedence contemporaries. A year group isn't listed for warrant officers. Direct inquiries to COMNAVPERSCOM (PERS-831).

Item 7. PRECEDENCE NUMBER: (Includes Precedence Group Code and Precedence Number)

1. Precedence Group Code: A one-letter code prefixed to the Precedence Number indicating an officer's promotion group and the public law which governs promotion.

Code	Definition	Code	Definition
L	Active Duty List Officer	R	Retired Officers on Active Duty
N	USN Warrant Officers	T	FTS/Reserve (including Warrant Officer (FTS)
P	USNR Warrant Officers	Z	Temporary Active Duty Officer

2. Precedence Number: An eight-digit number assigned to an officer to indicate position on the Active-Duty List of the Navy. Precedence numbers are verified on a continuing basis within the Bureau of Naval Personnel and should not be considered in error in complying with correction procedures contained herein. However, if your precedence in respect to other officers who were formerly junior or senior to you appears to be in error, inquiry addressed to COMNAVPERSCOM (PERS-831) is invited.

Item 8. BIRTH DATE: Two-digit month, two-digit day, and last two digits of year of birth. This item is not to be corrected under the provisions of this manual. Refer to MILPERSMAN 1000-120 for correction procedures. Example: 053080 (May 30, l980).

Item 9. PLSD (Promotion List Service Date): Last two digits of year, two-digit month, and two-digit day, which reflects total promotion credit awarded Medical/Dental Corps officers below the rank of captain. For officers accessed after 14 September 1981, the PLSD is not computed nor is it a criterion for promotion eligibility. Direct inquiries to COMNAVPERSCOM (PERS-831).

Item 10. PREVIOUS MILITARY SERVICE: Active service in any armed force prior to acceptance of appointment as an officer in the Navy. Service that is not creditable towards active duty or retirement, such as Naval Academy or NROTC midshipman, is not included as prior service. Active service in the National Guard is included provided the National Guard was part of the Federal Service at the time service was performed. If a NAVPERS 1070/26 has been issued subsequent to the date of the ODC, it is not necessary to submit the ODC to correct this item. Direct inquiries concerning this item to COMNAVPERSCOM (PERS-8353). (PERS 911-reserve) (See NOTE below).

Block 1: A maximum of four codes identifying up to four types of active service branches in the order served and last two digits of calendar year of officer's earliest previous active military service.

Code	Definition
A	Prior Active Army Commissioned Service
B	Prior Active Air Force Commissioned Service
C	Prior Active Coast Guard Commissioned Service
D	Prior Active Marine Corps Commissioned Service
E	Prior Active National Guard Commissioned Service
F	Prior Active Foreign Commissioned Service
G	Prior Other Active Commissioned Service
N	Prior Active Navy Enlisted Service
P	Prior Active Army Enlisted Service
Q	Prior Active Air Force Enlisted Service
R	Prior Active Coast Guard Enlisted Service
S	Prior Active Marine Corps Enlisted Service
T	Prior Active National Guard Enlisted Service
U	Prior Active Foreign Enlisted Service
V	Prior Other Active Enlisted Service

Block 2: Total number of months active service in branch (es) (except Foreign Service). Includes service as a warrant officer (except service as a warrant or commissioned naval officer).

Block 3: The highest grade or rate held in the indicated branch(es) (maximum of 4 characters).

Item 11. SS (Submarine): Two-digit month and last two digits of year that officer qualified as a submarine officer. Direct inquiries to COMNAVPERSCOM (PERS-421E)

Item 12. HTA (Heavier-than-air): Two-digit month and last two digits of year that officer was designated a naval aviator (HTA). Direct inquiries to COMNAVPERSCOM (PERS-4320).

Item 13. NFO (Naval Flight Officer): Two-digit month and last two digits of year that officer was designated a Naval Flight Officer. Former Naval Aviation Observers who are now Naval Flight Officers will have the date designated NAO in this block. Direct inquiries to COMNAVPERSCOM (PERS-4320).

Item 14. PRD (Projected Rotation Date): Two-digit month and last two digits of year in which the rotation of the officer is planned by the grade assignment desk (your detailer). This date should not be considered in error in complying with the instructions contained herein; questions pertaining to Projected Rotation Date should be addressed to the appropriate assignment desk by separate correspondence.

Item 15. ELC/D (Estimated Loss Code/Date): Estimated date (two-digit month and last two digits of year) that the officer will be a loss to active naval officer strength. The date is preceded by a one-letter code to indicate the reason for the loss. This item is usually blank for USN officers. Codes apply to USN and/or USNR as indicated. Inquiries should be directed to the individual assignment desk COMNAVPERSCOM (PERS-834) Sep/Ret

Code	Definition

A	Active Duty Agreement Expiration Date (USNR)
B	Resignation Approved (USN-USNR)
F	Retirement, Statutory (USN-USNR)
G	Retirement Deferred (Involuntary deferral policy) (USN-USNR)
H	Retirement Deferred (Tour policy) (USN-USNR)
I	Indefinite Release Date (No obligated service) (USNR)
J	Extended because of pregnancy of wife (USN-USNR)
K	Mandatory Discharge/RAD/Reversion (USN-USNR)
L	Estimated Loss (USN-USNR)
M	Professional Draftees RAD (USNR)
N	Resignation Deferred (Involuntary deferral policy) (USN-USNR)
O	Resignation Deferred (Tour policy) (USN-USNR)
P	Pending Loss Date (USN-USNR)
Q	Retirement/Discharge Deferred - Continuation Board
R	RAD Date (USNR)
T	Temporary Active Duty (USNR)
U	Retired, Returned to Active Duty (USN-USNR)
V	Retirement, Voluntary (Not deferred) (USN-USNR)
W	Resignation Received, Approval Pending (USN-USNR)
X	Involuntary Active Duty (USNR)
Z	RAD Indefinite (Obligated Service - USNR)

Item 16. PEBD (Pay Entry Base Date): Two-digit month, two-digit day, and last two digits of year computed to represent the date when all creditable service for pay purposes (37 U.S. Code 205) would have begun if it were continuous to the present. It incorporates all creditable service in any of the uniformed services of the U. S., active and inactive, commissioned and enlisted. Example: 010706 (January 7, 2006). Direct inquiries to COMNAVPERSCOM (PERS-8353, Active). (PERS-911 Reserve) **(See NOTE below.)**

Item 17. SD (Service Date): Pertains only to permanent male USN captains, commanders, and lieutenant commanders (less limited duty officers) who were promoted to current grade by a selection board convened under the Officer Personnel Act (FY-82 boards and earlier). Last two digits of the base fiscal year from which total commissioned service is computed in determining involuntary retirement. Will indicate 00 (or blank) for all others. Direct inquiries to COMNAVPERSCOM (PERS-8353).

Item 18. ER (Eligible to Retire): Last two digits of fiscal year in which an officer will first be eligible to voluntarily retire contingent on the type of appointment. Direct inquiries to COMNAVPERSCOM (PERS-8353). **(See NOTE below.)**

Item 19. ACBD (Active Commission Base Date): Two-digit month, two-digit day, and last two digits of year computed to represent the date when all creditable active commissioned service in any of the U.S. Armed Services and their Reserve components would have begun if it were continuous to the present. Example: 081807 (August 18, 2007). Direct inquiries to COMNAVPERSCOM (PERS-8353). (See NOTE below.)

Item 20. ADSD (Active Duty Service Date): Two-digit month, two-digit day, and last two digits of year computed to represent the date when all active duty (enlisted, warrant, and commissioned) in any of the U. S. Armed Services and their Reserve components would have begun if it were continuous to the present. Direct inquiries to COMNAVPERSCOM (PERS-822). **(See NOTE below.)**

Example: LCDR Doe entered the Navy January 1, 1996. He was released to inactive duty on December 31, 2003. On January 1, 2006 he re-entered the Navy and has been on active duty to the present. His ADSD would be 010198 (January 1, 1998).

Item 21. CURR GAIN (Current Gain): Two-digit month, two-digit day, and last two digits of year officer was gained for current tour of active duty. This is a constructive date which includes any authorized travel time and period of physical examination enroute. Direct inquiries to NSIPS HELP DESK at the following:

NSIPSHELPDESK@NAVY.MIL OR TOLL FREE: (877) 589-5991; COMMERCIAL (504) 697-5442/DSN 647.

Item 22. PSD (Professional Service Date): Two-digit month, two-digit day, and last two digits of year computed to measure total naval active duty performed as a doctor or dentist. Example: 101506 (October 15, 2006). Direct inquiries to COMNAVPERSCOM (PERS-8353). **(See NOTE below.)**

Item 23. MSR-I (Minimum Service Required - Initial): The date (last two digits of year and two-digit month) an officer's initial minimum service obligation expires. It is determined by taking into account such things as commissioning source and special training (flight training, Nuclear Power School, etc.). Completion of Navy-sponsored educational programs does not affect MSR calculations. This data element is used within COMNAVPERSCOM (PERS-23) for retention analysis and may not reflect the actual minimum service requirement. Direct inquiries concerning this item to the individual assignment desk (your detailer).

NOTE: If a NAVPERS 1070/26 has been issued subsequent to the date of the ODC, it is not necessary to submit the ODC to correct this item.

Item 24. SOURCE CODE: Two three-digit codes indicating:

First code: Program under which officer qualified for original appointment.

Second code: Program under which officer qualified for current appointment.

Third Digit of Original Source Code	Third Digit of Current Source Code
0 - No significance	0 - No significance
1 - From active enlisted status	1 - From enlisted status
	2 - From Temporary Disability Retired List (TDRL)
3 - From inactive enlisted status	
4 - Officer Sea and Air Mariner (OSAM)	4 - Officer Sea and Air Mariner (OSAM)
	5 - Involuntary Recall

01	01	Naval Academy
02	02	Merchant Marine Officer Candidate
03	03	Aviation Officer Candidate (Pilot Training)
04	04	NROTC Regular
05	05	NROTC Contract Student
06	06	Officer Candidate School (OCS)
07	07	Reserve Officer Candidate (ROC)
08	08	Naval Aviation Cadet/V-5 (WWII Program)
09	09	Nurse Corps Officer Candidate
10	10	Direct appointment ALIEN
11	11	Direct appointment as ensign: Prospective Medical, Dental, Chaplain, Judge Advocate General's or Medical Service Corps Officer
12	12	Commissioned directly from Military Academy (USA)
13	13	Commissioned directly from Air Force Academy (USAF)
14	14	Direct appointment from Merchant Marine
15	15	Direct appointment, other
16	16	From commissioned status USA
17	17	From commissioned status USMC
18	18	From commissioned status USCG

19	19	From commissioned status USAF
20	20	From commissioned status USPHS (United States Public Health Service)
21	21	USN Integration Program (enlisted to ENS or LTJG)
22	22	USN Limited Duty Officer (LDO) (from enlisted)
23	23	USN Limited Duty Officer (LDO-T) (from enlisted)
24	24	USN Warrant Officer Program (from enlisted)
25	25	USN Temporary Officer (USN-T) (from enlisted)
26	26	Baccalaureate Commission
27	27	Graduates of Navy Enlisted Scientific Educational Program (NESEP) (System Eng.) Course "A", upon commissioning from the officer candidate program
28	28	MSC from enlisted by Public Law 337, 80th Congress
29	29	Graduates of NESEP (Science Eng.) Course "B", upon commissioning from the officer candidate program
30	30	USNR MSC, OCS full course
31	31	Aviation Midshipman (Programs prior to 1-1-53)
32	32	Aeronautical Maintenance Duty Officer Candidate (152X)
33	33	Naval Aviation Officer Candidate - Air Intelligence (163X)
34	34	V-11 (WWII Program)
35	35	V-12 (WWII Program)
36	36	NROTC, Prior to Public Law 729, 79th Congress
37	37	ENS and LTJG Probationary
38	38	Naval Flight Officer Candidate (137X)
40	40	Appointed ensign USNR from OCAN (Officer Candidate Airman)
	41	Recall from Retired (other than those recalled from temporary disability retired list)
	42	Recall from Inactive Reserve (previously served on active duty)
	43	Adjustments by Public Law 84, 83rd Congress; Public Law 497, 84th Congress; or Public Law 773, 83rd Congress Medical/Dental/Chaplain/Medical Service Corps grade and service for pay purposes) (Constructive Service Adjustment)
	44	Direct appointment with prior broken service
	51	Augment Reserve or Temporary officer to Regular by Public Law 347, 79th Congress; Public Law 308, 84th Congress; or Public Law 861, 85th Congress, from active duty
	52	Augment Reserve to Regular by Public Law 347, 79th Congress or Public Law 308, 84th Congress, from inactive duty
	53	Augment Reserve to Regular by Public Law 365, 80th Congress, from active duty (Medical and Dental Augments)
	54	Augment Reserve to Regular by Public Law 365, 80th Congress from inactive duty (Medical and Dental)
	55	Naval Aviation Cadet Transfer Program
59	59	NEDEP (Navy Enlisted Dietetic Education Program)
	60	USN MSC, Public Law 337, 80th Congress
	61	Appointment to USN-T, from warrant
	62	Appointment to LDO or LDO-T from warrant
	63	Appointment to LDO or LDO-T from USN-T
	64	Integration Program from warrant
	65	Warrant reverted from LDO
	66	Warrant reverted from LDO-T
	67	Warrant reverted from USN-T
	68	Superseding appointment, prospective staff corps officer trainee; reappointed to Medical, Dental, Chaplain, Nurse Corps from active to active duty

	69	Superseding appointment, prospective staff corps officer trainee; reappointed to Medical, Dental, or Chaplain Corps from inactive to active duty
	70	Superseding appointment, Reserve to Reserve Inactive
	71	Reappointment, Regular to Reserve
	72	Reappointment, Regular to Regular
	73	Reappointment, Reserve to Reserve
	74	Transfer Reserve to regular prior to 18 April 1946 (Public Law 347)
75	75	Transfer Reserve to Regular by Public Law 381/399
	76	Transfer USN to USNR (active to active)
	77	Transfer USNR to USNR (active to active)
	78	Transfer USNR to USNR (inactive to active)
79	79	NENEP (Navy Enlisted Nurse Education Program)
80	80	Aviation Reserve Officer Candidate (AVROC)
81	81	USNR warrant officer (from inactive reserve enlisted)
82	82	USNR warrant officer (from active USNR enlisted)

NOTE: Direct inquiries to COMNAVPERSCOM (PERS-831).

Item 25. DEPENDENTS: Blocks one and two reflect data obtained from the Defense and Accounting Service - Cleveland (DFAS-CL). Corrections should be reported by separate correspondence with a "scannable" copy of Dependency Application/Record of Emergency Data (NAVPERS 1070/602) to the Defense Finance and Accounting Service-Cleveland (DFAS-CL) in accordance with instructions contained in paragraph 90434, PAYPERSMAN (NAVSO P-3050). Data in blocks three through six are collocation data.

Block 1: The officer's primary dependents code
Block 2: The officer's secondary dependents code
Block 3: Collocation identifier
Block 4: Collocation date of arrival (Dependents on Station (DOS) date)
Block 5: Number of dependents residing in sponsors household
Block 6: Number of dependents on station overseas

1. Primary Dependency: Primary dependent is defined as any person who bears to a member of the uniformed services of the following relationships:

a. Lawful spouse

b. An unmarried child (including any of the following categories of children if such child is in fact dependent on the member: a stepchild, an adopted child, or an illegitimate child whose alleged member-father has been judicially decreed to be the father of the child or judicially ordered to contribute to the child's support or whose parentage has been admitted in writing by the member) who either:

(1) is under 21 years of age; or

(2) is incapable of self-support because of a mental or physical incapacity and is in fact dependent on the member for over one-half of the officer's support.

Code	Definition	Code	Definition
0	No dependents	A	1 child or ward
1	Spouse, no child	B	2 children or wards
2	Spouse & 1 child or ward	C	3 children or wards
3	Spouse & 2 children or wards	D	4 children or wards
4	Spouse & 3 children or wards	E	5 children or wards
5	Spouse & 4 children or wards	F	6 children or wards
6	Spouse & 5 children or wards	G	7 children or wards
7	Spouse & 6 children or wards	H	8 or more children or wards

8	Spouse & 7 children or wards	K	Military Spouse
9	Spouse & 8 or more children or wards	S	Military Spouse 1 child
		T	Military Spouse 2 children
		U	Military Spouse 3 children
		V	Military Spouse 4 children
		W	Military Spouse 5 children
		X	Military Spouse 6 children
		Y	Military Spouse 7 children
		Z	Military Spouse 8 or more children

2. Secondary Dependency: Indicates parental dependency for over one-half support. Includes a stepparent or parent by adoption, and any person, including a former stepparent, who has stood in loco parentis to the member at any time for a continuous period of at least 5 years before the member became 21 years of age.

Code	Definition
0	No secondary dependents
J	1 dependent parent
S	2 dependent parents
Y*	2 parents and 1 parent-in-law
Z*	2 parents and 2 parent-in-laws

*Loco parents and parent-in-laws are also coded as parents

3. Family Co-location Identifier. A one-character code which broadly identifies family members of an active duty sponsor. These broad definitions identify dependents who may be residing with the officer at the current duty station. Definitions and code structures are as follows:

Definition	Code
Spouse	A
Spouse and children	B
Children	C
Spouse, children and other family members	D
Spouse and other family members	E
Children and other family members	F
Other family members	G
None	Y

4. Co-location - Date of Arrival: A four-digit date (YYMM) (last two digits of year and two position month) indicating date of arrival of officer family members arrived at the overseas station.

EXAMPLE: 9512 (YYMM Format) - Dec 1995

5. Number Family Members Residing In Sponsors Household: This is a one position alpha/numeric character which defines the total number of authorized family members residing at the same current duty station and local address as the active duty sponsor. CO-LOCATED (for overseas commands this total will represent both Command sponsored and non-command sponsored dependents) with the officer at their current duty station and who reside at the same local address as the member and as reflected on the officer's page two in the service record. Definitions and codes are as follows:

Definition	Code
Spouse	1
Spouse and children	2-9
Children	1-9

Spouse, children and other family members	3-9
Spouse and other family members	2-9
Children and other family members	2-9
Other family members	1-9
None	Y

6. Number Command Sponsored Dependents On Station Overseas: A one-digit code that identifies the number of command-sponsored dependents On Station Overseas (DOS) who reside with their sponsor at the current overseas duty station. The definitions and code are as follows:

Definition	Code
Spouse	0-1
Spouse and children	0-9
Children	0-9
Spouse, children and other family members	0-9
Spouse and other family members	0-9
Children and other family members	0-9
None	Y

Item 26. ACD (Aviation Commission Date): A two-digit month, two-digit day, and two- digit year which identifies a constructed date applicable to all aviation commissioned officers. It may be thought of as the "actual commission date" on which the individual accepted commission or, more technically, took the oath of office. This will be the starting point from which an officer's Phase II (18 years) status will begin and end. Direct inquiries to COMNAVPERSCOM (PERS-432O).

Item 27. ASED (Aviation Service Entry Date): A two-digit month, two-digit day, and two- digit year which applies only to aviation officers and indicates the beginning of an officer's aviation career. It is used to measure Phase I years of aviation service. This is the date when the officer first reported to the activity having aircraft in which basic flight training was received. Direct inquiries to COMNAVPERSCOM (PERS-432O).

Item 28. MOF (Months of Operational Flying): This is the total number of months that an aviator has acquired operational flying during his/her aviation service that counts toward the 12 years and 18 year gate. Direct inquiries to COMNAVPERSCOM (PERS-432O).

Item 29. MTG (Months to Gate): This is the number of months remaining before the officer reaches the next gate. It is calculated using the date of the ODC and the ASED. For example, an officer at the 12 year gate has had 144 months to acquire 72 months of operational flying. If that officer's MTG (Month to Gate) indicated 60 and the MFR (Months of Operational Flying Required) indicated 48, the ODC would be reporting that the officer has 60 months remaining before the 12 year gate and that there are 48 months of operational flying required to maintain maximum ACIP (Aviation Career Incentive Pay) after reaching that gate. Direct inquiries to COMNAVPERSCOM (PERS-432O).

Item 30. MFR (Months of Operational Flying Required): This is the number of months of operational flying which the officer still requires in order to meet the next gate (12 or 18 years). Direct inquiries to COMNAVPERSCOM (PERS-432O).

Item 31. AG (Aviation Gate): This entry will be either 12 or 18, indicating the next gate toward which the officer is heading. It is based on the ASED (Aviation Service Entry Date). Direct inquiries to COMNAVPERSCOM (PERS-432O).

Item 32. ASI (Aviation Status Indicator): A one-character code which indicates an aviation officer's aviation career incentive pay (ACIP) entitlement status. Direct inquiries to COMNAVPERSCOM (PERS-432O).

A Continuous ACIP (0 to 12 years) - An aeronautically designated officer with an ASED prior to 3 Oct

79 or an aeronautically designated officer whose ASED is 3 Oct 79 through 2 Oct 85 who had completed at least 72 MOF before 2 Oct 91.

B Continuous ACIP (12 to 18 years) – An aeronautically designated officer with 12 to 18 years of aviation service who has met all criteria for code A and has completed at least 72 MOF prior to 12 years of aviation service.

C Conditional ACIP (12 to 18 years) – An aeronautically designated officer with 12 to 18 years of aviation service who has not performed the required MOF outlined for codes B or T.

NOTE: To be entitled to receive ACIP this officer must: (1) meet Department of Defense (DOD) Pay Manual flying requirements of 4 hours per month and (2) be under DIFOPS orders and (3) be in an operational flying billet (billet designator ending in 1 or 2.)

D Continuous ACIP (18 to 25 years) - An aeronautically designated officer with 18 to 25 years of aviation service who has met all criteria for code B and subsequently completed 132 MOF prior to 18 years of aviation service.

E Continuous ACIP (18 to 22 years) – An aeronautically designated officer with 18 to 22 years of aviation service who has met all criteria for code B and subsequently completed at least 108, but less than 132 MOF, prior to 18 years of aviation service.

F Conditional ACIP (over 18 years) – An aeronautically designated officer with 18 to 22 years of aviation service who has met all criteria of code B, but did not complete at least 108 MOF prior to 18 years of aviation service. (NOTE: Under code C applies here).

G Conditional ACIP (over 22 years) - An aeronautically designated officer who has met all criteria of code E and has reached 22 years of aviation service. (NOTE: Under code C applies here).

H ACIP Terminated - An aeronautically designated officer who has been promoted to the paygrade of O7 or above and has reached 25 years of aviation service.

I Conditional ACIP (over 25 years) - An aeronautically designated officer who has met all criteria of code D and has reached 25 years of aviation service. (NOTE: Under code C applies here).

J Conditional ACIP – Aeromedical officers. These officers have completed a course of study in aerospace medicine and are entitled to conditional ACIP only. (Note: Under code C applies here).

K ACIP Termination - An aeronautically designated officer who has had flight status temporarily terminated due to medical incapacitation.

L ACIP Termination - A previously aeronautically designated officer who has had flight status permanently terminated through attrition, VOLTERM, or Naval Aviator Evaluation Board.

M ACIP Terminated - An aeronautically designated officer who has had flight status permanently terminated due to medical incapacitation.

N Continuous ACIP (0 to 12 years) - An aeronautically designated officer or aviation student with ASED on or after 1 Oct 85 with less than 12 years of aviation service.

O Continuous ACIP (12 to 18 years) - An aeronautically designated officer with 12 to 18 years of aviation service who has met all criteria for code N and has completed at least 96 MOF prior to 12 years of aviation service.

P Continuous ACIP (18 to 25 years) - An aeronautically designated officer with 18 to 25 years of aviation service who has met all criteria for code O or T and completed 144 MOF prior to 18 years of aviation service.

Q Continuous ACIP (18 to 22 years) - An aeronautically designated officer with 18 to 22 years of aviation service who has met all criteria for code O or T and completed at least 120, but less than 144 MOF, prior to 18 years of aviation service.

R Continuous ACIP (0 to 12 years) - An aeronautically designated officer with ASED prior to 1 Oct 85 who had less than 72 MOF as of 1 Oct 91.

S Continuous ACIP (12 to 18 years) - An aeronautically designated officer with 12 to 15 years of aviation service who has met all criteria for code R and completed 72 MOF prior to 12 years of aviation service.

T Continuous ACIP (12 to 18 years) - An aeronautically designated officer with 15 to 18 years of aviation service who has met all criteria for code S and completed 108 MOF prior to 15 years of aviation service.

Item 33. ABI (Aviation Billet Indicator): This is a one-character code which indicates an officer's present operational flying status. Direct inquires to COMNAVPERSCOM (PERS-432O).

Code	Definition
A	Operational flying billet. This officer was ordered in DIFOPS status and the MOF counter is being incremented monthly for gate purposes.
C*	Proficiency flying. This officer was ordered to duty involving proficiency flying (DIFPRO). The MOF counter is not being incremented. (No longer used. Retained herein for historical purposes.)
0	This ABI is used for all aviation officers not ordered to DIFOPS or DIFPRO. The MOF counter is not being incremented.
(blank)	Current flying status under review or officer has acquired over 18 years aviation service.

Item 34. PAD (Primary Aeronautical Designator): A one-digit code used to classify aviation officer personnel. Direct inquiries to COMNAVPERSCOM (PERS-432O).

Code	Definition	Code	Definition
1	Naval Aviator (HTA)	A	Naval Aviator (Medical Officer)
3	Naval Flight Officer	S	Naval Aviation Observer (Flight Surgeon)
4	Technical Observer	M	Naval Technical Aviation Observer (Aviation Physiologist, Aviation Psychologist)
5	Naval Flight Meteorologist		
7	Student Naval Flight Officer		
8	Aviation Ground Officer		
9	Student Aviator		

Item 34a. G (Service Group): A one-digit code indicating a naval aviator's flying status as determined by physical qualifications. Reflects any or no flying restrictions. Direct inquiries to COMNAVPERSCOM (PERS-432O).

Code	Definition
1	Group I - Pilots who meet the physical standards for Service Group I (unlimited flight duties).
2	Group II - Pilots who meet the physical standards for Service Group II; and pilots of Service Group I, who temporarily meet only the physical standards for Service Group II.

Code Definition

NOTE: Pilots of Service Group II are restricted from carrier operations except in helicopters.

3 Group III - Pilots who meet the physical standards of Service Group III but are not physically qualified for the other service groups; and pilots of Service Group I or II who temporarily meet only the physical standards for Service Group III.

(1) Normally operate only aircraft equipped with dual controls and are accompanied on all flights by a pilot of Service Group I or II qualified in model aircraft operated.
(2) With the approval of the Deputy Chief of Naval Operations (Air Warfare), pilots in Service Group III who meet the physical standards for Service Group I or II may solo such aircraft as is commensurate with physical and service qualifications of each pilot.
(3) Pilots in this group are authorized to maintain a standard instrument card provided all other requirements are met.

9 Naval Aviators who are not in Service Group I, II, or III who have retained their 131X designation.

Item 35. ASI EFF DATE (Aviation Status Indicator Effective Date): The effective date of change to member's

entitlement status indicator to Aviation Career Incentive Pay (ACIP) in six-digit date (YYMMDD). Direct inquires to COMNAVPERSCOM (PERS-432O)

Item 36. PROMOTION HISTORY: Two-digit month, two-digit day, and last two digits of year that an officer was first appointed to the indicated grade. For temporary or spot promotions see Items 38 and 39. Asterisks in any grade indicate that the officer has never held that grade. The FLAG block contains the date of rank of the current flag grade held. The W-2 block contains the date of rank for the warrant officer grade currently held. Direct inquiries to COMNAVPERSCOM (PERS-831).

Item 37. PROM (Promotion Status): One letter followed by the last digit of the fiscal year in which this action occurred. Letter "S" indicates selection to the next higher grade; "L" indicates CWO selected for LDO. This item is blank for officers not in a selected for promotion status. Direct inquiries to COMNAVPERSCOM (PERS-831).

Item 38. SPOT (SPOT Grade): An abbreviation of the officer's SPOT grade (SECNAVINST 1421.3F refers). Any other type of temporary promotion not affecting an officer's position on the active-duty list of the Navy will be reflected here. If such temporary grade is not held currently, this block will be blank even if such temporary grade has been held in the past. Direct inquiries to COMNAVPERSCOM (PERS-831).

Item 39. SPOT DOR (SPOT Date of Rank): Two-digit month, two-digit day, and last two digits of year of the officer's date of rank in a spot or other temporary grade. See Item 38.

Item 40. PRM GR (Permanent Grade): An abbreviation of the officer's permanent grade. In the case of permanent warrant officers this will indicate the permanent warrant officer grade presently held. Direct inquiries to COMNAVPERSCOM (PERS-831).

Item 41. NCD (Nuclear Commission Date): A six-digit date (month, day, and year) equal to the first day an individual served on active duty as an officer. Direct inquiries to COMNAVPERSCOM (PERS-421D) by separate official correspondence.

Item 42. NSCD (Nuclear Service Control Date): A six-digit date (month, day, and year) associated with the NSI (Nuclear Status Indicator). See Item 43. The NSCD date represents the effective date of the NSI. Prospective dates are reflected by zeros in the day portion of the field. Direct inquiries to COMNAVPERSCOM (PERS-421D) by separate official correspondence.

Item 43. NSI (Nuclear Status Indicator): A single alpha code that indicates the officer's entitlement to Nuclear Officer Incentive Pay (NOIP). Direct inquiries to COMNAVPERSCOM (PERS-421D) by separate official correspondence.

	NSI	NSCD
K	An officer receiving the nuclear continuation bonus who has not completed the associated three-year period of obligated service.	Date of commencement of the three-year period for which the officer was paid the bonus.
L	An officer receiving the nuclear continuation bonus who has not completed the associated five-year period of obligated service.	Date of commencement of the five-year period for which the officer was paid the bonus.
N	An officer receiving the nuclear continuation bonus who has not completed the associated four-year period of obligated service.	Date of commencement of the four-year period for which the officer was paid the bonus.

P	Officer beyond minimum service requirement, as extended for nuclear training, entitled to annual bonus.	Date officer last became entitled to bonus.
T	LDO/Warrant Officer entitled to annual bonus (i.e., serving in a qualifying billet (see NOTE)).	Date officer last became entitled to annual bonus.
U	LDO/Warrant Officer not entitled to annual bonus (i.e., not serving in a qualifying billet (see NOTE)).	Date officer was last in a qualifying billet (see NOTE).
V	Officer no longer qualified for NOIP.	Date officer was last qualified for NOIP.
W	Nuclear qualified officer who has not completed minimum service requirement as extended for nuclear training, and is not receiving nuclear continuation bonus.	Date of minimum service requirement as extended for nuclear training.

NOTE: Qualifying billets are defined in SECNAVINST 7220.65 series.

Item 44. SSED (Submarine Service Entry Date): A six-digit date (YYMMDD) associated with the first day officer reported for submarine training. Direct inquiries to COMNAVPERSCOM (PERS-421D).

Item 45. SSI (Submarine Status Indicator): A single alpha code an officer is assigned to reflect current CONSUBPAY status. Direct inquiries to COMNAVPERSCOM (PERS421-D).

SSI	Definition
A	A submarine designated officer who is eligible to draw CONSUBPAY but has not reached 12 year gate.
B	A submarine designated officer who is between 12 and 18 year gates and has a minimum of 72 months creditable submarine service.
C	A submarine designated officer who has passed 18 year gate and has a minimum of 120 months of creditable submarine service. This officer is entitled to be paid CONSUBPAY to 26 years commissioned service.
D	A submarine designated officer who has passed 18 year gate and has a minimum of 96 months of creditable submarine service. This officer is entitled to be paid CONSUBPAY to 22 years of commissioned service.
R	A submarine designated officer not entitled to CONSUBPAY, but is entitled to operational submarine pay.
V	A submarine officer not entitled to submarine pay regardless of situation.

Item 46. SSCD (Submarine Service Control Date): A six-digit date (YYMMDD) associated with date submarine service indicator (SSI) was last changed. Direct inquires to COMNAVPERSCOM (PERS-421D).

Item 47. APC (Academic Profile Code): A three-digit code assigned to an officer on the basis of transcripts filed in transcripts. Codes and definitions follow:

The first digit indicates overall academic performance based on a recalculated* GPA from all previous college transcripts. The first digit is derived from the following table:

Code	**QPR Range**

0	3.60 - 4.00
1	3.20 - 3.59
2	2.60 - 3.19
3	2.20 - 2.59
4	1.90 - 2.19
5	0.00 - 1.89

*Failures and repeated courses are included in the Quality Point Rating (QPR) calculation.

The second digit represents mathematical background according to the following criteria:

Code	**Meaning**
0	Math Major/Minor, Quantitative Economics Degree with B or better average; math taken less than or equal to 7 years ago. (Math Major or strong Math Minor)
1	Lower Level, Upper Level, Linear Algebra with GPA of at least a 3.5; math taken less than or equal to 5 years ago.
2	Lower Level, Upper Level with average between C+ and B+; math taken less than or equal to 5 years ago. No Linear Algebra.
3	Lower Level Calculus Sequence with a C or better; or if math taken greater than 5 years ago.
4	Calculus for Business/Social Sciences with a C or better. 1 Lower Level Calculus Course with at least a C-. 2 pre-Calculus courses with a B+ or better.
5	At least one pre-Calculus course with C- or better grade.
6	No pertinent college-level math with a grade of C- or better.

*All math courses from Calculus through post-Calculus are considered when evaluating the transcripts for the second digit. A minimum Calculus sequence is Calculus I and II

The third digit represents previous course coverage in science and technical fields according to the following criteria:

Code	**Meaning**
0	Significant pertinent upper-division technical courses with B+ or greater average.
1	Significant pertinent upper-division technical courses average between C+ and B.
2	Complete calculus-based sequence with B+ or better average.
3	Complete calculus-based physics sequence with average between C+ and B.
4	At least one calculus-based physics course with C or better grade.
5	No pertinent technical courses.

A first digit code of 0, 1, 2, or 3 (as appropriate) will be assigned only if transcripts provided exhibit at least 100 semester- hours or 150 quarter-hours of actual graded classroom instruction. Grades of Pass/Fail, Credit/No Credit will not count toward the 100/150 hour requirement.

A technical code of 1 or 0 ordinarily is assigned only to an officer whose undergraduate major was Physics, Aeronautical, Electrical, Mechanical, or Naval Engineering, or whose undergraduate technical major is consistent with the officer's designated occupational specialty. General Engineering degrees and Engineering Technology degrees are specifically excluded from this list of engineering degrees.

NOTE: This item may be blank for officers in year groups prior to 1969, or for officers that have completed graduate education.

Inquiries concerning this item should be directed to the Director of Admissions-Official Transcripts, Naval Postgraduate School , 1 University Circle Ne-019, Monterey, CA 93943-5100.

Item 48. AOCP/EXT (Aviation Officer Continuation Pay/Years Extension): A six-digit date (YYMMDD) of the AOCP start date and a single digit to represent the number of years of obligated service based on the member's contract. Example: 8502016 - Officer's AOCP began 01 Feb 85 and will expire 31 Jan 91. Direct inquires to COMNAVPERSCOM (PERS-432O).

Items 49/50 NA

Item 51. DESIGNATOR HISTORY: The first DATE block contains the two-digit month and last two digits of year in which the designator in the following DESIG block was lost. The next blocks contain the same information for the previous designator. If designator has never changed, no entry will appear. Direct inquiries to COMNAVPERSCOM (PERS-333/4811) or to individual assignment desk.

Item 52. SERVICE SCHOOLS: Maximum of seven officer service schools attended as an officer. The schools are listed in chronological order with the most recent first. When more than seven schools have been completed, the least significant school is deleted. Generally team, refresher, indoctrination, orientation, and Fleet courses are not recorded. APPENDIX C lists the courses recorded and the period for which graduates of each course are recorded. No other courses should be reported on the ODC verification. If an officer attended a course prior to the date listed in APPENDIX C, that course will not be recorded in this item. The month and year of completion and the duration of the course in weeks are given. Duration is shown as "CC" if a correspondence course has been recorded. Duration is shown as "OO" for Navy officer faculty members who, by virtue of their work as instructors and by the study, have attained knowledge equivalent to that required of a student for graduation. Changes to this item require listing the title of course, location of the school, completion date, and course duration and substantiation by a diploma or certificate of satisfactory completion. Direct inquiries to NSIPS HELP DESK at the following: NSIPSHELPDESK@NAVY.MIL OR TOLL FREE: (877) 589-5991; COMMERCIAL (504) 697-5442/DSN 647.

Item 53. SERVICE COLLEGE BANK: Selection for Junior Service College or selection for Senior Service College can be reflected here.

YR EL (Year Eligible): A two-position code which represents the last digit of the range of fiscal years during which a selectee is eligible to attend a service college.

BRD SEL (Board Selected): A one-position code which represents the fiscal year in which the officer is selected.

COLL (Service College): For Restricted Line and Staff (Less Supply Corps) only, a two-position alpha-numeric code which represents the Service College for which selected. Codes and definitions are as follows:

Junior Service College Code	Definition
NC	Naval War College (Command/Staff)
MC	USMC (Command/Staff)
SC	Armed Forces Staff College
(blank)	Unrestricted Line/Supply Corps

Senior Service College Code	Definition
NW	Naval War College (Warfare)
IC	ICAF
NA	National War College
(blank)	Unrestricted Line/Supply Corps

STATUS: A one-position code indicating whether an officer was selected as principal or alternate.

Code	Definition
P	Principal
A	Alternate
(blank)	Not selected

Inquiries concerning this item should be directed to COMNAVPERSCOM (PERS-440).

Items 54-61. FORMAL EDUCATION: (Less than high school diploma through doctoral level of education is recorded on the ODC. Codes and abbreviations used in these items are interpreted in APPENDIX D.) In the case of degree programs, and if substantiated by academic transcripts, education is recorded in five major fields of study. Changes to these items should indicate "1" for corrections to the upper line, and "2" through "5" for each additional line to be corrected. The name(s) of institution(s) appear in Item 54. The two digits in Item 55 indicate the calendar year of college completion or last attendance. Item 56 indicates the duration in months for Navy-sponsored postgraduate courses; this item is blank for all other education. Item 57 contains codes identifying certain Navy-sponsored specialized programs:

Code	Definition
A	Immediate Graduate Education Program (IGEP) (phased-out with 1976 graduates, phased –in again in 2001)
B	Junior Line Officer Advanced Educational Program (BURKE PROGRAM)
C	College Degree Program (CDP)
D	DC Intern
E	Navy Enlisted Scientific Educational Program (NESEP) (Phased-out with 1982 graduates)
F	Graduate Education Voucher (GEV)
G	Advanced Education Program (AEP) (phased-out with 1996 graduates)
L	Law Education Program (LEP)
N	Navy-sponsored graduate or advanced courses (NPS and associated programs to include NPS sponsored civilian institutions)
S	Scholarship Program (scholarships, fellowships, and grants)
V	Voluntary Graduate Education Program (VGEP)
Z	CNO Scholars Program (Phased-out with 1979 graduates)
(blank)	All other programs

Item 58 indicates the level of education. The major field of study and the academic requirements for selected professions must be known for the level of education to be meaningful. Terms such as "Master" and "Doctor" used in degree titles are not reliable indicators of level (e.g., Juris Doctor is the first professional law degree (BACH/1PRO) and the Master of Law the second (MASTER)). Consult APPENDIX D for educational levels and detailed information on standards and procedures.

Item 59 is where the major field of study appears.

Item 60 is where specializations within major fields of study appear when applicable.

Item 61 is where a "Y" appears if an officer has degrees and/or a minimum of 18 postgraduate credits in more than five major fields. A "Y" is also used to validate information reflected in Item 58 when levels shown appear to be of a conflicting nature. Direct inquiries to COMNAVPERSCOM (PERS-45E).

Items 62-65. LANGUAGE PROFICIENCY: Proficiency in two foreign languages can be shown in these items. Extra blocks intentionally left blank as they are reserved for future use. A three-character language code, proficiency level code, and evaluation method code are shown for each functional skill area. See APPENDIX A for interpretation of the language codes and the criteria for the proficiency levels. Direct inquiries to

COMNAVPERSCOM (PERS-327) and/or Navy Foreign Language Office OPNAV N13. The functional skill area codes, language proficiency level codes, U. S. government inter-agency roundtable (ILR) skill levels, and evaluation method codes are as follows:

Functional Skill Area

Code	Definition
L	Listening
S	Speaking
R	Reading
W	Writing

Language Proficiency Level

The Proficiency Level codes are two position codes given n each of the four functional skill areas described above. The corresponding U.S. government inter-agency language roundtable (ILR) skill levels are also provided.

Code	Definition	ILR Skill Level
00	No proficiency	N/A
06	Memorized Proficiency	0+
10	Elementary Proficiency	1
16	Elementary Proficiency, Plus	1+
20	Limited Working Proficiency	2
26	Limited Working Proficiency, Plus	2+
30	General Professional Proficiency	3
36	General Professional Proficiency, Plus	3+
40	Advanced Professional Proficiency	4
46	Advanced Professional Proficiency, Plus	4+
50	Functionally Native Proficiency	5

If the Defense Language Proficiency Test (DLPT) has been administered, the test year will appear in Item 64.

Language Evaluation Method

Navy codes used to identify the method of certifying foreign language proficiency and the corresponding DoD language proficiency source codes from DoDI 1336.05. See OPNAVINST 5200.37 for policy governing foreign language testing and interviewing.

Navy Code	Evaluation Method	DoD Language Proficiency Source (Code)
0	None	Self-reported (B)
1	DoD Standardized Test	Formally assessed (A)
2	Self-Appraisal	Self-reported (B)
3	Interview (Formal Oral Proficiency Interview)	Formally assessed (A)

A "Y" appears in Item 65 (EY) if an officer has proficiency in more than two foreign languages.

NOTE: Report of foreign language proficiency should be in accordance with APPENDIX A.

Items 66-68. SUBSPECIALTY 1, 2, and 3: A five-character code indicating an officer's field or discipline of advanced education, functional training, or significant experience. This code, when applied to billets, denotes the requirement for an officer with the advanced education, functional training, or significant experience needed to

properly perform the duties of the billet. Refer to Volume I of this manual for detailed discussion of these codes. Basically, however, the first two positions indicate the career field, the next two positions indicate the education or skill area and the fifth position indicates the level of education or skill (i.e., proven subspecialist, master's degree, experience, etc.). Refer to OPNAVINST 1000.16 series and Volume I of this manual for qualifying criteria and Subspecialty Codes as applied to officers and billets. The officer's primary subspecialty should appear in Item 66 followed by secondary subspecialties in Items 67 and 68. Inquiries concerning the assignment of Subspecialty Codes should be addressed as discussed in MILPERSMAN 1214-010.

Item s 69, 70, 71. Intentionally left blank.

Item 72. ADDIT/SPEC QUAL (Additional and Special Qualifications): The codes and abbreviated titles appearing in this item identify Additional Qualification Designations (AQDs) which must be certified by competent authority. Volume I of this manual contains AQD codes and complete titles. The last two digits of the year an AQD was earned also appear. The year earned is not shown for AQDs which were converted automatically from the old SQ/SD system. The constant "99" is shown in such cases. An asterisk (*) is used to identify an officer's primary AQD or warfare specialty. Direct inquiries to individual assignment desk (your detailer).

D-Item 73. PRIMARY DUTY: A maximum 14-position title generated by the Billet Sequence Code (BSC) as shown on the OPNAV 1000/2 (Manpower Authorization). Assignment of BSC 99990 (for excess officers) results in "NOT DEFINED" being reflected in Item 73. Corrections to this item must be made by Officer Personnel Diary entry with the correct Billet Sequence Code as displayed in the Officer Distribution Control Report (ODCR) which is based on the OPNAV 1000/2 (Manpower Authorization). Changes to Billet Titles and/or NOBCs shown on the ODCR must be submitted to the Chief of Naval Operations in accordance with OPNAVINST 1000.16 series.

Item 74. COLLATERAL DUTY: Intentionally left blank.

D-Item 75. ACC (Accounting Category Code): Three-digit codes indicating the accounting category in which officers are carried in active-duty accounts. (see BUPERSINST 1301.40B).

Code	Definition
100	FORDU-Permanent Assignment for Duty
101	Failed to Report for Duty (Assigned by NAVPERSCOM (PERS312G)
103	FORDU TEMAC-Temporary Active Duty
104	FORDU HUMS-Humanitarian Assignment (More than 6 months)
105	FORDU LIMDU-Limited Duty (Assignment restricted for medical reasons)
106	FORDU CFO-Commissioning and Fitting Out (Ship Commissioning)
107	FORDU MOB-Mobilization
108	FORDU PSI-Guaranteed Programmed School Input Program
109	Declared Deserter (Assigned by NAVPERSCOM, Corrections and Programs (PERS-00D)
150	Temporary Duty Guaranteed PSI
320	TEMDU FFA-Temporary Duty for Further Assignment
323	Missing/Interned
330	TEMDU FFT-Temporary Duty for Further Transfer
341	TEMDUINS-Temporary Duty Under Instruction (Less than 20 weeks)
342	DUINS-Duty Under Instruction (20 weeks or greater)
350	TEMDU OTHER-Temporary Duty Not otherwise defined
351	Failed to Report for Temporary Duty (Assigned by NAVPERSCOM, Enlisted Assignment Division (PERS-40)
352	TEMDU CFO-Temporary Duty for Commissioning and Fitting Out (Less than 6 months)
355	TEMDU MED BD/PEB-Temporary Duty Awaiting Formal Medical Board/Physical Evaluation Board Proceedings
356	TEMDU TEMP DISQUAL-Temporary Duty Pending Evaluation by Local Authorities for Special Duties (Diving, Submarine, Aircrew, etc.)
358	TEMDU SEMINAR-Temporary Duty, Senior Minority Assistance to Recruiting Program

370	TEMDU UNTREAT-Temporary Duty Under Treatment (Inpatient at Naval Medical Facility)
371	TEMDDU UNTREAT-Temporary Duty Under Treatment (Medical Holding Company)
372	TEMDU UNTREAT-Temporary Duty Under Treatment (Hospitalized at Non-Military Medical Facility)
373	TEMDU UNTREAT-Temporary Duty Under Treatment (Hospitalized at other Uniformed Services Medical Facility)
374	WOUNDED WARRIOR-Extended Outpatient
380	TEMDU SEPROS-Temporary Duty Pending Separation, Discharge, Release, Retirement Home Awaiting Final Disposition of Physical Evaluation Board)
382	TEMDU SEPROS-Temporary Duty Pending Separation,Release,Discharge,Retirement (Pending Review Board approval of Administrative Discharge)
390	TEMDU DISP-Temporary Duty Disciplinary (Holdee, not confined)
392	TEMDU DISP-Temporary Duty Disciplinary (Held/confined by civilian/foreign authorities)
394	Parolee, Supervised Release
400	In Transit (System generated when loss from onboard activity processed)

D-Item 76. REPORTED: Two-digit month, two-digit day, and last two digits of year that officer reported to present activity. Example: 110490 (November 4, 1990).

D-Item 77. PRESENT DUTY STATION: Maximum 16-character title of the activity to which the officer is presently assigned.

Item 78. TA (Type of Assignment): Code indicating type of assignment. Inquiries should be directed to COMNAVPERSCOM (N122E). Changes are not made on individual request, but are made through diary entries.

Code	Definition
A	Alaska (Shore Duty)
C	Sea Duty
D	Deployed Ship or Squadron homeported outside U.S.
G	Other nonmilitary U. S. Government Agency in a reimbursable status
H	Hawaii (Shore Duty)
O	Outside U.S. (Shore Duty)
S	Shore Duty

Item 79. UTIL (Subspecialty Utilization): The Officer Subspecialty Utilization code is used in tracking a subspecialty coded officer's assignment(s) upon entry into a subspecialty community. Utilization codes are assigned to indicate the quality of the subspecialty code match between the officer and the billet to which slated. Direct inquiries to COMNAVPERSCOM (PERS-45).

Code	Definition
A	Operational tour required to maintain progression in warfare specialty or leadership tour essential to GURL career progression/specialist track
B	Educational assignment (Service College, P.G. training, etc.)
C	Separation
D	Officer's graduate education field matches billet requirement
E	Officer's graduate education field closely related to billet requirement
G	Assignment utilizing officer's subspecialty in subspecialty billet not requiring education
H	Assignment utilizing officer's subspecialty in an uncoded billet
J	Officer has more than one subspecialty code and higher priority exists for utilization of SUB 2 or SUB 3
K	Billet is not a subspecialty coded billet but is considered a higher priority requirement
L	Non-utilization
M	Officer without graduate education will be utilizing subspecialty

N	Officer not subspecialty coded
X	No coded billet exists
Z	Administrative requirements

Item 80. HOMEPORT: Maximum six-character abbreviation of the homeport or geographical location of present duty station.

Item 81. STA (Ship/Station Code): Three-character numerical-alpha code (defined in APPENDIX B) which identifies the type of ship or station to which officer is currently assigned. Code should appear only when NOBCs are present.

D-Item 82. (A) PRESENT BILLET: The title of present billet to which an officer is assigned is the official title of the Navy Officer Billet Classification (NOBC) shown in the first NOBC column of the activity's Officer Distribution Control Report (ODCR) (NAVPERS 1301/5). The NOBC transfers via the Billet Sequence Code (BSC) to the automated record and the NOBC title is reflected in Item 82; the NOBC code is reflected in Item 83. No more than three NOBC codes can be shown for any one duty station. NOBC codes, titles, and definitions are published in Volume I of this manual.

D-Item 83. NOBC (Navy Officer Billet Classification): Reflected NOBC is transferred via Billet Sequence Code (BSC) to automated records. Corrections to this item must be made as indicated for Item 73.

D-Item 84. DATE of Item 83: Month and year assigned to present billet.

Item 85. (B) BILLET: Previous billet held in present command as identified by NOBC shown in Item 86. Direct inquiries to NSIPS HELP DESK at the following: NSIPSHELPDESK@NAVY.MIL OR TOLL FREE: (877) 589-5991; COMMERCIAL (504) 697-5442/DSN 647.

Item 86. NOBC: NOBC for previous billet (B) (Item 85). Direct inquiries to NSIPS HELP DESK at the following: NSIPSHELPDESK@NAVY.MIL OR TOLL FREE: (877) 589-5991; COMMERCIAL (504) 697-5442/DSN 647.

Item 87. MOS (Months): Number of months the previous billet (B) was held. Direct inquiries to NSIPS HELP DESK at the following: NSIPSHELPDESK@NAVY.MIL OR TOLL FREE: (877) 589-5991; COMMERCIAL (504) 697-5442/DSN 647.

Item 88. (C) BILLET: Previous billet held in present command as identified by NOBC shown in Item 89. Direct inquiries to NSIPS HELP DESK at the following: NSIPSHELPDESK@NAVY.MIL OR TOLL FREE: (877) 589-5991; COMMERCIAL (504) 697-5442/DSN 647.

Item 89. NOBC: NOBC for previous billet (C) (Item 88). Direct inquiries to NSIPS HELP DESK at the following: NSIPSHELPDESK@NAVY.MIL OR TOLL FREE: (877) 589-5991; COMMERCIAL (504) 697-5442/DSN 647.

Item 90. MOS (Months): Number of months the previous billet (C) was held. Direct inquiries to NSIPS HELP DESK at the following: NSIPSHELPDESK@NAVY.MIL OR TOLL FREE: (877) 589-5991; COMMERCIAL (504) 697-5442/DSN 647.

Item 91. CHRONOLOGICAL HISTORY/NAVY OFFICER CLASSIFICATIONS AND NUMBER OF MONTHS EXPERIENCE: A maximum of seven activities in which an officer has served. Temporary duty, temporary additional duty, and duty under instruction are not included. Periods of inactive duty, inactive retired time, and time in a prisoner of war status are included here. Duty stations are added when an officer reports to a new activity for duty. Assignment to an activity for less than five months is generally not included.

To change or correct any past duty station, complete information must be provided (i.e., FROM and TO dates, the past duty station concerned, homeport or geographical location, and number of months deployed, if applicable). To request deletion of any activity line, only the FROM date should be indicated followed by the word "delete".

FROM: Date officer reported to the activity (MMDDYY).

TO: Date officer departed the activity (MMDDYY).

PAST DUTY STATION: Maximum 16-character title of the activity to which the officer was assigned.

TA (Type of Assignment): Code indicates the type of assignment. See Item 78 for codes and definitions.

UTIL (Subspecialty Utilization): See Item 79 for codes and definition.

HOMEPORT (Homeport or Geographical Location): Maximum six-character abbreviation of the homeport or geographical location of the corresponding past duty station. Corrections to this item should include the name of the city concerned.

DPL (Deployment Months): The cumulative number of months, while the officer was assigned, that a unit or detachment was ordered by name or number away from its permanent station in performance of its operational mission. Only periods in excess of 30 days included; excluded are type training, shipyard overhauls, shakedown and refresher training, etc.

STA (Ship/Station Code): Code (defined in APPENDIX B) identifies the type of ship or station indicated. Code should appear only when NOBC(s) are present for the activity involved.

A maximum of 21 Navy Officer Billet Classification (NOBC) codes with ADP short titles can be shown in Items 82-91. No more than three can be shown for any one tour. Assignment to a billet for less than five months is generally not included.

TITLE (ADP Short Title): ADP short titles appear to the left of the matching NOBC codes. (Refer to Volume I.)

NOBC (Navy Officer Billet Classification): NOBC codes appear to the right of the appropriate ADP short titles. (Refer to Volume I.)

MOS (Number of months in billet): Two digits indicating the number of months an officer served in a billet acquiring and utilizing the qualification.

ADP short titles, NOBCs, and number of months reflected at "D" through "F" identify billets held at the first past duty station shown in Item 91. ADP short titles, NOBCs, and number of months reflected at "G" through "I" identify billets held at the second past duty station, etc. No ADP short titles, NOBCs, or number of months are shown for periods of inactive duty, inactive retired time, or time spent in a prisoner of war status. NOBCs are recorded for an assigned billet only and not on the basis of qualifications gained as indicated in the "In training for" area of the Officer Distribution Control Report (ODCR). Any corrections or additions must include the key letter (D - U), followed by billet title, a brief description of the duties involved, or the NOBC title or code from Volume I of this manual. Direct inquiries to NSIPS at NSIPSHELPDESK@NAVY.MIL OR TOLL FREE: (877) 589-5991; COMMERCIAL (504) 697-5442/DSN 647.

Item 92 and 93. SECURITY (Security Clearance Information):

1. Security data appears in blocks 92 and 93 of the ODC in the following format:

ELIGIBILITY/CLEARANCE/INV DATE/INVEST/CLRNC DATE

Eligibility, clearance, investigation date, and investigation are in Item 92. Clearance date is in Item 93.

Example: Investigation cmp date: 110128
Investigation clnc: date 110728

Investigation type: 3
Clearance authorized: S

The example means the individual is eligible for a Secret clearance, "S", which was completed 28Jan2011 “110128 (THE 10 YEAR LIMIT FOR SECRET AND 5 YEAR FOR TOP SECRET STARTS FROM THE INVESTIGATION CMP DATE.

Request for change/correction to Security Data on the ODC must be submitted to PERS-833 via email, fax, or phone. Provide full name and last 4 of SSN when making the request.

2. Definitions of the specific portions are as follows:

a. SECURITY CLEARANCE ELIGIBILITY: The highest security clearance the member is eligible for based on the Personnel Security Investigation. Valid codes are listed in the table below with the Authorized Security Clearance codes.

b. AUTHORIZED SECURITY CLEARANCE: The current security clearance of the member as authorized by the DON CAF. Valid codes are listed below:

SECURITY CLEARANCE ELIGIBILITY/AUTHORIZED SECURITY CLEARANCE CODES

Code	Eligibility
A	No clearance - Investigation reopened
B	SCI denied - Ineligible for clearance
C	Confidential
D	Clearance denied
E	Interim Confidential
F	SCI revoked - Ineligible for clearance
G	Secret - SCI denied
H	Secret - SCI revoked
I	Clearance pending - Investigation reopened
J	No clearance required - File created
K	Eligible for SCI with waiver
L	Restricted to non-sensitive duties/not eligible for sensitive duties (civilians only)
M	Top Secret Only - SCI revoked
N	Top Secret Only - SCI denied
O	Interim Secret
P	Interim Top Secret
Q	No clearance/access required - Favorable investigation
R	Clearance revoked
S	Secret
T	Top Secret
U	Interim SCI (for Office of Naval Intelligence (ONI)/Naval Security Group (NSG) only)
V	Top Secret - SCI eligible
W	Top Secret - SCI requires adjudication
X	Action pending
Y	Pending final adjudication/access suspended
Z	Adjudicative action incomplete due to loss of jurisdiction
1	LAA Confidential
2	LAA Secret
3	Pending reply to Letter of Intent (LOI)/Statement of Reasons (SOR)
4	Clearance Administratively Withdrawn

5	Position of Trust (no clearance required)
6	SCI Denied (no clearance determination) (ONI/NSG use)
7	SCI Revoked (no clearance determination) (ONI/NSG use)

c. SECURITY INVESTIGATION COMPLETION DATE: The date the most recent Personnel Security Investigation (PSI) was completed on a member. The format for the date is a two-digit month and the last two digits of the year (MMYY).

d. TYPE OF SECURITY INVESTIGATION: The most recent type of PSI which has been completed on a member. Valid codes are listed below:

TYPE OF SECURITY INVESTIGATION

Code	PSI
1	Entrance National Agency Check (ENTNAC)
2	National Agency Check (NAC)
3	NAC plus written inquiries (NACI)
4	Background Investigation (BI)
5	Special Background Investigation (SBI)
6	NAC plus 10 years of service (Obsolete)
7	NAC plus Special Investigative Inquiry (SII)
8	ENTNAC plus SII
9	Interview oriented BI (IBI) (Obsolete)
0	Single Scope Background Investigation (SSBI)
A	Extended NAC
B	Local Records Check (LRC) plus NACI requested
C	NACI requested
D	NAC or NACI plus BI or IBI requested
E	NAC plus SBI requested
F	BI/IBI (10 year scope)
G	Periodic Reinvestigation (PR) of BI/IBI
H	NAC plus partial SBI
I	Character Investigation (IRS)
J	PR of SBI/SSBI
K	Limited BI (LBI) (OPM)
L	Minimum BI (MBI) (OPM)
M	SBI plus current NAC
N	NACI plus current NAC
O	SII
P	IBI/BI plus current NAC
Q	MBI plus current NAC
R	LBI plus current NAC
S	SBI plus current BI/IBI
T	IBI/BI requested
U	Other
V	SBI/SSBI requested
W	LRC
X	MBI expanded
Y	LBI expanded
Z	NACI plus SII
#	Periodic Reinvestigation - Secret

e. DATE SECURITY CLEARANCE AUTHORIZED: The date member was granted a current security clearance. The format for the date is a two-digit month and the last two digits of the year (MMYY).

Item 94. Postgraduate Choice Information PG INFO-CHOICE 1-2-3/DATE/STATUS:

1. Choice 1-2-3: This block can contain up to three separate, three-position, numeric codes in order of preference which signify the education curricula an officer has submitted to COMNAVPERSCOM to indicate his/her preference for Navy-sponsored graduate education. Codes and definitions are contained in OPNAV NOTICE 1520 (published annually).

NOTE: This item should be updated by submission of an Officer Preference and Personal Information Card (NAVPERS 1301/1) in accordance with MILPERSMAN 1301-030.

2. Date: Two-digit month and last two digits of the year that the officer's preference card was submitted to COMNAVPERSCOM.

3. Status: If officer is currently a selectee for postgraduate education, indicate FY in which eligibility as a selectee commences, curriculum or category for which selected, and whether he/she was selected as a principal, alternate, technical (YYY), or nontechnical (XXX) candidate. If field is blank, officer is not currently a selectee for postgraduate education. Inquiries regarding this field should be directed to individual assignment desk (your detailer).

Item 95. RC (Race): One-digit code used to identify the race of an officer. Direct inquiries to COMNAVPERSCOM (PERS-00H). Refer to MILPERSMAN Article 1000-090 for amplifying details. This is self-service on www.bol.navy.mil.

Code	Race Category or Combination Definition
A	A-American Indian or Alaska Native
B	Asian
C	Black or African American
D	Native Hawaiian or other Pacific Islander
E	White
F	Decline to Respond
G	Identification Pending-Use of this code is reserved for mortuary affairs only
H	A, B
J	A, B, C
K	A, B, C, D
L	A, B, C, D, E
M	A, B, C, E
N	A, B, D
P	A, B, D, E
Q	A, B, E
R	A, C
S	A, C, D
T	A, C, D, E
U	A, C, E
V	A, D
W	A, D, E
X	A, E
Y	B, C
1	B, C, D, E
2	B, C, E
3	B, D
4	B, D, E
5	B, E
6	C, D
7	C, D, E

8	C, E
9	D, E

Item 96. ET (Ethnic Group): A one-character code which describes segments of the population that possess common characteristics and a cultural heritage significantly different from that of the general population. Direct inquiries to COMNAVPERSCOM (PERS-00H) and/or Chief of Naval Operations , Navy Equal Opportunity (N134 E). Refer to MILPERSMAN Article 1000-090 for amplifying details and OPNAVINST 5354.1 series. Self-identification on www.bol.navy.mil.

Code	Ethnic Group	Explanation
1	Other Hispanic descent	Includes all personnel of Spanish extraction, except when delineated separately.
2	U.S./Canadian Indian	Includes all personnel of U.S./Canadian tribes except when delineated separately.
3	Other Asian descent	Includes all personnel of Asian/Pacific derivation except when delineated separately.
4	Puerto Rican	
5	Filipino	
6	Mexican	Includes "Chicano".
7	Eskimo	Does not include Aleut.
8	Aleut	
9	Cuban	
D	Indian	
E	Melanesian	
G	Chinese	
H	Guamanian	
J	Japanese	
K	Korean	
L	Polynesian	
Q	Other Pacific Island descent	
S	Latin American with Hispanic descent	
V	Vietnamese	
W	Micronesian	
X	Other	A person whose choice of ethnic group is not listed above and chooses not not to be associated with any of those ethnic groups.
Y	None	A person choosing not to be associated with any particular ethnic group. population.
Z	Unknown	Data not available.

Item 97. OCC (Occupation Code): One-character alpha code used to identify all 11XX officers and 11XX associated LDO/WO. Codes should appear for all newly designated 110X officers and associated LDO/WO and for officers whose status changes (e.g., Submarine School completion, submarine or surface qualified, UDT/SEAL school completion, attrited flight officers who change their designator to 11XX). Direct inquiries to individual assignment desk.

Code	Definition
A	Submarine (Strategic Warfare Systems) Trainee. An officer in formal SWS training not yet assigned to a submarine.
B	Surface Officer (previous submariner). An 11XX officer who has qualified as a submariner but is no longer in the submarine program.
C	Surface Associated LDO/WO. An LDO/WO officer associated with the (Non-Nuclear) surface community.

D Submarine (SWS) Officer. An 112X officer who has been designated a submarine (SWS) officer in accordance with the MILPERS Manual.
E Submarine Nuclear Power Trainee. An officer in formal nuclear submarine training not yet assigned to a submarine.
F Surface Nuclear Power Trainee. An officer in nuclear power training who is intended for the surface nuclear program.
H SEAL/UDT Officer. An 11XX/6XXX/7XXX officer associated with SEAL/UDT community.
I An 11XX officer who was enrolled but did not complete the SEAL/UDT program course of instruction.
J Prospective Flight Student - Surface Indoctrination. A recently commissioned 11XX officer (USNA/NROTC/OCS) serving aboard ship two years prior to entering the flight training program.
K Submarine Associated LDO/WO. An LDO/WO officer associated with the submarine community.
L Special Operations Officer. An 114X/119X officer qualified in EOD, DIV/SAL, and EOM associated with the Special Operations Officer community.
M Naval Reactor Staff Officer. An 11XX officer serving on the Naval Reactor staff who is not qualified for surface or submarine nuclear billets.
N Surface Nuclear Officer. An 11XX officer who has been designated a surface warfare officer in accordance with MILPERS Manual and who is nuclear qualified.
O An 11XX officer who is designated for later transfer to the 146X designator.
P An 11XX officer who was enrolled in more than one formal course of instruction.
Q An 11XX officer who was enrolled but did not complete the submarine program course of instruction.
R Submarine (Nuclear) Officer (not fully qualified). An 110X officer who has completed formal nuclear power submarine training, is in the submarine program, but has not qualified in submarines.
S Submarine (Nuclear) Officer. An 112X officer who has been designated a submarine (nuclear) officer in accordance with MILPERS Manual.
T TARS-SURFACE. An officer identified as a Reserve Officer assigned to training and administration of Reserves. TARS-DESIGNATOR 11X7.
U An 11XX officer who was enrolled but did not complete the nuclear power program course of instruction.
V An 11XX officer who was enrolled but did not complete the flight program course of instruction.
W Woman Officer.
X An 11XX officer who was enrolled but did not complete the explosive ordnance disposal program course of instruction.
Y Surface Nuclear LDO/WO. An LDO/WO nuclear trained, associated with the surface nuclear power program.
Z An 11XX officer who was enrolled but did not complete the surface warfare officer basic course of instruction.

Item 98. UIC (Unit Identification Code): A five-position alpha-numeric code which is the primary Manpower, Personnel and Training Information System (MAPTIS) activity identifier. UIC is issued and maintained by the Comptroller of the Navy. UIC is unique to the activity to which assigned. Direct inquiries to NSIPS HELP DESK at the following: NSIPSHELPDESK@NAVY.MIL OR TOLL FREE: (877) 589-5991; COMMERCIAL (504) 697-5442/DSN 647.
Item 99. BSC (Billet Sequence Code): Five-digit code used to arrange billets sequentially within an activity and to transfer the NOBC shown in the first NOBC column of the activity's Officer's Distribution Control Report (ODCR) (NAVPERS 1301/5) to the officer's automated record. See Item 73. Direct inquiries to NSIPS HELP DESK at the following: NSIPSHELPDESK@NAVY.MIL OR TOLL FREE: (877) 589-5991; COMMERCIAL (504) 697-5442/DSN 647.

Item 100. Intentionally left blank.

Item 101. BLC (BUPERS Loss Code): Should be blank.

Item 102. GLI (Gain/Loss Indicator): A one-character code which indicates the status of an officer for strength accounting purposes. Item should be blank for officers receiving ODCs for verification. Contact individual assignment desk for additional information.

Item 103. CMDS (Command and Operational Screen Results): A five-position alpha-numeric code assigned to officers who have been selected by a Command or Operational Screening Board. The code describes fiscal year considered, the type of command for which selected (or deselected), and the standing (e.g., primary, alternate, etc.). First position of code indicates the final digit of the fiscal year in which most recent action was taken. An "X" indicates date of screening action is not known.

Second position indicates Selection Category.

Code	Category
A	Command Principal
B*	Command Alternate
C	XO Principal
D	XO Alternate
E	POW or MIA (CDR Aviation CMD Screen Board only)
F	Department Head Principal Selection
G	OIC RESFORON
H	Principal Assignment
M	Milestone Sea
N	Milestone Alternate
Q	XO Qualified
W**	Personal Descreen (Officer Request)
X**	Administrative Descreen
Y**	Medical Descreen
Z**	Performance Descreen

* Alternate selectees for aviation command are not coded.
** Codes W, X, Y, and Z are determined by cognizant BUPERS division director in writing.

Third position indicates Board Sponsor. Alpha/numeric: 0 - 9 Aviation CDR (and type A/C squadron); A - Z other.

Code	Board Sponsor	Code	Board Sponsor
1	Attack	A	Surface LT
2	Fighter	B	Submarine LT
3	ASW	C	Surface LCDR
4	EW	E	Submarine LCDR
5	ELINT/RECCE	F	Restricted Line/Staff LCDR
6	Other Helo	G	Surface CDR
7	Training	H	04 Principal
8	SPEC MIS/VC	I	Submarine CDR
9	Shore	K	Surf/Submarine CAPT
0	Other/VR	L	JAG LCDR (Subsequent to Year Group 1971)
		M	Aviation CAPT
		N	Major Project Management (RL/Staff only) (prior to February 1986 only)
		P	Special Operations LCDR
		Q	Special Operations CDR
		R	Special Warfare LCDR
		S	Special Warfare CDR
		T	Restricted Line/Staff CDR
		U	Restricted Line/Staff CAPT
		V	Medical Department
		W	Assistant Director for MP Policy (PERS-2MM)
		X	Restricted Line/Staff LCDR

Fourth position indicates type for which screened. Some codes are not currently in use.

Code	Type		
1	F4, P3, E1, RA5, HC, JET NAVFAC, C9	H	SERVRON/CVT
2	A6, F8, HS, E2, EA3, HM, PROP, FA18	I	Amphibious Ship
3	A7, F14, EA6, HELO, HSL	J	Service Ship
4	S2/S3, RF8, TACRON, Other	K	DESRON (NRF)
5 (FRS)	F4, P3, E2, RA5, HC	L	ASR
6 (FRS)	A6, F8, HS, EA3, HM	M	Major COMMSTA
7 (FRS)	A7, F14, EA6, HSL	N	Major Shore
8 (FRS)	S2/S3	O	Miscellaneous Shore
9	CVW	P	Major Program Manager
0	Other	Q	Recruiter
A	Ship (first sequentials for aviators; any ship for 11XX officers)	R	Special Operations Acting
		S	Special Warfare Acting
		T	Reserve Aviation Shore
B	Diesel Sub/ASR	U	Both, major Sea (A) and Shore command (N)
C	SUBRON/AS	V	Legal Support Command
D	Nuclear Sub	W	PATWING
E	LPH/LHA/PHIBRON	X	Major Medical Command
F	CRU/DES Ship	Y	Other Medical Command
G	CVA/CVAN/CV/CVN	Z	Medical Support Command

Fifth position indicates second type for which screened, if any.

Code	Type
B	Early Ship (Exclusively for use with 13XX CDR selected for early deep draft command.)
C	Surface LCDR XO (Used for strategic weapons and diesel submarine officers who have been selected for surface LCDR XO or surface CDR CO assignments in addition to submarine/ASR CO or XO assignments.)
E	Surface Ship XO Qual Tour (Used for officers selected both for diesel submarine command and surface XO tours in which to qualify for surface command.)
G	Surface CDR CO (Used for strategic weapons and diesel submarine officers who have been selected for surface LCDR XO or surface CDR CO assignments in addition to submarine/ASR CO or XO assignments.)
H	Post-Major Commander
N	Major Shore
O	Miscellaneous Shore
P	Major Project Management
Q	Recruiter
Z	No second selection. Second commands for aviation CDRs covered by 4th position of code.

NOTE: Direct inquiries concerning Item 103 to individual assignment desk.

Item 104. DTRMK (Detailer's Remarks): A four-character code used by assignment officers to record any additional information deemed necessary for use in officer distribution. For definition and/or explanation of codes contact individual assignment desk.

Item 105. Intentionally left blank.

Item 106. DATE OF ODC: The two-digit month, two-digit day, and the last two digits of year the ODC was

produced.

Item 107. COG/AOC (Placement Cognizance Code/Assignment Officer Code): Two codes. The first code indicates the officer placement desk in BUPERS that has cognizance of the activity to which the officer is ordered or assigned. The second code identifies the officer's community detailer for assignment purposes. These data element codes are assigned in BUPERS and cannot be changed by individual officers. For further information, contact individual assignment desk COMNAVPERSCOM (PERS-4).

Item 108. RC: A two-character code used in COMNAVPERSCOM to facilitate correct distribution of ODCs.

Item 109. BUPERS: Identifies the individual in COMNAVPERSCOM that requested or authorized production of the ODC.

Item 110. REPORT NUMBER: Identifies COMNAVPERSCOM automated report from which ODC was produced.