

**TABLE OF CONTENTS**

PROMULGATION LETTER ..... ii

SUMMARY OF CHANGES ..... iii

CHAPTER I. INTRODUCTION TO THE NAVY ENLISTED CLASSIFICATION SYSTEM ..... I-1

A. Purpose ..... I-1

B. Types of NEC Codes..... I-1

C. NEC Code Relationships ..... I-2

D. NEC Coding used in Manpower, Personnel and Training Information System (MAPTIS)..... I-4

E. Applicable Courses and On-The-Job Training..... I-4

CHAPTER II. RESPONSIBILITIES AND PROCEDURES ..... II-1

A. Authorities and Responsibilities ..... II-1

B. Instructions for Assigning and Canceling NEC Codes ..... II-1

C. General Assignment and Cancellation Information ..... II-4

D. Command NEC Code Billet Change Requests (BCR) ..... II-4

CHAPTER III. NAVY RATINGS AND RATING CONVERSION NEC CODES ..... III-1

A. Navy Ratings..... III-1

B. Rating Conversion NEC Codes..... III-3

CHAPTER IV. RATING COMMUNITY AND CAREER FIELD NEC CODES ..... IV-1

A. Purpose ..... IV-1

B. Definitions..... IV-1

C. NEC Code Construct..... IV-3

D. NEC Codes and Details ..... IV-3

CHAPTER V. PLANNING SERIES NEC CODES ..... V-1

APPENDIX

A. NEC Code Proposal Templates ..... A-1

B. Rating Structure Change Proposal Template..... B-1

C. NEOCS Process..... C-1

D. NEC Change Request (NAVPERS 1221/6) ..... D-1