



DEPARTMENT OF THE NAVY
NAVAL INFORMATION FORCES
115 LAKE VIEW PARKWAY
SUFFOLK, VA 23435-2660

COMNAVIFORINST 1414.1A
10 July 2018

COMNAVIFOR INSTRUCTION 1414.1A

From: Commander, Naval Information Forces

Subj: ENLISTED INFORMATION WARFARE SPECIALIST (EIWS) QUALIFICATION PROGRAM

Ref: (a) OPNAVINST 1414.9A
(b) OPNAVINST 1306.2H

Encl: (1) Authorized EIWS Commands
(2) EIWS Program Certification Checklist
(3) EIWS Program Inspection Checklist
(4) Waiver Request Template

1. Purpose. To implement the requirements and procedures for qualification of Navy personnel as Enlisted Information Warfare Specialists (EIWS) per references (a) and (b). This instruction is a complete revision and should be reviewed in its entirety.

2. Cancellation. COMNAVIFORINST 1414.1

3. Discussion. Sailors in the ratings of Aerographer's Mate, Cryptologic Technician, Intelligence Specialist, and Information Systems Technician make up the Information Warfare (IW) community. Attainment of EIWS designation signifies that an eligible Sailor has achieved a level of excellence and proficiency in their rating as well as a complete understanding of operational IW and its role in maintaining our warfighting supremacy. The EIWS insignia signifies the Sailor is qualified in his or her rating and has acquired additional general knowledge to enhance his or her understanding of the role of IW capabilities as they pertain to warfighting, mission effectiveness, and command survivability. EIWS qualification may only be obtained through the formal qualification program set forth in this instruction.

4. Responsibilities

a. Commander, Naval Information Forces (NAVIFOR) is the executive agent for the EIWS program and is responsible for ensuring it is implemented throughout the Navy in an equitable and consistent manner. The NAVIFOR Force Master Chief (FORCM) is designated as the EIWS Program Manager (PM) and is responsible for maintaining and updating the EIWS program content, this instruction, and ensuring program compliance throughout the Navy.

b. All commands authorized to administer an EIWS program will designate the Command Senior Enlisted Leader (CSEL) as the command's EIWS Program Manager (PM). The EIWS

PM may delegate in writing an EIWS Program Coordinator (PC) as the direct representative to assist in facilitating the timely qualification of personnel. Additional PCs may be designated in writing for units remotely located or deployed in ashore environments. However, the PM retains the responsibility of maintaining the validity and integrity of the EIWS program, ensuring every Sailor can operate at a level of excellence and proficiency required.

(1) Only Sailors in IW ratings may serve as EIWS PCs.

c. In the interest of maintaining consistent standards of qualification, Immediate Superiors-in-Command (ISIC) and EIWS PMs shall ensure that the spirit and intent of this instruction are being followed by subordinate units. This will be accomplished by periodically monitoring and evaluating qualifiers and qualification programs. NAVIFOR will be responsible for monitoring all EIWS programs for direct reporting units and those commands that do not fall under an IW ISIC.

d. The IW ISICs (Fleet Cyber Command, Office of Naval Intelligence, Naval Meteorology and Oceanography Command, and Naval Information Forces Reserve) will serve as review and approval authority for platform specific Personnel Qualification Standards (PQS) for their respective areas of IW.

e. Command EIWS PCs will maintain all records associated with the EIWS program for three (3) years and a master list of all personnel who have qualified in their command for five (5) years. PCs will adhere to requirements set forth in enclosure (3).

5. Eligibility.

a. All operational IW commands assigned administrative control (ADCON) to Commander, Naval Information Forces (COMNAVIFOR) are authorized to establish and administer an EIWS program. Operational IW commands are defined as units whose primary mission is the production and distribution of IW products and services, based upon the core IW areas of Communications, Networks, Intelligence, Oceanography, Meteorology, Cryptology, Electronic Warfare, Cyberspace Operations, and Space.

(1) Staff and training commands are not authorized to administer EIWS programs.

b. Other commands with a primary or secondary IW mission desiring to establish and administer an EIWS program may submit a request to NAVIFOR FORCM. The requesting command's required operating capabilities, projected operating environment and mission, tasks and functions (MTFs) will be reviewed and taken into consideration when determining the command's eligibility to administer an EIWS program.

c. The EIWS qualification is mandatory for all enlisted IW Sailors assigned to a command with a certified program as listed in reference (a).

(1) The ability to work closely with our IW counterparts from the other services and the services of our allied partners is crucial to the success of the IW mission. With that in mind, Information Warriors of the other services and our allied partner military forces are authorized to enroll in a command's EIWS program as long as they are approved to do so by their service ISIC and meet all the eligibility criteria set forth in this instruction

d. Sailors must have a minimum of an active SECRET security clearance to participate in the EIWS program. Clearance status will be verified by the command's EIWS PM or PC prior to a Sailor's enrollment.

e. Sailors in non-IW ratings permanently assigned to commands with a primary IW mission per enclosure (1) are authorized to enroll in the command's EIWS program on a voluntary basis.

f. Sailors in non-IW ratings permanently assigned to commands with a secondary IW mission per enclosure (1) are not eligible to enroll in this program unless the following criteria are met:

(1) The Sailor's assigned primary duties directly support the secondary IW mission.

(2) The Sailor has an approved waiver request signed by their respective IW ISIC CMC to enroll in the program based on their direct support to IW operations. For commands without an IW ISIC, the waiver will be sent to NAVIFOR FORCM or designated NAVIFOR PCs for consideration.

6. Procedures.

a. Due to the nature of information covered, all EIWS programs will be classified at a minimum of SECRET. Commands unable to maintain this level of classification will have their authorization to administer an EIWS program withdrawn.

b. All PQS books will have proper classification markings and should be stored in a General Services Administration approved safe if the facility is not approved for open SECRET storage. At a minimum, all PQS series will be annotated on the front and back covers as follows: ***"Answers to questions in this PQS may be classified. Handle accordingly if notes are made in this book."*** At a minimum, each page in the PQS will be annotated as follows: ***"CLASSIFY ACCORDINGLY WHEN FILLED IN WITH NOTES"***

c. Completion of primary command PQS must be obtained prior to authorization to enroll in an EIWS program. Source-rated IW Sailors permanently assigned to commands listed in enclosure (1) will qualify EIWS as their primary warfare prior to qualification in other available warfare programs. Exceptions are:

(1) Source-rated IW Sailors, assigned in an Aircrew billet and in a flying status to conduct cryptologic, intelligence, or meteorological missions, must first complete and qualify as

a Naval Aircrewman Warfare Specialist, essential in order to do their primary duties and for safety of platform.

(2) Source-rated IW Sailors, assigned in a deployable Direct Support (DIRSUP) billet that are subsequently assigned Temporary Additional Duty (TAD) outside their command; has completed their basic watch station qualification to fulfill their primary duties, and safety of platform may enroll in unit's warfare program.

d. Source-rated IW Sailors assigned TAD to an EIWS platform, to include embarked staff, for greater than 180 days (cumulative) may enroll in the unit's EIWS program if the following requirements are met:

(1) Must have at a minimum an active SECRET security clearance,

(2) Have promotable or above on most recent performance evaluation,

(3) Recommended for enrollment by their parent command CSEL,

(4) Received concurrence from the TAD command's CSEL,

(5) Obtain an approved waiver from NAVIFOR FORCM or designated NAVIFOR Program Coordinators, endorsed by parent and TAD commands' CSELS.

e. Sailors assigned TAD outside of their qualifying command to a command with other warfare programs will have their EIWS progress suspended until they return to their parent command, unless prior approval is received from their parent command. This is with the intent of allowing Sailors the opportunity to qualify in the TAD command's primary warfare program, if eligible, and better support that command's warfare mission.

f. Sailors enrolled in the EIWS program who are subsequently assigned TAD outside of their qualifying command or to operational detachments of their command where, in the opinion of the CSEL, the infrastructure does not exist to administer an EIWS program, will have their qualification progress suspended for the duration of the temporary assignment. If as result of the temporary assignment, a Sailor will not meet EIWS qualification timelines, a revised NAVPERS 1070/613 must be documented in the member's official record.

g. Upon enrollment in the EIWS program, the command's EIWS PM or PC will have the enrollee sign a NAVPERS 1070/613 with the following entry:

“(Date): You are enrolled in the (command name) Enlisted Information Warfare Specialist (EIWS) program this date. Per COMNAVIFORINST 1414.1A you have (30 months for E4 and below; 18 months for E5 and above) to complete your qualification. Qualification date will be based on rank when enrolled. Re-qualification for all ranks will be completed within 12 months. Completion of Final Qualification Review Board is required no later than (enter deadline date as applicable per service member's rank). Failure to qualify within the designated timeframe will

result in an additional Page 13 entry and other adverse administrative actions.” (see paragraph 10.)

h. Following successful enrollment in the program, Sailors must complete the following PQS for initial qualification:

(1) All job-related and command or unit qualification requirements of the specific command or unit to which the member is enrolled.

(2) EIWS Common Core, Platform Specific PQS (NAVEDTRA 43365 series), and Command Specific Job Qualification Requirement (JQR)/Personal Qualification Requirement.

(a) All EIWS qualified Sailors are considered qualifiers for the EIWS Common Core PQS and may sign off on line items upon successful demonstration of knowledge and task.

(b) Qualifiers for the 200 and 300 platform specific series PQS must be designated in writing by the Commanding Officer (CO) and should be a E5 and above who is EIWS qualified on the platform. EIWS PM will ensure the EIWS qualifiers list is updated on a routine basis.

i. Before final qualification, Sailors must be recommended for EIWS qualification by their chain of command and demonstrate general knowledge of the command's overall mission to include the core IW missions, Joint missions, and other mission-essential tasking, through written examination, hands-on demonstration of knowledge requirements, and a comprehensive oral examination by a Quality Review Board (QRB). The EIWS PQS should be used as the foundation for examinations.

(1) QRB membership will consist of a minimum of three EIWS qualified Sailors (E6 and above) and chaired by the command EIWS PM or PC. Information Warfare qualified officers are authorized and encouraged to participate in EIWS QRBS.

7. Qualification or Requalification. Upon satisfactory completion of the requirements within this instruction, the CO of qualifying command will act as the final qualification authority based upon the appropriate recommendation of the EIWS PM. The PM is responsible for:

a. Initial EIWS qualification or requalification. Sailors falling under the eligibility requirements of paragraph 5 will be assigned to the EIWS program upon check in to the command. Paragraph 6 remains applicable. Qualification date may be adjusted as deemed appropriate by the CSEL. The following timelines apply:

(1) All personnel designated with Navy Enlisted Classification codes (NEC) 8CMC/8COB/8CSC and are serving as the command's or unit's CSEL are required to qualify EIWS within 12 months of assignment.

(2) E-4 and below personnel have a maximum of 30 months for initial qualification from date of enrollment.

(3) E-5 and above personnel have 18 months to qualify from the date of enrollment. If a candidate is advanced or frocked to E-5 from E-4, their initial 30-month time limit will still apply.

(4) Selective reservist (SELRES) personnel have 48 months to qualify from date of enrollment.

(5) All EIWS qualified Sailors reporting to a new command with an authorized EIWS program will have 12 months to complete EIWS re-qualification.

b. When members have qualified or re-qualified for the EIWS designation, an entry must be made in their service record to include:

(1) Annotation in the PQS qualification entry section of the NAVPERS 1070/881. Documentation will include the type of unit in which the EIWS PQS was completed.

(2) NAVPERS 1070/613 entry as follows:

“(Date) qualified (or re-qualified) as an Enlisted Information Warfare Specialist (EIWS) (unit type) this date and assigned the Enlisted IW designator.”

(3) The appropriate Navy Standard Integrated Personnel System entry will be submitted by the cognizant Personnel Office for the qualifying command at the time of initial qualification.

(4) “IW” is placed in parentheses immediately after the member’s rate abbreviation, i.e., CTM2(IW).

c. Transfers within same command with different Unit Identification Code (UIC). When personnel transfer within the same command or returns, the Sailor will not be required to requalify on the same watch station PQS (300 Series).

d. Transfers between same type of command. When a Sailor transfers between commands of the same type, they will not be required to complete the entire platform-specific PQS previously completed. However, a tailored unit-specific JQR/PQS may be used to facilitate requalification.

e. Transfers between different types of commands. When a Sailor transfers between commands of different types, they will be required to complete the platform-specific PQS for the new unit of qualification and demonstrate general knowledge of the new command through written examination and hands-on demonstration of knowledge requirements. For requalification purposes a comprehensive oral examination by a QRB is optional, but highly recommended. Upon satisfactory demonstration, a recommendation will be made to the CO for final qualification. Once a Sailor enrolls in an IW program, all qualification standards and

timelines, as well as administrative procedures, are applicable under the assigned qualifying organization.

8. Navy Reservist Participation. The Navy Reserve is a vital element of the Navy's Total Force. It seamlessly supports and actively aids the mission of the Navy. As an integral part of the IW community, all supported commands are responsible for facilitating the qualification of its assigned reserve units.

a. Commander, Navy Information Forces Reserve (COMNAVIFORES) must appoint a Program Coordinator to track the progress and participation of NAVIFORES reserve units. The NAVIFORES EIWS PC must provide monthly status updates to the NAVIFOR FORCM and Naval Information Force Reserve CSEL.

b. IW commands with an affiliated IW reserve unit are responsible for providing training and qualification opportunities in a fair and reasonable manner to include training and qualification on drill weekends and other periods when reserve members are on board. IW commands with geographically diverse or separated IW reserve units will assist the unit by making training opportunities available at the unit's drill location.

c. EIWS qualified reserve members are authorized and encouraged to serve as PCs, PQS qualifiers, and Qualification Review Board members.

d. Reserve units are considered an extension of the supported command and will be tracked as a part of the command's overall progress and completion metrics.

9. Amplifying Information

a. Significant Progress Towards. The term "Significant Progress Towards" is self-explanatory and should be utilized only in those rare instances when the Sailor was not able to meet the deadline due to extenuating circumstances such as severe personal hardship or illness. In this case, members may be granted a "day-for-day" extension and should not be considered a "Failure to Qualify." The CO, with a recommendation from the PM, may grant "Significant Progress Towards" status and will document that on a NAVPERS 1070/613. Qualification will not be delayed due to an organization's operational schedule.

b. If qualification has not been achieved upon transfer to another IW command, but the Sailor is still within the required time limits as stated in paragraph 7, the new command should recognize recorded PQS attainment to date, but may also require a re-demonstration of knowledge in any area deemed appropriate.

10. Designation and Authority to Wear the Insignia. The CO is authorized to present the EIWS breast insignia (and optional certificate) upon qualification. The attainment of the IW designation will be recognized at an appropriate ceremony and the qualification included in the member's next evaluation.

11. Failure to Qualify or Re-qualify. Personnel enrolled in the EIWS program who fail to qualify or re-qualify per paragraph 7 will be held accountable via the following:

a. NAVPERS 1070/613 entry as follows:

“(Date) Rate/name did not meet the established criteria in qualifying or re-qualifying as an Enlisted Information Warfare Specialist (EIWS) (unit type) within the prescribed time requirements per COMNAVIFORINST 1414.1A.”

b. Receive a special performance evaluation that removes promotion recommendation. Promotion recommendation may be restored with a special performance evaluation only when the CO has approved re-enrollment and qualification is achieved.

12. Maintaining Proficiency

a. EIWS qualified personnel are expected to maintain their proficiency by being active participants in the program as long as they are assigned to a command with EIWS program.

b. At a minimum, EIWS qualified personnel will be expected to perform in one of the following roles on a regular basis:

(1) EIWS Qualifier

(2) EIWS Instructor

(3) EIWS QRB Member

c. Roles will be assigned by the EIWS PM or PC and will be determined by the Sailor’s capability and capacity to perform in those roles.

d. Failure to maintain proficiency through active and regular participation in the program could result in administrative actions from counseling to disqualification.

13. Disqualification

a. Commanding Officers will remove EIWS qualification from a Sailor if any of the following conditions exists:

(1) Failure to maintain promotable status per the enlisted evaluation guidelines.

(2) Refusal to accept or perform duties.

(3) Failure to complete EIWS requalification within prescribed time limits.

(4) Loss of security clearance due to misconduct.

(5) For SELRES, failure to maintain satisfactory drill status.

b. Formal notification of disqualification will be recorded in the member's service record as follows (specific rationale for disqualification must be stated in NAVPERS 1070/613):

“(Date) Failed to maintain qualification as an Enlisted Information Warfare Specialist (EIWS) in that (include specific rationale for disqualification). Member has been informed that as of this date, he/she is disqualified and is no longer authorized to wear the EIWS insignia or the Enlisted Information Warfare (IW) designator.”

c. After receiving written recommendation from the PM and approval from the CO, re-qualification may commence when the Sailor's deficiencies have been corrected. After approval, a member must follow the initial qualification process per paragraph 8. Personnel are required to sign a NAVPERS 1070/613.

14. EIWS Pennant. Commands listed in enclosure (1) are authorized to fly the EIWS pennant when all eligible non-EIWS qualified Sailors, to include those assigned to associated Reserve Units, are actively enrolled in the EIWS program and no Sailor in the command exceeds the qualification time requirements as stated in paragraph 7. Commands that have an established program and have an IW Sailor that fails to qualify within the time requirements as stated in paragraph 7 will not be authorized to display the pennant until all delinquencies have been resolved. NAVIFOR ISIC commands will track, update, keep record of, and spot check their operational commands' statuses of EIWS pennant eligibility, keeping the NAVIFOR FORCM and EIWS PCs updated with their statuses.

15. Waivers. Waivers should be submitted via the member's chain of command to the NAVIFOR_SUFF_EIWS.fct@navy.mil functional email account. That request will then be forwarded to the NAVIFOR, FORCM for approval or disapproval.

16. Implementation. The above requirements are effective as of the date of this instruction.

17. Records Management. Records created as a result of this instruction, regardless of media or format, must be managed per Secretary of the Navy Manual 5210.1 of January 2012.

18. Review and Effective Date. Per OPNAVINST 5215.17A, NAVIFOR will review this instruction annually on the anniversary of its effective date to ensure applicability, currency, and consistency with Federal, DoD, SECNAV, and Navy policy and statutory authority using OPNAV 5215/40 Review of Instruction. This instruction will automatically expire in 5 years after effective date unless reissued or canceled prior to the 5-year anniversary date, or an extension has been granted.

19. Forms. The forms can be accessed at the following link:
<https://usff.navy.deps.mil/sites/NAVIFOR/admin/SitePages/OfficialDocs.aspx>.

- a. COMNAVIFOR 1414/1 (6-18) - EIWS Program Inspection Checklist.
- b. COMNAVIFOR 1414/2 (6-18) - EIWS certificate templates will be provided to commands by NAVIFOR upon request.



B. B. BROWN

Releasability and distribution:

This notice is cleared for public release and is available electronically only via electronic only, via NAVIFOR website, <https://usff.portal.navy.mil/navifor/admin/default.aspx>

AUTHORIZED EIWS COMMANDS

The following commands having enlisted Sailors, including Active Duty (AD), full time support (FTS), and selected reservists (SELRES) assigned are authorized to administer an approved EIWS program:

PRIMARY IW MISSION COMMANDS

(1) All operational commands Administrative Control under NAVIFOR effective 1 October 2017 (staff and training commands are not authorized)

(2) U.S. Fleet Cyber Command (FCC) Operations Center

(3) Office of Naval Intelligence and subordinate operational commands

(4) Naval Meteorology and Oceanography Command and subordinate operational commands

(5) The Maritime (Information) Operations Centers (MOC/MIOC) of U.S. Fleet Forces Command and U.S. Pacific Fleet

(6) The Maritime Operations Centers (MOC) of the Numbered Fleets

(7) Unified Combatant Command Joint Intelligence Operations Centers (JIOC)

(8) Defense Intelligence Agency

(9) Defense Information Systems Agency and subordinate operational commands

(10) Navy Expeditionary Intelligence Command

COMMANDS WITH A SECONDARY IW MISSION (IW Sailors only)

(1) Space and Naval Warfare Systems Command Space Field Activity (SPAWAR SFA)

(2) Naval Special Warfare Development Group

(3) Special Reconnaissance TEAM ONE and Special Reconnaissance TEAM TWO

(4) Joint Special Operations Command and subordinate operational commands

(6) Tactical Communications Command ONE

(7) Ships of Carrier Vessel Nuclear (CVN), Landing Helicopter Dock (LHD), or Landing Helicopter Assault (LHA) designation

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(8) Per this instruction and the SUBMARINE ATLANTIC/PACIFIC instruction 1414.1(series), the Commander Submarine Atlantic, Pacific, Commander Submarine Group SEVEN, EIGHT, NINE, and TEN, Commander Submarine Pacific Navy Data Center, Commander Undersea Surveillance, Naval Ocean Processing Facility Dam Neck, and Whidbey Island are authorized to administer an approved EIWS program for their IW rated Sailors to include Information Systems Technician (Submarines) and Electronics Technician (Submarines) Communication personnel.

ENLISTED INFORMATION WARFARE SPECIALIST (EIWS)
PROGRAM CERTIFICATION CHECKLIST

COMMAND: _____

DATE: _____

EIWS Administration

- _____ EIWS Program Manager and Program Coordinator Designation Letter from Commanding Officer.
- _____ List of all command-approved SMEs (NAVPERS 1070/613 or a designation letter with signature).
- _____ Copy of NAVIFOR EIWS Instruction.
- _____ Command EIWS Instruction.

Common Core

- _____ Pre-reqs are completed. (Must have My Navy Portal Certifications or NAVPERS 1070/604 or NAVPERS 1070/881 entries for validation of: CPR).
- _____ All line items are signed by a qualified SME.
- _____ All line items are dated within the allotted timeframe to complete the program.

Platform Specific

- _____ All line items are signed by a qualified SME.
- _____ All line items are dated within the allotted timeframe to complete the program.

Command Specific

- _____ Approved command specific program by the Commanding Officer or Officer-in-Charge.
- _____ All line items are signed by a qualified SME.
- _____ All line items are dated within the allotted timeframe to complete the program.

- _____ EIWS Board-Written and Oral Individual passed written test with 80% or greater test score.
- _____ Command Senior Enlisted Leader (CSEL) and Program Coordinator are present during the board.
- _____ Coverage of all Common Core, Platform, and Command Specific sections by SMEs
(Initial boards will be SME's until qualifiers fill out qualifiers lists).
- _____ Board members have pre-prepared questions, scenarios, and/or visual aids
(Not pulling questions from the PQS book during the board).
- _____ CSEL verifies that questions cover all Common Core, Platform, and Command Specific sections.
- _____ Certified to conduct boards Yes/No With/No Conditionals.

Comments/Conditionals:

Print: _____ Sign: _____ Date: _____
COMNAVIFOR FORCM or Designated Program Representative

ENLISTED INFORMATION WARFARE SPECIALIST PROGRAM INSPECTION
CHECKLIST

SUBJECT: ENLISTED INFORMATION WARFARE SPECIALIST PROGRAM	
COMMAND/ACTIVITY:	
REFERENCES:	(a) OPNAVINST 1414.9 (b) COMNAVIFORINST 1414.1 Series
SITE POC:	
INSPECTOR/COMMAND:	

EXPLANATION REQUIRED FOR NEGATIVE RESPONSE(S)

1. Self Assessment Checklist for EIWS Program Coordinator			
YES	NO	N/A	
			1.1 Does command maintain OPNAVINST 1414.9, COMNAVIFORINST 1414.1 series, and applicable NAVADMINs?
			1.2 Does the command have a current EIWS Program instruction? Does the instruction accurately reflect how the program is managed and coordinated?
			1.3 Have Command Program Implementation and Certification Checklists been completed and approved? Are they kept on file?
			1.4 Does command have an EIWS Program Manager per Ref. b? COMNAVIFORINST 1414.1 Series
			1.5 Does the command have an EIWS Program Coordinator?
			1.6 Are the EIWS Program Manager and Program Coordinator designated in writing?
			1.7 Is the Program Coordinator in a core IW rate? If no, explain.
			1.8 Are designation letters current, available, and on file?
			1.9 Have the PM and PC completed EIWS Qualification? If not, when is deadline for qualification?
			1.10 Are IW PQS qualifiers designated in writing?
			1.11 Are SMEs EIWS qualified? If not, when is deadline for qualification?
			1.12 Are all eligible command personnel enrolled in the program?
			1.13 Are all eligible personnel in receipt of enrollment Page 13's?
			1.14 Does the PM/PC maintain an updated roster of qualified personnel?
			1.15 Does the PM/PC maintain a qualification deadline for those not qualified?
			1.16 Do all personnel enrolled meet requirement standards? Ref. b, Para. 7.
			1.17 Are boards chaired by the PM or PC and consist of a minimum of three EIWS qualified senior enlisted personnel? Ref b, Para. 8e.
			1.18 Did all personnel qualify/re-qualify within the allotted timeline? Ref. b, Para. 9.
			1.19 Is the command authorized to fly EIWS pennant?
			1.20 Have personnel that failed to qualify been counseled and appropriate documentation been completed? Ref. b, Para. 12.
			1.21 Have personnel that have been disqualified be counseled and appropriate documentation been completed? Ref. b, Para. 13.
			1.22 If any waivers for qualification have been requested, are approval documentation been received and kept on file?
			1.23 Have all PQS line items been individually signed and dated?
			1.24 Are NAVPERS 1070/613, PQS Cover Sheets (Signed by CO), and Designation Letters for all qualified personnel on file?

			1.25 Are records associated with EIWS program maintained for 3 years and a master list of all who have qualified in their command for 5 years?

Notes: _____

(Inspector – Printed Name)

(Inspector Signature & Date)

COMNAVIFORINST 1414.1A
10 July 2018

1414
Ser
Date

From: (EIWS Program Manager), (COMMAND)
To: Force Master Chief, Naval Information Forces

Subj: REQUEST WAIVER APPROVAL TO ENROLL (RATE) JOHN D. DOE INTO THE
ENLISTED INFORMATION WARFARE SPECIALIST (EIWS) PROGRAM
ONBOARD (COMMAND).

Ref: (a) COMNAVIFORINST 1414.1A

1. Per reference (a), request waiver approval to enroll the following non-core IW rating Sailor into the (COMMAND) EIWS program.

a. YN1 John D. Doe

2. Justification.

a. YN1 supports our Information Warfare mission by.....

3. I/My EIWS Program Coordinator can be reached at 111-111-1111 or jane.doe@navy.mil.

SIGNATURE

Enclosure (4)