

How To Request an Active In-Rate Quota

Is the Sailor a “Legacy” Sailor?

*Legacy Sailor = in a CWAY App window, had an Approved App in CWAY, or recv'd Initial orders on or before February 1, 2024.

YES ↓

Contact the C-WAY helpdesk

NO ↓

Is the Sailor in their Orders Negotiation Window (ONW)?

YES ↓

CCC must update OBLISERV intentions in MNA

*If the “update” button is not available, confirm the Sailor is qualified in C-WAY then contact the detailer if the issue persists

Intends to Separate ↓

CCC must update intentions in C-WAY

The record is flagged within 24 hours and “Denied Final Active” is created in MNA, CWAY & NSIPS

*If the Sailor wishes to unflag the record and request a quota, contact the detailer.

NO ↓

Manual Request: for reasons not related to orders, i.e. SRB.

Sailor selects “Submit OBLISERV Request” button in MNA via self service

*If the button is not available, confirm the Sailor is qualified in C-WAY then contact the detailer if the issue persists

Intends to OBLISERV ↓

CONGRATULATIONS - Quota has been requested!

*CCC shall wait 24 hours and confirm the quota shows approved in C-WAY (MNA Marketplace Browser).
*An additional 48 hours is needed for the quota to replicate to NSIPS LOGP for the CCC to generate a contract.

*If NSIPS does not update within the 72 hours, contact the C-WAY helpdesk
*CCCs may check the MNA status of a request in PMAR history

Once the member has reenlisted to meet OBLISERV requirement, CCC’s must update the Sailor’s OBLISERV intentions to “Has Completed” in MNA

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