



**DEPARTMENT OF THE NAVY**  
NAVY PERSONNEL COMMAND  
5720 INTEGRITY DRIVE  
MILLINGTON, TN 38055-0000

1306  
PERS-4  
31 Jul 24

DISTRIBUTION GUIDANCE MEMORANDUM (DGM) #40104-2407

Subj: SENIOR ENLISTED MARKETPLACE SAILOR SCORING CRITERIA

Ref: (a) NAVADMIN 261/22  
(b) NAVADMIN 305/23

1. Purpose. This DGM establishes criteria by which Sailors that have been screened to compete in the Senior Enlisted Marketplace (SEM) will be selected for Supervisor Pay Band positions. The SEM Screening Board is the primary determinant factor of the best and fully qualified. Sailors that have successfully screened are considered the best and fully qualified within the bounds of quota limitations. The below criteria define the competitive scoring used in aligning Sailors to jobs in the Marketplace. Sailors that want to have the highest chances of success in the Marketplace should apply for jobs that are within their skill sets. The overall intent of the SEM is to advance Sailors that are willing to accept orders to fill a priority job within the next higher paygrade. This policy sets specific execution guidance for the selection of both sea and shore jobs.

2. Sailor Scoring Criteria and Weighted Values. Sailors participating in SEM are current successfully screened advancement candidates by the Screening Board. Of the eligible Sailors, the following scoring criteria will determine which Sailors will be prioritized for selection to fill a job:

Scoring Element	Weight Multiplier
Rating	10
Cost Policy	5
Command Ranking	10
Paygrade/Merit	25
NEC	15
Application Ranking	15
Cumulative Sea Time	20
Tie Breaker is Time in Grade and then Time in Service	

*Sailor Scoring Criteria*

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a. Rating:

- (1) If the rate matches, the score is 1.
- (2) If the rate does not match but the billet FAC is H or G then the score is .5.
- (3) Otherwise, the score is 0 (this leaves conversion as an option).

b. Cost Policy:

(1) Raw score from MyNavy Assignment (MNA) divided by 100 to keep the relationship to 1.

c. Command Ranking. Up to 5 applications can be ranked 1-5 by the command; therefore, the score is multiplied by .2 to keep the relationship to 1:

- (1) Ranking of 1 gets a score of 5.
- (2) Ranking of 2 gets a score of 4.
- (3) Ranking of 3 gets a score of 3.
- (4) Ranking of 4 gets a score of 2.
- (5) Ranking of 5 gets a score of 1.
- (6) No ranking gets a 0 value.

d. Paygrade/Merit:

- (1) Already in paygrade Sailors are given a score of 1.
- (2) Sailors one paygrade below the billet and merit screened are given a score of 1.
- (3) Sailors one paygrade below the billet will receive a score of 0.

e. Navy Enlisted Classification (NEC) (jobs can have 4 NECs in MNA to cover LCS). The max score is 1. Each required NEC is worth 1 divided by the count of NECs required. Jobs with no NECs have a score of 0.

- (1) When the Sailor has the required NEC inventory, it is a match for that NEC.
- (2) A Sailor's count of matches is multiplied by the individual NEC worth.

f. Sailor Application. Each application can be ranked 1-7 by the Sailor; therefore, the score is multiplied by 1/7 to keep the relationship to 1:

- (1) Ranking of 1 gets a score of 7.
- (2) Ranking of 2 gets a score of 6.
- (3) Ranking of 3 gets a score of 5.
- (4) Ranking of 4 gets a score of 4.
- (5) Ranking of 5 gets a score of 3.

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- (6) Ranking of 6 gets a score of 2.
- (7) Ranking of 7 gets a score of 1.
- (8) No ranking gets a 0 value.

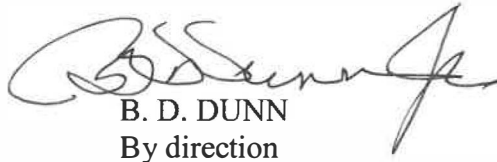
g. Cumulative Sea time: The total months of sea time will be divided by the total months of service.

- (1) When the Sailor's Sea time is greater than 240 (20 years) the score is 1.
- (2) Otherwise, the score is the sea time divided by 240 to keep the relationship to 1.

3. Detailers are directed to select the Sailors with the highest weighted score and any deviations must be approved by PERS-4. If a Sailor has the highest score for multiple billets, Detailers are directed to select the billet that meets the Sailor's highest application ranking.

4. PERS-40 is directed to maintain scoring criteria and selection record data for audit purposes. Records will be maintained for seven years.

5. This DGM will remain in effect until superseded or cancelled.



B. D. DUNN  
By direction

Distribution: PERS-40  
OPNAV N132  
MyNavy HR public website  
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