PERS-43
Aviation LDO/CWO
Roadshow Brief

27 February 2025

AVIATION LDO/CWO ASSIGNMENT BRANCH

CDR Michelle Higingbotham

Head Aviation LDO/CWO
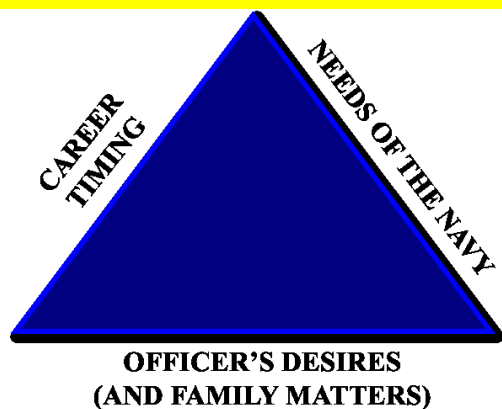
Assignments PERS-434D

LCDR Doug Kesterson
Aviation LDO/CWO
Assignments PERS-434E

Ms. Melinda Weeden
LDO/CWO HR Assistant
PERS-434D/E

PERS-43 Mission

- Career Management
- Match talent to task
- Ensure constituents prepared for next milestone assignment
- Respond to fleet needs
- Facilitate Aviation Admin Boards

DETAILING TRIAD

CAREER TIMING

NEEDS OF THE NAVY

OFFICER'S DESIRES
(AND FAMILY MATTERS)

Building Strong Careers is our Job!

PERS-43 Organization

PERS-43
Director Aviation Officer
Distribution Division

- 43A CAPT Detailer
- 43B Deputy Director
- 43C Director's Assistant

PERS-431	PERS-432	PERS-433	PERS-434	PERS-435	BUPERS 3	PERS-46C
CDR Assignment	LCDR/JO Assignments	Aviation Officer Placement	LDO/AMDO CWO/AEDO Assignments	AvB/AviP	Aviation Officer Community Manger	Training and Admin of the Reserves

Serving Over 14,000 Officers

Order Negotiations

- Worldwide Assignability

- Duty Preference Sheet

- Orders

- Pinnacle Tours and Timing

Order Negotiations
Worldwide Assignability

- Factors in determining your assignment:

    1. Experience on Type Model Series aircraft. i.e. If you have F-18 experience you have a high probability of getting assigned to a VFA/VAQ squadron Overseas, Whidbey Island, Lemoore or Oceana. The next milestone applicable to your designator is also considered.

    2. Billet requirement/priority for LDO / CWO. i.e. Where do we need a 6XXX or 7XXX.

    3. Exceptional Family Member / Spouse Colocation Considerations

    4. Personal Preferences and available billets

    5. Assignments are based upon on requirements and may not be in the desired location of the member.

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Order Negotiations
Duty Preferences

Review the Job Listing on NPC and email your duty preferences 12 months (CONUS) or 13 months (OCONUS/EFM/CO-LO) from your PRD. <u>This starts your negotiation process.</u> We will then dialogue via email or phone to determine your next job assignment. Use this format in email and send this along to your Detailer one month ahead of your negotiation window:

Subject Line: PRD YYMM, RANK NAME (LAST, FIRST)

Pinnacle Desires (LDO):

Current College Education:

Priority: (Location or Type Duty)

  Geographical Location (i.e. Hampton Roads/Jax/San Diego)

  1.

  2.

  3.

  Type Duty (i.e. VFA/HSM/FRC/CVN)

  1.

  2.

  3.

Submitting only one Geo Location or Type Duty limits your opportunity for orders and consideration for secondary and other excellent opportunities.

NOTES: Spouse CO-LO / EFM / Any other relevant notes.

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JAX / MAYPORT	TAC	
DESIG	CONUS SEA	Grand Total
6310	1	1
7311	1	1
Grand Total	2	2

JAX / MAYPORT	TAC		
DESIG	CONUS SEA	CONUS SHORE	Grand Total
6320	6	4	10
7321	11	7	18
Grand Total	17	11	28

JAX / MAYPORT	TAC		
DESIG	CONUS SEA	CONUS SHORE	Grand Total
6330	15	20	34
7331	18	9	27
Grand Total	33	29	61

JAX / MAYPORT	TAC		
DESIG	CONUS SEA	CONUS SHORE	Grand Total
6360	2	2	4
7361	11	9	20
Grand Total	13	11	24

JAX / MAYPORT	TAC		
DESIG	CONUS SEA	CONUS SHORE	Grand Total
6390	1	3	4
Grand Total	1	3	4

Out of 1200+

There are very few billets in the Jax/Mayport area.

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Order Negotiations
Orders

• Nine months prior to your PRD your orders will be put in the system and it takes roughly one month to get them through the routing process. Delays will occur if your EFM is expired, any Time On Station (TOS) or Prescribed Sea Tour (PST) waivers will be addressed during the routing process.

• Once routing is complete your orders will be held at "cost review" awaiting funding. Orders will be prioritized, funded and released by PERS-454. Fiscal constraints and continuing resolutions have an impact on release posture! Detailers do not manage or control order release!

• Shore duty orders are written for 36 months to comply with MILPERS. PERS-4 may authorize the transfer of members earlier from shore duty to support overseas, sea duty, or pinnacle tours. Expect specific verbiage in your orders stating such.

• Currently, newly proposed orders are being released through May 2025 CONUS / OCONUS. Order processing time changes with available funding.

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Order Negotiations
Pinnacle Tour

TIMING AND PROCESS

- Typically, a year after being pinned to LCDR you will be heading to your Pinnacle tour. This allows you to be in your Pinnacle tour for years 2, 3, and 4 as a LCDR, then transfer to your post pinnacle assignment and selection to CDR.

- LCDR PRDs have little to do with transfer to there Pinnacle assignment. You may transfer up to a year early to get to this milestone tour.

- When Pinnacle assignments become available, they will be offered based on LCDR(s) seniority.

- The type of Pinnacle tour you desire and location may not be available. To stay competitive you must take advantage of the opportunities available to you.

- The importance of this tour cannot be overstated! Think 2-3 tours out and do not make career altering decisions based on temporary life events. Please phone to discuss options.

Order Negotiations
Pinnacle Tour (cont.)

- **Your FITREPs and record will be reviewed before you are offered a Pinnacle assignment. We will review your record to ensure you have met the prerequisites for assignments. Such as:**

  - **CAGMO – Fixed wing experience required. Rotary wing recommended. (Nominative – CAG/DCAG select).**
  - **L Class MO – FRC/AIMD recommended.**
  - **IM1 – FRC/AIMD recommended.**
  - **Handler – FDO tour recommended.**
  - **OHO – G-3 or CAG Gunner recommended.**
  - **L Class Gun Boss – L Class OHO or CVN DIVO recommended.**
  - **CSG Staff – MTOC and TAO required.**
  - **Major Approach Control – CVN or L Class required.**

  CAGMO tours are typically 24 months. All other pinnacles are 30-36 months to balance community inventory, FITREP competition and command continuity.

Promotion Zone Forecasting

NAME		RANK	LCDR	DESIG	6360	DATE OF RANK	20170901	PROMOTION STATUS	
LINEAL		BILLET RANK	LCDR	BILLET DESIG	6360	YEAR GROUP	20070		
ACTIVITY		BILLET	GUN/ORD	PRD	202007	UIC	23173		
HOME PORT	NORVA	AQD	CB3 KK1 KK2 LD9 CD3 CA2	COLLEGE	BACHELOR'S				
NEXT DUTY		PAST DUTY 1	COM CVW 3	PAST DUTY 2	NMC CED DET KWST				
ADBD	19930303	ACBD	20070201	ENLISTED SERVICE	13 Years 10 Months	PROP TO SEPARATE	#N/A		

ALL FULLY QUALIFED TO LTGJ (AFTER 2 YEARS AS ENSIGN)	20090201		CYBER WARRANT OFFICERS (WO1) APPOINT TO CWO2 AFTER TIG / TIS REQUIREMENTS	
ALL FULLY QUALIFED TO LT (ATER 2 YEARS AS LTJG)	20110201		ALL FULLY QUALIFIED TO CWO3 (AFTER 3 YEARS AS CWO2)	

THE BELOW "LOW / MID / HIGH ZONES" ARE CALCULATED FROM COMMISSIONING DATE AND REFLECT ZONING YEAR (e.g., 2018 boards consider 2019 promotions) THE BELOW STATUTORY DATES ARE PRESCRIBED BY LAW. PROJECTED "ZONING DATES" THAT EXCEED STATUTORY LIMITS OF "CURRENT" GRADE ARE DISPLAYED IN RED

	LOW ZONE	MID ZONE	HIGH ZONE	STATUTORY		LOW ZONE	MID ZONE	HIGH ZONE	STATUTORY
LCDR 70-90% / 9-11 YEARS	20150601	20160601	20170601	20230501	CWO4 70-90% / 7 YEARS				
CDR 60-80% / 15-17 YEARS	20210301	20220301	20230301	20280501	CWO5 35-45% / 12-13 YEARS				
CAPT 40-60% / 21-23 YEARS	20270201	20280201	20290201	20310501					
	FLOW TO NEXT PROMOTION	20210301	20220301	20230301					

- **LDO/CWO Officer Community Management team can "estimate" your promotion zones after the zone message is released.**

- **LDO/CWO OCM points of contact: ldocwoocm.fct@navy.mil**
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Understanding The Zone Message

- Typically, a NAVADMIN message setting the "zones" is released mid December each year. This message establishes the personnel and lineal number that are Senior in zone, Junior in zone and Junior eligible for each grade and competitive category for the upcoming year. The Junior eligible marks the end of the zone. FY-26 zone message, NAVADMIN 248/24.

- Each officer has a unique lineal number. If your lineal number falls between the Senior in zone and the Junior in zone you are considered "in zone" for promotion. If your lineal number falls between the Junior in zone and Junior eligible you will be considered "below zone" for promotion. Please note, the more senior you are the lower your number. Examples:

Limited Duty Officer (Aviation) (63XX)

Senior in-zone -	*CDR D. D. Smith Jr*	*025683-25*	*1 OCT 2020*
Junior in-zone -	*CDR U.S. Anderson Jr*	*025814-50*	*1 SEP 2021*
Junior eligible -	*CDR R. C. Anderson*	*025847-00*	*1 SEP 2021*

Example 1: If your lineal number is 025713-00 you fall between 025683-25 and 025847-00 thus considered in zone for promotion.

Limited Duty Officer (Aviation) (63XX)

Senior in-zone -	*LCDR D. E. Phelps III*	*047265-50*	*1 OCT 2020*
Junior in-zone -	*LCDR I. M. Kamiss*	*047616-00*	*1 AUG 2021*
Junior eligible -	*LCDR K. C. Nazaire*	*047725-50*	*1 SEP 2021*

- Your lineal (precedence) number can change in your career. To find out your current lineal number (precedence) please refer to your Officer Data Card on BUPERS Online:

HERE IS YOUR LINEAL (PRECEDENCE) NUMBER

LINEAL NUMBER

1. SSN	2. NAME	3. SEX	4. DESIG	5. GRADE	6. YRG	7. PREC. NO	8. BIRTHDATE
XXX-XXX-XXXX	JOE UNDERWAY	MALE	63XX	LCDR	7	L 03868150	

NOTE: Lineal numbers are based off of grade and Date of Rank (DOR), so when you promote, your lineal number will change for that new grade and DOR. SECNAVINST 1427.2A is the policy for lineal numbers.

Details can be viewed at:

https://www.bol.navy.mil

Active Duty Promotion Brief

- Review the Active Duty Officer Promotion Brief if you are being considered for promotion this fiscal year.

- Also search "MyNavy HR promotion videos" for detailed information on selection board processes and what happens behind the scenes.

- *NOTE:* Board membership will no longer be published until after a board adjourned.

Details can be viewed at:

- https://www.mynavyhr.navy.mil/Portals/55/Boards/Active%20Duty%20Officer/documents/Active%20Promotion%20Brief.pdf
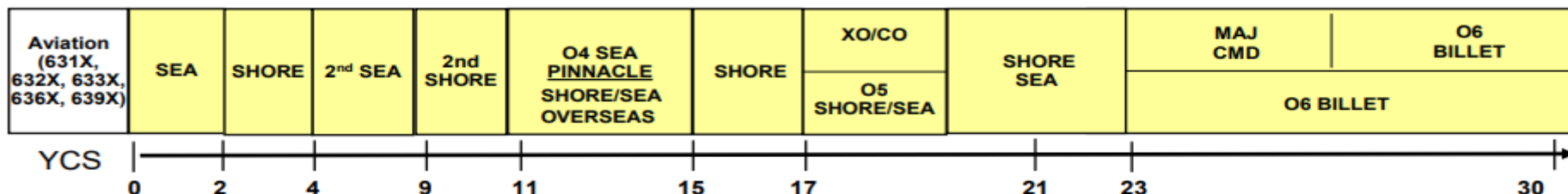
LDO Community Brief

- A community brief will be generated by the community leaders, including detailers and community managers. It will be vetted by Navy Personnel Command and OJAG for statutory compliance and approved by SECNAV.

- Community leaders provide these slides to community members for career planning purposes; however, strict adherence to the career progressions depicted in the slides is not a prerequisite for promotion.

- ONLY MATERIAL APPROVED BY THE SECRETARY OF THE NAVY WILL BE PRESENTED TO STATUTORY SELECTION BOARDS. THE BRIEF WILL BE APPROVED BY SECNAV FOR USE BY THE FY STATUTORY SELECTION BOARDS.

- **Briefs can be viewed at:**
- https://www.mynavyhr.navy.mil/Career-Management/Boards/Active-Duty-Officer/Community-Briefs/

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LDO Community Brief

Limited Duty Officer (Aviation)
Career Progression

Aviation (631X, 632X, 633X, 636X, 639X)	SEA	SHORE	2nd SEA	2nd SHORE	O4 SEA PINNACLE SHORE/SEA OVERSEAS	SHORE	XO/CO	SHORE SEA	MAJ CMD	O6 BILLET
							O5 SHORE/SEA		O6 BILLET	

YCS: 0 — 2 — 4 — 9 — 11 — 15 — 17 — 21 — 23 — 30

NOTE: Timeline and sea/shore rotation for Aviation LDOs may differ by designator. Many aviation LDOs must serve consecutive sea duty assignments to develop expected experience and gain professional knowledge required to ensure success through CAPT and to support the demands of our warfare enterprise.

Basic / Technical Qualifications

Valued Career Credentials
Increasingly challenging technical leadership and management assignments.
Life-long learning (Technical certifications and/or degree completion).
Acquisition Certification with opportunity.

Assignments

631X:
O-3 CVN Flight Deck Officer, LHD Handler, PEP France
O-4 CVN Handler, NAVAIR, TYCOM Staff, NPC, NATTC/CNATT, CNIC
O-5 CO/XO, CVN DH, SUPSHIP CVN PJ, Major Staff, CNATT Director, ED TRA PLN, NAWCAD

632X:
O-3 CVN TAO, MTOC (OIC if available)
O-4 CCSG (Pinnacle), Overseas TOC OIC
O-5 CO/XO, CVN DH, NASC SCH ADMIN, CNATT Director

633X:
O-3 OIC, WING STAFF, AMO, MMCO, DET MO, QAO, MCO, DIVO
O-4 FRS MO, CVN IM1, CAG MO, OIC, LHA/D MO
O-5 CO/XO, NPC, TYWING MO, CVN DH, 05 OIC billet

636X:
O-3 CVN G-3, CVW Gunner, TYCOM/TYWING Staff Weapons, NMC OIC
O-4 CVN OHO, LHA/D DH, TYCOM/TYWING Staff Weapons, NMC OIC, NPC, Shore XO
O-5 CO/XO, NPC, CVN DH, Major Staff Weapons, O5 OIC Billet, NATTC/CNATT

639X:
O-3 One Sea/Two Shore Tours or Two Sea/One Shore Tour
O-4 Pinnacle (COMTACGRU ONE, Major Approach Control, FACSFAC Airspace, PMA-213)
O-5 CO/XO, OPNAV (N98), NATTC, Major Staff, CNIC, FAA HQ

All 63XX Notes:
1. CNAF 1412.2X - Community not eligible for AQD 2D1 until after O4 pinnacle tour.
2. CDR 05 OIC Billets:
   a. 6360 – NMC DET Fallon, NMC DET Earl
   b. 6330 – CFWP AIMD Atsugi and Iwakuni, FRCW Det Fallon, CVW-5 Beach Det OIC

639X Notes:
1. A shore intensive community, limited sea tour opportunities
2. Major Approach Controls: NAS Lemoore, NBVC Point Mugu, NAS Oceana, NAS Fallon, NAS Patuxent River, NAS Kingsville, NAS Whidbey Island, NAS Meridian and NAS Key West

Administrative Screenings

Commander Command: selected CDRs/CDRs (average 5 opportunities)   Major Command: selected CAPTs/CAPTs (1 opportunity biannual)

LDO Community Brief

Limited Duty Officer (Aviation)
Community Values

- **Valued achievements prior to LIEUTENANT COMMANDER**
  - Successful Division Officer tour
  - Competitive breakouts when ranked amongst peers, soft breakouts, at or above CO RSCA
  - Acquisition Certification (Limited Opportunity)
  - Demonstrate life-long learning (Technical certificates and/or higher education degree completion)

- **Valued achievements prior to COMMANDER**
  - Successful Department Head/Principal Assistant at Pinnacle tour with competitive breakout
  - Competitive breakouts when ranked amongst peers, soft breakouts, at or above CO RSCA
  - Command ashore eligible (2D1 prior to O5 board)
  - Acquisition Certification (Limited Opportunity)
  - Demonstrate life-long learning (Technical certificates and/or higher education degree completion)

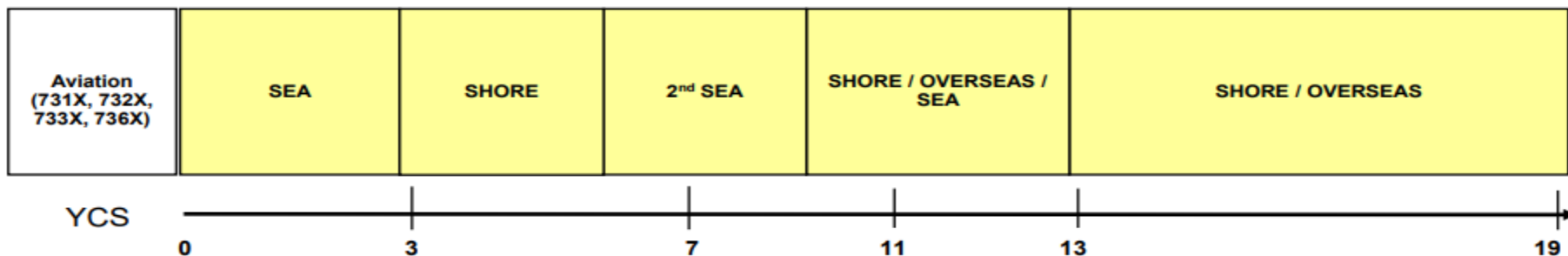- **Valued achievements prior to CAPTAIN**
  - Completion of or currently serving in a milestone O5 tour (sea or shore)
  - Sustained performance while serving in Commander Command/O5 Shore Command or O5 milestone tour at sea
  - Sustained superior performance while serving in a O5 (Branch Head) billet
  - Acquisition Certification Completed (Limited Opportunity)
  - Demonstrate life-long learning (Technical certificates and/or higher education degree completion)

Chief Warrant Officer (Aviation)
Career Progression

MyNAVYHR

Aviation (731X, 732X, 733X, 736X)	SEA	SHORE	2nd SEA	SHORE / OVERSEAS / SEA	SHORE / OVERSEAS

YCS

0   3   7   11   13   19

NOTE: Timeline and sea/shore rotation for Aviation CWOs may differ by designator. Many aviation CWOs will serve consecutive sea duty assignments to develop expected experience and gain professional knowledge required to ensure success through CWO5 and to support the demands of our warfare enterprise.

Valued Career Credentials
Assignments are repetitive in nature. Increasingly challenging technical assignments.
Inspector/Assessor, Repair/Production, or Technical Specialist.
Life-long learning (Technical certifications and/or degree completion).
Personnel, Manpower, and Training, (PMT)
Acquisition Certification with opportunity.

Assignments

731X:
W-3 CVN/LHD AV FUELS MO, AIR BOSN, CAT & AG MO
W-4 CNATTU CAT & AG OFF, TRA PLN AVGND/MTU OFF,
 TYCOM ALREMP OFF, INSURV, LHD HANDLER

732X:
W-3 CVN ANTISUBMARINE CLASSIFICATION AND ANALYSIS OFFICER-AVIATION
 (ASCLASS & ANAL), CV-TSC/OM DIVO, CVN TAO MTOC MO, TOCRON
W-4 TOCRON DH, MTOC OIC/AOIC (if available), DIVO, CCSG STAFF, FLEET
 REPLACEMENT SQUADRON, WEAPONS SCHOOL, AIR/TEST & EVALUATION

733X:
W-3 SQD AMO/MMCO/DET MO/QAO/MCO, LHA/D AMO/MMCO, TECH WO
 NATEC, CNATT, FRC QAO/DIV O
W-4 LHA/D AMO/MMCO, FRS/SQD AMO/MMCO/QAO/MCO, TECH WO,
 TYCOM / WING/ PMA STAFF

736X:
W-3 CVN/LHA/LHD DIVISION OFFICER/GUNNER, SQD GUNNER, FRC Weapons
 OFFICER
W-4 STF WEPS/TRNG, CVN/LHA/LHD DIVISION OFFICER/GUNNER, SQD GUNNER,
 NMC OIC/AOIC

CWO2	CWO3	CWO4	CWO5

Chief Warrant Officer (Aviation)
Community Values

- **Valued achievements prior to CWO4**
  - Successful Division Officer assignments
  - Sustained superior performance while serving in at sea assignments
  - Repeated tours in challenging, technical jobs is in-line with Navy expectations for CWO and should not be viewed negatively (i.e. consecutive or repeated tours as an at-sea DIVO, or on a staff where high levels of technical expertise are critical to safety / mission)
  - Demonstrate life-long learning

- **Valued achievements prior to CWO5**
  - Sustained superior performance in increasingly challenging technical management assignments
  - Competitive breakouts when ranked amongst peers
  - Noteworthy performance while serving as OIC ashore (Limited opportunity for OIC billet)
  - Repeated tours in challenging, technical jobs is in-line with Navy expectations for CWO and should not be viewed negatively (i.e. consecutive or repeated tours as an at-sea DIVO, or on a staff where high levels of technical expertise are critical to safety / mission)
  - Acquisition Certification w/opportunity (very limited opportunity)
  - Demonstrate life-long learning (Technical certificates and/or higher education degree completion)

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Merit Reorder Brief

- The Merit Reorder Values will be provided to assist board members in identifying performance and career achievements which may indicate a record of particular merit.

- Board members are expected to use their experience and judgment after review of the records recommended for promotion to determine those records of particular merit.

- Information on these slides are not an all inclusive list and should not be used to exclude records that otherwise document particular merit.

- The information is not a checklist of traits required for merit and should not substitute for board's discretion. It will be vetted by Navy Personnel Command and OJAG for statutory compliance and approved by SECNAV.

- Briefs can be viewed at:

https://https://www.mynavyhr.navy.mil/Career-Management/Boards/Active-Duty-Officer/Community-Briefs/

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Limited Duty Officer (Line)
Merit Reorder Considerations

- **Valued achievements prior to LIEUTENANT COMMANDER**
  - Meritorious consideration should be given to those officers who demonstrate superior TECHNICAL performance and leadership within their designator specialty.
    - Surface (61X0) DIVO/DH at sea; Screened for DH AFLOAT
    - Submarine (62X0): Division Officer at sea; Nuclear Power (6200): Submarine Tender DIVO (Fleet), CVN/Submarine Tender PA (Fleet), Assistant Naval Reactors Representative (ANRR) (NR), sustained superior performance at sea
    - Aviation (63X0) Branch/DIVO at (O/I Level)
    - General Line (64X0) DIVO / DH (afloat)

- **Valued achievements prior to COMMANDER**
  - Meritorious consideration should be given to those officers who demonstrate superior leadership based on opportunities within their designator.
    - Surface (61X0) DH/PA AFLOAT and Command ashore AQD 2D1 complete; serving or served as OIC, XO and/or CO
    - Submarine (62X0) Dry Dock CO or screened Command ashore AQD 2D1; Submarine (623X) LOGSU XO; Nuclear Power (6200): Multiple CVN/Tender PA tours (Fleet), PMA (Fleet), CVN ARO (Fleet), or Deputy NRR/ANRR (NR)
    - Aviation (63X0) DH/PA ; Command ashore screened (AQD: 2D1); 6330 needs PAMO qualification (AQD: IL6)
    - General Line (64X0) DH Afloat and Command AQD 2D1 complete; serving or served as OIC and/or XO

- **Valued achievements prior to CAPTAIN**
  - Meritorious consideration should be given to those officers who demonstrate superior performance and leadership in O5 Command and O5 Milestone tour in regards to the opportunities of their designator.
  - Superior performance in positions of influence and leadership at operational and strategic staffs should also be considered.
    - Surface (61X0) Command ashore screened; and successfully serving and/or served as XO and/or CO or in PMT tour
    - Submarine (62X0) Served CO or major command/**Tender** XO; Nuclear Power (6200): Both PMA and CVN CHENG (Fleet) or NRR (NR)
    - Aviation (63X0) Successfully serving or served as CO; Acquisition Certification
    - General Line (64X0) Command ashore screened; successfully serving and/or served as XO and/or CO or in PMT tour

Promotion Board Dates & Membership

- **CAPT (14 Jan 25)**
  - We provide 1 Member (CAPT 63XX)

- **CDR (19 Feb 25)**
  - We provide 1 Member (CAPT 63XX)

- **LCDR (19 May 25)**
  - We provide 1 Member (CAPT/CDR 63XX) and 1 Recorder (LCDR/LT 63XX)

- **CWO 3/4/5 (09 Jun 25)**
  - We provide 1 Member W5 73XX (preferred) or CAPT/CDR 63XX and 1 Recorder (CWO2-CWO4)

Selection Board Membership

We appreciate the number of personnel that continue to volunteer to support the Selection Board process. We are doing our best to give as many people a chance to participate in the process but understand we only have a few quotas each fiscal year. Additionally, some boards require previous board experience which also limits our selection pool. <u>Please make your request for a specific fiscal year.</u> Do not request participation for a specific board as this will disqualify you from participating in that board. FY-26 LDO/CWO Membership requirements:

Active//FTS/Reserve Aviation Major Command – (1) Member/O6/63XX

Active O-6 Line – (1) Member/O6/63XX

Active O-5 Line – (1) Member/O6/63XX

Active/Reserve LDO/CWO ISP - (1) President/O6/63XX (even year), (15) Members/O5/O4/W5/W4/63XX/73XX, (5) Asst Recorders/ O3/O2/W3/W2/63XX/73XX. May increase or decrease depending on number of applications received.

Active/Reserve/Aviation CDR CMD – (1) Member/O6/63XX

Active E-9 /E-8– (2) Member/O6/O6 sel//63XX

Active O-4 Line– (1) Member/O6/O5/63XX and (1) Asst Recorder /O4/O3/63XX

Active CWO-3/4/5 – (1) Member/W5 preferred, or O6/O5/73XX/63XX, (1) <u>Asst Recorder /W4-W2/73XX</u>

Active/Reserve E-7 – (2) Member O6//O5//63XX CWO5/CWO4, different designators based on # of eligible

DUE COURSE OFFICERS RECEIVE FIRST CONSIDERATION.
- *Have not declined pinnacle or other milestone tours.*
- *No adverse matters pending*
- *Passed most recent PFA (by instruction)*
- *On track for next milestone tour i.e. "Pack still on!".*

UPDATE YOUR NSIPS INFO:
- *Phone number and email*
- *Demographic info*

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Promotion Board Approval Process

- The goal is to have promotion board results released 100 days following adjournment of the promotion board.

- Please see this link for more information on the promotion board approval process:

Details can be viewed at:

https://www.mynavyhr.navy.mil/Career-Management/Boards/General-Board-Info/Promotion-Board-Approval-Process/

FY 25 CAPT Stats

CAPT	Total Eligible:	12		Total Selects:	5	42% Overall
	Eligible	**% of Tot Eligible**		**Selects**	**% of Tot Selected**	**% of Total**
CO Tour						
CO Tour	5	42%		5	100%	42%
NON CO Tour	7	58%		0	0	0
Qualifications						
Acquisition LV 1/2/3	4	33%		2	40%	17%
No Acquisition	8	67%		3	60%	25%
Education						
Master's Degree	4	33%		3	60%	25%
Bachelor's	6	38%		1	8%	8%
No Degree	2	17%		1	8%	8%

FY 25 CDR Stats

CDR	Total Eligible:	29		Total Selects:	21	72% Overall
	Eligible	**% of Tot Eligible**		**Selects**	**% of Tot Selected**	**% of Total**
Pinnacle Tour						
Pinnacle Hard BO	12	41%		11	52%	38%
Pinnacle Soft BO	12	41%		10	48%	34%
Pinnacle No BO	1	3%		0	0%	0%
Education						
Master's Degree	12	41%		10	48%	34%
Bachelor's Degree	12	41%		8	38%	28%
Associate Degree	0	0%		0	0%	0%
No Degree	5	18%		3	5%	10%

FY 25 LCDR Stats

LCDR	Total Eligible:	44

Total Selects:	33	75% Overall

	Eligible	% of Tot Eligible
SEA TOUR LT		
Hard Breakout	8	18%
Soft Breakout	31	70%
No Breakout	5	11%
Acqusition Cert(s)	26	59%
PAMO	20	45%
Education		
Master's Degree	9	20%
Bachelor's Degree	17	39%
Associate Degree	8	18%
No Degree	10	23%

Selects	% of Tot Selected	% of Total	Eligible vs Selected
4	12%	9%	50%
29	88%	66%	94%
0	0%	0%	0%
20	61%	45%	77%
15	45%	34%	75%
9	27%	20%	100% with BO / 100%
14	42%	32%	82%
6	18%	14%	75%
4	12%	9%	40%

Above Zone	Total Eligible	14
Below Zone	Total Eligible	92

Total Selects	1		
Total Selects	2		

*5 MERIT REORDERED

Greater than 100% include Below and/or Above Zone

FY 25 CWO5 Stats

CWO5	Total Eligible:	17

Total Selects:	6	35% Overall

	Eligible	% of Tot Eligible

	Selects	% of Tot Selected	% of Total	Eligible vs Selected

Pinnacle Tour

	Eligible	% of Tot Eligible		Selects	% of Tot Selected	% of Total	Eligible vs Selected
Hard Breakout	2	12%		2	33%	12%	100%
Soft Breakout	14	82%		5	83%	29%	36%
No breakout	6	35%					

	Eligible	% of Tot Eligible		Selects	% of Tot Selected	% of Total	Eligible vs Selected
Acqusition Cert(s)	5	29%		2	33%	12%	40%

Education

	Eligible	% of Tot Eligible		Selects	% of Tot Selected	% of Total	Eligible vs Selected
Master's Degree	6	35%		3	50%	18%	50%
Bachelor's Degree	8	47%		1	17%	6%	13%
Associate Degree	2	12%		0	0%	0%	0%
No Degree	6	35%		1	17%	6%	17%

Above Zone	Total Eligible	9
Below Zone	Total Eligible	26

Total Selects	2	22%	Overall
Total Selects	0	0%	Overall

FY 25 CWO4 Stats

CWO4	Total Eligible:	45

Total Selects:	38	84% Overall

	Eligible	% of Tot Eligible
Pinnacle Tour		
Hard Breakout	8	18%
Soft Breakout	28	62%
No breakout	13	29%
Acquisition Cert(s)	3	7%
Education		
Master's Degree	13	29%
Bachelor's Degree	8	18%
Associate Degree	8	18%
No Degree	21	47%

	Selects	% of Tot Selected	% of Total	Eligible vs Selected
Hard Breakout	8	21%	18%	100%
Soft Breakout	27	71%	60%	96%
No breakout	2	5%	4%	15%
Acquisition Cert(s)	3	8%	7%	100%
Master's Degree	12	32%	27%	100% with BO / 92%
Bachelor's Degree	6	16%	13%	75%
Associate Degree	6	16%	13%	75%
No Degree	13	34%	29%	62%

Above Zone	Total Eligible	5
Below Zone	Total Eligible	51

Total Selects	1	
Total Selects	0	

Greater than 100% include Below and/or Above Zone

Promotion Phasing Plan

When published the phasing plan for your grade and competitive category can be found at https://www.mynavyhr.navy.mil/Career-Management/Boards/Active-Duty-Officer/.

Once the phasing plan is released you can estimate the month your promotion should occur by following these directions.

While the phasing plan lists the number of promotes authorized per month it is not authorization for promotion. Authorization for promotion comes in the form of the NAVADMIN and only after an officer has been confirmed or approved.

The NAVADMIN authorizing your promotion for the first of the month should be available on the NPC website on approximately the 25th of the month prior to your promotion.

Example Promotion Phasing Plan

FY-25 CWO5

Competitive Category		1 Oct 24	1 Nov 24	1 Dec 24	1 Jan 25	1 Feb 25	1 Mar 25	1 Apr 25	1 May 25	1 Jun 25	1 Jul 25	1 Aug 25	1 Sep 25	Total	Selects	Comp Cat
SURF	Monthly	1	0	0	0	0	0	0	0	0	0	1	0	2	2	SURF
	TO DATE	1	1	1	1	1	1	1	1	1	1	2	2			
SUB SURF	Monthly	1	0	0	0	0	0	0	0	0	0	0	0	1	1	SUB SURF
	TO DATE	1	1	1	1	1	1	1	1	1	1	1	1			
AVN	Monthly	1	0	0	1	0	0	1	0	1	2	1	1	8	8	AVN
	TO DATE	1	1	1	2	2	2	3	3	4	6	7	8			
GEN/STF	Monthly	1	0	0	0	0	0	0	1	0	1	0	1	4	4	GEN/STF
	TO DATE	1	1	1	1	1	1	1	2	2	3	3	4			
IW	Monthly	1	0	0	0	1	0	0	0	1	1	1	1	6	6	IW
	TO DATE	1	1	1	1	2	2	2	2	3	4	5	6			
TOTAL	MONTH	5	0	0	1	1	0	1	1	2	4	3	3	21	21	ALL
TOTAL	TO DATE	5	5	5	6	7	7	8	9	11	15	18	21			
Monthly % TO DATE		23.8%	23.8%	23.8%	28.6%	33.3%	33.3%	38.1%	42.9%	52.4%	71.4%	85.7%	100.0%			

Checksum

	1 Oct 24	1 Nov 24	1 Dec 24	1 Jan 25	1 Feb 25	1 Mar 25	1 Apr 25	1 May 25	1 Jun 25	1 Jul 25	1 Aug 25	1 Sep 25	
Programmed Increment	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	15.00%	15.00%	15.00%	15.00%	100.00%
Cumulative	5.0%	10.0%	15.0%	20.0%	25.0%	30.0%	35.0%	40.0%	55.0%	70.0%	85.0%	100.0%	

One or Two Time
Failure of Select (FOS)

- 1 X FOS: Contact your Detailer if you desire a record review and counseling. You will remain at your current duty station pending the following year results.

- 2 X FOS: Your detailer will contact you to discuss retirement procedures. You will be required to retire NLT the1st day of the seventh month after FOS.

- Example: Results approved by POTUS on 4 September. Your retirement day will be 1 April. (Month count: Oct #1st month, Nov #2nd, Dec #3rd, Jan #4th, Feb #5th, Mar #6th, Apr #7th)

Major Command/Command Screen Boards Information

- Aviation Major Command Screen Board (AMCSB)

- Aviation Command Screen Board (ACSB)

- FY 25 ACSB LDO Stats

- FY 24/25 ACSB Takeaways

Aviation Major Command Screen Board (AMCSB)

- Must be an O6 or O6 select and have successfully completed a Commander Command tour.

- Aviation LDOs compete at the Aviation Major Command Screen Board (AMCSB) for NATTC Commanding Officer billet typically every other year (even years).

- If not selected for NATTC CO, or if NATTC CO is not in play, the Enterprise may allow waterfall into Special Missions Major Shore tank.

- Special Mission (SM) assignments opportunities will not be known until the slating process begins after the board adjourns. SM commands typically include bases or facilities without active runway. SM commands may be located either CONUS or OCONUS based on the needs of the Navy.

Aviation Command Screen Board (ACSB)

- The ACSB board is held annually. All officers get three ACSB looks over a two year period.

- The first look will typically be March of the following year of your O5 selection. Your record competes against all 63XX designators for operational command at available CNATTU and NAWMU-1.

- If you don't screen for Command on your first look, you will receive your second and third look the following year on the same board. Your record first goes into the 63XX tank for your second look at CNATTU and NAWMU-1, if available. If not selected in the 63XX tank, your record will waterfall into the Special Missions (SM) tank, which constitutes your third and final look. SM consideration will only apply when all community billets are adequately filled.

Aviation Command Screen Board (ACSB) cont.

- Aviation Commander Command is highly competitive and critical for an LDO's career progression!

- What makes the difference:

  - O-4 Pinnacle tour FITREP ranking

  - Post Pinnacle tour assignment and performance

  - Sustained Superior Performance throughout your entire record

  - Evidence of Life Long Learning

FY25 Aviation Command Screen Board (ACSB) LDO Stats

43

12 Above Zone

1 – 6310

0 – 6320

6 – 6330

3 – 6360

2 – 6390

14 In Zone

3 – 6310

0 – 6320

7 – 6330

3 – 6360

1 – 6390

FY 25 AVIATION COMMAND SCREENING BOARD (ACSB) STATS							
CDR	Total Eligible:	26		Total Selects:	6		23% Overall
	Eligible	% of Tot Eligible		Selects	% of Tot Selected	% of Total	
Zone							
Above Zone	12	46%		3	50%		
In Zone	14	54%		3	50%		
Pinnacle Tour							
Pinnacle Hard BO	14	54%		2	33%	14.00%	
Pinnacle Soft BO	12	46%		4	67%	33.00%	
Pinnacle No BO	0	0%		0	0%	0%	
Qualifications							
Acquisition LV 1/2/3	15	58%		4	50%	27%	
Full Acquisition	2	8%		0	0%	0%	
PAMO (6330 Only)	12	100%		4	50%	33%	
Education							
Master's Degree	8	31%		2	25%	8%	
Bachelor's Degree	12	46%		2	17%	8%	
Associate Degree	3	12%		2	67%	8%	
No Degree	2	8%		0	0%	0%	

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Aviation Command Screen Board (ACSB) LDO Stats cont.

Your whole body of work matters!

Takeaways

The #1 criteria for selection is sustained superior performance!

- **FY-24**
- Sustained superior performance with HBO / SBO.
- Served in valued community jobs / consecutive hard tours.
- FDNF tour were valued.

- **FY-25**
- Sustained superior performance with HBO / SBO through entire body of work as a commissioned officer.
- Multiple command recommendations.
- PCS'd to take the hard and valuable community jobs.

2:A **BRIEFER NUMBER/GRADE** :

OFFICER SUMMARY RECORD

NAME			YG 04	DATE PROC:	19020 2
JONES JOHN PAUL					

SSN	FILE NO	DESIGNATOR	DATE OF BIRTH	AGE	PROF. SERV. DATE	FOR BOARD USE
***** XXXX		1110	73082 3	46		

HIGHEST FLAG	CAPT	CDR	LCDR	LT	LTJG	ENS	HIGHEST CWO
				07100	05100	03100	

PRESENT DUTY STATION	PRESENT BILLET
USS UNDERWAY	

EDUCATION | **SERVICE SCHOOLS ATTENDED**

COLLEGE	DATE/LEVEL	MAJOR	LANG. PROF.	SUB-SPEC
TRIDENT	11 BACH/1 PR	BUS		

COURSE: LDO/CWO ACAD
DATE/WEEKS: 0311 03

COURSE: ADV LDRSHP XO
DATE/WEEKS: 1301 02

COURSE:
DATE/WEEKS:

EASY TO UNDERSTAND BLOCK

Up to Six Service Schools Can Be Listed

ACTIVE DUTY BASE DATE	PREVIOUS MILITARY SERVICE	YEAR	MONTHS	HIGHEST RATE/GRADE	REMARKS
110227	N	2	4	AOC	

LETTER TO BOARD

	PERSONAL DECORATIONS
FC17	NAV ACHV 03

Field Code 17 Note

SPECIAL QUALIFICATIONS

1 GUN/ORD	7	13	19
2 OIC SHR ACT	8	14	20
3 A/C OMNT AV/W	9	15	21
4	10	16	22
5	11	17	23
6	12	18	24

Understanding your PSR

PERFORMANCE SUMMARY REPORT

| | | | | | NAME (LAST, FIRST MIDDLE) XXXX, XXXXXXX, X | | | | DESIG/RATE 63XX | | | | | | | SSN XXX-XX-XXXX | | | | | | PAGE 1 OF 1 | |

PG	STATION		DATES	MOS	REPORTING SENIOR NAME	PG	TITLE	1	2	3	4	5	IND SUM	R/S CUM	SP	PR	P	MP	EP	PRT	RPT TYPE
03	HS-XX	Gunner		8	CUTTER, T L	05	CO	0	0	0	0	6	4.50 / 4.50	10 / 4.11	0	0	0	0	X 1	P/WS	RG
03	HS-XX	Gunner		4	CUTTER, T L	05	CO	0	0	0	1	5	4.83 / 4.83	14 / 4.13	0	0	0	0	X 1	P/WS	RG
03	HS-XX	MAINT DEPT HD		4	CUTTER, T L	05	CO	0	0	0	1	5	5.00 / 5.00	23 / 4.43	0	0	0	0	X 1	P/WS	RG
03	HS-XX	MMCO/AMO		8	NIMITZ, C W	05	CO	0	0	0	1	5	4.83 / 4.83	30 / 4.15	0	0	0	0	X 1	P/WS	RG
04	HS-XX	MMCO		6	NIMITZ, C W	05	CO	0	0	0	3 (A)	3	4.50 / 4.50	20 / 4.37	0	0	0	0	X 1	P/WS	RG
04	HS-XX	MMCO		3	NIMITZ, C W	05	CO	0	0	0	(B)	3	4.50 / 4.50	27 / 4.85	0	0	0	0	X 1	P/WS	SUPP (C)
04	HS-XX	MAINT DEPT HD		10	HALSEY, W J	05	CO	0	0	0	1	5	4.83 / 4.83	30 / 4.21	0	0	0	0	X 1	P/WS	RG
04	LHD-XX	AIMD IM1 AMO		6	SPRUANCE, W J	06	CO	0	0	0	5 (D)	1	4.50 / 4.75	27 / 4.50	0	0	X 5	3	2	N/XX	RG
04	LHD-XX	MMCO		8	SPRUANCE, W J	06	CO	0	0	0	2	4	4.57 / 4.57	60 / 4.57	0	(E)	4	X 3	2	P/WS	RG
04	LHD-XX	IM1 MMCO		12	SPRUANCE, W J	O6	CO	0	0	0	1	5	4.83 / 4.83	126 / 4.59	0	0	2	1	X 1	PB	RG

(A) **Tracking well with all reports above RSCA**

(B) **One reports below RSCA outside the OK Zone**

(C) **SUPP = Supplemental letter to address/amplify the report**

(D) **Report at RCSA, first report onboard**

(E) **Progression, expected track to the right.**

STUCK in TRAFFIC with no way out, talk to your command and detailer.

"OK Zone" – First report in the command or first report after being promoted. OK to be below RSCA.,

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BOL FITREP - Continuity Report

The continuity report feature serves as an audit trail on the status of your submitted FITREP. The status column will flow through the below steps as applicable. Purged or rejected are bad, the others are the process flow.

What does Separated and Classified, Validated, Rejected, Uploaded, and Complete mean on the continuity report?

- **Separated and Classified: Report has been received and pending examination.**

- **Validated: Report examined and pending acceptance to the Performance Summary Record (PSR) and permanent record.**

- **Rejected: Report not acceptable. Returned to reporting senior for correction.**

- **Uploaded: Report pending upload to PSR. **PLEASE NOTE: If report is in an UPLOADED status for over 7 working days, please contact MNCC Customer Service for assistance at 1-833-330-MNCC (1-833-330-6622).**

- **Complete: Report updated to PSR and permanent record.**

- **Purged: Report not acceptable. Returned to reporting senior for correction or Duplicate copy of previously received report.**

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BOL FITREP - Continuity Report

Status of your FITREP submissions

Audit Trail

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				Performance Evaluation Continuity Report			Help ▼	Logout

BOL | CCA

Member Information
SSN
Name
Report Submission List

From Date ⇕	To Date ⇕	Grade Rank ⇕	Date Reported ⇕	Reporting Senior ⇕	Report Type ⇕	Occassion ⇕	Duty Status ⇕	Status ⇕	Status Date ⇕
98JUN17	99MAR15	AT2	96JUL18		Regular	Periodic	ACT	Complete	
99MAR16	00MAR15	AT2	96JUL18		Regular	Periodic	ACT	Complete	
00MAR16	00JUL28	AT2	96JUL18		Regular	Detach Ind	ACT	Complete	
00JUL29	01MAR15	AT2	00AUG21		Regular	Periodic	ACT	Complete	
01MAR16	01NOV15	AT1	00AUG21		Regular	Periodic	ACT	Complete	
01NOV16	02NOV15	AT1	00AUG21		Regular	Periodic	ACT	Complete	
02NOV16	03NOV21	AT1	00AUG21		Regular	Periodic	ACT	Complete	
03NOV22	04NOV15	AT1	03DEC08		Regular	Periodic	ACT	Complete	
04NOV16	05SEP15	AT1	03DEC03		Regular	Prom/Frocking	ACT	Complete	
05SEP16	06SEP15	ATC	03DEC03		Regular	Periodic	ACT	Complete	06NOV27
06SEP16	06DEC28	ATC	03DEC03		Regular	Detach Ind	ACT	Purged	08JAN22
06SEP16	06DEC28	ATC	03DEC03		Regular	Detach Ind	ACT	Complete	07FEB21
06DEC29	07SEP15	ATC	07FEB02		Regular	Periodic	ACT	Complete	07DEC19
07SEP16	08SEP15	ATC	07FEB02		Regular	Periodic	ACT	Complete	08NOV13
08SEP16	09JAN31	ATC	07FEB02		Regular	Special	ACT	Complete	09MAR11
09FEB01	09FEB06	ENS	07FEB02		Regular	Detach Ind	ACT	Complete	09MAR12
09FEB07	09MAY31	ENS	09APR20		Regular	Periodic	ACT	Complete	09JUN10
09JUN01	09NOV04	ENS	09APR20		Regular	Detach Rep Sen	ACT	Complete	09NOV12
09NOV05	10MAY31	ENS	09APR20		Regular	Periodic	ACT	Complete	10JUN10
10JUN01	11MAR18	LTJG	09APR20		Regular	Periodic	ACT	Complete	11APR06
10JUN01	11FEB28	LTJG	09APR20		Regular	Periodic		Purged	11APR06
11MAR19	12APR25	LTJG	09APR20		Regular	Periodic	ACT	Complete	12APR12
12APR26	12MAY07	LTJG	09APR20		Regular	Detach Ind	ACT	Complete	12JUN01
12MAY08	12DEC14	LTJG	12MAY07		Regular	Detach Rep Sen	ACT	Complete	13JAN10
12DEC15	14JAN31	LT	12MAY07		Regular	Periodic	ACT	Complete	14APR10
14FEB01	14MAR07	LT	12MAY07		Regular	Detach Rep Sen	ACT	Complete	14MAR28
14MAR08	15JAN12	LT	12MAY07		Regular	Detach Ind	ACT	Complete	15FEB27
15JAN13	16JAN31	LT	15JAN23		Regular	Periodic	ACT	Complete	16FEB23
16FEB01	16MAY12	LT	15JAN23		Regular	Detach Rep Sen	ACT	Purged	16JUL27
16FEB01	16JUN01	LT	15JAN23		Regular	Detach Rep Sen	ACT	Complete	16JUL28
16JUN02	17JAN13	LT	15JAN23		Regular	Detach Ind	ACT	Complete	17JAN31
17JAN14	17AUG30	LT	17JAN13		Regular	Detach Rep Sen	ACT	Complete	17OCT16
17AUG31	18JAN31	LT	17JAN13		Regular	Periodic	ACT	Complete	18MAR13
18FEB01	18NOV28	LT	17JAN13		Regular	Detach Rep Sen	ACT	Complete	18DEC20
18NOV29	19JAN31	LT	17JAN13		Regular	Periodic	ACT	Complete	19FEB20
19FEB01	19OCT31	LCDR	17JAN13		Regular	Periodic	ACT	Complete	19NOV18
19NOV01	20MAR02	LCDR	17JAN13		Regular	Detach Ind	ACT	Complete	20MAR18
20MAR03	20OCT31	LCDR	20MAR13		Regular	Detach Rep Sen	ACT	Complete	21JAN06
20NOV01	21OCT31	LCDR	20MAR13		Regular	Periodic	ACT	Complete	21DEC16
21NOV01	22OCT31	LCDR	20MAR13		Regular	Detach Rep Sen	ACT	Complete	22DEC05
22NOV01	23APR01	LCDR	20MAR13		Regular	Detach Ind	ACT	Separated and Classified	23MAY01

Selection Boards
No selection boards to display.

Missing Periods
No missing periods to display.
If you do not know the location of a reporting senior, or need

Admin Change Request

```
                              XXX-XX-XXXX {Member's SSN}
                                 XX XXX XX {date}


From:   {Member or Original Reporting Senior}
To:     Commander, Navy Personnel Command (PERS-32)


Subj:   FITNESS REPORT ADMINISTRATIVE CHANGE

1.   Identification of Original Report

     a.  Member (Blocks 1-4):  LAST, FIRST M, LT, 63XX,
     XXX-XX-XXXX

     b.  Period (Blocks 14-15):  96JUL01 - 96NOV18

     c.  Reporting Senior (Block 22):  SENIOR, W. A.

2.   Changes

     a. Block 14:  Change to 96JUN01

3.   Reason.  Correct administrative errors in original report.

4.   If there are any questions, I can be reached at {insert
email address and phone number}.


                         //S//


                         F. M. LAST
                         LT, SC, USN
```

RS FITREP Supplemental: *Adds information to an existing report.*

** WARNING USE WITH CAUTION **

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Missing Awards

How do I get an approved award certificate into my OMPF?

Note: PERS-312 is no longer the primary office for entering personal awards in NDAWS. Sailors are to work with their administrative support offices to have all valid awards entered into NDAWS.

Step 1 - Check to see that the award has been entered into the Navy Department Awards Web Service (NDAWS)

Step 2 - If the award(s) is/are reflecting accurately in BOL NDAWS but not in your OMPF, the administrative office may send a "quality") .pdf scanned copy of the missing award to MILL_NavyAwards.fct@navy.mil and state in the email "This award is showing in BOL NDAWS but not in the OMPF". PERS-312 staff will verify the award is correctly showing in BOL NDAWS and then have it manually scanned into the OMPF.

Step 3 - If the award(s) has/have not been entered into BOL NDAWS, contact your administrative office for assistance. It is their responsibility to update BOL NDAWS with your award in accordance with the NDAWS User's Guide (Apr 2021).

Step 4 - Once an award has been submitted into BOL NDAWS, the application will create a digitally-signed 1650/3 and upload it along with the wet-signed certificate to the OMPF. DO NOT upload the locally-created, wet-signed 1650/3. This will create a duplicate in the OMPF.

If you are attached to a Joint/NATO/USMC command that does not have the ability to enter awards, PERS-312 can assist. The administrative office may send the award, scanned as a quality PDF, to PERS-312 at MILL_NavyAwards.fct@navy.mil. PERS-312 will not accept award submissions directly from the Sailor whose record is to be updated

https://www.mynavyhr.navy.mil/Career-Management/Records-Management/Decorations-and-Medals/

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Frequent AQDS

Upon "COMPLETION" of the following certifications, qualifications or billet assignments email us your certification/qualification/FITREP and we will update your record with the appropriate AQD code. Please specify AQD code you are requesting and send supporting documentation to Mindy. Once AQDs are awarded, allow up to 72 hours for AQDs to show up on OSR

2C1 - GREEN BELT CERTIFIED
2C2 - BLACK BELT CERTIFIED
2D1 - COMMAND ELIGIBLE (Upon completion of oral board)
2D2 - COMMAND QUALIFIED (Upon completion of CO tour)
2D4 - MAJOR COMMAND (Upon selection for Major Command)
CAX - DIVISION OFFICER {ATCFO; MMCO; FLIGHT DECK; ORDNANCE OFFICER; CAT & ARREST; LAUNCH AND
      RECOVERY; HANDLER; DIV O} (Upon completion of Division Officer Billet, not Branch Officer)
CBX - DEPARTMENT HEAD {MO; AIR OPS; READINESS OFFICER; WEAPON OFFICER; GUN BOSS; ADMIN OFFICER, DEPT HEAD}
CCX - EXECUTIVE OFFICER
CDX - OFFICER IN CHARGE
CEX - SHORE COMMAND
CFX - MAJOR SHORE COMMAND
DZP - TACMOBILE WATCH OFFICER
DZR - AVIONICS {36 MONTHS I-LEVEL EXPERIENCE ***7331 ONLY***}
H – SERIES – NAVY RECRUITING {CO; XO; OPS OFF; ASST OPS OFF; RECRUITER…}
IL1 - COMPLETION OF AMO LV1 SCHOOL AND INITIAL MAINTENANCE TOUR
IL2 - COMPLETION OF AMO LV2
IL6 - PAMO PQS
KK1 - EXPLOSIVE ORDNANCE MANAGEMENT – BASIC
KK2 - EXPLOSIVE ORDNANCE MANAGEMENT – OPERATIONAL
KK3 - EXPLOSIVE ORDNANCE MANAGEMENT – MASTER
LB1 - QUALIFIED OOD {INDEPENDENT STREAMING
LB3 - CDO UNDERWAY
LD9 - WEAPONS CONTROL QUALIFIED
LF6 - TAO – NON-NTDS
LF7 - TAO - NTDS

Notes:
- *Print your OSR – That is what the board sees*
- *AQD Primary position - IL6 or 2D1 or 2D2.*
- *Obtain the 2D1 in/or post LCDR pinnacle tour*

***** AQDS ARE NOT AWARDED FOR THE "ASSISTANT……" *****

Reference: https://www.mynavyhr.navy.mil/References/NOOCS-Manual/NOOCS-VOL-1/

Updating NOBCs

- Details:
- To update Navy Officer Billet Classification (NOBC) Codes, do the following: Submit email to MNCC I
- Send email to askmncc.fct@navy.mil and list NOBC's per the below.

- In order to gain assistance with a NOBC update, please resubmit your requests in the following format:
  1. Assignment Dates: YYMMDD – YYMMDD (enter dates per your ODC)
  2. NOBC Title: (per the NOOCS Manual)
  3. NOBC: XXXX (four-digit number per NOOCS Manual)
  4. MOS: XX (per FITREPs)
  5. FITREPs to support request. Its helpful if the Officer will clearly identify the text or information from the FITREP that matches the NOOCS Manual.

- Please be sure that the dates on your NOBC Request matches the dates on your FITREP(S), and are within the REPORT and LOSS dates on your History of Assignments in NSIPS.

AQD Certification Changes

What's Changing?

<table>
<tr><th>Old — Legacy Framework</th><th>New — Back to Basics</th></tr>
<tr><td>

- 14 DoD acquisition Career Fields
- Broad, one size fits all application of core certification standards
- Continuous Learning not a priority
- Race to the finish line—get certified
- Certification levels:
    - *Entry I*
    - *Intermediate II*
    - *Advanced III*
- 24 month certification grace period for all levels and career fields
- DAU quota-controlled resident training at most levels
- Less access to training for persons assigned to acquisition-related positions

</td><td>

- 6 major acquisition Functional Areas
- Accommodations for niche knowledge areas & specialty training
- Balanced approach to experiential learning, formal learning, education, & experience
- New certification "tiers" tailored to Functional Area:
    - *Foundational*
    - *Practitioner*
    - *Advanced*
- Certification grace periods:
    - *Foundational: 3 yrs*
    - *Practitioner: 5 yrs*
    - *Advanced: 4 yrs*
- More virtual DAU courses; less classroom training
- Access to many DAU learning assets expanded to all DoD workforce

</td></tr>
</table>

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New Functional Areas

Career Fields to Functional Areas

Functional Areas

- **BUS FM**
- **BUS CE**

> BUS Functional Area – two distinct certification paths

- **LCL**
- **CON** | **PUR** | **ICPM**
- **T&E** | **IT**
- **PM** | **IT** | **PQM** | **S&TM**
- **ETM** | **IT** | **PQM** | **S&TM** | **ENG**
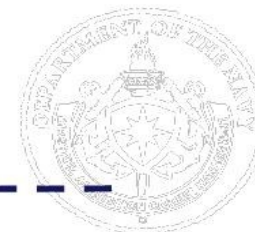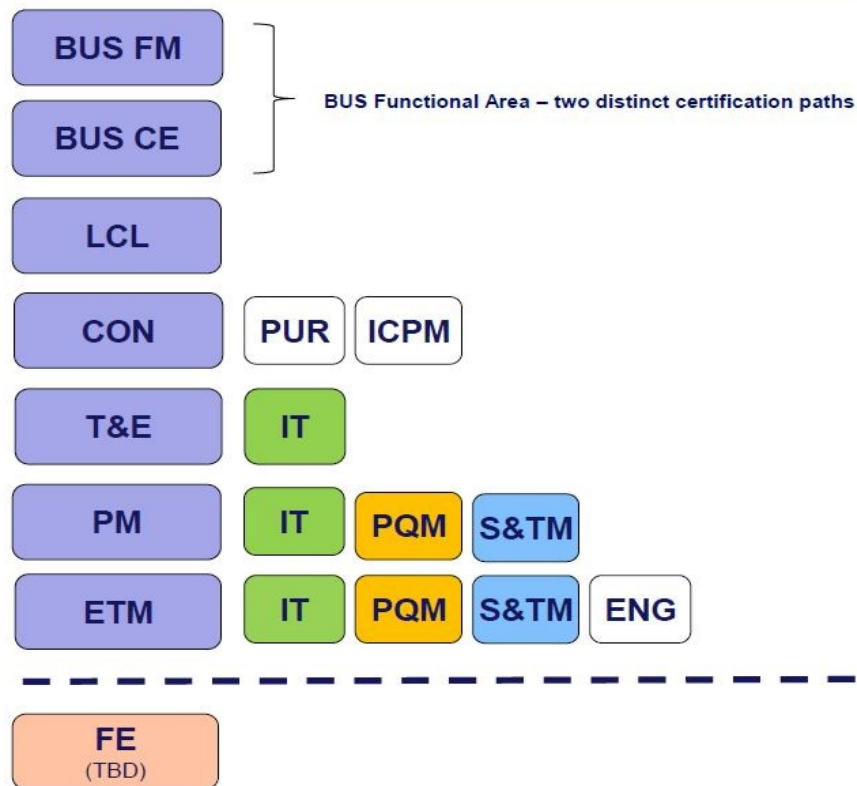
- **FE** (TBD)

New Functional Areas (cont'd)

- **All account certifications did not transition to BtB.**
  - **- Level I and II to Foundational**
  - **- Level III to Advanced**

- **Program Management Level I is obsolete. There is no conversion option.**

- **If your transcript in eDACM only shows your legacy certifications and did not transition to BtB Functional Area Certification, submit a trouble ticket in eDACM requesting to have your legacy certifications converted.**

- **The above process has been verified for some in acquisition coded billets.**

- **If your legacy certifications have not transitioned, or you run into barriers because you are not in a coded billet, do not worry, legacy certifications and the associated AQDs are still in your record to do no harm.**

50 percent credit toward AQD

How do I request 50 percent credit toward AQD certification?

The 50 percent credit will be examined when you submit your request for certification after you have completed all other education requirements and time. You will not see the time on your transcript, if approved you will be granted certification. Recommend phoning before proceeding. Process:

1. **Complete all certification requirements.**

2. **Submit a waiver request letter to DACM via the Detailer (sample letter next slide).**

3. **Recommendation letter from your COC.**

4. **Explain in detail the work performed in support of the AQD requested.**

5. **Enclose the applicable Position Category Description (PCD) for the AQD.**

6. **Enclose a copy of your DAWIA transcript to show proof of completed training.**

7. **Provide documented proof of work performed in the AQD field (Fitness Reports). FITREP bullets should match bullets provided in your letter. Remove/cover SSNs on FITREPs. The PCD defines what is acquisition work and language.**

8. **Email your complete package to Detailer at 43_1ldo-cwo_dtlr.fct@navy.mil in one single continuous PDF document.**
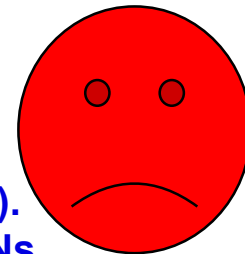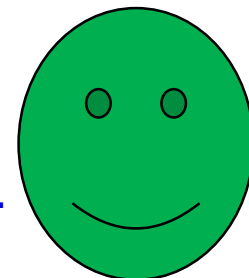
Left a billet that is now acquisition coded? You may be able to request time!

Sample AQD Letter

2 OCT 20

From: LT Motivated Mustang, USN, (Designator)
To: Director, Acquisition Career Management
Via: (1) LDO/CWO Detailer
(2) LDO/CWO Officer Community Manager

Subj: REQUEST FOR EXPERIENCE IN LIFE CYCLE LOGISTICS CERTIFICATION

Ref (a) Department of Navy (DON) Defense Acquisition Workforce Improvement Act
(DAWIA) Operating Guide March 25, 2019

Encl: (1) Workforce Position Category Description (PCD) (Applicable PCD)
(2) DAWIA Transcript
(3) Fitness Report for period 18NOV01-19OCT31
(4) Fitness Report for period 17NOV01-18OCT31

1. Per reference (a), request Production, Quality & Manufacturing (Requested AQD) experience credit for my experience as Production and Quality Assurance Officer in support of 17 tenant squadrons and 13 T/M/S aircraft. I was assigned to Fleet Readiness Center Mid-Atlantic Det Norfolk for 30 months as the Maintenance Material Control Officer (MMCO) and Quality Assurance Officer (QAO). The Unit Identification Code and Billet Sequence Code of this billet are (44325/10010). I respectfully request qualified experience time at the 50 percent rate towards my DAWIA PQM Level II certification. I have completed all education requirements towards Level II. My duties include:

- Provide supporting info in bullet format
- Use PCD as a reference to support your request
- Call out command employment (block 28) and primary duties (block 29)
- Identify supporting bullets in enclosed Fitness Reports (block 41)

2. If you have any questions, I can be reached at (phone number) or (email).

Very Respectfully,
M. MUSTANG

Defense Acquisition Workforce Position Category Description (PCD)

Functional Area:	Life Cycle Logistics
Short Title:	LCL
Category Code:	L
Date Approved:	15 Jan 2021
Last Reviewed:	15 Jan 2021

Ref:
(a) DoDI 5000.66, Change 3 dtd 25 Mar 2022
(b) DoD Desk Guide for AT&L Workforce Career Management dtd 30 Aug 2022

Notes:
1. This PCD is intended to assist in determining which functional area to assign to a Defense acquisition position per Title 10 sec. 1721. If 51% of the duties and responsibilities of the position match the "General Acquisition-Related Duties" described below AND the preponderance of those duties match the "Functional Area Specific Duties" described below, assign the position to this position category.
2. All acquisition positions require management attention with respect to certification requirements and individual development. See the references.

General Acquisition Related Duties: The conceptualization, initiation, design, development, test, contracting, production, deployment, logistical support, modification, and disposal of weapons and other systems, supplies, or services (including construction) to satisfy DoD needs, intended for use in, or in support of, military missions.

Functional Area Specific Duties:

- Successfully demonstrate the applicable competencies and proficiencies underlying the twelve Life Cycle Logistics (LCL) competency areas identified in the 2019 Life Cycle Logistics Competency Model (Competencies include Design Influence, Integrated Product Support Planning, Product Support & Sustainment, Supportability Analysis, Reliability and Maintainability Analysis, Configuration Management, and Technical/Product Data Management) and the 2021 interim policy memo for Information Technology System Continuous Support.
- Influence system design to provide timely, affordable, effective, and best-value product support throughout the system life cycle.
- Address system cost, schedule, performance, life cycle management and supportability requirements IAW DoD Directive 5000.01 and DoD Instruction 5000.91.
- Plan, develop, implement and manage effective and affordable product support strategies throughout the life cycle for weapons, materiel, or information systems, as addressed in the DoD 5000 series.
- Perform a principal joint and/or Component product supportability role during the acquisition and sustainment phases of the system life cycle.
- Develop and implement outcome-based product support strategies that optimize system readiness & life cycle cost affordability.
- Ensure integration across the 12 Integrated Product Support (IPS) Elements to optimize system suitability, affordability, reliability, availability, maintainability, and operational effectiveness throughout the system life cycle.
- Ensure life-cycle sustainment strategies meet warfighter product support requirements.
- Deliver and manage logistics products, services and technology through the 12 IPS Elements to sustain system operational readiness.
- Develop and document the product support strategy, including Business Case Analysis (as appropriate), in a Life Cycle Sustainment Plan which describes efforts to ensure the system's design, as well as the development of the product support package, are integrated and contribute to achieving life cycle sustainment outcome metrics.
- **Product Support Manager (PSM) Positions**. The PSM for acquisition programs and post-IOC field systems will be

Education

- **Sustained superior performance is still the most important aspect of your career. However, education is important!**

- **As you promote having a degree becomes more critical, start early.**

- **Have a degree program established, and when the time allows, take a class.**

- **Recommendation to be competitive with peers: Bachelor's for LCDR board, Master's for CWO5, CDR, ACSB, and O-6.**

Convening order:

(c) Education and Professional Development

Proposed "Self driven…."

    i. In line with the Secretary of the Navy Memorandum "Continuous Learning for Naval Officers" dated August 26, 2021, the boards shall give favorable consideration to those officers with relevant graduate education, experience in

Education cont…

- For new accessions, <u>don't expect your education to transfer from you enlisted record</u> to your officer record. Official transcripts must be sent by the accredited organization, not the member.

- If you haven't completed your degree prior to your promotion board it's recommended you <u>submit a letter to the board president and attach a copy of your estimated graduation date</u> from your college institution.

- Additionally, if you have college credits but have not completed all degree requirements and are eligible for a promotion board it is recommended you request a transcript and have it sent for analysis. Your record could be annotated to reflect 2, 3, or 4 years of college which is better than having nothing annotated at all.

** Best practice ** Help them help you, in your email request to MNCC reference your exact education level and credits earned using Appendix D page 4-6 in NOOCS Volume II.

Example: "Request my record of education achievement be added to my ODC per NOOC VOL II appendix D. Specifically, I request Level of Education Achievement code 2 per NOOCS page D-4 having achieved a minimum of 15 but less than 60 semester hours of credit in a degree program be added to my record."

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Education cont…

- **Transcript submission options:**

- **Electronic Delivery**
- Officers must have their official transcripts emailed to askmncc.fct@navy.mil. Some institutions may send a notification via email when the document has been downloaded, however, please allow additional time for the transcripts to be processed.

  - ** Transcripts sent electronically through National Student Clearinghouse must select "Education Organization, Application Service and Scholarships", "Department of the Navy" and "Navy Personnel Command" in the drop-down menus of the recipient details section. Selecting other options may result in failure to deliver transcripts electronically. **

- **Standard Mail Delivery**
- Officers who already have their official transcript/certification in a sealed envelope may forward it to the following address below in its sealed status. If not, the member will need to have the awarding institution mail their sealed official transcripts to:

  NAVY PERSONNEL COMMAND
  MNCC
  BLDG 768 RM E302
  5720 INTEGRITY DRIVE
  MILLINGTON, TN 38055

  For questions regarding status of record update, please contact MNCC at askmncc@navy.mil or by phone at 1-833-330-6622.
- https://www.mynavyhr.navy.mil/Career-Management/Education/Subspecialty/

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General Guidance

- General Information
- Current Aviation LDO/CWO Billets to Bodies Inventory
- Tentative Detailer Trips
- Career To Do's
- PII
- Exceptional Family Members (EFMs)

General Information

- We return all calls if you leave a voicemail with a callback number.

- Its very important to _follow up all conversation with an email to the detailer._ This provides a record of what has been discussed and a record of negotiations.

- In the event you do not receive a response to an email within a week, please retransmit email in case it was not received. Some research but will get you an answer.

- We detail to best support operations and to ensure you stay competitive for promotion.

Fiscal Year
Tentative Detailing Visits

1st Quarter:

Hampton Roads Visit: 18-22 November

2nd Quarter:

PERS-43 Japan site visit: 13-18 January

AVOPS Summit, Charleston SC: 12-15 March

Career To Do's

- Get Smart on Selection Board Processes and keep your record up to date.

- Read the Board Precepts, Convening Orders, and watch the board videos!

- Have a Plan! "Think" 2+ Tours Ahead as "Career Timing" promotes success. (12/13 month detailing window applies).

- Utilize NAVPERS Blue Book and Career Pattern Sheets.

- Good career management consists of education, flexibility, and communication w/family, mentors, leadership & your Detailer).

- Have mentors on active duty, and at each level you aspire to achieve!

- Decision gates: PRD, Promotions (especially making LCDR…Be ready to move), Retirement, Major Family Events, and Education.

- Take the career enhancing tough jobs! Think you don't have legs? There are 19 Aviation LDO CDRs serving today commissioned at 14 years or greater enlisted service.

- Sustained superior performance is the key to operational and your professional success!

EFM Updates

- EFM updates are required every 3 years.

- <u>Orders will not be processed through the system if EFM is out of date.</u>

- Effective October 1, 2024, EFMP categories will be dissolved to create a more personalized approach to assignments.

Detailers consult with EFM policy on all EFM orders. More often than not the decision is based on the availability of care in the new area. Continuity of care is also considered.

Retirement

- Retirement Questions

- Retirement Information

- Service Obligation Requirements

- Retirements, Promotion Opportunity and NSIPS

Retirement Questions

Retirement Questions:

Please refer to the Retirements FAQ page:

https://www.mynavyhr.navy.mil/Career-Management/Retirement/Officer-Retirements/FAQs/

Retirement request: NAVADMIN 273/17, announces a self-service function for Retirements and Separations (RnS) within Navy Standard Integrated Personnel System (NSIPS). This functionality allows members to initiate requests electronically via NSIPS self-service, route them through their chain of command for review and recommendation, and then electronically route the request to Navy Personnel Command for a decision.

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Retirement Information

- Please notify your detailer 15 months prior to statutory or voluntary retirement. This will ensure command readiness and manning is maintained in planning your backfill. Retirement request is submitted via NSIPS. Please follow the guidance in MILPERSMAN 1810-020 and NAVADMIN 273/17:

  Statutory Calculation:

  LDO: 30 yrs (O4) / 35 yrs (O5) / 38 yrs (O6)

  rounded to the 1st of the following month plus an additional month.

  CWO: 30 yrs (CWO4) / 33 yrs (CWO5) plus 2 months and 1 day.

  rounded to the 1st of the following month plus two additional months.

Stat Retirement and NSIPS

- Five months prior to your statutory retirement date you will receive a system generated letter from PERS-8 with your effective retirement date. If you plan to retire on this date no further action is required in NSIPS. If you decide to retire earlier than your effective retirement date, you will need to log into NSIPS and navigate to Retirements and Separations to request a new retirement date.

- If you are eligible for promotion during this timeframe, receipt of statutory retirement letter will not affect your promotion opportunity.

- If you are selected for promotion and the statutory retirement date of your old paygrade is before your promotion date, please email Retirements (PERS-835) and let them know you intent to accept promotion and to cancel the processing of your statutory retirement.

Obligated Service Requirements

NAVADMIN 288/17: EARLY SEPARATION POLICY

"Retention of every capable Sailor will be critical to the operational readiness of the Navy. Therefore all early out programs and minimum service requirement waiver programs are cancelled. Service commitments such as enlistment contracts, service obligations for accepting promotions, bonuses, education, etc., are expected to be fulfilled"

Tuition Assistance incurs a TWO year obligation.

LCDR TIG requirement changed from TWO to THREE years.

Transfer of Post 9/11 Education benefits incurs a FOUR year obligation.

Retirements details MyNavy HR https://www.mynavyhr.navy.mil/Career-Management/Retirement/Officer-Retirements/Officer-Retirement-Laws/

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Questions