



eNavFit Overview Brief

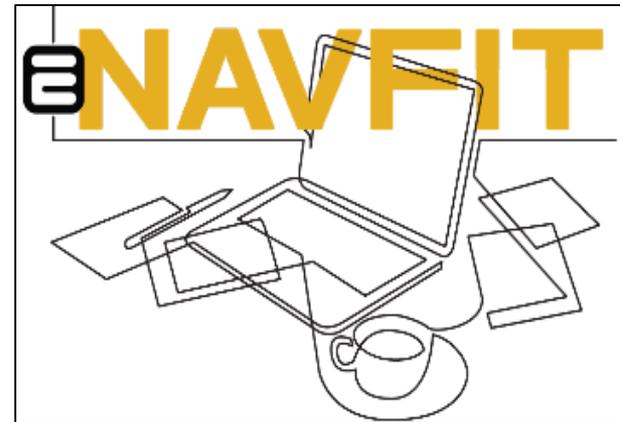
LT Trina M. Hall

April 2024

Navy Personnel Command (PERS-3)

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- Purpose of Presentation
- Benefits of using eNavFit
 - Features
- NAVFIT98a Challenges
- Modes of Operation
- eNavFit Resources
- Training Opportunities



▪ Modes of Operation

• Current

- Online
 - Operates in a connected environment with all features functional
- Intermittent
 - Download blank or existing appraisals to complete offline without connectivity
 - Upload appraisals back into eNavFit and continue process/submit online
- Offline
 - Can be used for Intermittent operations or full offline operations
 - Operates similar to NAVFIT98A with increased manual work
 - Must be downloaded ONCE prior to DDIL operations

• Future

- Online
 - Operates in a connected environment with all features functional
- Standalone
 - Operates as NAVFIT98A does now with wet signature
 - Must be downloaded ONCE prior to DDIL operations

- Connecting NAVFIT98a policy ONLINE
- BUPERSINST 1610.10F

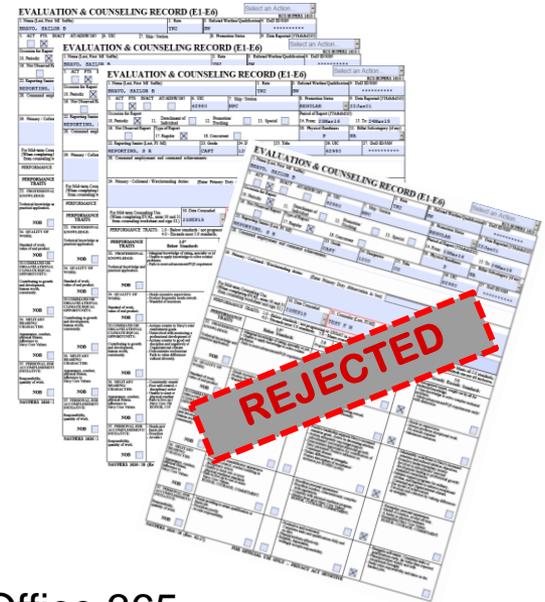
- Capability (Modes of Operation):
 - Connected – fully web-enabled via BOL
 - Intermittent – downloaded, worked on offline, uploaded
 - Disconnected – fillable “Smart” .PDF EVAL/FITREP & Summary Sheet
- Electronic routing, review, and notifications
- Digital signatures
- Electronic submission to NPC
- Built-in policy validation
 - Highlights errors prior to submission (Decreased rejection rate by 19% in FY23 and dropping)
- Reports can be initiated by Member, Trusted Agent, or Reporting Senior
- General blocks auto-populate: name, paygrade, Ship/Station, UIC, report type, end date, Command Achievements

eNavFit Overview

NAVFIT98a Challenges

■ NAVFIT98a Challenges:

- High EVAL/FITREP Rejection Rate: **Over 100k reports a year!**
 - FY24 = 26.77%
 - FY23 = 27.76%
 - FY22 = 27%
- Manual scanning into the Official Military Personnel File
 - ~120 days for validation/ record entry
- NPC manually reviews ~750k documents a year
- Program based on a 26-year-old, unsupported platform
 - Requires downloading old software
- Wet-signed paper-copy submission via postal service
 - All other branches have been online for years
- Routing (PII/CUI, file types, security restrictions)
- Not all commands have access to NAVFIT98a
 - Any updates to the software will only reflect on MS Office 365



eNavFit Overview

Browser Requirements



Google Chrome



Mozilla Firefox



Apple Safari

**DUE TO AN NMCI DEFAULT, ENAVFIT WILL NOT
FUNCTION PROPERLY IN *MICROSOFT INTERNET
EXPLORER OR EDGE***



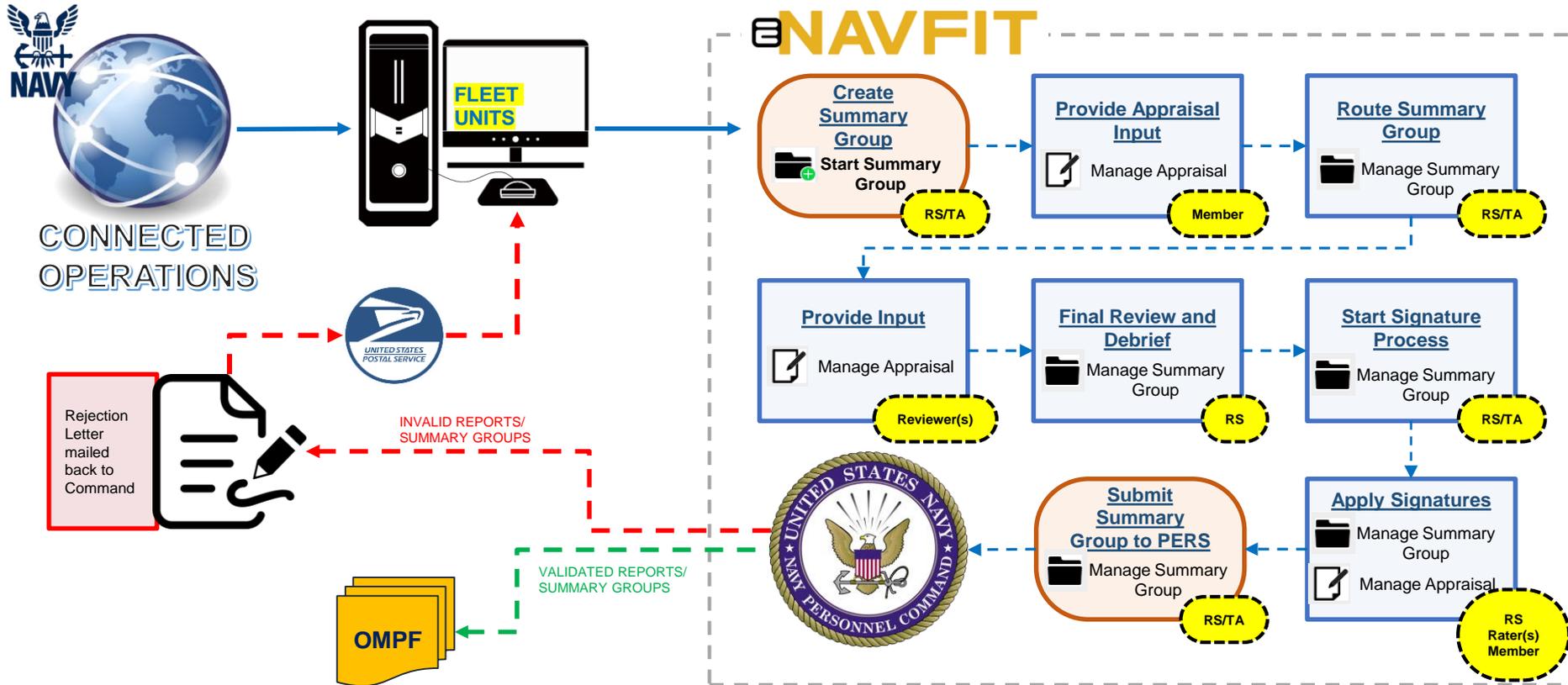
Internet Explorer



Microsoft Edge

eNavFit Overview

Online (Connected) Operations

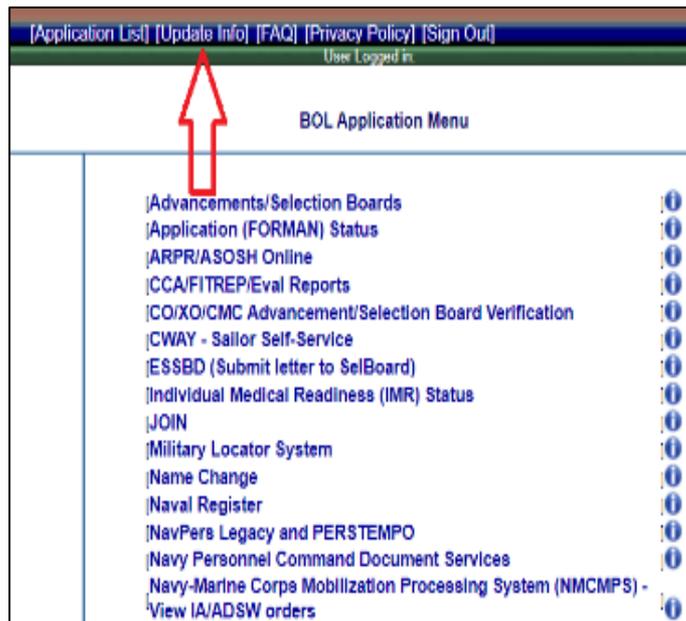


eNavFit Overview

BOL Account / Email Update

- MUST have a BOL account to use eNavFit, regardless of branch of service or civilian status (Request acct with SAAR-N)
- Notifications are only effective if all users have ensured their email is up-to-date in BOL
- eNavFit email member search is linked to BOL email

1.

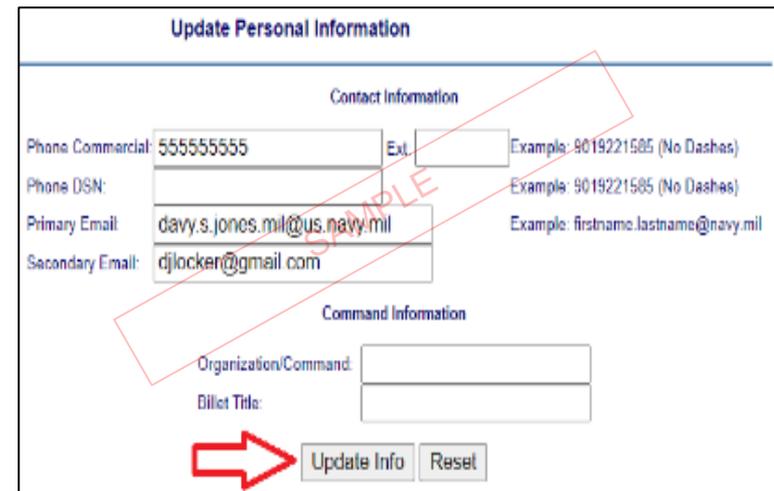


[Application List] [Update Info] [FAQ] [Privacy Policy] [Sign Out]
User Logged in:

BOL Application Menu

- | Advancements/Selection Boards
- | Application (FORMAN) Status
- | ARPR/ASOSH Online
- | CCA/FITREP/Eval Reports
- | CO/XO/CMC Advancement/Selection Board Verification
- | CWAY - Sailor Self-Service
- | ESSBD (Submit letter to SelBoard)
- | Individual Medical Readiness (IMR) Status
- | JOIN
- | Military Locator System
- | Name Change
- | Naval Register
- | NavPers Legacy and PERSTEMPO
- | Navy Personnel Command Document Services
- | Navy-Marine Corps Mobilization Processing System (NMCMPMS) -
- | View IA/ADSW orders

2.



Update Personal Information

Contact Information

Phone Commercial: Ext. Example: 9019221585 (No Dashes)

Phone DSN: Example: 9019221585 (No Dashes)

Primary Email: Example: firstname.lastname@navy.mil

Secondary Email:

Command Information

Organization/Command:

Billet Title:

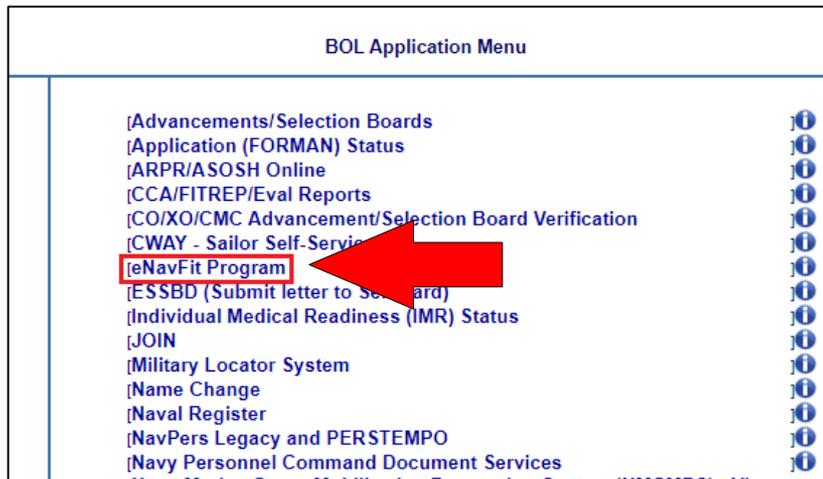
eNavFit Overview

Where is eNavFit?

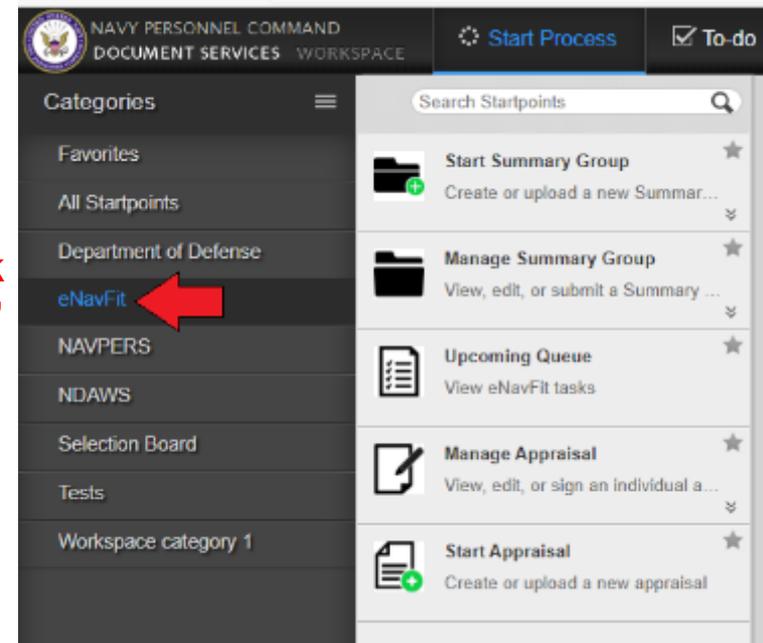
Proceed to BUPERS Online

www.BOL.navy.mil

1. Click “eNavFit Program”



2. Click “eNavFit”



Reporting Senior

All summary groups must have a Reporting Senior regardless of the number of reports. The reporting senior must review and sign each report prior to submission to NPC.

-  **Start Summary Group**
Create or upload a new Summer...
-  **Manage Summary Group**
View, edit, or submit a Summary ...

Trusted Agent

The Reporting Senior can assign a Trusted Agent to act on their behalf (admin officer). Trusted Agents have access to all Reporting Senior summary groups. A Trusted Agent cannot sign on behalf of a Reporting Senior.

-  **Start Summary Group**
Create or upload a new Summer...
-  **Manage Summary Group**
View, edit, or submit a Summary ...

Reviewer

Reviewers may be the rater, senior rater, or someone in the members chain of command who can provide insight into the member's performance.

-  **Manage Appraisal**
View, edit, or sign an individual a...

Member

All summary groups must have a member regardless of the number of reports. The member is who the performance appraisal is being created for.

-  **Start Appraisal**
Create or upload a new appraisal
-  **Manage Appraisal**
View, edit, or sign an individual a...

Reporting Senior Acknowledgement MUST DO

- Reporting Seniors must acknowledge their role
- Cannot be found as a Reporting Senior until complete
- Only required once, or when info changes
- Hit “Submit”!

Submit

Active Submitted Acknowledge Role

Name SAILOR, JOEA Grade CDR Designator 1110

Email JOE.A.SAILOR.MIL@US.NAVY.MIL Title CO Unit Identification Code (UIC) 11000

Phone 555-867-5309 Address TEST_ADDRESS TEST_PHONE_NUMBER TEST_ISIC_ADDRESS

Dual-Hatted NO

1. **Acknowledge** Date Acknowledged JUST NOW

2.  **Submit**

A "dual-hatted officer" is defined as a Flag Officer specifically identified on the SNDL with two or more separate organizations (as opposed to having one command with multiple UICs.)

NOTE:

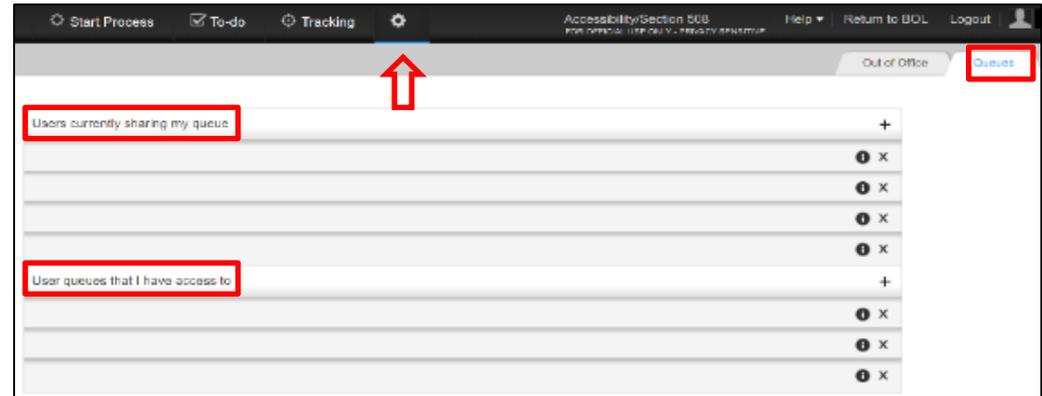
*ONLY the Reporting Senior is to acknowledge their role as the reporting senior, this CANNOT BE DELEGATED – it is linked to the BOL account and DOD ID.
Per NAVADMIN 259/22 must include phone number in Address Block.*

eNavFit Overview

Assigning a Trusted Agent

- Trusted Agent (TA) assigned by Reporting Senior
- Shares NPC Doc Services Queue and complete admin tasking on their behalf
- Can manage all aspects of eval process, aside from RS sign
- Hit “Start Process”!

 Start Process

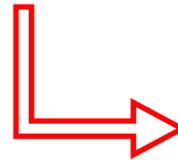
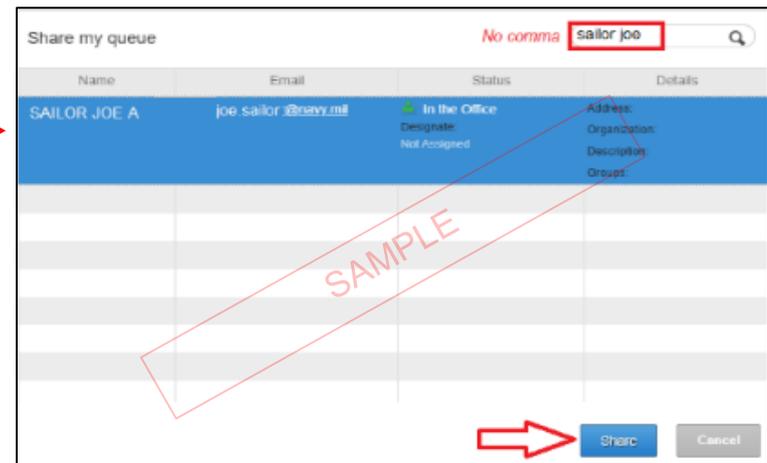


Start Process To-do Tracking **Queues** Accessibility/Section 508 Help Return to BOL Logout

Out of Office **Queues**

Users currently sharing my queue

User queues that I have access to

Share my queue No comma **sailor joe**

Name	Email	Status	Details
SAILOR JOE A	joe.sailor@navy.mil	In the Office Designate: Not Assigned	Address: Organization: Description: Group:

Share Cancel

SAMPLE

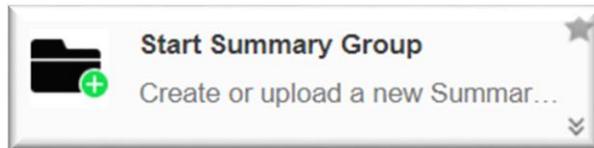
NOTE:

If more than one trusted agent (or the reporting senior) are accessing the same summary group via “Manage SG”, the one who saves first will overwrite the other user’s changes.

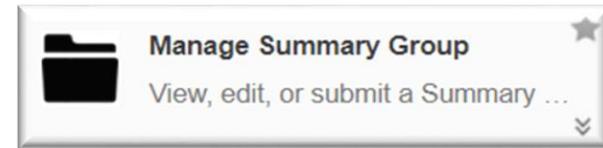
eNavFit Overview

Summary Group / Appraisal Menus

- **Only Reporting Seniors / Trusted Agents Create & Manage Summary Groups**

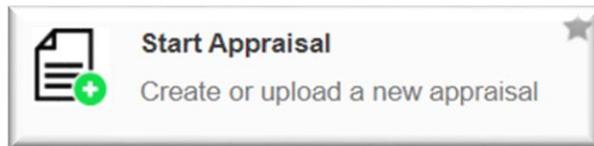


- Create Summary Group
- Summary group data auto-populates each report
- Once member added, a “shell” is report built

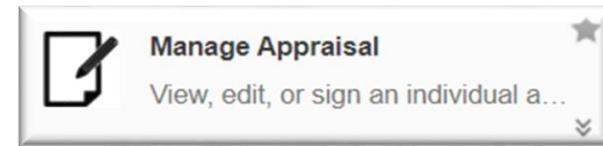


- Modify / Edit Summary Groups
- Can change:
 - summary group status
 - assign alternate signatures
 - submit to NPC

- **Reviewers / Members work from Appraisal Menus**



- Allows member to create report
 - If not created within a summary group, will be orphan:
 - Once summary group created, report



- Allows report edits, review & signatures:
 - Reporting Senior
 - Trusted Agent
 - Reviewers
 - Members

eNavFit Overview

Creating a Summary Group

- All reports require a Summary Group
- Created by Reporting Senior or Trusted Agent
- Can add members and Reviewers within Reviewer Templates

Start Reporting Senior Search Summary Group Reviewer Templates Members Review

How would you like to start a Summary Group?

For yourself as Reporting Senior
 For someone else as Reporting Senior
 Upload an offline form
 Download new form

Start Reporting Senior Search Summary Group Reviewer Templates Members Review

Enter email address or DoD ID and select 'Search' to find reporting senior

EMAIL ADDRESS OR DODID

Name: LAST, FIRST MI SUFFIX Grade: Designator

Email: Job

Phone: Address

Start Reporting Senior Search Summary Group Reviewer Templates Members Review

Enter summary group information (note: this applies to all members in the summary group)

Name

This field is a required field.

Pay Grade Designator Duty/Competitive Status

Unit/Ident/Location Code (UIC) Ship/Station Promotion Status End Date

Not Observed (NOB) Flag Report Type Other Subcategory

Command Employment/Achievement

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eNavFit Overview

Assigning Reviewers

- Reviewer templates create separate reviewer list[s]
- Templates used for divisions or departments
- Created by Reporting Senior or Trusted Agent
- Members or reviewers may add additional Reviewers

Start Reporting Senior Search Summary Group **Reviewer Templates** Members Review

Add one or more reviewers to the routing template.

Template

1:DEFAULT Add New Template

Add Reviewer Row

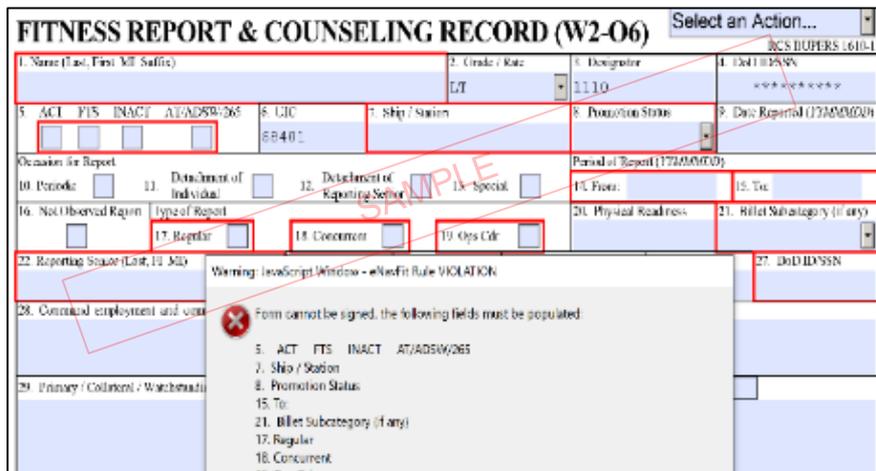
Personnel Type	Email	Name	Grade	Type
NAVY <input type="checkbox"/>	EMAIL OR DODID <input type="text"/>	<input type="text" value="NAME"/>	<input type="text" value="RANK"/>	<input type="text" value=""/>
CIVILIAN <input checked="" type="checkbox"/>	EMAIL OR DODID <input type="text"/>	<input type="text" value="NAME"/>	<input type="text" value="RANK"/>	<input type="text" value="RATER
SENIOR RATER
CONCURRENT RS"/>
OTHER <input type="checkbox"/>	EMAIL OR DODID <input type="text"/>	<input type="text" value="NAME"/>	<input type="text" value="RANK"/>	<input type="text" value=""/>

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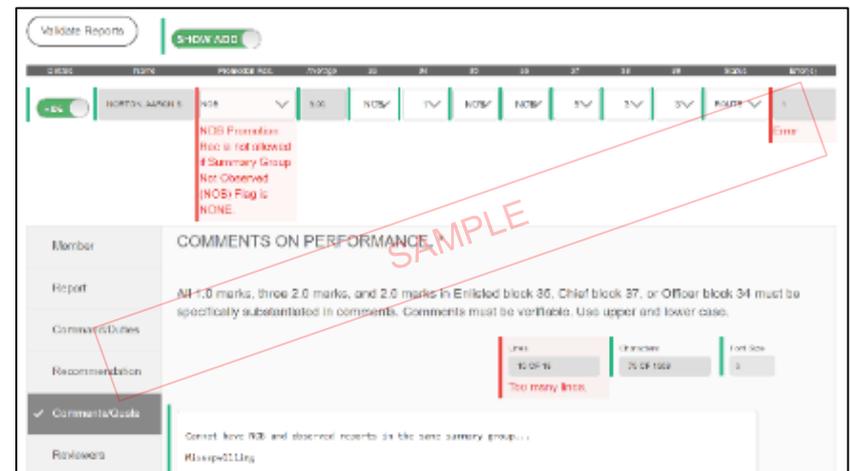
eNavFit Overview

Error Validations

eNavFit and the offline .PDF have built-in error validations that prompt the user to make corrections prior to submission to NPC.



Offline Error Validation (Smart .PDFs)

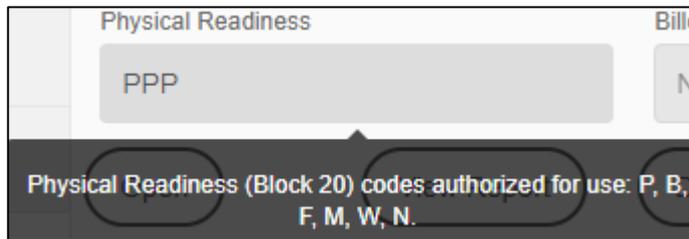


Online Error Validation (NPC Document Services)

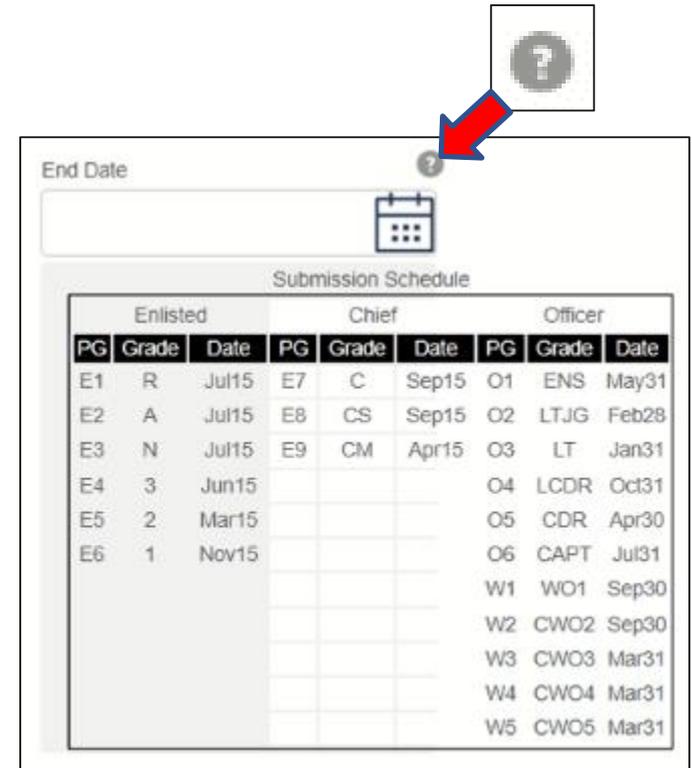
eNavFit Overview

Tool Tips and Help Text

- Built-in tool tips and help text with summarized policy notes to aid users
- Tool-tips are accessible by clicking on the “?” found next to the field name



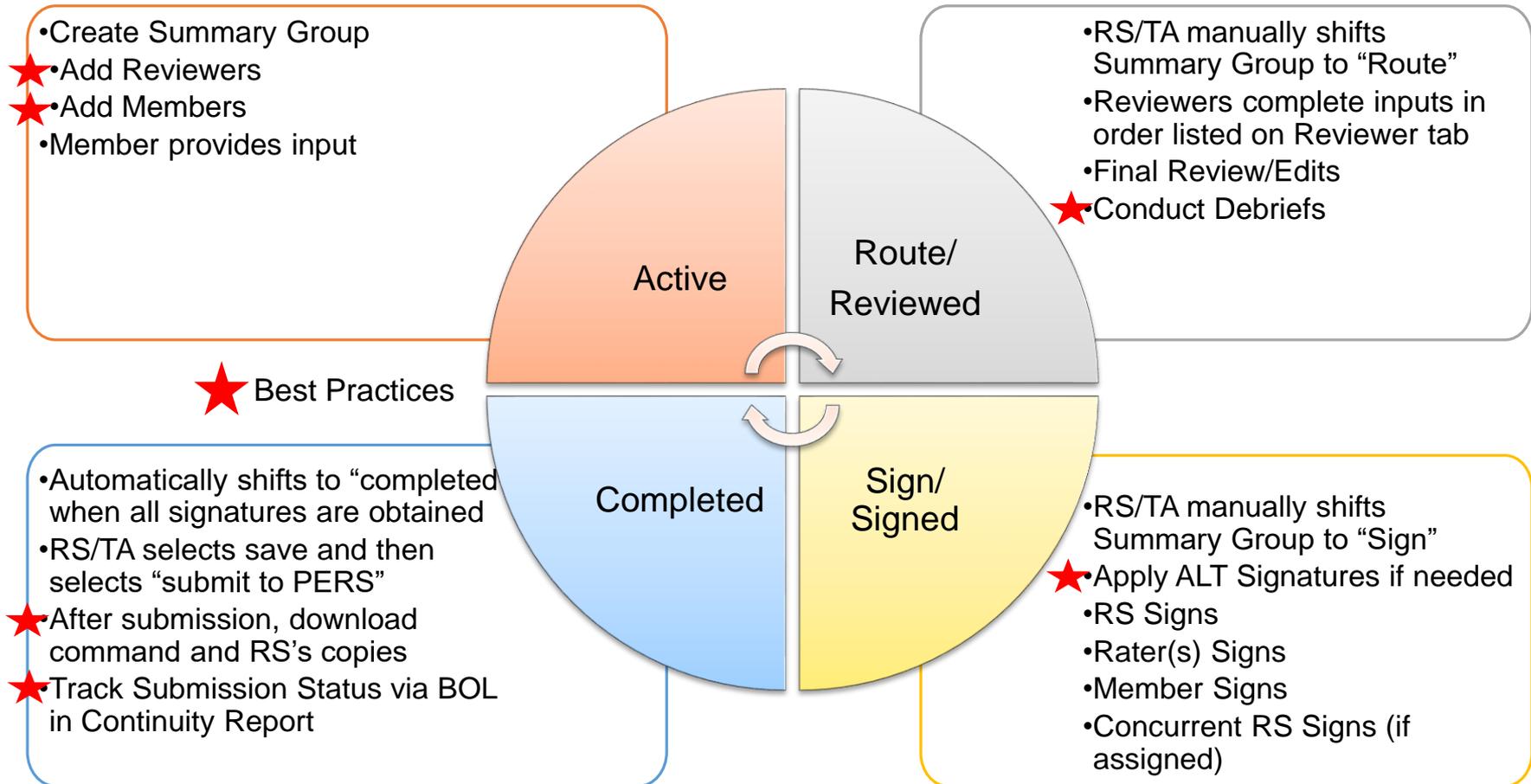
Policy-driven tips



Tool-Tips

eNavFit Overview

Process Flow



eNavFit Overview

Summary Group & Appraisal Statuses

Status	Description	Pass Requirement
Active	Initial Status	
* <u>Route</u>	Route appraisal to first Reviewer in the Reviewer Template	
Reviewed	All reviews completed	
* <u>Sign</u>	Ready to be signed	Document must pass validation
Signed	All required signatures on report	Report signed by all users or alternate signature(s) provided
Completed	All appraisals in summary group have passed validation, are signed, and ready to be submitted to NPC PERS for processing	
Submitting	Submission to NPC in progress	Summary group completed
Submitted	Summary group submitted to NPC	

NOTE:

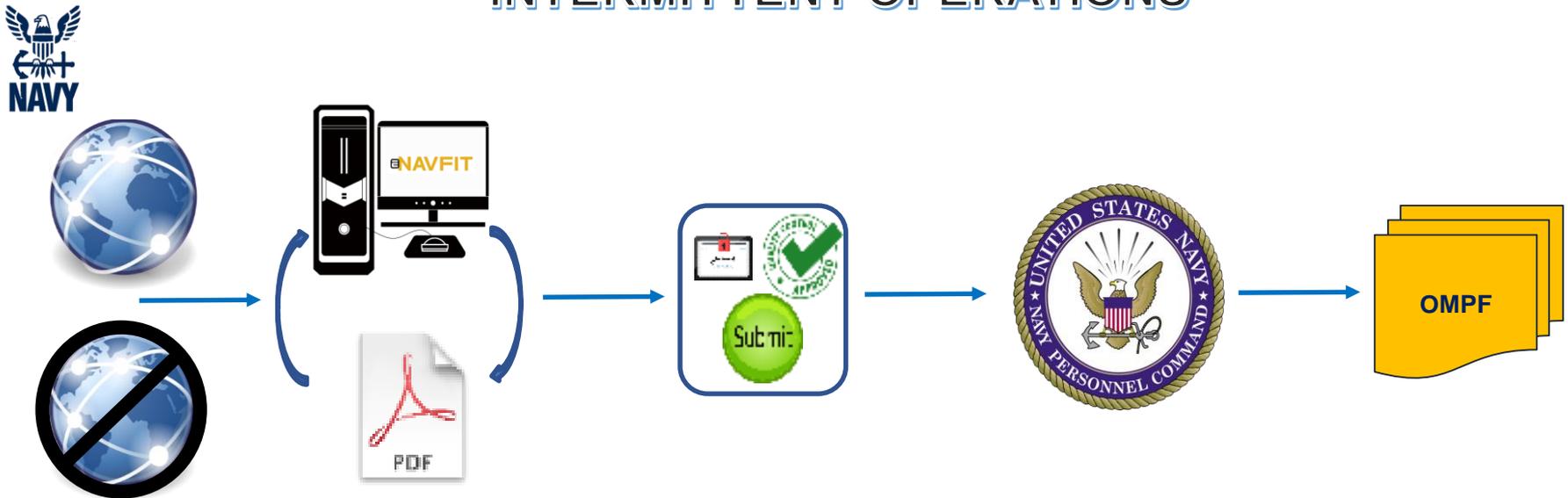
The only time a summary group status should be manually shifted is from "Active" to "Route" and "Reviewed" to "Sign". All other status updates occur automatically, and manually shifting into other status' will cause errors.

eNavFit Overview

Intermittent Operations

- Summary Group created in eNavFit
- “Appraisal Manager” downloaded - “Smart” .PDF
- Continue working summary group offline
- Uploading back into eNavFit when internet restored for continued processing

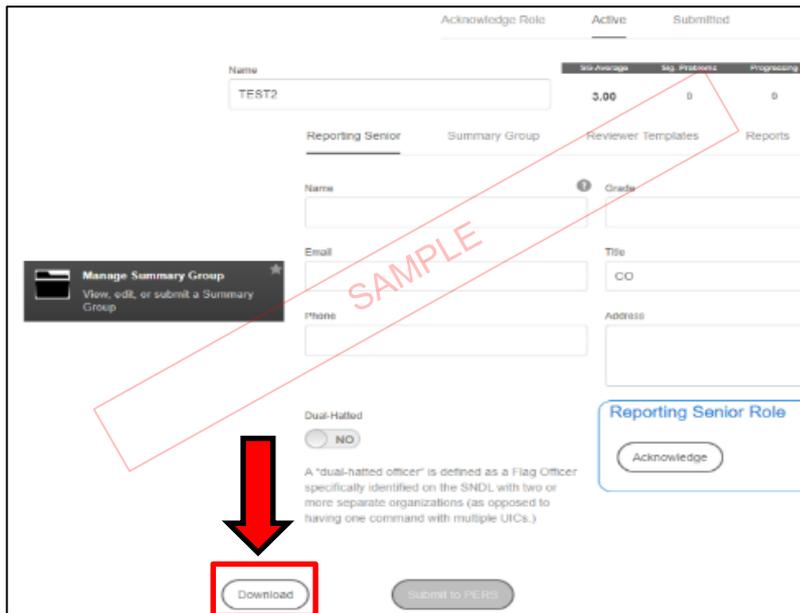
INTERMITTENT OPERATIONS



eNavFit Overview

Intermittent Appraisal Manager

- Downloaded from eNavFit > Manage Summary Group > Active > Open (applicable SG) > Download
- Form will be labeled “eNavFit-FEManager-XXX”
- After saving appraisal manager to computer, **Open in Adobe Reader**
- Select Enable All Features
- Click on View/Edit Folder to open SG



ACKNOWLEDGE ROLE: Active

Name: TEST2 3.00 0 0

Reporting Senior: Summary Group: Reviewer Templates: Reports:

Name: Grade: Title: CO

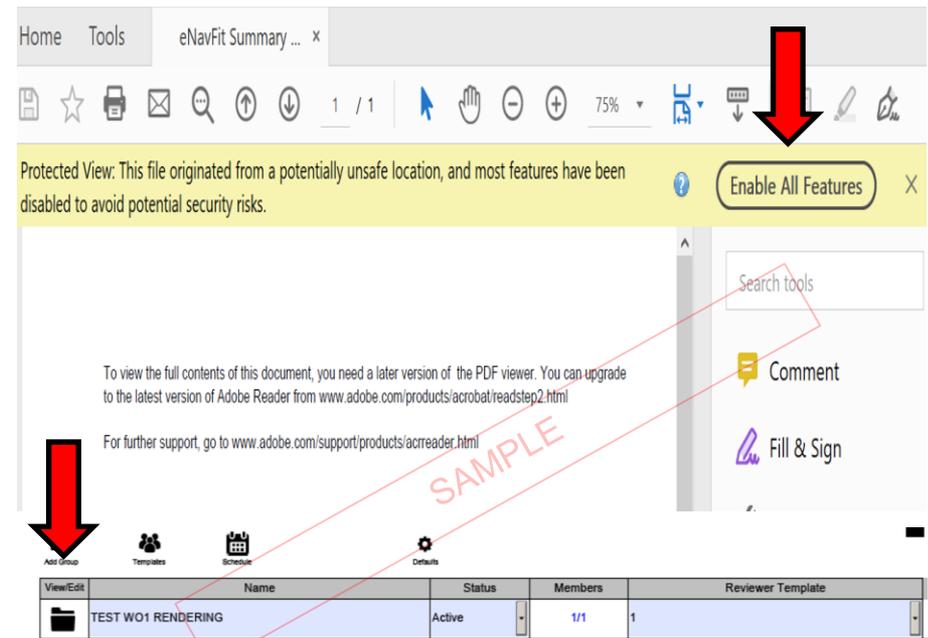
Email: Address:

Phone: Address:

Dual-Hatted: NO

Reporting Senior Role

A "dual-hatted officer" is defined as a Flag Officer specifically identified on the SNDL with two or more separate organizations (as opposed to having one command with multiple UICs.)



Home Tools eNavFit Summary ... x

Protected View: This file originated from a potentially unsafe location, and most features have been disabled to avoid potential security risks.

To view the full contents of this document, you need a later version of the PDF viewer. You can upgrade to the latest version of Adobe Reader from www.adobe.com/products/acrobat/readstep2.html

For further support, go to www.adobe.com/support/products/acrreader.html

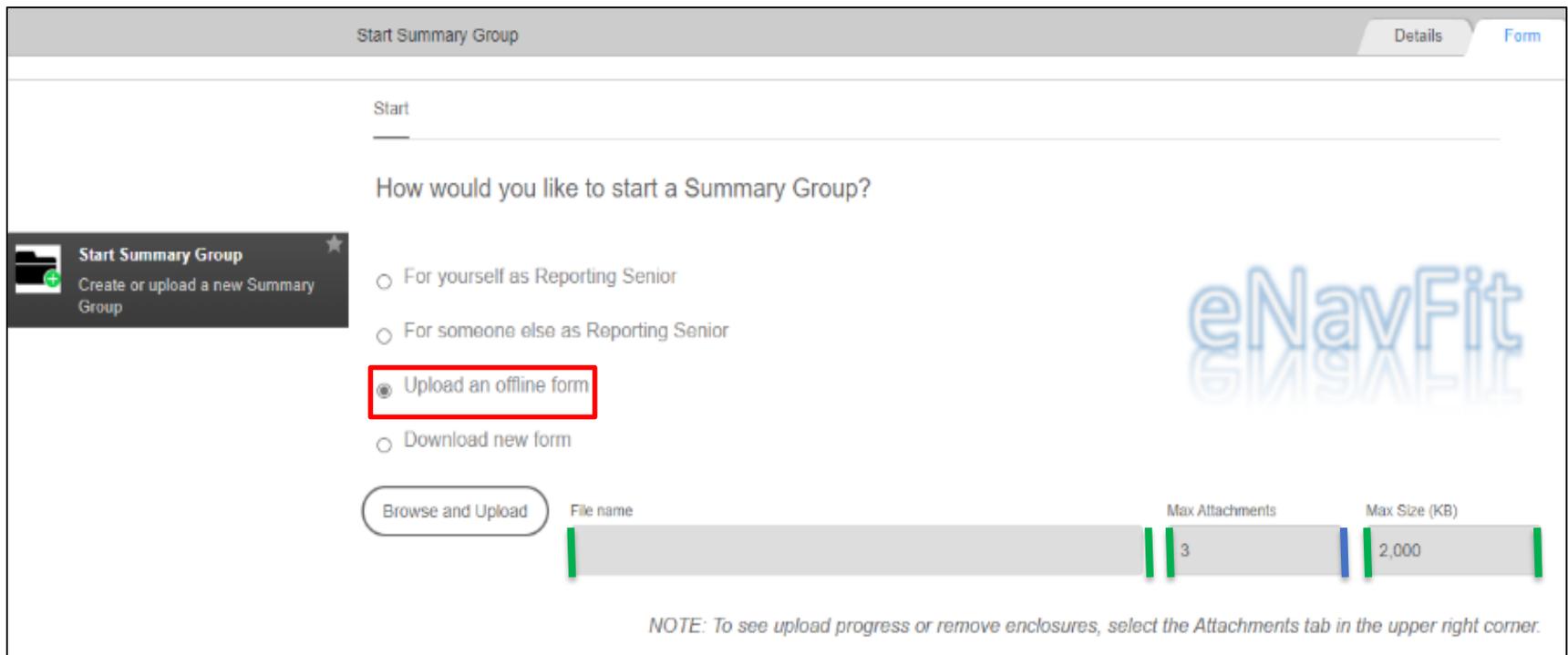
View/Edit	Name	Status	Members	Reviewer Template
	TEST W01 RENDERING	Active	1/1	1

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eNavFit Overview

Intermittent Appraisal Manager

- Once all appraisals added and updates made, ensure to Save
- Upload back into eNavFit (Start Summary Group > Upload an offline form > Browse and Upload) – ensure to wait until fully uploaded
- Summary group can then be accessed via “Manage Summary Group”



The screenshot shows the 'Start Summary Group' page in the eNavFit system. The page has a header with 'Start Summary Group' and tabs for 'Details' and 'Form'. Below the header, there is a 'Start' section with the question 'How would you like to start a Summary Group?'. There are four radio button options: 'For yourself as Reporting Senior', 'For someone else as Reporting Senior', 'Upload an offline form' (which is selected and highlighted with a red box), and 'Download new form'. To the left of these options is a dark grey button labeled 'Start Summary Group' with a plus icon and the text 'Create or upload a new Summary Group'. Below the radio buttons is a 'Browse and Upload' button. To the right of this button is a table with columns for 'File name', 'Max Attachments', and 'Max Size (KB)'. The 'Max Attachments' column shows the number '3' and the 'Max Size (KB)' column shows '2,000'. At the bottom of the page, there is a note: 'NOTE: To see upload progress or remove enclosures, select the Attachments tab in the upper right corner.'

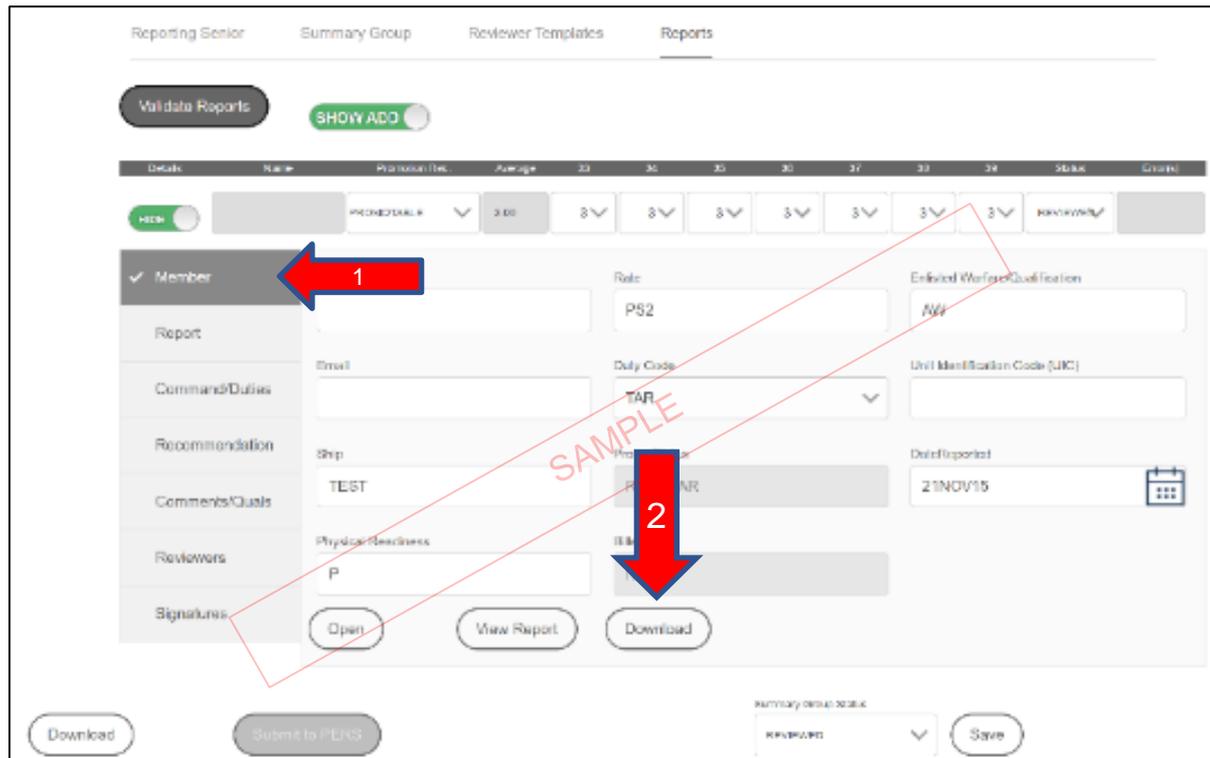
File name	Max Attachments	Max Size (KB)
	3	2,000

NOTE: To see upload progress or remove enclosures, select the Attachments tab in the upper right corner.

eNavFit Overview

Download Existing Appraisal

- eNavFit > Manage SG > Active > Reports > Download button
- Form will be labeled “eNavFit-NAVPER16XX-Member’s Name”
- * *Ensure to Download BEFORE losing connectivity*

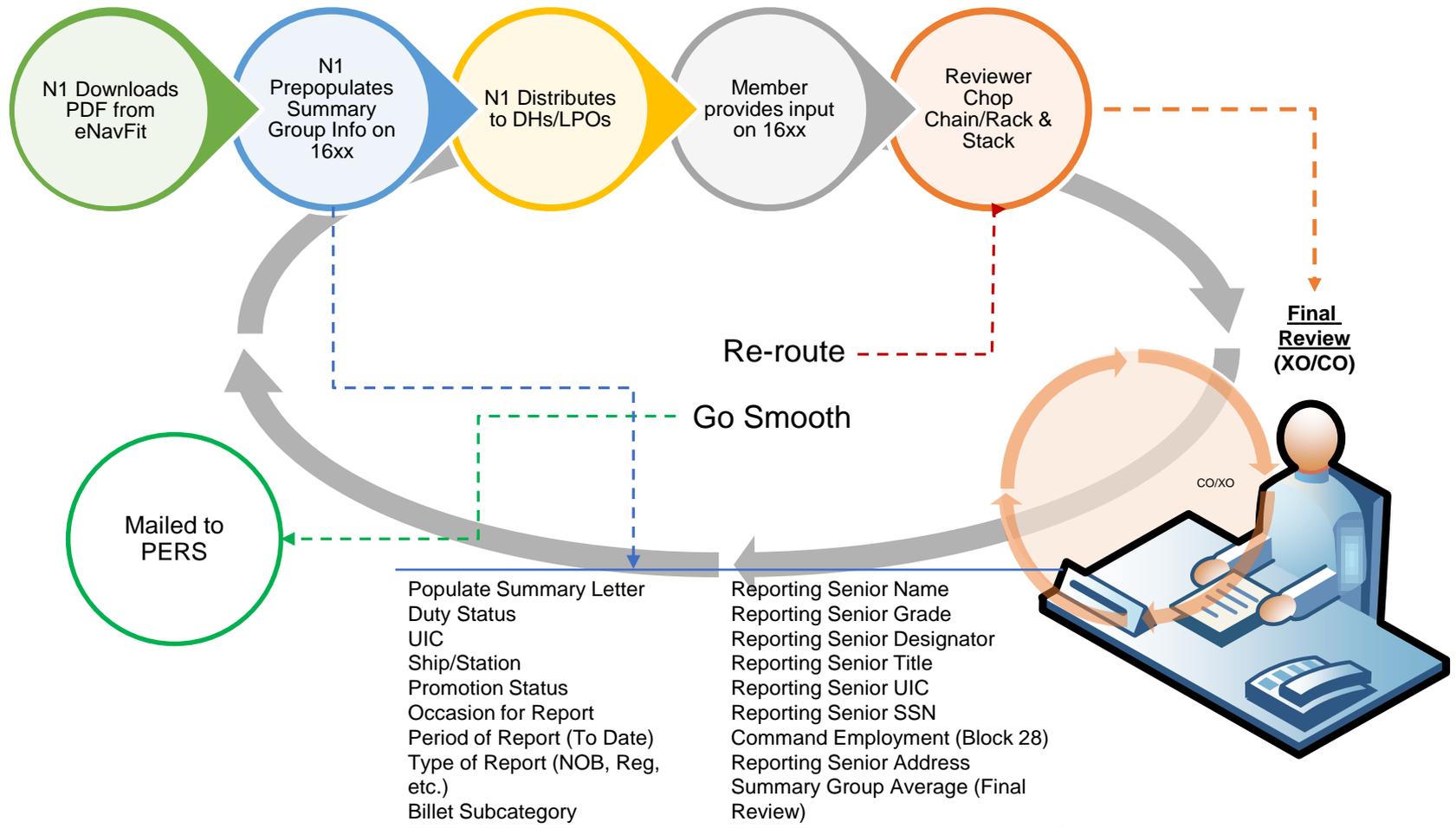


The screenshot displays the eNavFit Reports interface. At the top, there are tabs for 'Reporting Senior', 'Summary Group', 'Reviewer Templates', and 'Reports'. Below these are buttons for 'Validate Reports' and 'SHOW ADD'. A table lists appraisal records with columns for 'Details', 'Name', 'Personal Rec.', 'Average', and various rating categories (21-27). The 'Member' row is selected, indicated by a red arrow labeled '1'. The form for this member shows fields for 'Rate' (PS2), 'Enlisted Workforce Qualification' (NW), 'Duty Code' (TAR), 'Unit Identification Code (UIC)', 'Date Reported' (21NOV15), and 'Physical Readiness' (P). A red arrow labeled '2' points to the 'Download' button at the bottom of the form. A large 'SAMPLE' watermark is overlaid on the form.

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eNavFit Overview

Offline (Disconnected) Ops

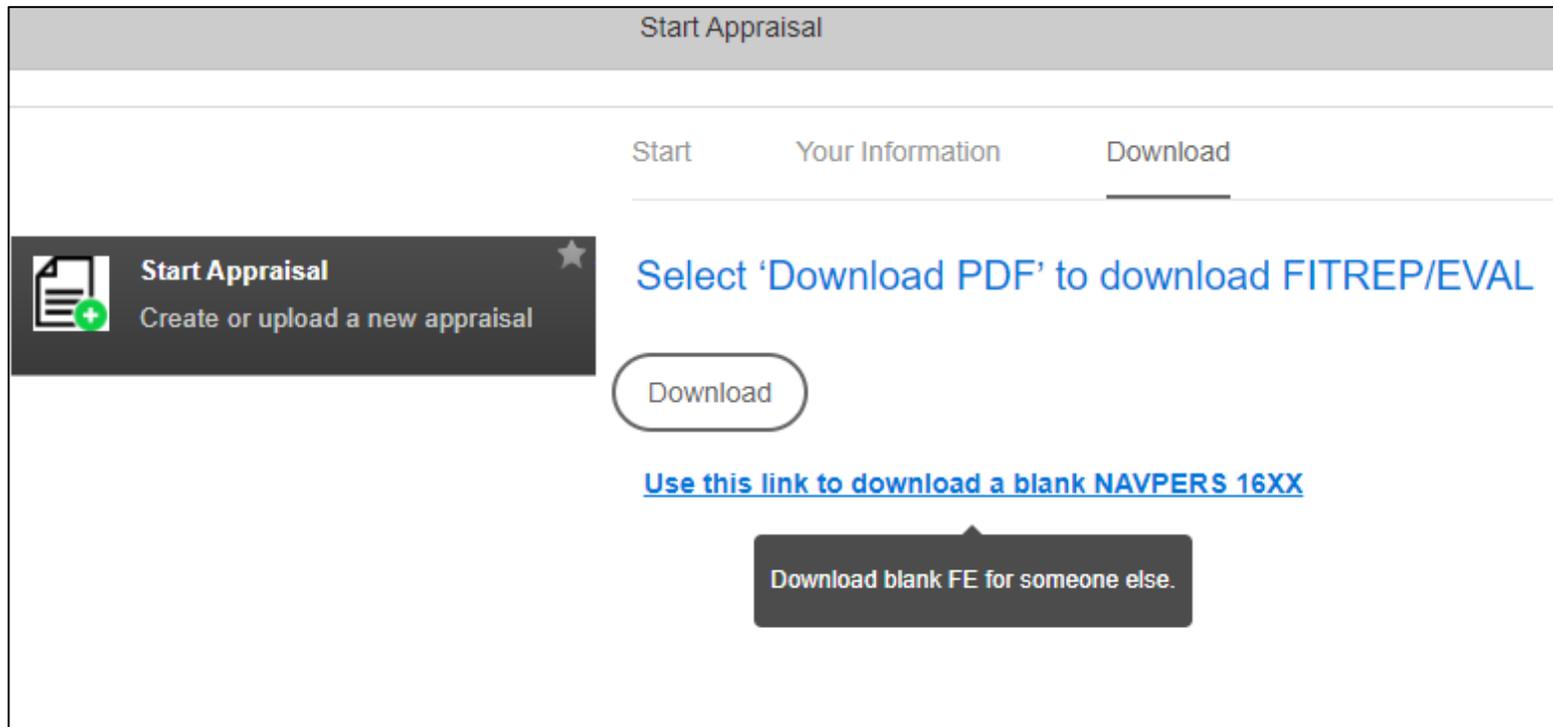


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eNavFit Overview

Offline Form – NAVPERS 16XX

- Downloaded from eNavFit > Start Appraisal > Download
- Form will be labeled “eNavFit-NAVPER16XX”
- * *Ensure to Download BEFORE losing connectivity*



Start Appraisal

Start Your Information Download

 **Start Appraisal** 
Create or upload a new appraisal

Select 'Download PDF' to download FITREP/EVAL

[Download](#)

[Use this link to download a blank NAVPERS 16XX](#)

Download blank FE for someone else.

eNavFit Overview

Offline Form – NAVPERS 16XX

- 16XX Form renders EVAL, CHIEF EVAL, & FITREP
- Must input Member email, name, & DODID
- Select “Continue” to render the selected form

EVALUATION & COUNSELING RECORD (E7-E9)

eNavFit

Form Type

EVAL (E1-E6)

CHIEFEVAL (E7-E9)

FITREP (W2-O6)

	Email Address	DoD ID	Name
Member*			LAST, FIRST MI SUFFIX
Reporting Senior			LAST, FI MI

REVIEWERS + Add Reviewer

Email Address	DoD ID	Name (LAST FIRST MIDDLE SUFFIX)	Type	Completed	
			▼	▲	Del

Reset Table

Continue

Form Version 2.0

eNavFit Overview

Offline Form – NAVPERS 16XX

- Policy validation and tool-tips built into the form, like in eNavFit
- Embedded “Input Report” (aka brag sheet)
- Form[s] must be wet-signed and mailed to PERS
- **Summary group average (block 45) must be manually entered**

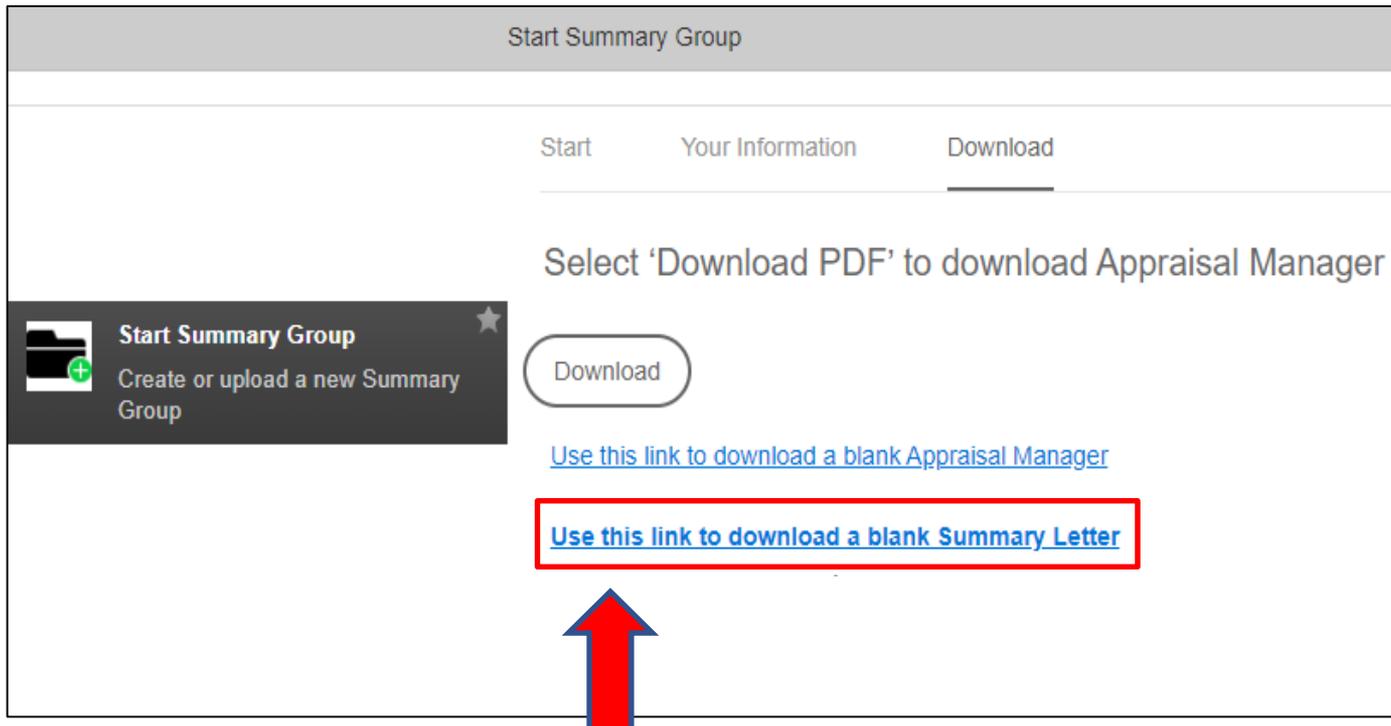
EVALUATION & COUNSELING RECORD (E7-E9)					Select an Action...		
1. Name (Last, First MI Suffix)		2. Grade / Rate		3. Designator		4. DoD ID/SSN	
5. ACT FTS INACT AT/ADSW/265		6. UIC		7. Ship / Station		8. Promotion Status	
9. Date Reported (FFMM/DD)		10. Periodic		11. Detachment of Individual		12. Detachment of Reporting Senior	
13. Special		14. From		15. To		16. Not Observed Report	
17. Regular		18. Concurrent		19. Ops Cdr		20. Physical Residence	
21. Billet Subcategory (if any)		22. Reporting Senior (Last, FI MI)		23. Grade		24. Designator	
25. Title		26. UIC		27. DoD ID/SSN		28. Command employment and counseling achievements.	
29. Primary / Collateral / Watchstanding duties. (Enter Primary Duty Abbreviation in box)							
30. Date Counseled		31. Counselor (Last, FI MI)		32. Signature of Individual Counseled			
PERFORMANCE TRAITS: 1.0 Below standards / not progressing or UNSAT in any one standard; 2.0 Does not yet meet all 3.0 standards; 3.0 Meets all 3.0 standards; 4.0 Exceeds most 3.0 standards; 5.0 Meets overall criteria and most of the specific standards for 5.0. Standards are not all inclusive.							
PERFORMANCE TRAITS	1.0* Below Standards	2.0 Progressing	3.0 Meets Standards	4.0 Above Standards	5.0 Greatly Exceeds Standards		
33. DECKPLATE LEADERSHIP:	<p>Needs growth/development or assistance of Junior Officer and Tailored Sailors.</p> <p>- Presence not felt on the deckplate.</p> <p>- Does not set or achieve goals relevant to command mission and vision.</p> <p>- Does not tailor leadership style to situation or individual.</p>	<p>Effectively coordinates growth/development in Junior Officer and Tailored Sailors.</p> <p>- Visible and engaged on the deckplate; sets positive tone.</p> <p>- Sets/Achieves useful, realistic goals that support command mission.</p> <p>- Tailors leadership to situation to accomplish mission.</p>	<p>Inspiring mentor and trainer. Junior Officer and Tailored Sailors reach highest level of growth and development.</p> <p>- Always visible and engaged on the deckplate; consistently sets positive tone across Command.</p> <p>- Leadership achievements demonstrably further command mission and vision.</p> <p>- Seamlessly transfers leadership to each Sailor's strengths, weaknesses and goals to maximize</p>				

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eNavFit Overview

Offline Form – Summary Letter

- Downloaded from eNavFit > Start Summary Group > Download
- Form will be labeled “NAVPERS_1610-1_Rev 8-10” (has not changed – same as on MyNavy HR website)
- * *Ensure to download BEFORE losing connectivity*



Start Summary Group

Start Your Information **Download**

Select 'Download PDF' to download Appraisal Manager

Start Summary Group ★
Create or upload a new Summary Group

Download

[Use this link to download a blank Appraisal Manager](#)

[Use this link to download a blank Summary Letter](#)

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eNavFit Overview

Offline Form – Summary Letter

- Summary Letter must be manually populated
- Once all Performance averages entered, summary group average will be calculated to input on each appraisal

Save Form Clear Form

RCS BUPERS 1610-1

FITREP/EVAL SUMMARY LETTER

FILENAME: _____

1. Name of Reporting Senior (Bk23)		2. Grade (Bk23)		3. SSN (Bk27)		4. LIC (Bk26)	
5. Paygrade (Bk2)		6. Promotion Status (Bk6)		7. Desig (Off Only)		8. Duty Status (Bk5)	
9. Billet Subcategory (Bk21)		10. Report Type (Bk17.19)		11. MBR LIC (Enl Only)		12. Rpt End Date (Bk15)	

13. BREAKOUT					
	Significant Problems	Progressing	Promotable	Must Promote	Early Promote
TOTAL:	0				

Last Name (ALPHA Order)	SSN (Last 4)	Trait Average	Last Name (ALPHA Order)	SSN (Last 4)	Trait Average

REPORT SUBMITTED ON TIME: YES NO*

*ATTACH LETTER TO CNP EXPLAINING REASON FOR LATE SUBMISSION.

Signature of Reporting Senior (Sign and Date) Date: _____

NUMBER OF INDIVIDUALS: 0

SUMMARY GROUP AVERAGE: 3.86

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Updates to the system: 6.5

- Summary Groups in “Submitting” status
- Summary Groups moving from Active to Submit tab
- Signature Clearing / Problem Saving
- NAN-NAN-NAN and other known errors
- My Report is not reflecting in my OMPF

eNavFit Overview

Continuity Report / RS Submission Report

- RS are responsible for all reports submitted including correcting rejections
- RS must retain copies of FITREPS & CHIEFEVALS for 5 years
- Commands must retain copies of EVALS & CHIEFEVALS for 2 years

BOL	Continuity and Cumulative Average (CCA) Reporting	Logout
Instructions:		
<ul style="list-style-type: none"> • Click on the link of the report you wish to view. 		
Reports		
<ul style="list-style-type: none"> • Individual Continuity: <ul style="list-style-type: none"> • Performance Evaluation Continuity Report  Your own reports ▪ If rejected, please print your Continuity page and go to your admin office for assistance. ▪ Status Codes and Error Codes will appear in this report's Status column. See the report's Help menu for more information. • Reporting Seniors: <ul style="list-style-type: none"> • Reporting Senior's Performance Evaluation Submission Report  Reporting Senior submissions • Reporting Senior's Cumulative Average Report 		
Reporting Issues		
<ul style="list-style-type: none"> • If you are a uniformed service member, E5 or above, who has received an evaluation or fitness report after 1 January 1996 who does not have an Individual Continuity Report link, then contact the Performance Evaluations Branch, PERS-32 for assistance. • If you are a reporting senior and you do not have links in the Reporting Senior section, then contact the Performance Evaluations Branch, Pers-32 in the contact information section. 		
Pers-32 Contact Information		
<ul style="list-style-type: none"> • If you have any issues accessing your continuity of reports from the links, please contact PERS-32, customer service desk at DSN 882-4881, 882-4882, 882-3313 or commercial (901) 874-4881/4882/3313. 		
FAQ		
<ul style="list-style-type: none"> • Frequently Asked Questions 		
BOL	1/23/2024	Logout

eNavFit Overview

Rejected / Missing reports

- Does the SG reflect as submitted in under the submitted tab?
- What is the current status in the member's/reporting senior's CCA on BOL?
- CCA codes:

42. 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.

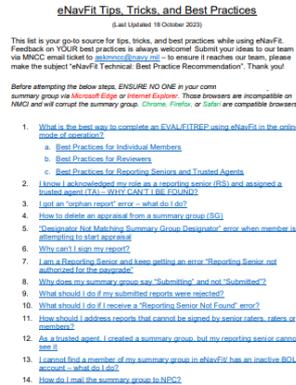
- **-Validated:** Report examined and pending acceptance to the Performance Summary Record (PSR) and permanent record.
- **-Rejected:** Report not acceptable. Returned to reporting senior for correction.
(Taking PERS-32 ~180 days to process corrections).
- **-Uploaded:** Report pending upload to PSR. ****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.

- BUPERSINST 1610.10G
 - Offline Summary Group Manager- Standalone
 - Sunset NAVFIT98a
-
- BUPERSINST 1610.10G
 - PFA Changes for Failed PFA's
 - Remove mandatory Significant Problem and/or
 - Remove mandatory adverse Eval/FITREP
 - Offline Standalone
 - Fact Finding Stage
 - Replicates current NAVFIT98a capabilities
 - Save overall Man-hours
 - Available to all Fleet users
 - Sunset NAVFIT98a
 - Target date 31 Dec 2025
 - NAVADMIN 279/23

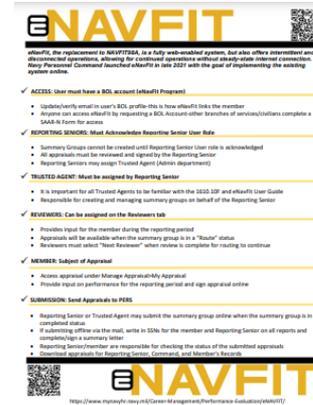
eNavFit Overview Resources



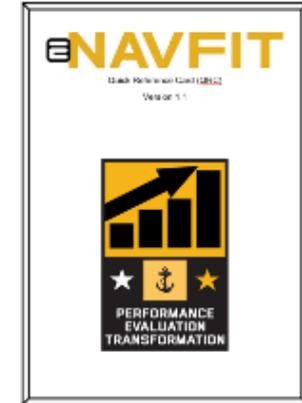
• User Guide 3.0



• Tips, Tricks, & Best Practices



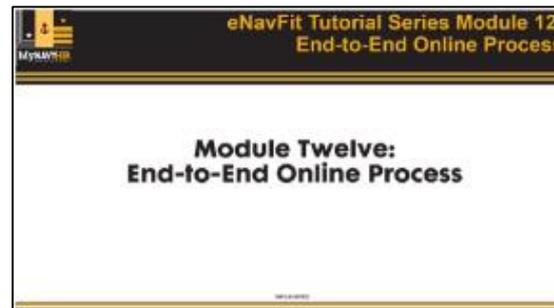
• Hand-outs



• Quick Reference



• SAAR How-to



• Video Tutorial Series

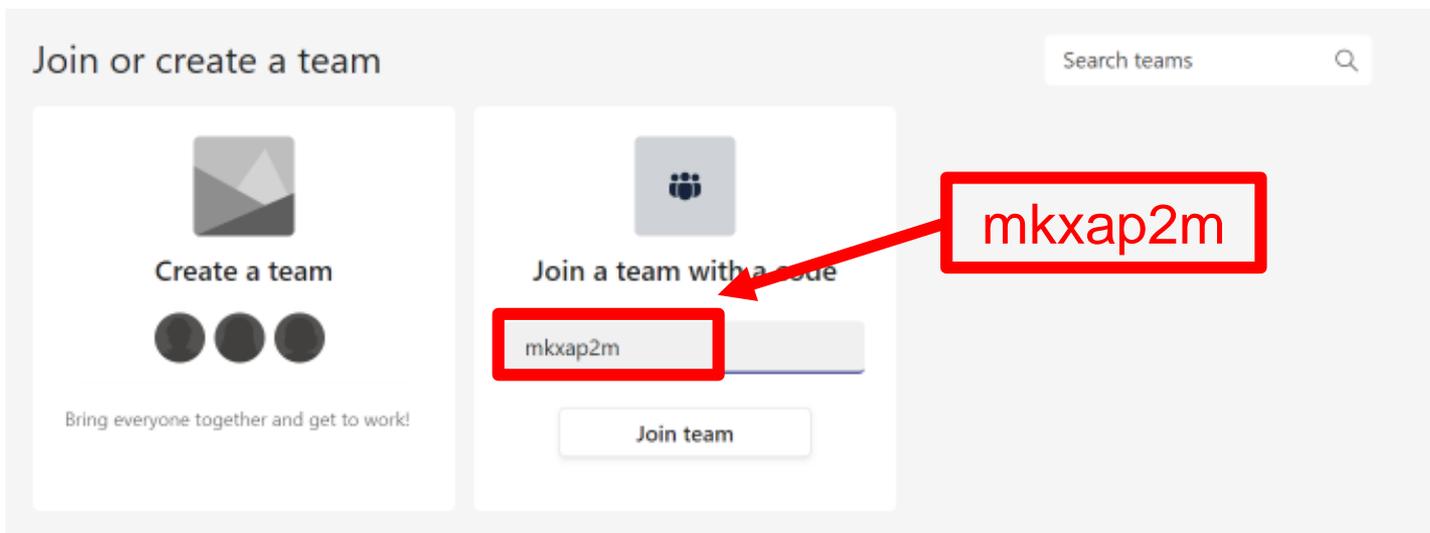


• FAQs

<https://www.mynavyhr.navy.mil/Career-Management/Performance-Evaluation/eNAVFIT/>

The eNavFit Training Team is here to help!

1. While logged into FS Teams, click the “Teams” icon on the left, then “Join or create a team” in the bottom left corner.
2. Enter the code mkxap2m and click “Join Team”.



All sessions recorded and available in the Teams Channel!

eNavFit Overview Training Opportunities

▪ General Overview Training

- Training is offered on the 1st and 3rd Thursdays of every month at 1200CST via MS Teams
 - Login information can be found on our eNavFit Webpage under “eNavFit Scheduled Training” section

▪ Individualize Command Training

- eNavFit Team will travel to provide on-site travel as long as travel can be paid by the command requesting training
- eNavFit Team can provide training via MS Teams
 - General Overview
 - Role Based
 - Q&A



Additional Questions?

Contact the MNCC at 1-833-330-MNCC(6622), 901-874-MNCC
(DSN 882-6622), askmncc@navy.mil

- For eNavFit Support Questions, add “eNavFit” in the subject line
 - Validation errors or questions directly related to eNavFit prior to submission to PERS
 - Please provide as much detail as possible in your email
 - Send full screen screenshots of any errors you are experiencing
- For PERS-32 Questions, do not add eNavFit in the subject line
 - Policy related questions
 - Why is my report not in my OMPF?
 - Why did my report get rejected?
- Always request a ticket to be created

eNavFit Overview

Questions / Comments

