



BLUF

NAVADMIN 159/25 announces the release of NAVFIT98A version 33 for all Navy performance evaluations and fitness reports. Prior versions of NAVFIT98A will no longer be available for Fleet-wide use, effective July 30, 2025. This revision is compatible with Microsoft Office 365 and all other workstations used by Sailors service-wide. A key update includes the revised Chief Petty Officer Evaluation (CHIEFEVAL).

Who needs to know?

- Sailors fleet-wide using NAVFIT98A software
- Command triads
- Chief petty officer mess

What you need to know – key points

- **Modernization meets the needs of Sailors at sea and ashore under a unified, efficient, and accessible platform**
 - The latest NAVFIT98A modernization update includes functionality in Microsoft Office 365, auto validation tools to reduce submission errors and rejection rates, and the new CPO Evaluation (CHIEFEVAL).
- **NAVFIT98A V33 Release**
 - Available Fleet-wide no later than July 30, 2025.
 - All previous versions of NAVFIT98A will be discontinued as of this date.
- **Revised CPO Evaluation Form**
 - Performance Traits (Blocks 33-39) are now aligned with current MCPON's CPO Guiding Principles. Six lines of text for justification per performance grade are available.
 - PFA scores (Block 20) are a mandatory inclusion. If two PFAs are completed in one period, include the most recent score in Block 20 and reference the other in Block 29.
 - Screened subcategory (Block 21) is available for Sailors who have "screened" and advanced via the Senior Enlisted Marketplace, ensuring separate summary groups.
 - Inspection scores (Block 28) require command/departamental inspection scores (unless classified).
 - Summary group ranking (Block 42) must reflect a CPO's specific ranking and summary group size.



- **CPO Evaluation Submission Timeline Changes**

- Deadline extended to 45 days for commanding officers to submit.
- Deadline for E7/E8 Periodic reports extended from Sept. 15, 2025, to Nov. 15, 2025. The effective end date of E7/E8 reporting periods remains Sept. 15, 2025.

- **Training and Resources**

- A fillable CPO Evaluation form PDF has been distributed to command master chiefs.
- The revised Navy Evaluation Manual (BUPERSINST 1610) will be released soon.

Sample POD/POW Note

- Effective July 30, 2025, all Navy performance evaluations and fitness reports will be completed with NAVFIT98A version 33. This version replaces all previous versions and incorporates the revised Chief Petty Officer Evaluation form. For further information, read NAVADMIN 159/25 or contact MNCC at 1-833-330-6622 or askmncc@navy.mil.

FAQ

Q. What are the differences with NAVFIT98A version 33 compared to the older systems?

A. The updated system incorporates the updated Chief Petty Officer Evaluation form (CHIEFEVAL), aligning with the latest standards for leadership assessments. The upgraded software continues to provide NAVFIT98A functionality in Microsoft Office 365 with auto-validation tools to reduce submission errors and rejection rates.

Q. When will the modernized system be available for all users?

A. NAVFIT98A version 33 introducing the CHIEFEVAL is scheduled for release no later than July 30, 2025.

Q. When will earlier versions of NAVFIT98A be discontinued?

A. All versions prior to version 33 will be unavailable for fleet use after July 30, 2025.

Q. What are the major changes to the CPO Evaluation?

A. Revised performance traits, mandatory PFA score entry, new “screened” subcategory, required command and/or departmental inspection scores, and explicit summary group ranking.

Q. Where can I find training materials and receive more guidance on the new CPO evaluation process?

A. Training materials have been distributed to command master chiefs. A revised evaluation manual is coming soon.

Q. Will the new system be accessible from all locations to include deployed and remote sites?

A. Yes, the system provides a unified, accessible, and efficient platform for both sea and shore users. See NAVADMIN 159/25 for the full list of access options and specific instructions.



Q. How will the transition to the new system impact my current CPO evaluation?

A. The 15-day requirement for commanding officers to submit CHIEFEVALs is extended to 45 days and the submission deadline for E7 and E8 periodic reports is extended from Sept. 15 to Nov. 15. The effective end date of E7 and E8 reporting periods remains Sept. 15, 2025.

Q. How will the new CPO Evaluation form impact my performance review if I am a CPO?

A. The new CPO Evaluation form is designed to better align with MCPON's Chief Petty Officer Mess Vision, and Guiding Principles where current leadership standards and expectations are outlined. It will provide a more accurate and comprehensive assessment of performance as a CPO.

Q. Is the reporting senior required to fill out every comment section in blocks 33-39?

A. No. White space in the comments is authorized and expected if the Chief Petty Officer does not have the applicable experience to fill out all three blocks for a performance trait.

Q. As a reporting senior, am I required to shorten the comments for a CPO whose performance grades I lowered solely because of managing my RSCA?

A. No, there is no circumstance that requires the truncation of comments to accommodate RSCA. If a Chief earns a comment, keep it.

Q. Where can collateral duties be indicated?

A. Comments on collateral duties can be made in any performance trait block if it is an impact statement related to the trait that it is written under.

Q. Will there be any changes to Forced Distribution rules for promotion recommendations such as the allocation of EP, MP, and P?

A. No, these rules will remain in place.

Q. Are soft breakouts allowed and/or recommended in the new CPO Evaluation?

A. Soft breakouts remain a very valuable piece of data and reporting seniors should make all possible use of them in block 40.

Q. How do I install NAVFIT98A version 33?

A. Users with NMCI assets will need to look inside the Software Center on your NMCI machine to download and install version 33. Joint or other service commands have been provided with instructions on how to download or access using their service-specific IT platforms. See NAVADMIN 159/25 for the full list of access options and specific instructions.

Q. What is the reason for modernization of the Navy performance evaluation system?

A. The Navy is modernizing its performance evaluation system to reduce administrative burden, incorporate the new Chief Petty Officer Evaluation form, and ensure all users can access the necessary software for evaluation processing. The upgraded software continues to provide NAVFIT98A functionality in Microsoft Office 365 with auto-validation tools to reduce submission errors and rejection rates.



Q. If you created a performance evaluation in version 32, can you convert the database to import into version 33?

A. Yes. For performance evaluations created in version 32, follow the steps below to convert the database to import into version 33. This does not apply to previous versions.

1. Open NAVFIT98.
2. Ensure all databases are closed.
3. Go to “File” in NAVFIT98.
 - a. Create database.
 - b. Name the file.
 - c. Save.
4. Select “Help”.
5. Convert database.
6. Locate previous versions of “Access” file.
7. Select file and open.
8. Message box will provide status of conversion.

Q. What is Nautilus?

A. Nautilus is the new Navy IT system that is replacing NMCI.

Q. How can you tell if your computer is an NMCI machine or a Nautilus machine?

A. Go to the search bar on your desktop and search “Winver” to determine what version of Windows your machine has. Windows 10 is NMCI. Windows 11 is Nautilus.

Q. What is Nautilus Virtual Desktop (NVD)?

A. Nautilus Virtual Desktop (NVD) is a Flank Speed service enabling users to access a cloud-based virtual workstation on their NMCI machine. NVD support is currently routed through the NMCI help desk.

Q. Can NVD be used on a shared computer?

A. Yes, because NVD is user credential-based, the drive where the user saves the root file containing the performance evaluation remains with the user profile that creates it. The evaluation travels with their profile.

Q. How do you request an NVD account?

A. If a member needs a Nautilus Virtual Desktop (NVD) account, they should contact their ECH II Contract Technical Representative (CTR) for a FsAST operator to request a NVD account for that member. Once the account is assigned, the member receives an email from Nautilus/NVD with instructions on how to access the NVD account. If you do not know who your ECH II CTR is, please see the CTR lookup information on the NMCI Information Resource portal at:

https://flankspeed.sharepoint-mil.us.mcas-gov.us/sites/NAVWAR_NMCI_Homeport/NMCI_Info/SitePages/CTRResources/CTRContact.aspx. Application support questions can be sent to FsAST-support@us.navy.mil.



Q. Is there a help desk for Nautilus Virtual Desktop?

A. NVD support is currently routed through the NMCI help desk. If you are on a Nautilus machine (not an NMCI machine), visit www.nesdnow.navy.mil and click the “Get Help” widget (preferred method). Users can also email nesd@nesd-mail.onbmc.mil.

Q. What should I do if I have questions about NAVFIT98 or encounter issues with the new system?

A. If you experience any issues, you can contact your command’s IT support and/or MyNavy Career Center for assistance. For questions concerning NAVFIT98A, contact the MyNavy Career Center at (833) 833-6622 or via e-mail at askmncc@navy.mil.