



# NUCLEAR & SUBMARINE DETAILING NEWSLETTER

FROM PERS 403

Quarter 2 2025



## Apply to the Right Jobs in MNA

Sailors must apply to jobs that match their current status (rate, rating, instructor screening status, NEC, etc...). PERS will invalidate applications that do not match. This requirement exists for both junior and senior enlisted. There are some circumstances where a mismatch is acceptable (e.g. CPO for a SCPO Squadron Billet). If you are interested in a job and a mismatch exists, contact your Detailer during the application phase — **do not assume you qualify**. Some individuals have only applied to mismatched billets without listing alternate preferences. These actions reduce the chances of being selected to a desirable job and limit the Detailer's ability to provide a quality detailing experience.

Some billets in MNA are available outside of the listed rate, such as Recruiting or RDC. You can search for jobs that are open to any rate by selecting "FAC G". You can search for jobs available to a rating group or NEC, such as weapons handling shore duty billets for FT/ST/MT by selecting "FAC H". Don't miss out! Only apply to appropriate jobs in MNA.

### Q2 2025 Announcements:

#### Upcoming MNA Application Cycles:

27 June - 8 July (PRD 2601 to 2606)  
22 August - 2 September (PRD 2603 to 2608)

#### PERS 403 Fleet Engagements:

8-10 July, Kings Bay, GA  
29-30 July, Kittery, ME  
12-14 August, San Diego, CA  
26-27 August, Groton CT

#### Detailer Vacancies (Month/Year):

CSS (02/26)	EMN(SW) (03/26)
ETV (03/26)	CPO(SW) (05/26)

## Special Nuclear Shore Duty Incentives

High performing nuclear-trained Sailors who apply to shore duty on a submarine tender in Guam are eligible for special detailing incentives. These programs are called Follow-On Requalification Tour (FORT) and Follow-On Shore Tour (FOST).

FORT is a 24-month tour on a submarine tender followed by 24-month sea assignment. You must requalify senior-in-rate during the sea assignment. Upon completion of the 24-month requalification tour, you would be eligible for a normal shore tour per sea-shore flow.

FOST is a 24-month tour on a submarine tender followed by an additional 24-month shore duty assignment at a different command. In order to be eligible, you must have demonstrated the ability to successfully qualify senior-in-rate within the prescribed time period on your first sea tour.

Contact your Detailer for complete information on FORT and FOST!

## Sea Duty Incentive Pay (SDIP)

SDIP is incentive pay for Sailors in critically manned billets who either: Extend at-sea (E), Curtail shore duty early (C), or accept Back-to-back sea duty (B). SDIP is a lump sum payment based on rank/rate and length of time. Some SDIP contracts may be combined with the Voluntary Sea Duty Program (VSDP) (MILPERSMAN 1306-141). SDIP-E and B requests must be submitted between 14-16 months prior to Projected Rotation Date (PRD). SDIP-C requests must be submitted 6-9 months prior to the earlier detach date. **SDIP requests received outside of these windows will be denied.** If operational requirements prevent you from submitting requests within the window, contact your Detailer for guidance in advance.

Sailors who are involuntarily extended onboard can request additional pay ONLY if they have an existing SDIP contract. PERS will disapprove new SDIP contracts for involuntary extensions. Sailors who advance to a pay grade not listed on the Eligibility Chart (e.g. E-6 STS) will be ineligible for SDIP unless they have already started the contract.

All references, specific requirements, and pay tables can be found at:

<https://www.mynavyhr.navy.mil/References/Pay-Benefits/SDIP/>

# Topics for the Command/CCC:

## Prioritization of Billets

For most rates, there are normally fewer rollers than required billets in each MNA cycle. As a result, PERS established a process to advertise jobs in MNA based on priority billets. Each command has the responsibility to manage their MNA alignments and communicate their priorities to ISIC. Individual commands must provide their priorities to the Local Manning Monitor, who collates inputs and sends a consolidated list to their respective TYCOM. Each TYCOM provides a consolidated priority list to PERS. Based on the inputs from all manning TYCOMs, PERS-4013 determines the final list of non-nuclear billets that MNA advertises each cycle. PERS-403 determines the nuclear billets that MNA advertises. Ensure your Local Manning Monitor has your inputs! Individual commands may contact PERS with specific questions.

## Enlisted Personnel Action Requests

In order to achieve a higher success rate, Commands and their Sailors should contact PERS directly and provide amplifying information. A 1306 by itself usually does not provide adequate perspective on the underlying issue. Detailers can provide more information and alternative courses of action that may better address the issue at hand. Although commands submit 1306 to PERS via MNCC, do not hesitate to call or email PERS.

Prior to submitting 1306s, Commands are urged to validate completeness. Some requests are delayed due to minor errors that prevent processing, such as not signed by the Sailor or Commanding Officer. Commands must review the applicable instruction that governs the underlying policy. Timely and accurate submission of a 1306 is key to prompt action. If a Sailor is unsure what to write, they should reach out to their Detailer who can provide a good example of verbiage to use on a request to help the process go smoothly.

## Fleet Reserve Requests

Sailors must meet the eligibility requirements outlined in Paragraph 3 of [MILPERSMAN 1830-040](#) to be eligible to transfer to the Fleet Reserve. Requests that do not meet the listed criteria must include justification (under the Attachments/Comments tab within the Navy Standard Integrated Personnel System (NSIPS)). PERS will consider exceptions on a case-by-case basis. Sailors should contact their Detailer to discuss their requests in more detail if they have questions. To ensure timely routing of a fleet reserve request contact your Detailer when your request is routed to Navy Personnel Command (NPC).

### Fleet Advisors:

PERS-403 has a team of embedded qualified CCCs who serve as nuclear fleet advisors designed to bridge the gap between CCCs and nuclear Sailors. They can answer questions on any career topics. Contact them today if you have any career related questions or issues:

Surface: (901) 874-3829

Sub: (901) 874-3767

Email: NuclearFA@navy.mil

### PERS-403 Contact Information:

**Website:** <https://www.mynavyhr.navy.mil/Career-Management/Detailing/Enlisted/NUC-SUB/>

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