The Detailing Process

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What PERS-4 Does

Balancing the Desires of the Sailor and Needs of the Navy

Needs of the Navy

Rate/Rank
NEC
Fill Date

Detailer works with Sailor and command through CMS-ID to view the range of options

Negotiation range to develop career enhancing options

Desires of the Sailor

Determine the right Sailor for the job

Experience
Promotion
Location
Family

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Initiatives to Keep the Fleet Ready

- Extension of enlistment to complete PST for 1st term personnel (NAVADMIN 004/17) (Canceled by NAVADMIN 307/17)
  - Additional 2,150 sea years
- Modifications to HYT for E4-E6 (NAVADMIN 143/17)
  - E6: 20 → 22 Years
  - E5: 14 → 16 Years
  - E4: 8 → 10 Years
- Modification to HYT for E3 (NAVADMIN 290/17)
  - E3: 5 → 6 Years
- Increased HYT Waiver Opportunities for E7-E9 (NAVADMIN 192/18)
- Optimizing E7-E9 Assignments (NAVADMIN 192/17)
- Changes to CMS-ID Cycle (NAVADMIN 231/17)
  - Cancels NAVADMIN 226/12 – Changes in the enlisted distribution to improve sea duty manning
  - Cancels NAVADMIN 058/14 – Sailor Early Return to Sea
- Voluntary Sea Duty Program (MILPERSMAN 1306-141)
  - >1,100 Sailor-Years of sea time gained since 2012

Opportunities Created to Continue to Serve at Sea
Initiatives to Keep the Fleet Ready

- **Early Separation Policy NAVADMIN Cancellations (NAVADMIN 288/17)**
  - Cancels NAVADMIN 103/14 – Enlisted Early Transition Program
  - Cancels NAVADMIN 182/16 – Time-in-Grade and Next-Lower-Grade Waivers

- **NAVADMIN 154/18 (Early Release to Further Education)**
  - As COs/CDRs, still have authority to grant up to 90 days early out IAW MPM 1910-108 if member is leaving Navy to further their education
    - Clarification due to NAVADMIN 288/17 cancelling early separation

- **Physical Readiness Program Policy Change (NAVADMIN 304/17)**

- **Alignment of Enlistment Contracts with Duty Station Tour Lengths (NAVADMIN 307/17)**

- **Changes to first-term assignment policy and incentive programs for deployed Naval Force enlisted Sailors on sea duty in Japan, Guam, and Spain (NAVADMIN 042/18)**

**Opportunities Created to Continue to Serve at Sea**
Initiatives to Keep the Fleet Ready

- Forward Deployed Naval Force Tour Lengths for First-Term Sea Duty Tours in Japan, Guam, and Spain (NAVADMIN 107/18)
- Professional Apprenticeship Career Track (PACT) program changes (NAVADMIN 118/18)
- Sailor Early Return to Sea (SERTS) (NAVADMIN 156/18)
- NAS Lemoore bundling orders specific to AO and AME
  - Only those who take orders to shore duty can bundle with follow-on sea duty in Lemoore
  - If accepted, Detailer makes note in record of guarantee
- Advance-to-Position Program
  - Journeyman – RDCs and Recruiters
  - Supervisor Application Board
  - E6 Billets in each cycle beginning 1 October 2019

Opportunities Created to Continue to Serve at Sea
**Enlisted Distribution**

**Process Overview**

**ASSIGNMENTS**

- **Marketplace**
  - **Sailor Application**
    - 1 WEEK
    - View available reqs and apply
    - CCC reviews Marketplace w/ Sailor and assists with Detailer Negotiations

- **MCA (Millington)**
  - Monitors Enlisted Personnel
  - Prioritized Requisitions

- **USFF/CPF**
  - Establishes Overarching Priorities

**PLACEMENT**

- **Detailer Selection**
  - Make selections
  - Release orders
  - Negotiate special cases
  - 14 DAYS

- **CMD Comments and ranking!**
  - 5 DAYS

**Effective Date – 1 April 2019**

**TYCOM**

- **ISIC**
- **UNIT**

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Communication with your Detailer is Key!

Sailor is about to enter negotiation window

14 mos prior

Sailor, Career Retention Team, and Detailer Engagement

12 mos prior

Sailor in negotiation window

Sailor applies in CMS/ID via CCC or Sailor

7 mos prior

Sailor Detailed as Needs of the Navy

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

PRD
How Career Counselors Can Help

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

- **Review Billet-Based Distribution Alignments**
  - Ensure Sailors are matched to billets accurately in CMS-ID
  - Accurately reflect NEC’s held and used

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

- **Command Career Counselor**
  - Sailors should engage them prior to entering key windows (C-WAY, detailing)
  - CCC proactively ensures Sailors are educated and armed

A Proactive Career Counselor is Key to the Process
The Detailing Marketplace

Initiatives in CY19

- **CMS-ID Release 4.6 (August 2019)**
  - Updates Algorithm for Prioritizing Billet Requisitions (coordinated with Fleet Commanders)

- **Advance to Position (October 2019)**
  - Execute E5 to E6 program for RDC, Recruiter billets
  - Execute 2\(^{nd}\) E8/E9 application board for targeted hard fill critical billets
  - Establish permanent policy/program for E5 to E6 advance to position incentive
    - Limited numbers with future expansion
    - Target hard to fill billets as needed

- **CMS-ID Release 4.7 (December 2019)**
  - Establishes “MyNavy Assignment” replacement for CMS-ID
  - Provides a modern user interface for Sailors
  - Show ALL billets
  - Enables PACT Sailors to search and apply for billets they are eligible for
  - Provides capability to support Commonality Matrix
  - Allows Sailors to see all billets

Growing to Win!
Establish capability within MyNavy Assignment to effect rating conversion
  - Allow Sailors in overmanned rating to apply and compete for billets in compatible ratings
  - Selected Sailors will be automatically converted to new rating with selection to a billet

Establish capability within MyNavy Assignment to effect reenlistment/extension
  - All Sailors in window for PCS orders participate in MyNavy Assignment cycle
  - Sailors selected will be offered the billet and will reenlist/extend as needed
  - Replaces C-WAY capability and uses billet base to set reenlistment quotas

Establish more robust communication capability for gaining commands and Sailors

Incentives
  - Establish capability to manage and market incentives within MyNavy Assignment
  - Establish incentives program and authority
    - Transition SRB to billet based financial incentives
    - Explore bundled assignment solutions for long term enlistment contracts
    - Explore billet based advanced education incentives
How You Can Maintain Deployability

- Stay current on your medical, dental and physical readiness
- Follow-up on any conditions or appointments that limit deployability
- Ensure your command is aware of your deployability status
- Ensure your records are maintained correctly
- Check your Individual Medical Readiness on MyNavy Portal (my.navy.mil)
MyNavy Portal
Deployment & Mobilization

New to the Navy
A & C Schools, First Command

Advancement & Promotion
Exams, Selection Boards

Assignment, Leave, & Travel
Detailing, Orders, PCS, Check-in

Career Planning
Career Development Boards, CWAY, Reenlistment

Deployment & Mobilization
Preparation, Pays, IA, Return & Reunification

Pay & Benefits
Compensation, Entitlements

Performance
Evals, FITREPs, Physical Fitness Assessment

Sailor & Family Support
Information, Help, Assistance

Retirement & Separation
Eligibility, Processes, Transition

Training, Education, & Qualifications
Schools, Courses, Degrees, Certs & Quals
Looking forward, subject matter experts and Sailors will work together to design interactive, task-based functionality to be delivered in future MNP releases. Looking forward, users can expect information and resources supporting pre- and post-deployment activities for the following:

- Fleet operational deployment
- Individual Augmentee assignment
- Reserve Mobilization

**Individual Medical Readiness (IMR)**

- View and verify IMR accurately indicates your ability to deploy.

**Deployment Readiness**

- Prepare for deployment, handle the challenges that arise during deployment, and successfully adjust during the return and reintegration phase.

**Hardship Duty Pay-Tempo (HDP-T)**

- Review your deployments and the MILPERSMAN for possible HDP-T pay - located on PERSTEMPO within BOL.

**Individual Medical Readiness (IMR)**

- View and verify IMR accurately indicates your ability to deploy.

**Deployment Health Assessments**

- Start your Deployment Health Assessments - Pre-Deployment Health Assessment (Pre-DHA), Post-Deployment Health Assessment (PDHA), and Post-Deployment Health Reassessment (PDHRA) - at the Navy's Electronic Deployment Health Assessment (EDHA) website.

**Periodic Health Assessment (PHA)**

- Begin your annual PHA online at the Navy's ePHA website.
BOL Application Menu

- Advancements/Selection Boards
- Application (FORMAN) Status
- ARPR/ASOSH Online
- CCA/FITREP/Eval Reports
- CO/XO/CMC Advancement/Selection Board Verification
- Configuration Management
- FTS Redesignation
- Individual Medical Readiness (IMR) Status
- Military Locator System
- Naval Register
- NavPers Legacy and PERSTEMPO
- Navy Personnel Command Document Services
- Navy-Marine Corps Mobilization Processing System (NMCMPSS) - View IA/ADSW orders
- ODC, OSR, PSR, ESR
- Official Military Personnel File (OMPF) - My Record
- PRIMS
- PTDR
- Request Record on CD
- Selection Board Member/Recorder Training
- Selective Reenlistment Bonus
Welcome to the Medical Readiness Reporting System (MRRS).

IMR (Individual Medical Readiness) is an integral component of force health protection and indicates a Sailor's or Marine's ability to deploy rapidly. IMR is also a direct reflection of a unit's capability to fulfill its mission. Tracking of IMR benefits the service member and unit by ensuring service members are protected against infectious and endemic diseases, can safely receive prophylaxis and treatments, have required medical equipment, and are in a state of dental readiness. Please contact medical to schedule an appointment to resolve any deficiencies you may have.
The Detailing Process

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