To retrieve orders from NSIPS:

On NSIPS, click the OK on the DOD Notice and Consent Banner, log in with you CAC card using the button top right, and accept the privacy agreement, then do the following:

Top left side of the screen click the following in order:

Employee Self Service

Electronic Service Record

View

Orders History

View Orders Text on the last available set, which should be your current set of orders.

Right click your browser to Temporarily Allow Pop-ups

When prompted, click OK to view the NSIPS window that will subsequently display your orders.