



NAVY PAY AND PERSONNEL SUPPORT CENTER OPS ALERT

Ser N3: 019-19

Procedure Update: **EAW FREQUENTLY ASKED QUESTIONS (FAQ)**

Release Date: 08/09/2019 Effective Date: IMMEDIATELY

BLUE: In an effort to assist in utilizing the EAW process, the attached EAW NSIPS FAQs is forwarded.

Discussion: EAW is here to stay. So every effort should be made to improve its capability. EAW is routed to user roles and not to specific users. Users throughout the EAW routing can always view the EAW, however, they cannot update nor route unless the EAW is in their user role access. For example, if the EAW status is under Command ESO review, only the Command ESO user can update and route. The Region ESO and the candidate can still see the EAW but cannot make any updates (fields are grayed out). Once Command ESO routes the EAW to the Sailor, then the Sailor may review, update and sign. Keep in mind, it must follow the designed flow:

1. Region ESO pulls the EAW out of draft, reviews and routes to Command ESO.
2. Command ESO reviews and updates and routes to their eligible candidates.
3. Candidate reviews and updates (if need be). . .and routes back to Command ESO.
4. EAW can bounce back and forth between Sailor and Command ESO until the EAW is completed.
5. Command ESO routes it to the Region ESO for final approval.

Please review all things EAW on the NPC website at: <https://www.public.navy.mil/bupers-npc/career/enlistedcareeradmin/Advancement/Pages/EAW.aspx> and the attached FAQ.

All productive process improvement inputs are welcome.

What this means to you:

- The attached is for your review. Please let me know if you have any questions and provide any productive comments, concerns or suggestions.
- Disseminate to all tenant commands under your AOR

POC:

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