

PERS-42 DRUMBEAT



Release date: December 2014

Head Submarine Officer Detailer/Nuclear Propulsion Program Manager Update

As you'll note with this seventh installment of the PERS-42 Drumbeat, we have "down-sized" the document. In an ongoing effort to keep the Drumbeat relevant and up-to-date with current events pertaining to Submarine Community personnel issues, this edition marks a change in format from previous versions. "Hot topics" will be highlighted in the Drumbeat when released three to four times per year. With a shorter edition in distribution that takes much less time to read, we expect to reach a wider audience.

PERS 42 will continue to maintain the reference section previously included with the Drumbeat on the PERS-42 page of Navy Personnel Command's website at the following address:

<http://www.public.navy.mil/bupers-npc/officer/Detailing/submarinenuclear/Documents/Drumbeat%20Reference%20Section%20Final.docx>

This reference section contains valuable information such as your detailer's email address and phone number, career progression, DH/XO/CO slating, pipeline training and assignments, shore duty assignments and much more.

There is a great deal of detailed information in the following pages. Please support its dissemination by forwarding this document within the lifelines of our community.

Topics included in this installment:

- PACNORWEST and San Diego Detailer Trip
- Pathway to Success Booklet
- FY16 Selection Boards
- Preparing for Selection Boards
- Exceptional Family Member (EFM) Updates
- Overseas Screening
- Financial Management (FM) Subspecialty
- Naval Strategy Specialist Subspecialty

Your feedback in support of the career management of our officers and engagement to help us improve the submarine officer distribution process are invaluable and greatly appreciated. As this product evolves, we hope you find utility in the Drumbeat and continue to provide your honest feedback toward its improvement.

Happy Holidays and Very Respectfully,

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PERS-42 DRUMBEAT



Recent PACNORWEST and San Diego Trip

PERS-42 recently visited the Bangor/Bremerton area and San Diego interacting with officers and spouses at our sea and shore commands. We had excellent engagement at the XO/CO level as well as excellent and productive engagements with each wardroom and their spouses. We need everyone's help to continue to encourage officers at the DO/DH level to attend the waterfront engagement briefs. These briefs provide an opportunity for you to gain insight into the status of submarine officer manning as well as a chance to be educated regarding a host of personnel issues including detailing, sea/shore rotation, graduate education, post 9/11 GI bill benefits, and screening and selection boards. If there is feedback which would improve any aspect of our Fleet engagement visits, please feed that information back to PERS-42.

During the trip a number of officers had questions regarding the Post 9/11 GI Bill. The questions centered on the process and requirements for transferring your benefits to your dependents. The source document for these requirements is [BUPERSNOTE 1780](#). The requirements can be found in section 13 and are summarized below:

- The officer must:
 - Have served 6 years and agree to serve an additional 4 years.
 - Have served 10 years and either standard policy (Navy or DoD) or statute does not allow the member to commit to 4 additional continuous years but who agrees to serve the maximum amount of time allowed by such policy or statute.

NOTE: Provisions for members who were retirement eligible during the period of 1 August 2009 through 1 August 2012 expired on 1 August 2013. These members must comply with subparagraphs 13a(1) or 13a(2) of the instruction.

- Sign a page 13 (NAVPERS 1070/613) and submit into his/her permanent record. Specific wording required can be found in BUPERSNOTE 1780.
- Submit a request to transfer benefits on the Transferability of Educational Benefits (TEB) on the milconnect website: <https://www.dmdc.osd.mil/milconnect>.
- Verify that the TEB has been accepted and print the TEB approval form.

Recently, officers have had issues transferring benefits to their dependents because they have not had their page 13s properly entered into their record or their application for TEB has been denied on the milconnect website. PERS-42 recommends that you print a copy of the page 13 for your records along with the TEB approval form. You can download the TEB approval form from the milconnect website once your application has been approved. PERS-42 recommends that you obtain a copy of your page 13 from your administrative department; however, in the event that it has already been entered into your service record you can access the page 13 as follows:

- Login to Navy Standards Integrated Personnel System (NSIPS) at the following site: <https://nsips.nmci.navy.mil/nsipscl/jsp/index.jsp>. CAC access will be required.
- Click on the link titled "View Administrative Remarks".
- Select the appropriate box to print the desired record.
- Click the "Print Form" button.
- Click the "NSIPS Report Manager" on the bottom of the left most menu.
- Click view on the appropriate report.
- Click the link for the file that ends in ".pdf".

PERS-42 DRUMBEAT



Some officers may have transferred eligibility under previous instructions where the service and/or administrative requirements were different. If you are unsure of your TEB status, the GI Bill Program Assistance office at Navy Personnel Command is able to discuss the requirements specific to your situation. They can be reached at (901)874-4258.

Pathway to Success Booklet

The Nuclear Career “Pathway to Success” booklet is a career mentoring product intended for our professional nuclear supervisors to clearly articulate the specific goals and opportunities for the nuclear trained Sailor, as well as, communicate our team’s commitment to the Sailor, their spouse, and their family. This guide should be used to prompt candid conversations between the deck-plate leader, Sailor, and their spouse, regarding career decision points, duty options, family benefits, and work-life balance. The booklet provides a depiction of what the Sailor’s 20-25 year career would look like if they stayed Navy.

“Pathway to Success” adobe files have previously been sent to the Fleet through the ISICs. If you do not have the files onboard, contact your ISIC. The work necessary to generate this booklet should not be viewed as an administrative burden, but rather an important part of your career counseling sessions with your Sailors. Accurate, specific, and detailed information is critical and will require an investment of time and energy from the entire Command Team. Motivating and retaining the right people for the right reasons is a vital part of our mission and requires a commitment from our senior flag officers to the deck plate leader.

The “Pathway to Success” booklet should be tailored specifically to each individual Sailor with information gathered and updated, including their personal goals. The booklet should be given to the Sailor in advance of the counseling session to give them and their family time to review and develop questions. Within the first six months of the Sailor checking aboard, the division Chief Petty Officer should take time out with the Sailor and their spouse (if applicable) off the ship to review and discuss the opportunities available with a career in Navy Nuclear Power. If possible, have the OMBUDSMAN talk with the Sailor and the spouse after the session. This discussion would be the precursor for the Sailor’s first Career Development Board with the chain of command, and the booklet should be updated periodically as the Sailor moves through their qualifications and advancement.

N133 and PERS-42 are working to develop “Pathway to Success” products for officers and non-nuclear Sailors. Release of these products is expected during CY15.

FY16 Selection Boards

The beginning of FY15 marked the kickoff of the FY16 selection board season. The list below highlights both statutory and administrative boards that are relevant to the submarine force and when they will occur:

- Captain Line (#160) Statutory – 13 Jan 2015
- Commander Line (#230) Statutory – 10 Feb 2015
- Lieutenant Commander Line (#275) Statutory – 18 May 2015
- Submarine CO/XO/DH (#350/146) Administrative – 18 May 2015



Preparing for Selection Boards

FITREP 201 is an essential reference to ensure that you provide your officers with the best FITREP and best chance for selection and promotion. FITREP 201 is a limited distribution product which is intended to stay within the Submarine Force lifelines; therefore, contact PERS-421 if you do not have a copy.

To ensure you are presenting your “best self” to the selection boards, it is imperative that your record is up to date before going before a board. The Navy Personnel Command website is a one-stop shop for record update and maintenance information. The following frequently requested information is provided with links furnished to applicable websites.

<http://www.public.navy.mil/bupers-npc/career/recordsmanagement/Pages/default.aspx>

Record Maintenance Resources

- **BUPERS ONLINE (BOL) /Official Military Personnel File (OMPF)** – Formerly called WEB ENABLED RECORD REVIEW (WERR): To access your officer data card (ODC), officer summary record (OSR), or performance summary report (PSR) online, log in at <https://www.bol.navy.mil> and select OMPF – My Record. Contact the BUPERS help desk at (800) 951-NAVY with and problems.
- **Orders** - The primary method of viewing/receiving/printing orders is via NSIPS or BOL. NPC releases most orders between 90-120 days from the officer’s transfer date.
- **OMPF Image Documents** - OMPF provides a secure and efficient method for you to access and review your image record 24/7 and is the preferred method of obtaining OMPF information and correcting your record. To correct documents in your OMPF record (and CDROM), see NPC’s webpages on corrections and submissions, document submission, frequently asked questions (FAQ) and contact us.

Officer Data Card & Officer Summary Report Updates/Corrections

- Updates or corrections to your ODC are done through the appropriate PERS code at Navy Personnel Command, or by the **Navy Standard Integrated Pay/Personnel System (NSIPS)**, depending on the block of the ODC that requires an update or change.
- Change requests to the OSR are done by requesting changes to the ODC (you cannot update the OSR, you must make change requests to the ODC; updates/corrections to your ODC will automatically reflect on your OSR).
- Most changes or additions to the ODC that need to be reflected on the OSR involve academic degrees, service schools, personal decorations (awards) and special qualifications (AQDs). For questions regarding other blocks of the OSR, contact your detailer.
- To have your formal education updated, send sealed transcripts directly from the university to PERS-45E:
Navy Personnel Command
PERS-45E, 5720
Integrity Dr., Millington, TN 38055-4500
- If transcripts are not available, contact PERS-45E for guidance at (901) 874-4946/4992. Transcripts will be sent from PERS-45E to PERS-313 after the ODC/OSR updates are made to be scanned into your official military personnel file (OMPF), which you can access via BOL. It will take approximately 1 week after additions/changes to view in the ODC/OSR. It will take approximately 45-60 days to see the transcript scanned into the OMPF.

PERS-42 DRUMBEAT



Fitness Reports

- There is normally a two to three-month lag time for fitness reports to appear in your record.
- The reporting senior's cumulative average takes up to three months to appear on your PSR.
- Fitness reports will appear on your PSR first and then OMPF.
- **Reports for officers in zone for a selection board get priority for processing.**
- If you are missing a fitness report (more than 6 months old) on your PSR or on OMPF, have an error on your PSR regarding a fitness report, or have any question about fitness reports, contact PERS-32 customer service at (901) 874-4881/4882/3313 (DSN 882). **AFTER** contacting PERS-32 customer service to ensure that they have not already received the report, send a copy signed by the member and the reporting senior to:
Bureau of Naval Personnel
PERS 32, 5720 Integrity Drive, Millington
TN 38055-3110
- Requests for administrative changes to submitted fitness reports can be requested by letter to PERS-32 (address above); members can request corrections of obvious errors to blocks 1-19 and blocks 21 to 27 by submitting a letter requesting the corrections to PERS-32. Changes to other blocks on the fitness report **must** be requested by the reporting senior that signed the original report.

Officer Photographs

- Photographs are required of all active duty and reserve officers, regardless of status, within three months of each promotion; photographs are now required in COLOR and are scanned and entered into the record in color.
- MILPERSMAN 1070-180 outlines the uniform requirements for the photograph, and includes a link to NAVPERS form 1070/884 (04-07); this form is the only form on which to submit photographs.
- Attach the photograph to this form, sign and date the form, and mail to:
Navy Personnel Command
PERS-312C, 5120 Integrity Drive
Millington, TN 38055-3120
- To verify a current COLOR photograph has been entered into the permanent record, log into OMPF via BOL. Be sure to sign the bottom of the form or your record will not get updated.

Personal Awards

Information and regulations concerning awards is contained in SECNAVINST 1650.1H.

- The CNO Awards Office established and maintains the Navy Department Awards Web Services (NDAWS) as the single authoritative data base for all Military Decorations as specified by the Secretary of the Navy.
- You can check what awards they have in NDAWS by going to the NDAWS public website:
<https://awards.navy.mil>.
- NDAWS Authorities must be utilized to correct errors in the NDWAS data. You can contact your NDAWS Authority directly using the "NDAWS Authorities" listing that is located under NDAWS HOME.
- If your personal award records (ESR/NDAWS/OMPF/PSR) do not agree with each other, there are several steps involved to get them matched up and or updated. Consult the following link for instructions:
<http://www.public.navy.mil/bupers-npc/career/recordsmanagement/Pages/AwdDecorMedal.aspx>

Officer Documents

Documents in the following categories are representative of document categories provided to the selection boards:

- Awards, Decorations, and Medals
- Educational Data / Transcripts
- Fitness Reports

PERS-42 DRUMBEAT



- Letters of Appointments and Promotions
- Professional History
- Photograph
- Qualifications
- Letters submitted by you (the member) to the board for consideration

Exceptional Family Member (EFM) Updates

Successful administration of the EFM program requires up-to-date information and extensive coordination between personnel, medical, educational and family support communities. In order to ensure that the most accurate information is available, updates are required:

- When a family member's condition changes or upon completion of diagnostic evaluations.
- Every 3 years.
- 12 months prior to orders negotiation or a permanent change of station.
- May take 4-6 weeks to have an EFM category updated or removed.
- Orders cannot be released with an outstanding EFM case, to include when an EFM status is required to be updated or verified.
- Governed through MILPERSMAN ART: <http://www.public.navy.mil/bupers-npc/reference/milpersman/1000/1300Assignment/Documents/1300-700.pdf>
- Consult the following link for instructions or additional information: <http://www.public.navy.mil/bupers-npc/support/efm/Pages/default.aspx>

Overseas Screening

[NAVADMIN 203/14](#) announced changes to the overseas screening process. Upon proposal of orders, Navy Personnel Command will issue a letter of intent (LOI) directing completion of an overseas screening within the time constraints below.

- Commands are required to respond to transmitted LOIs within 24 hours. Response can be via email or message.
- Members will be given 30-days from the day the transferring command receives the LOI to complete the screening process for themselves.
- Dependents will be given 60-days from the day the transferring command receives the LOI to complete the screening process.
- Orders will not be released until the screening is reported as complete in BOL by either the command or the ISIC.
- Specific details on the remote duty screening policy change can be found on the NAVADMIN at the following link: <http://www.public.navy.mil/bupers-npc/reference/messages/Documents/NAVADMINS/NAV2014/NAV14203.txt>

Financial Management (FM) Subspecialty

The Submarine Force values and encourages FM education and experience. Earning a Master's Degree in Business Administration (MBA) with an FM subspecialty code (3105P/3110P) will ensure you have strong

PERS-42 DRUMBEAT



consideration for some of the Submarine Force's most interesting and rewarding post-department head, post-executive officer and post-command financial management assignments in Washington, DC. Contact your detailee to discuss FM shore duty opportunities.

Additionally, Officers interested in earning an MBA at the Naval Post-Graduate School, an MBA at a civilian institution with a Navy approved curriculum, or earning a subspecialty code based on experience from a Navy assignment should review the following website that includes the requirements to earn education and experience subspecialty codes, obtaining Navy approval of an MBA curriculum, and additional useful references:

<http://www.nps.edu/Academics/Subspecialty.html>

Naval Strategy Specialist Subspecialty

The Navy recently created a subspecialty code for naval strategy specialists. The intent of the 2300 subspecialty code is to create and proactively manage a cadre of strategists who can develop and coordinate national, military, and naval strategies and policies; translate nation level security strategy and guidance into naval strategy at the Service, COCOM, NCC, and Fleet levels, and evolve concepts and strategy to employ military forces at nation and theater levels.

All paygrades of officers are eligible and like the FM subspecialty code there is an education piece and an operational piece. Approximately 80 billets at the White House and National Security Staff, Department of State, Office of the Secretary of Defense, Joint Staff, Office of the Secretary of the Navy, Office of the Chief of Naval Operations, Combatant commands, and Navy Component Commands were recently (14 NOV 14) coded with the 2300 subspecialty code. Serving in one of these billets would warrant receiving the 2300 SSC (operational). Additionally, officers who have completed a master's degree in Strategic Studies, International Affairs/Relations, or Political Science (with an emphasis on strategy) from an approved civilian institution or officers who have a master's degree in Strategic Studies from NPS warrant receiving the 2300 subspecialty code (educational).

In the coming months, the DCNO N3/N5 will release a NAVADMIN that discusses the 2300 subspecialty code and how you can go about requesting it. This NAVADMIN will also list officers that are pre-screened for the 2300 subspecialty code by previously serving in one the 80 newly coded billets discussed above and will automatically receive it. Once the NAVADMIN is released, please contact your detailee if you have any questions on obtaining this subspecialty code or serving in a billet/receiving education that would lead to receiving this subspecialty code.