

# PERS-42 DRUMBEAT (OCT 2023)

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This edition of the *Drumbeat* discusses recent community management initiatives, board information, and important information regarding board preparations. Specific topics in this edition:

- PERS-42 Upcoming Travel
- Project XO
- Expanding CO and XO Submarine Support Opportunities
- Shift Engineer Incentive Pay (SEIP) Rate Change
- LDO Shift Engineers
- SSGN O-5 Spot Promotion
- CONSUBPAY & Nuclear AQD Uncoupling and TOSS Changes
- TSP Bonus Allocation
- NSIPS Resignation Process Guide
- Upcoming Board Information and Preparation
- Previous Drumbeat Topics
- PERS-42 Contact Information

The *Drumbeat* is available on PERS-42's MyNavyHR page. Detailer contact information, frequently asked questions, the Submarine Force community status brief, and past issues of the *Drumbeat* are also available on PERS-42's page.

I encourage you to follow us on Facebook and Instagram to stay up to date with the latest information from the PERS-42 team. Your feedback and interaction with your detailers are vital to us continuing to improve submarine officer distribution processes.

In this *Drumbeat*, we share important updates on Force Leadership approved policies. These updates include the announcement of the Project XO billet, increased opportunity to maintain nuclear AQDs while serving in submarine support positions, and an increase in SEIP. Additionally, LDOs now have the opportunity to serve as Shift Engineers in Charleston, and there is an O-5 Spot Promotion for SSGN XOs.

Please read this *Drumbeat* in full and discuss it with your subordinate commands and wardrooms. It is intended as a professional development tool that can be used for wardroom training.

Very respectfully,

CAPT Todd Figanbaum  
Director, Submarine/Nuclear Officer Distribution (PERS-42)  
Nuclear Propulsion Program Manager (N133)

# PERS-42 DRUMBEAT (OCT 2023)



## PERS-42 Upcoming Travel

The Submarine Detailers will be traveling to the following homeports in the coming months. While we're in town, we'll be giving community status briefs and spouse briefs, hosting wardroom planning conferences, giving FITREP 201 training, and making time to meet with you one-on-one!

- 06-10 November: Pearl Harbor, HI
- 26-27 November: USNA
- 16-18 January: Kings Bay, GA

Contact LCDR Megan Moyette at [megan.moyette.mil@us.navy.mil](mailto:megan.moyette.mil@us.navy.mil) with questions about our travel schedule.

## Introducing: The Project XO

Officers screened XOSS now have additional opportunities to **maintain their nuclear AQDs** and be selected for **promotion to CDR!**

After completing their Post-DH Shore Duty, XOSS screened officers are eligible to serve in brand new Project XO billets. These Project XO billets will replace the combined NAV/WEPS billets on shipyard units.

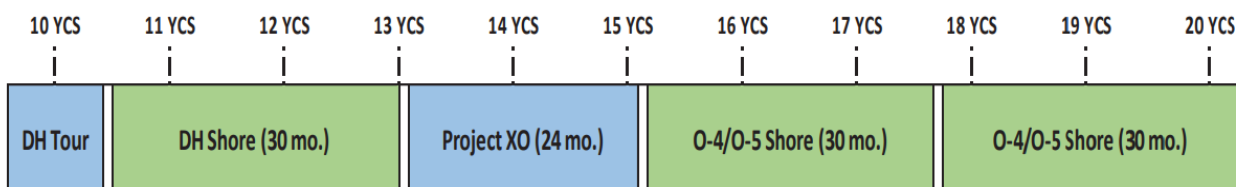
The benefits of serving in a Project XO tour include:

- Becoming extremely **competitive for O-5**
- Maintain nuclear AQDs while on the tour and for **five additional years** following completion of a Project XO tour
- Being eligible to sign **COBO contracts to 20 YCS minimum**
- **Receiving SUBPAY** for as long as TOSS gates are met
- Options for **geographic stability** on the **two 30-month shore tours** after Project XO, including potentially staying in a single billet for 5 years.

In order to support these additional billets, all qualified DHs recommended by the CO for XO Afloat who do not screen XO Afloat will have increased opportunity for XOSS Screening.

If you have specific questions about the new initiatives, reach out to your detailer or LCDR Megan Moyette, at [megan.moyette.mil@us.navy.mil](mailto:megan.moyette.mil@us.navy.mil) or (901)-874-3931

Project XO Career Path:



# PERS-42 DRUMBEAT (OCT 2023)



## Expanding CO and XO Submarine Support Opportunity

Officers who serve as MTS, DECOM, and URC XOs will now receive XO Afloat credit for AQD retention purposes. These officers will also be eligible to screen COSS and will no longer lose their AQDs at 15 YCS. They will maintain AQDs until 3 years out of a nuclear billet or until 21 YCS if they screen COSS.

Officers who serve as SRS, MTS, and URC COs will now receive CO Afloat credit for AQD retention purposes. These officers will also be eligible to screen Major Command and will not lose their AQDs at 21 YCS. They will maintain their nuclear AQDs until statutory retirement.

Initial PCU XOs will no longer be XOSS officers. They will be XO call ups, attend SCC, and receive XO Afloat credit upon successful completion of their tour.

## Shift Engineer Incentive Pay (SEIP) Rate Change

Shift Engineers are **now authorized to receive \$1000/month in SEIP** effective 28 July 2023. This change to SEIP will be seen in the future revision of OPNAVINST 7220.11K.

If you have any specific questions on SEIP, please contact LT Amy Trammel, PERS-42MP, at [amy.f.trammel.mil@us.navy.mil](mailto:amy.f.trammel.mil@us.navy.mil).

## LDO Shift Engineers

In an effort provide increased opportunity, diversification of instructor base, and subsequently reduce the number of 1120 Shift Engineers, LDOs will begin serving in a portion of current Shift Engineer billets NLT October 2024. These LDOs will primarily be new accessions with enlisted staff experience at NPTU. All Shift Engineer LDOs with the AQD KD4 will be eligible for SEIP pending revision of OPNAVINST 7220.11K.

If you have any specific questions about LDOs as Shift Engineers, please reach out to LT Karl Martin, PERS-422B, at [Karl.r.martin.mil@us.navy.mil](mailto:Karl.r.martin.mil@us.navy.mil).

## SSGN XO Spot Promotion

SSGN XOs are now designated for spot promotion to Commander.

Per SECNAVINST 1421.3M, officers selected for spot promotion will be appointed in the temporary grade of LCDR/CDR/CAPT effective on the date they report to a qualifying billet or the date of Senate confirmation of the appointment, whichever is later.

Most officers reporting to their spot promoted billet will already be Senate-confirmed for a spot promotion and authorized for promotion from the date that they check in. However, pay cannot be initiated until the officer is “diaried” onboard. The command and PSD must complete this process in a timely manner so that PERS-8 can activate the officer’s pay as close as possible to the check-in date.

# PERS-42 DRUMBEAT (OCT 2023)



Additionally, please inform PERS-421B/421/42B when a new officer checks in to a spot promotion billet. PERS-42 will coordinate with PERS-8 to activate their pay and send the spot promotion acceptance form to the command for signature. Once endorsed, the form is returned to the detailee and PERS-8 for submission into the officer's official record. Commands do not need to prepare a NAVPERS 1421/7 for the promotion.

Conversely, if an officer is no longer eligible for a spot promotion, please contact PERS-421B. Officers are not eligible for a spot promotion if they are no longer serving in the billet and *not yet* selected for permanent promotion to the next rank.

If you have specific requests or questions on the spot Promotion process, send these to your detailee, or the PERS-42 board subject matter expert, LCDR Aaron M. Smith, at [aaron.m.smith24.mil@us.navy.mil](mailto:aaron.m.smith24.mil@us.navy.mil) or (901)-874-3932.

## CONSUBPAY & Nuclear AQD Uncoupling and TOSS Changes

OPNAVINST 7220.15B was approved on 20 October 2023. This revision of the CONSUBPAY instruction allows officers to retain eligibility for CONSUBPAY without nuclear AQDs if they are qualified for Command (AQD SC2). This change makes it very important to ensure that your Command Qualification letter makes it to PERS-42 to be placed in your record.

This change also allows XONC/CONC/XOSS/COSS officers who have previously lost their CONSUBPAY eligibility due to a loss of nuclear AQDs to regain eligibility effective 20 October 2023. PERS-42 will be conducting an audit to restart all affected members CONSUBPAY but feel free to reach out to have your pay started immediately if you believe you are eligible.

A second change is prospective deputies and commanding officers of MTSSs will now be eligible to count their PCO training pipeline for TOSS.

If you have any specific questions, please contact LT Amy Trammel, PERS-42MP, at [amy.f.trammel.mil@us.navy.mil](mailto:amy.f.trammel.mil@us.navy.mil).

## Thrift Savings Plan (TSP) Bonus Allocations

A reach out to DFAS has clarified how different pays and bonuses can be allocated to a TSP account.

- Annual Incentive Pay (AIP) – Bonus Pay
- Nuclear Continuation Bonus (COBO) – Special Pay
- Nuclear Officer Accession Bonus (NOAB) – Bonus Pay
- Nuclear Career Accession Bonus (NCAB) – Bonus Pay
- Shift Engineer Incentive Pay (SEIP) – Special Pay
- Commanding Officer Special Mission Retention Bonus (COSM RB) – Bonus Pay
- CONSUBPAY – Incentive Pay

If you have any specific questions, please contact LT Amy Trammel, PERS-42MP, at [amy.f.trammel.mil@us.navy.mil](mailto:amy.f.trammel.mil@us.navy.mil).

# PERS-42 DRUMBEAT (OCT 2023)



## NSIPS Resignation Guide

1. Log in to NSIPS
2. On the left side **Menu**, click **Employee Self Service**
3. On the right side **Retirements and Separations**, click **Request Retirement/Separation**
4. Fill in all the requested data.
  - a. Request Type: Regular Officer Resignation
  - b. Date: All resignations are approved for the last day of the month but you can separate any day during the month approved.
  - c. Reason for Separation: If the reason "Other" is selected, a comment must accompany it on the second tab **Attach/Comment/Recommend**.
  - d. A letter may be included on the second tab under **Uploaded Attachments** but is not required.
  - e. To fill in the Planned Retirement/Separation Address in the **Comments** tab:
    - i. Click **Edit Address, Phone, or Other Email**
    - ii. Click the plus sign under Address Type
    - iii. Use address type PSA (Planned Separation) and fill in data in Address History
  - f. Errors/Warnings/Waivers:
    - i. If there is an MSO error/warning, you must write a comment in the **Waivers** tab stating that you will complete your 8 year MSO in the reserves.
    - ii. If there is a monetary debt error/warning, you must write a comment stating that you either have no debt or will create a plan to pay off the debt before separating.
    - iii. If there is a minimum tour for separation (MTS) warning:
      1. If you are meeting MTS IAW MPM 1301-108, write a comment stating you meet MTS.
      2. If you are not meeting MTS, a waiver endorsed by your command is required to be uploaded.
5. Route request to reporting senior. Do not route the request to anyone who is not currently at your command such as an old XO/CO/YNC/COB. If your command doesn't have the correct accesses set up for the current COC, your command will need to reach out to the Command Level Access Manager (CLAM).
6. Your COC must route the request within 10 days of receipt to us at NPC. This is IAW MPM 1920-220, section 13.a.
7. Once routed to NPC, your request will state "Pending NPC Approval" until approved. During this time, your request is routed through multiple parties including HR, Education, Detailer, Placement, Division Director, and QA. This process can take multiple months but your request should be approved NLT six months prior to the requested resignation date along with separation orders released. If this is not the case, please reach out to PERS-42MP.

If you have any specific questions, please contact LT Amy Trammel, PERS-42MP, at [amy.f.trammel.mil@us.navy.mil](mailto:amy.f.trammel.mil@us.navy.mil).

# PERS-42 DRUMBEAT (OCT 2023)



## Upcoming FY25 Administrative and Statutory Selection Boards

Board	Board #	Convening Dates	LTB Due Date
Submarine Major Command/MPM/COSM	145	05DEC23-07DEC23	2359 CST 24NOV23
LDO CDR CMD/Drydock CO/STRAT WEPS	147	05DEC23-07DEC23	2359 CST 24NOV23
Active O-6 Line	160	10JAN24-19JAN24	2359 CST 30DEC23
Active O-5 Line	230	13FEB24-23FEB24	2359 CST 02FEB24
Active O-4 Line	275	06MAY24-17MAY24	2359 CST 25APR24
Submarine CO/XO	350	20MAY24-24MAY24	2359 CST 09MAY24
Submarine DH	146	20MAY24-24MAY24	2359 CST 09MAY24

## Record Reviews and Updates

Your FITREP is the most crucial element of your record. To best prepare your record for board consideration, it is imperative that officers verify their FITREP continuity via their Performance Summary Record (PSR). Any FITREP gaps of three months or longer may raise concerns during the board review. We strongly encourage you to take proactive steps to resolve any FITREP continuity issues.

Additionally, other key components such as Awards, Academic Degrees, Sub-specialty codes, PHA scores, and Additional Qualification Designators (AQD) should be accurately reflected in your record. If you're missing any of these details and time is limited for a permanent update, you should submit a Letter to the Board (LTB) containing the necessary information.

During the board, the Officer Summary Record (OSR) and PSR are the two documents that all board members will examine. The individual board member responsible for the in-depth review and brief of your record will have access to your complete Official Military Personnel File (OMPF).

To ensure the accuracy of your records, please access BOL to review both your OSR and PSR. Verify that all information is correct, and that you maintain 100% FITREP continuity.

For any updates to your records, visit the Records Management page on the MyNavy HR website. Please note that PERS-42 does not have the capability to update certain elements in your records, such as FITREPs, awards, academic degrees, or PFA scores.

<https://www.mynavyhr.navy.mil/Career-Management/Records-Management/>

## How do I know if I am in-zone for a Statutory Promotion Board?

First, locate your precedence/lineal number on your Officer Data Card (ODC). Your ODC can be located on BOL.

Second, a NAVADMIN message setting the “zones” is released in mid-December every year. This message establishes the senior and junior officers (lower and higher numbers, respectively) that will be in-zone for each grade and competitive category for the upcoming year. Officers whose lineal numbers that fall between the senior and junior member are “in-zone.” Officers with a lower number than the senior officer are considered “above zone.”

# PERS-42 DRUMBEAT (OCT 2023)

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The active duty zone message also includes a “junior eligible” officer. The junior eligible marks the end of the “below zone” list of eligible officers. Officers with lineal numbers that are greater than the junior in-zone officer but lower than the “junior eligible” officer are considered “below zone.” An officer with a lineal number that is greater than the junior eligible member’s lineal number is not considered for promotion in the statutory board.

Again, if your lineal number is lower than the number for the junior **in-zone** officer on the message you will be considered “in-zone” by the upcoming promotion board.

Boards are allowed to select a certain percentage of below zone officers. A below zone look is in essence a “free” look since consideration by the board as a below zone will not incur a failure of selection (or FOS) if not selected. The number of below zone officers actually selected is very small. It is possible, due to varying needs within the different communities, that an officer may receive 1, 2, or occasionally 3 below zone looks.

## Correspondence with the Board

There are three methods to submit a Letter to the Board:

- 1) Electronic Submission of Selection Board Documents (ESSBD) is the preferred method of submitting a LTB. ESSBD can be found at the BOL main page via a link labeled "ESSBD (Submit letter to SelBoard)".
- 2) Submit an LTB via encrypted email, send to CSCSELBOARD@NAVY.MIL in accordance with MILPERSMAN 1420-010. Generate a letter to the board (essentially a cover sheet - see the template on the NPC board webpage), include missing documents as enclosures (e.g. FITREPS, award writeups, etc), scan the whole package to a .pdf, and email it to 'cscselboard@navy.mil'.
- 3) USPS mail submission directly to MyNavy Career Center Customer Service Center.

PERS-42 does not have visibility on the status of LTBs that have been submitted. To check the status of your LTB, please call the MyNavy Career Center (833) 330-6622 or email: [askmncc@navy.mil](mailto:askmncc@navy.mil).

<https://www.mynavyhr.navy.mil/Career-Management/Boards/>



# PERS-42 DRUMBEAT (OCT 2023)

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## How will PERS-42 contact me before a board?

All eligible members of a board will be sent an email before their board. This email will include any record deficiencies that were identified and how to correct those deficiencies. Please remember that this is a courtesy look and that you are responsible for your own record.

These emails will be sent to the email address that is listed in your NFAAS contact information. If your NFAAS email is not accurate, you will not receive the email that is sent.

The PERS-42 POC for board related questions is LCDR Aaron M. Smith, [aaron.m.smith24.mil@us.navy.mil](mailto:aaron.m.smith24.mil@us.navy.mil), or at 901-874-3932.

## PERS-42 Contact Information and NFAAS

The Navy Family Accountability and Assessment System (NFAAS) is PERS-42's primary source of constituent contact information. PERS-42 conducts a monthly data pull from NFAAS to generate a database of contact information for all 1170, 1120, and 62XX officers to populate bulk emails from board notifications to our distribution list for periodic updates (for example, the *Drumbeat*).

Please remind personnel to update their work email in NFAAS to reflect an active email address. For two-crew submarines, using an "out of office" reply to notify senders of your primary use of shipboard email is also very helpful. Following these processes will ensure accurate and timely dissemination of board record reviews and notification of eligibility for administrative boards. If you do not regularly update your email, or if there are typographical errors in NFAAS, PERS-42 may be unable to contact you with important professional notifications and time sensitive board related topics.

The most common error we see in NFAAS contact information is personnel not updating their email address when they change jobs or PCS.

## Selection Board Support

PERS-42 has opportunities for submariners of all ranks to participate in statutory or administrative selection boards, both as voting members and as recorders. Navy Personnel Command funds all travel for board participants. This is an incredibly valuable opportunity for professional development!

Please contact LT Jack Dymont at [john.s.dymont.mil@us.navy.mil](mailto:john.s.dymont.mil@us.navy.mil) for details.



# PERS-42 DRUMBEAT (OCT 2023)



## Previous Drumbeat Topics

The NPC/PERS-42 website contains previous versions of the *Drumbeat*. If you use a previous topic as a reference, please refer to the source reference/document to verify its accuracy because policies and references change frequently. Please contact us if you have any questions.

The *Drumbeat* POC is PERS-421B; LCDR Aaron M. Smith, aaron.m.smith.mil@us.navy.mil.

### **JUL 2023**

- NPTU Shift Engineer Opportunity Update
- Change to Nuclear Officer Continuation Bonus
- Talent Management Board
- Total Operational Submarine Service (TOSS) CONSUBPAY/OPSUBPAY
- Spot Promotion Process
- Selection Board Participation
- Junior Officer Diversity (JODO) Program
- Updating NFAAS

### **JAN 2023**

- Upcoming FY24 Administrative and Statutory Selection Boards
- CO/XO/DH Board Eligibility
- Board Lessons Learned
- Official Photo Requirements
- IGEP/VGEP Education Obligation Requirements
- Junior Officer Diversity Outreach Program
- OCONUS Shore Tour Lengths
- MIT Selects

### **APR 2023**

- New Shift ENG Initiatives
- ESRP Zone 1 change (NAVADMIN)
- Division Officer Split Tour Experience Program
- USS District of Columbia Initial Class Manning
- CO-SM O6 Opportunity
- How to Submit a Letter to the Board
- Upcoming FY24 Administrative and Statutory Selection Boards
- CO/XO/DH Board Eligibility
- Updating NFAAS
- UUVRON Opportunities
- Naval War College Fleet Seminar Program
- Updating Awards in BUPERS Online NDAWS
- STA-21 (NAVADMIN)

### **OCT 2022**

- Upcoming FY24 Administrative and Statutory Selection Boards
- In-Zone Determination
- Records Reviews and Updates
- Correspondence with the Board
- SOAC Expectations
- NPEB opened to Navigators and Weapons Officers
- COT/IPCOT
- Spot Promotion Process
- XOSS/COSS/COSM AQD Management
- Enlisted Supervisor Retention Pay

# PERS-42 DRUMBEAT (OCT 2023)



PRD and Slate	3Q24	4Q24	1Q25
Slate Opens	2 <sup>nd</sup> Week of December	2 <sup>nd</sup> Week of March	2 <sup>nd</sup> Week of June
Slate Closes	1 <sup>st</sup> Week of February	1 <sup>st</sup> Week of May	1 <sup>st</sup> Week of August
Detach Dates	June 24 – August 24	September 24-November 24	December 24- February 25
Talent Management Board (February 24 and August 24)			
Submission Guidance to be promulgated by COMSUBFOR message two months prior to board. If selected, COBO contract is required to be submitted within 2 weeks to accept nomination/assignment.	FSEP	PEP/High Visibility Overseas tours	Additional programs and opportunities may be added for consideration at the board.
	GEV (7)	USNA Company Officer / Instructor	
	MIT/WHOI	Direct to DH Option	
	USNA GE+T/LEAD	SNTWI	

Department Head Detailing Upcoming SOAC dates:			CO and XO Detailing Upcoming SCC dates:					
Class	Start	Finish	NR	Start	Finish	SCC	Start	Finish
24020	09JAN24	21JUN24						
24030	04MAR24	16AUG24	24-01	02JAN24	29MAR24	SCC 79 (PH)	02JAN24	07MAR24
24040	29APR24	11OCT24	24-02	01APR24	28JUN24	SCC 80 (CT)	01APR24	06JUN24
24050	01JUL24	13DEC24	24-03	24JUN24	20SEP24	SCC 81 (PH)	08JUL24	12SEP24
24060	26AUG24	21FEB25						
25010	21OCT24	25APR25						

**Class Schedules and Shore Slates can be found at our NPC/PERS-42 Website:**

<https://www.mynavyhr.navy.mil/Career-Management/Detailing/Officer/Pers-42-Submarine/Career-Info/>

## Upcoming FY25 Board Schedule:

05 DEC 23: Submarine Major Command/CO-SM and LDO CDR CMD/Drydock CO/STRAT WEPS(#145/147)

10 JAN 24: Active O-6 URL Line (#160)

13 FEB 24: Active O-5 URL Line (#230)

06 MAY 24: Active O-4 URL Line (#275)

20 MAY 24: Submarine CO/XO and DH (#146/350)

CAPT Todd Figanbaum	Division Director		(901) 874 3930
CAPT Jeremy Miller	Deputy/CO Detailer		(901) 874 3929
CDR Spencer Ovren	Branch Head/XO Detailer		(901) 874 3944
LCDR Megan Moyette	Post DH Detailer		(901) 874 3931
LCDR Aaron Smith	DH Sea Detailer		(901) 874 3932
LT Abby Agosto	DO Shore Detailer		(901) 874 3943
LT Amy Trammel	NOBIP/CONSUBPAY Manager		(901) 874 3934
LT Tom Sims	DO Sea/Accessions Detailer		(901) 874 3863
LT Nathan Olaiya	Nuclear Compliance Officer		(901) 874 4441
LT Jack Dymont	Nuclear Placement Officer		(901) 874 3937
CAPT Kenneth Holland	Branch Head LDO/CWO Detailing		(901) 874 3935
LCDR Scott See	Non-Nuclear LDO Detailer		(901) 874 3945
LT Karl Martin	Nuclear LDO Detailer		(901) 874 3938