



DEPARTMENT OF THE NAVY
BUREAU OF NAVAL PERSONNEL
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Changes to the Naval Military Personnel Manual included in Change 69 are effective the date written at the top of each article and below the article number on this change summary.

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Changes in articles titled and briefed below are incorporated in this CD-ROM.

Table of Contents - Revised to reflect all current changes.

<u>Article No. and Date Approved</u>	<u>Article Title</u>
1000-040 CH-69 1 Dec 2019	FINGERPRINTING - <ul style="list-style-type: none"> Cancelled. Per Under Secretary of Defense memo dated 29 Jul 2010 and NAVADMIN 152/19, hardcopy fingerprint submissions for background investigations have been discontinued. Military entrance processing stations (MEPS), U.S. Naval Academy, Navy Recruiting Command, Navy Personnel Command (NAVPERSCOM) Corrections and Programs Office (PERS-OOD), and BUPERS/NAVPERSCOM Security Office (BUPERS-00Y/PERS-534) have discontinued hardcopy fingerprinting to comply with the guidance listed above. (COG: NAVPERSCOM (PERS-842))

<p>1000-050 CH-69 9 Dec 2019</p>	<p>FINGERPRINTING PROCEDURES -</p> <ul style="list-style-type: none"> • Cancelled. NAVADMIN 152/19 and the Under Secretary of Defense memo dated 29 Jul 2010 discontinues hard copy fingerprinting and future use of electronic fingerprinting. <p>(COG: NAVPERSCOM (PERS-842))</p>
<p>1001-125 CH-69 ADMIN 9 Oct 2019</p>	<p>REQUIREMENTS FOR TRANSFER FROM SELECTED RESERVE OR INDIVIDUAL READY RESERVE-VOLUNTARY TRAINING UNIT TO THE INDIVIDUAL READY RESERVE-ACTIVE STATUS POOL, STANDBY RESERVE-ACTIVE, OR STANDBY RESERVE-INACTIVE -</p> <ul style="list-style-type: none"> • Updated contact information • Subpara 7k, added NAVPERS 1080/3 Individual Ready Reserve (IRR) Annual Screening as a requirement • Subpara 12a, added information about the command level access manager <p>(COG: NAVPERSCOM (PERS-93))</p>
<p>1001-145 CH-69 ADMIN 8 Oct 2019</p>	<p>REQUIREMENTS FOR TRANSFER FROM ACTIVE COMPONENT TO THE INDIVIDUAL READY RESERVE-ACTIVE STATUS POOL, STANDBY RESERVE-ACTIVE, OR STANDBY RESERVE-INACTIVE -</p> <ul style="list-style-type: none"> • Updated contact information • Subparas 6b and 7i, added NAVPERS 1080/3 Individual Ready Reserve (IRR) Annual Screening as a requirement <p>(COG: NAVPERSCOM (PERS-93))</p>

<p>1070-310 CH-69 18 Oct 2019</p>	<p>NAVPERS 1070/607 COURT MEMORANDUM -</p> <ul style="list-style-type: none"> • Changed the responsible office from PERS-312 to PERS-313 • Replaced responsible office phone number with the MyNavy Career Center number • Para 1, removed the requirement for NAVPERS 1070/613 Administrative Remarks to be used for enlisted nonjudicial punishments, which do not affect pay, and inserted the requirement for nonjudicial punishments to be processed per MILPERSMAN 1626-020 • Para 2, added amplifying instructions for documenting charges, specifications, sentence adjudged, and punishment awarded in block 42 of NAVPERS 1070/607 Court Memorandum <p>(COG: NAVPERSCOM (PERS-313))</p>
<p>1070-320 CH-69 21 Oct 2019</p>	<p>ADMINISTRATIVE REMARKS - Removed the usage of NAVPERS 1070/613 Administrative Remarks for reporting nonjudicial punishment (NJP) or periods of unauthorized absence</p> <ul style="list-style-type: none"> • Removed the responsible office phone number and inserted the MyNavy Portal phone number • Subpara 1b(2), removed NJP, civil conviction, and unauthorized absence and other matters to which the member concerned previously had an opportunity to respond by submitting a statement in rebuttal for adverse administrative remarks • Subpara 2c(2), removed NJP, civil conviction, and unauthorized absence from permanent administrative remarks <p>(COG: NAVPERSCOM (PERS-313))</p>
<p>1160-140 CH-69 ADMIN 17 Dec 2019</p>	<p>CAREER WAYPOINTS - REENLISTMENT-</p> <ul style="list-style-type: none"> • Subpara 2k(1), updated language to reflect change from Career Management System Interactive Detailing (CMS-ID) to MyNavy Assignment (MNA) <p>(COG: BUPERS 32)</p>

<p>1220-061 CH-69 24 Nov 2019</p>	<p>ENLISTED NUCLEAR WEAPONS SECURITY (NWS) BREAST INSIGNIA -</p> <ul style="list-style-type: none"> • Cancelled. The contents of this article were inserted into MILPERSMAN 1200-070 to include officers and enlisted. <p>(COG: SSP (SP00M))</p>
<p>1300-500 CH-69 12 Oct 2019</p>	<p>REASSIGNMENTS FOR HUMANITARIAN REASONS (HUMS) - Corrections include removal of standard transfer orders temporary duty (TEM DU) procedures as well as update of submission procedures.</p> <ul style="list-style-type: none"> • Inserted e-mail address in the responsible office block • Removed reference (c) - Diary Message Reporting System User's Manual • Para 7, removed no-cost TEM DU HUMS assignment procedures • Para 10, updated to "HUMS reassignments will be considered on a case-by-case basis for members while in accounting category code (ACC) "105" limited duty (LIM DU) status" vice "will not be approved for members while in ACC "105" LIM DU" • Subpara 20a, removed TEM DU HUMS orders guidance • Para 22, replaced the Diary Message Reporting System User's Manual with Navy Standard Integrated Personnel System (NSIPS) <p>(COG: NAVPERSCOM (PERS-40HH))</p>

<p>1301-809 CH-69 6 Nov 2019</p>	<p>COMMAND POLICIES AND PROCEDURES - FOREIGN AREA OFFICER (FAO) ASSIGNMENTS TO MILESTONES BILLETS - Removed major milestone from this article, which will be suspended until FAO community sponsor directs reinstatement</p> <ul style="list-style-type: none"> • Updated responsible office code • Updated references • Para 1 (table), updated the requirements for statutory board experience and changed the timing of milestone screening to after selection for O-5 • Article has been revised throughout and should be reviewed in its entirety <p>(COG: NAVPERSCOM (PERS-474))</p>
<p>1306-120 CH-69 ADMIN 11 Dec 2019</p>	<p>COMMANDING OFFICER SHIPBOARD OPERATIONAL HOLDS (OPHOLD) -</p> <ul style="list-style-type: none"> • Subpara 2c(1), updated language to reflect change from Career Management System Interactive Detailing (CMS-ID) to MyNavy Assignment (MNA) <p>(COG: NAVPERSCOM (PERS-4013))</p>
<p>1306-423 CH-69 ADMIN 18 Dec 2019</p>	<p>ASSIGNMENT TO UNDERSEA SURVEILLANCE BILLETS -</p> <ul style="list-style-type: none"> • Subparas 4a(1) and 4b(1), updated language to reflect change from Career Management System Interactive Detailing (CMS-ID) to MyNavy Assignment (MNA) <p>(COG: NAVPERSCOM (PERS-403DH/PERS-406))</p>
<p>1306-913 CH-69 ADMIN 11 Dec 2019</p>	<p>FLAG WRITER (NEC A151) -</p> <ul style="list-style-type: none"> • Subparas 6b, 8b, and 9b, updated language to reflect change from Career Management System Interactive Detailing (CMS-ID) to MyNavy Assignment (MNA) <p>(COG: NAVPERSCOM (PERS-44ES1))</p>

<p>1306-984 CH-69 12 Oct 2019</p>	<p>NAVAL SPECIAL WARFARE COMMAND (NAVSPECWARCOM) TACTICAL INFORMATION OPERATIONS (TIO) PROGRAM -</p> <ul style="list-style-type: none"> • Changed the responsible office from BUPERS-326 to PERS-408 • Subpara 1a, updated background information and designation personnel • Subpara 1b, clarified specific command location and tour lengths • Subpara 1c, revised applicant requirements • Subpara 1d, inserted tour lengths for equipment managers, NSW Mission Support Center, post-primary tours, and NAVSPECWARUNIT THREE • Subpara 2b, added cryptologic technician (maintenance) as an eligible rating • Subpara 2c(5), inserted physical screening test • Article has been revised throughout and should be reviewed in its entirety <p>(COG: NAVPERSCOM (PERS-408))</p>
<p>1306-992 CH-69 ADMIN 18 Dec 2019</p>	<p>ASSIGNMENT TO SUBMARINE LEARNING CENTER STAFF OR SITE INSTRUCTOR DUTY -</p> <ul style="list-style-type: none"> • Subpara 2b, updated language to reflect change from Career Management System Interactive Detailing (CMS-ID) to MyNavy Assignment (MNA) <p>(COG: NAVPERSCOM (PERS-403))</p>
<p>1306-995 CH-69 ADMIN 18 Dec 2019</p>	<p>ASSIGNMENT TO CRYPTOLOGIC AIRCREW BILLETS-</p> <ul style="list-style-type: none"> • Para 2, updated language to reflect change from Career Management System Interactive Detailing (CMS-ID) to MyNavy Assignment (MNA) <p>(COG: NAVPERSCOM (PERS-408))</p>

<p>1611-010 CH-69 30 Oct 2019</p>	<p>OFFICER PERFORMANCE AND SEPARATIONS FOR CAUSE - Per Chief of Naval Operations misconduct assessment, this article was updated to reflect NAVADMIN 188/19.</p> <ul style="list-style-type: none"> • Updated the title from Officer Performance to the title above • Changed the responsible office from PERS-83 to PERS-834 • Updated references • Removed unauthorized absence portion of this article and incorporated into MILPERSMAN 1920-260 • Updated officer administrative separation (ADSEP) processing and included current policies • This article has been revised throughout and should be reviewed in its entirety <p>(COG: NAVPERSCOM (PERS-834))</p>
<p>1616-040 CH-69 9 Oct 2019</p>	<p>ENLISTED PERFORMANCE (E-6/7/8/9) - Provided amplifying information to policy in line with Chief of Naval Operations (CNO) guidance for upholding the Navy character standard per NAVADMIN 188/19</p> <ul style="list-style-type: none"> • Updated and clarified requirements and criteria for the reporting and submission of adverse information concerning enlisted personnel, E-6 through E-9 • This article has been revised throughout and should be reviewed in its entirety <p>(COG: NAVPERSCOM (PERS-832))</p>
<p>1616-050 CH-69 9 Oct 2019</p>	<p>ENLISTED PERFORMANCE (E-5 AND BELOW) -</p> <ul style="list-style-type: none"> • New Article. Article written to provide policy in line with the Chief of Naval Operations (CNO) guidance for upholding the Navy character standard and established policies and procedures for reporting E-5 and below misconduct. <p>(COG: NAVPERSCOM (PERS-832))</p>

<p>1626-020 CH-69 8 Oct 2019</p>	<p>ENLISTED SERVICE RECORD ENTRIES AFTER NONJUDICIAL PUNISHMENT (NJP) -</p> <ul style="list-style-type: none"> • Updated references • Para 1, inserted the requirement to document all nonjudicial punishments on NAVPERS 1626/7 Report and Disposition of Offense(s) for submission and filing into a member's official military personnel file • Para 1 (table), removed confinement on bread and water and correctional custody • Subpara 2d, inserted clarifying guidance for NAVPERS 1626/7 submission • Para 2 (note 1), inserted instructions to prevent unnecessary personally identifiable information from being added into the service record • Para 2 (note 2), included instructions to handle events when a civil conviction is overturned or NJP appeal is granted <p>(COG: NAVPERSCOM (PERS-832))</p>
<p>1910-010 CH-69 18 Oct 2019</p>	<p>ENLISTED ADMINISTRATIVE SEPARATION (ADSEP) POLICY AND GENERAL INFORMATION - Updated guidance for policy intent, concept, and processing goals in line with the Chief of Naval Operations (CNO) guidance for upholding the Navy character standard per NAVADMIN 188/19</p> <ul style="list-style-type: none"> • Replaced the responsible office's phone number with the MyNavy Career Center phone number, e-mail, and MyNavy portal Web address • Inserted DoD Instruction 1332.14 of 27 January 2014 as a reference • Para 1, provided amplifying guidance for policy intent • Para 2, updated guidance for policy concept • Article has been revised throughout and should be reviewed in its entirety <p>(COG: NAVPERSCOM (PERS-832))</p>

<p>1910-142 CH-69 9 Oct 2019</p>	<p>SEPARATION BY REASON OF MISCONDUCT - COMMISSION OF A SERIOUS OFFENSE - Provided amplifying guidance for policy in line with the Chief of Naval Operations (CNO) guidance for upholding the Navy character standard per NAVADMIN 188/19</p> <ul style="list-style-type: none"> • Replaced the responsible office's phone number with the MyNavy Career Center phone number, e-mail, and MyNavy portal Web address • Removed reference to SECNAVINST 5300.28F, 10 U.S.C., and U.S. Navy Regulations from the article • Article has been revised throughout and should be reviewed in its entirety <p>(COG: NAVPERSCOM (PERS-832/PERS-913))</p>
<p>1910-144 CH-69 9 Oct 2019</p>	<p>SEPARATION BY REASON OF MISCONDUCT - CIVILIAN CONVICTION - Provided amplifying guidance for policy in line with the Chief of Naval Operations (CNO) guidance for upholding the Navy character standard per NAVADMIN 188/19</p> <ul style="list-style-type: none"> • Replaced the responsible office's phone number with the MyNavy Career Center phone number, e-mail, and MyNavy portal Web address • Para 3, updated mandatory processing guidance • Para 4 (table), updated procedures <p>(COG: NAVPERSCOM (PERS-832/PERS-913))</p>
<p>1910-146 CH-69 9 Oct 2019</p>	<p>SEPARATION BY REASON OF MISCONDUCT - DRUG ABUSE - Provided amplifying guidance for policy in line with the Chief of Naval Operations (CNO) guidance for upholding the Navy character standard per NAVADMIN 188/19</p> <ul style="list-style-type: none"> • Replaced the responsible office's phone number with the MyNavy Career Center phone number, e-mail, and MyNavy portal Web address • Para 2, updated the office of notification to OPNAV (N170), when a commanding officer determines that urinalysis results were caused by administrative errors • Para 3, updated notification procedures <p>(COG: NAVPERSCOM (PERS-832/PERS-913))</p>

<p>1910-226 CH-69 8 Oct 2019</p>	<p>CONDITIONAL WAIVERS - Adjusted policy guidelines to properly align with the Chief of Naval Operations (CNO) guidance for upholding the Navy character standard per NAVADMIN 188/19</p> <ul style="list-style-type: none"> • Replaced the responsible office's phone number with the MyNavy Career Center phone number, e-mail, and MyNavy portal Web address • Para 2, removed restrictions barring the use of conditional waivers for mandatory administrative processing reasons • Para 3 (note), provided amplifying guidance for commanding officer reporting requirements <p>(COG: NAVPERSCOM (PERS-832))</p>
<p>1910-233 CH-69 9 Oct 2019</p>	<p>MANDATORY SEPARATION PROCESSING -</p> <ul style="list-style-type: none"> • Replaced the responsible office's phone number with the MyNavy Career Center phone number, e-mail, and MyNavy portal Web address • Subpara 1f, provided amplifying guidance on the unlawful use of controlled substances to include products derived from hemp <p>(COG: NAVPERSCOM (PERS-832/PERS-913))</p>
<p>1910-400 CH-69 22 Oct 2019</p>	<p>ADMINISTRATIVE SEPARATION (ADSEP) PROCESSING NOTIFICATION -</p> <ul style="list-style-type: none"> • Cancelled. The contents of this article were incorporated into MILPERSMAN 1910-402. <p>(COG: NAVPERSCOM (PERS-832))</p>

<p>1910-402 CH-69 9 Oct 2019</p>	<p>ADMINISTRATIVE BOARD AND NOTIFICATION PROCEDURES -</p> <ul style="list-style-type: none"> • Replaced the responsible office's phone number with the MyNavy Career Center phone number, e-mail, and MyNavy portal Web address • Removed references because all information is found in MILPERSMAN links • Para 1 - Provided updated guidance on the use of notification and administrative board procedures • Subpara 1b - Removed MILPERSMAN 1910-400 and incorporated language into this article <p>(COG: NAVPERSCOM (PERS-832/PERS-913))</p>
<p>1920-260 CH-69 12 Oct 2019</p>	<p>OFFICER UNAUTHORIZED ABSENCE (UA) -</p> <ul style="list-style-type: none"> • New Article. The unauthorized absence portion of MILPERSMAN 1611-010 Officer Performance and Separations for Cause was incorporated into this article. <p>(COG: NAVPERSCOM (PERS-834))</p>