Meritorious Advancement Program (MAP)

Smart Sheet

Description

The Meritorious Advancement Program (MAP) is a Navy program to meritoriously advance eligible personnel in paygrades E5 and below to the next higher paygrade. The program is intended to give Commanding Officers the opportunity to recognize their best Sailors by advancing them when they are ready for the next level of responsibility. The program also gives greater authority to commands to better shape the Navy workforce by developing and rewarding its most talented Sailors. MAP is transitioning from a current manual business process to an automated process within the Navy Standard Integrated Personnel System (NSIPS) to improve the Navy's ability to advance its best performing Sailors. This iteration of the project covers the Active Component. A future iteration will cover the Reserve Component. Changes and benefits are highlighted below.

Manual As-Is Process

- MAP processes are on paper and not centrally tracked
- Quota is manually calculated and distributed
- Quota/Exception to Policy Request (ETP) is done manually
- MAP Eligibility is manually calculated
- MAP Nominee list is manually maintained
- Manual transfer of documents for approval/adjudication
- Prone to human errors and time consuming

Automated To-Be Process

- System will track MAP processes from the beginning to the end
- Quota loading, quota usage, and distribution will be managed in the system
- Quota/Exception to Policy Request (ETP) will be managed in the system
- System will determine MAP eligibility based on the eligibility criteria
- MAP Nominees list will be created and managed in the system
- Approval/adjudication will be done in the system
- Built-in business rules to reduce human errors and man-hours

Deployment and Implementation

MAP automated capability is scheduled to deploy for the Active Component in NSIPS Release 1.4.16.0 on 19 May 2019. The automated process will be implemented beginning with the 2019 Fall MAP season, 1 Sep – 31 Oct 2019. A User Implementation Plan is being developed by OPNAV N132 in coordination with USFFC, PACFLT, PERS 2 and the PMW 240 Enterprise Change Management (ECM) team.
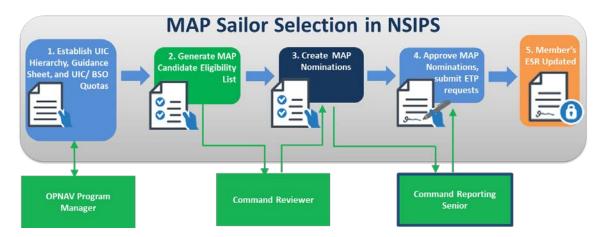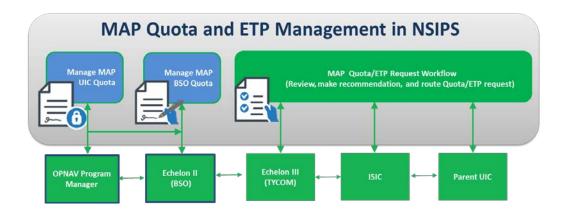
Automated Business Processes

MAP Sailor Selection in NSIPS

The automated business process of selecting a Sailor for meritorious advancement begins when the OPNAV MAP Program Manager establishes MAP UIC Hierarchy, creates the MAP season Guidance Sheet, and enters current MAP quotas in NSIPS. The process ends with the Enlisted Service Member's advancement captured in the Member's Electronic Service Record (ESR).

MAP Quota and ETP Management in NSIPS

NSIPS is automating MAP quota management and Exception to Policy (ETP) request management through the establishment of a hierarchical workflow process allowing commands to request additional quotas and submit ETP requests. BSO's have the primary role to approve/disapprove Quota Requests and ETPs or defer the approval/disapproval to OPNAV.

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MAP User Roles in NSIPS

MAP User roles have been established in NSIPS to accomplish required MAP business processes. Specific details for the Command Reviewer roles and the Reporting Senior Role will be communicated in future role-specific What's New for You (WNFY) bulletins. In addition, step-by-step instructions to complete required role-specific processes in NSIPS will be available in NSIPS tutorials accessed via the NSIPS splash page.

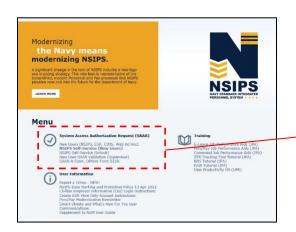| User Group/Role	Activity
OPNAV Program Manager	• Create MAP Guidance Sheet • Load initial command/BSO quota • Update UIC hierarchy/quota allocation • Adjudicate quota/ETP request as needed
BSO **Ech II Command Reviewer**	• Manage BSO quota allocation • Adjudicate quota/ETP request and route back to the submitting Echelon/ Command
Ech III Command Reviewer	• Review/update quota/ETP request from ISIC or the submitting Command, attach Key Supporting Documents (KSDs), and make recommendation • Route quota/ETP request to Echelon 2 • Route the request back to ISIC or the submitting Command
ISIC Command Reviewer	• Review/update quota/ETP request from the submitting Command, attach Key Supporting Documents (KSDs), and make recommendation • Route quota/ETP request to the next level Echelon available • Route the request back to Command
Command Reviewer	• Retrieve/review MAP Guidance Sheet • Review Candidate Eligibility List • Generate/validate/edit MAP Nomination List • Create/update Map quota/ETP request • Attach KSDs for nomination, quota/ETP request
Command Reporting Senior	• Retrieve/review MAP Guidance Sheet • Review, update Quota/ETP Request, attach KSDs, and submit to ISIC (Echelon 4) or the higher Echelon available for approval • Review, attach Key Supporting Documents (KSDs), and route MAP nomination

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Establishing NSIPS User Accounts

A System Access Authorization Request (SAAR) form must be completed to establish a MAP role in NSIPS.

1. To begin the process, click on the New Users (NSIPS, CIMS, Web Ad Hoc) link under the System Access Authorization Request (SAAR) section on the NSIPS Homepage shown below.
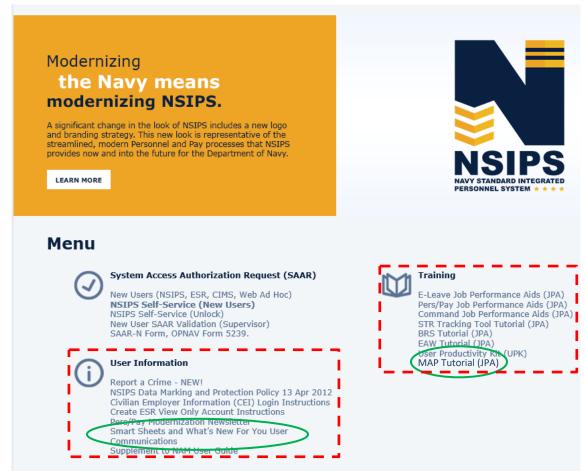

2. Select Command Level Access

3. Select Command Role

Training & Help

Specific details for the MAP Command Reviewer and Command Reporting Senior roles will be communicated in role-specific What's New for You (WNFY) bulletins posted on the NSIPS homepage shown below and also posted in the MAP folder located on the NPC Enlisted Advancement page:

https://www.public.navy.mil/bupers-npc/career/enlistedcareeradmin/Advancement/Pages/MAP.aspx.

In addition, step-by-step instructions to complete required role-specific processes in NSIPS are available in NSIPS tutorials that can be accessed via the MAP Tutorial Job Performance Aid (JPA) link under the Training Section located on the NSIPS homepage.

Project Execution

MAP is being executed by the Sea Warrior Program Office (PMW 240) under the direction of the Assistant Program Manager (APM) for Personnel Modernization. Project Management is being performed by Naval Information Warfare Center (NIWC) Atlantic, New Orleans. OPNAV N13, Enlisted Plans and Policy, NPC Pay and Personnel Management Department (PERS-2) are the functional leads defining system requirements, validating system functionality, and developing an implementation plan which includes a training strategy.

For additional information or assistance in the following areas, contact:

➢ **MAP System** – NSIPS Help Desk: Toll Free 877-589-599, Comm 504-697-5442, DSN 312-647-5442, NSIPSHelpDesk@navy.mil

➢ **MAP Policy** – OPNAV N132: 703-604-4716, NXAG_N132C <NXAG_N132C@navy.mil

➢ **MAP Process** – MNCC: 1-833-330-MNCC (1-833-330-6622), ASKMNCC@navy.mil