

Overview

The Transformation Digest is a compilation of information spanning various MyNavy Transformation workstreams. Each issue highlights key milestones, governance decisions, and information to increase awareness and alignment within the Transformation workforce.

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Recap of Key Meetings

- + Mini-Fast Cruise 2 took place from March 29 – April 6, 2021 and focused on Reserve Drills & Orders and Org. Hierarchy & Workflow.
- + On March 30, 2021, NP2 DT Assist session was held. The focus was on testing and soliciting user feedback for Reserve Orders – Orders Execution and Reserve Drill products to help improve the NP2 system.
- + NP2 IOC Synchronization Meeting, T-9, was held on April 22, 2021 and focused on Fleet Transition to Go-Live. Subsequent sessions will continue through NP2 IOC.
- + On April 27-28 2021, NP2 DT Assist session was held on USNA Payroll and Bonus Framework.



User Productivity Kits (UPK)

The primary vehicle for training will be the User Productivity Kit (UPK) application. Materials will include:

- Student Guides
- Instructor Guides
- Presentations
- Software Simulations

UPKs are developed by training experts with direct input from NP2 product development teams. Once developed, UPKs will be available for Commands and Sailors on the NP2 website.

Near-Term Goals

- Armed with significant Fleet experience and embedded in every NP2 product development team, the FDT will continue supporting the robust testing efforts conducted from April-September 2021.
- Develop packages to introduce NP2 to the Fleet.

Upcoming Activities

- **MAY-JUL 2021:** Testing Evolutions
- **MAY-SEP 2021:** At-Sea Testing
- **JUL 2021:** Reserve Support NP2 Introduction Road Show Begins

Fleet Delivery Team (FDT) & NP2 Engagement

POCs: CDR Ron Pugh, Dr. Tom Palmer, Mr. Dan Crowley

Established in March 2021, the Fleet Delivery Team (FDT) is a hand-picked group of subject matter experts (SME) responsible for supporting the development, testing, guidance, change management, training, and delivery efforts of NP2. Once delivered, the FDT will become the core group of specialists in the Hypercare effort.

Membership



Led by CDR Ron Pugh, the FDT core membership consists of 18 senior personnel and pay functional experts across:

- PERS-2
- RESFOR
- OPNAV N1
- Representatives from various Fleet communities

Fleet NP2 Engagement

Mission

Familiarize the maximum number of NP2 end-users requiring more than a self-service role to the system and the training resources.

Command Startup Guide

A Command Startup Guide will be published in Summer 2021, providing each customer command with step-by-step guidance on how to establish organizational hierarchies and workflows. Additionally, training products will be recommended for each type of command user.

Roadshow Groups

From July-December 2021, the FDT will deploy to introduce **customized in-person and virtual NP2 familiarization and UPK packages** for: (1) Customer Command users; (2) Pay Support Office users; (3) Reserve Support users; (4) Personnel Command users; and (5) Payroll Ops users.

Virtual Sessions

Beginning in November 2021, the FDT will host virtual single subject familiarization sessions. Sessions will be published in advance and users can choose which they want to attend. Virtual sessions are anticipated to continue through the Hypercare effort until June 2022.



The Fleet Delivery Team (FDT) is a cross-organizational team that supports NP2 testing, training, and delivery. At IOC, the FDT will assist MNCC with resolving NP2 related issues from new users.

FDT Groups

FDT Groups will deploy across the globe to target five audiences:

- Package 1 – Customer Command Personnel (CPPA, CCC, Supervisors)**
- Package 2 – Pay Support Office (Tier 2/CVNs)**
- Package 3 – Reserve Support (NOSC, NRA)**
- Package 4 – Personnel Command (Tier 3, NPC, RESFOR)**
- Package 5 – Payroll (DFAS/N10)**

Upcoming Activities

- MAR-OCT 2021:** Staffing and development of the Hypercare team
- JULY 2021:** Roadshows deploy to deliver in-person and virtual NP2 packages
- DEC 2021:** Roadshows conclude and Hypercare support begins
- JUN 2022:** Hypercare support concludes

FDT & NP2 Engagement (cont.)

POCs: CDR Ron Pugh, Dr. Tom Palmer, Mr. Dan Crowley

Beginning in July 2021, the FDT will deploy in various locations to support NP2 efforts, introducing customized virtual and in-person NP2 packages to familiarize the Fleet on NP2 and the available training resources.

July/Aug/Sep 2021		Oct 2021	
RCC Jacksonville (3)	CNAFR San Diego (3)	NSA Bahrain (1)	ND Washington DC (1)
RCC San Diego (3)	NECC Norfolk CC (3)	NSA Souda Bay (1)	PSD Bahrain (2)
RCC Great Lakes (3)		NSA Naples (1)	PSD Naples (2)
RCC Everett (3)		NAS Sigonella (1)	PSD Sigonella (2)
RCC Norfolk (3)		NS Rota (1)	PSD Rota (2)
RCC Ft. Worth (3)		NSB New London (1)	PSD N. London (2)
CNIFR Ft. Worth (3)		NAS Lakehurst (1)	

Nov 2021		Dec 2021	
NS Norfolk (1)	PSD Jacksonville (2)	RCC San Diego (1)	KSB Kitsap (1)
NS Charleston (1)	PSD Pensacola (2)	RCC Great Lakes (1)	NAS Everett (1)
NSB Kings Bay (1)	TSC Great Lakes (2)	RCC Everett (1)	JB Pearl Harbor (1)
NS Jacksonville (1)	TSC Memphis (2)	RCC Norfolk (1)	NS Guam (1)
NAS Pensacola (1)	PSD San Antonio (2)	RCC Ft. Worth (1)	NS Yokosuka (1)
NCB Gulfport (1)	PSD San Diego (2)	CNIFR Ft. Worth (1)	NAS Atsugi (1)
NS Great Lakes (1)	PSD North Island (2)	CNAFR San Diego (1)	NS Okinawa (1)
NSA Millington (1)	CVNs 70, 71, 72 (1, 2)	NECC Norfolk (1)	PSD Kitsap (2)
JB San Antonio (1)	NSW 1, 11 (1, 2)		PSD Everett (2)
NS San Diego (1)	PSD Afloat West (2)		CVN 68 (1, 2)
Port Mugu (1)	PSD Lemoore (2)		PSD Pearl Harbor (2)
NAS Lemoore (1)	Navy Personnel		NSW 3 (1, 2)
TSC Norfolk (1)	Command (4)		PSD Guam (2)
CVNs 69, 73, 74 (1, 2)	Reserve Forces		PSD Yokosuka (2)
CVNs 75, 77, 78 (1, 2)	Command (4)		CVN 76 (1, 2)
NSW 2, 4, 10 (1, 2)	DFAS/Pay Ops (5)		PSD Sasebo (2)
PSD Charleston (2)	N10 (5)		PSD Atsugi (2)
PSD GTMO (2)	RCC Jacksonville (1)		PSD Okinawa (2)

(1) Customer Command Package | (2) Pay Support Package | (3) Reserve Support Package | (4) Personnel Command Package | (5) Payroll Package

Hypercare

“Hypercare” is the elevated level of support provided after NP2 IOC to ensure seamless adoption of the new system/functionalities. With NP2, Hypercare will aid in account creation, utilizing the existing Tiered Human Resources Service Delivery (HRSD) helpdesk framework with elevated levels of support for appropriate responses.

FDT Support

At IOC, the most experienced NP2 users within the Navy will be FDT members and they will reside in the MNCC Contact Center. When new NP2 users contact MNCC with questions that cannot be answered by the initial agents, the tickets will be escalated to the Pro-to-Pro Cell, where FDT members will walk them through the issues. If the FDT determines it is a technical issue, the issue will be elevated to specialists from MyNavy HR IT.



NP2 IOC OCM Micro Plans

- Micro Communications Plans will be developed for both the HR Workforce and Sailors. These communications plans will include, but are not limited to: Strategic objectives, breakdown of communication products to be developed, key themes and messages, audience, and stakeholder engagement.
- NP2 Products user impacts were analyzed to determine Micro Plan identification and alignment to ensure all impacted stakeholders are aware and prepared for organizational changes as a result of NP2 IOC.

OCM Rep on your team?

- The NP2 IOC OCM Roadmaps and progress against the milestones will be discussed in the weekly MyNavy HR OCM Integration WG Meetings (Thursdays @ 1500 EST).
- If you have an OCM representative on your team that you would like to attend the meetings, please reach out to CDR Benjamin to be added to the series.

NP2 IOC OCM Roadmaps

POCs: CDR Jeanine Benjamin, Mr. Rob Brown

In conjunction with the NP2 Transition plan, the ES OCM/Strategic Communications and MyNavy HR IT Solutions ECM Teams are coordinating across pillars and organizations to support change management for the MyNavy HR Workforce (9.2) and Sailors (9.3). As part of this plan, two NP2 IOC OCM Roadmaps have been developed for both the HR Workforce and Sailors.

The roadmaps highlight key change management processes, communication products, and Micro Plan development activities in alignment with NP2 product development. **Targeted delivery of communication products and engagements will continue through NP2 IOC and will integrate and support the Fleet Delivery Team (FDT) and NP2 familiarization efforts.**

NP2 IOC OCM Workforce (9.2) Roadmap

The NP2 IOC OCM Workforce (9.2) Roadmap focuses on changes/impacts to the MyNavy HR Workforce with Micro Plans aligned to the five FDT Packages.



NP2 IOC OCM Sailor (9.3) Roadmap

The Sailor NP2 IOC OCM Sailor (9.3) Roadmap is organized by NP2 Product impacts to the Sailor self-service Career and Life Events (CLE) and Tiles within MyNavy Portal with eight identified Micro Communications Plans.

1 Training & Qualification	5 Career Planning
2 Org Hierarchy & Workflow	6 MySailor Data
3 Sailor & Family Support	7 Assignments, Leave, & Travel
4 Pay & Benefits	8 Retirements & Separations



Key Highlights

- The objective of the Daily Chief Product Owner meetings is to enable Product Directors, Product Owners, and SMEs to communicate status updates, raise challenges with Product scope and delivery timeline, and escalate for resolution, where necessary.

Interested in Joining?

- The 30-minute meetings are held daily at 15:30 EST.
- If you or a representative from your team would like to be included in the Daily Chief Product Owner meetings, please reach out to CAPT Richardson and her support team will ensure your team members are added.

Key Dates

- **Daily 15:30 EST:** Daily Chief Product Owner meetings
- **20 MAY 2021:** T-8
- **17 JUN 2021:** T-7
- **15 JUL 2021:** T-6

Daily Chief Product Owner Meetings

POC: CAPT Joyce Richardson

The Daily Chief Product Owner meeting series was established in March 2021 to provide a forum for the NP2 Product Owners and representatives from the development team to discuss immediate or upcoming topics, eliminate barriers, make decisions, and resolve issues efficiently. Action items are captured after each meeting and, when necessary, deep dive discussions are scheduled to determine course of action to ensure Minimum Viable Products (MVP) are delivered as scheduled.

Meeting Priorities



Communicate status updates



Address challenges with scope/delivery timeliness



Escalate issues for resolution

Ongoing Impact /Benefits of Daily Chief Product Owner Meetings

Impact/Benefit	Description
Challenge Resolution	Ability to track technical and functional challenges through resolution/completion
Work Reprioritization	Enables developers to rapidly reprioritize work with product owner concurrence
Timely Decision-Making	Provides timely decisions on functionality deferred due to competing priorities
Short-Term Solution Identification	Ability to identify feasible, short-term solutions for products deferred to Post-IOC.
Enhanced Clarity	Provides clarity on MVP and scope questions for products with deferred features
Rapid Reassignment	Ensures rapid product owner reassignments where necessary due to long-term availability

NP2 Transition Plan v1.1

- NP2 Transition Plan v1.1 was delivered in April 2021.
- The Plan defines tactical steps for executing each element of the NP2 transition at the Program level.
- Iterative versions will be delivered, as necessary, to ensure readiness for NP2 IOC.

Upcoming Milestones

- **20 MAY 2021:** T-8
- **1 JUN 2021:** FDT Review of the Service Delivery Model
- **17 JUN 2021:** T-7
- **21 JUN 2021:** Mini-Fast Cruise 4 (*Competencies and Quals with Disconnected Operations*)
- **30 JUN 2021:** Deliver Leadership Engagement Plan
- **15 JUL 2021:** T-6

Looking for Materials?

Materials are located in the "Readiness Exercises" team folder on DEKPLATe: <https://mpte.navy.deps.mil/Pages/Home.aspx>

Business Readiness for NP2

POCs: CAPT Derek Feld, CAPT Richardson

During the month of April 2020, the Transition team collaborated with NP2 workstream leaders to begin development of a baseline business readiness criteria. The business readiness criteria will ensure that key steps are considered and completed to allow the program to demonstrate they are ready to transition business functions to NP2. Functional decision authorities will review and evaluate readiness for the launch of NP2 IOC against a defined set of criteria to make informed and data-driven Go-Live decisions. ***Business readiness criteria is currently under review within the N1 organization.***

Readiness Products and Activities



The Transformation Office delivered the NP2 Transition Plan v1.1 in April 2021, defining tactical steps for executing the NP2 transition at the Program level. This release includes key updates on the completion of transition activities and upcoming milestones across multiple NP2 workstreams.

Example components of the Transition Plan include:

- Contingency Planning
- Guidance Update and Review



T-9 "Fleet Transition to Go-Live" was conducted April 22, 2021.. Major topics included eCRM Account Creation Lessons Learned, Training Plan Update, and the FDT Roadshow Plan. Fleet representatives participated and shared their perspectives.



NP2 Campaign Plan development continues, with intent to provide a complete perspective of the entire program and serve as a performance reference for leadership.



Execution of the NP2 Transition Plan enables the Transformation Office to define and monitor major actions and work products that must be completed within various workstreams, enabling leaders to understand and evaluate organizational readiness for IOC.



Key Highlights

- The rate conversion process has transitioned from a Career Waypoints (CWAY) to a MyNavy Assignment (MNA) function.
- Enlisted Sailors seeking rate conversions will be able to see position availability before applying for conversion.
- The approval process will occur within the MNA system.

Rate Change Approval Process

- If an out-of-rate request is **approved** by the ECMs, the application is considered a normal MNA application, and the Sailor may be selected for a new rating by the Rating Detailer. If an out-of-rate request is **disapproved**, the conversion job application will be voided in MNA.
- Sailors not selected for conversion or into a job of their current rating will roll to the next MNA cycle to restart the process.

Upcoming Milestones

- **Summer 2021:** MNA 4.8c scheduled for release

MyNavy Assignment (MNA)

POC: Mr. Todd Anderson

MNA 4.8c Release – Summer 2021

The MyNavy Assignment (MNA) 4.8c release will change the way Enlisted Community Managers (ECMs) set Conversion Quotas and will move the process from Career Waypoints (CWAY) to the MNA system. MNA Release 4.8c streamlines the Rate Conversion Process for Enlisted Sailors and Community Managers.

Enlisted Community Managers (ECMs)

- The conversion in and out quotas will serve as a “gate” in MNA, as quotas must be available for Sailors to apply for rate conversions.
- Each out-of-rate job application request will be electronically routed to the gaining and losing Rating ECM for their input and recommendation.
- Any conversion job application request that is not adjudicated by the ECM before the start of the Detailer Selection phase in MNA will be voided.
- Rating Detailers will review all applicants for their jobs and make selections that best meet the needs of the Navy and the Sailors’ requests.

Enlisted Sailors

- Whereas Sailors previously had to apply for rate conversions before seeing the availability of positions, Sailors can now shop for positions and see the availability of both in-rate and out-of-rate jobs before applying.
- Rate change requests will be made, approved, and processed within the MNA system.
- If quotas out of the Sailors’ current rate are not available or are no longer available, the Sailors will not be able to submit conversion applications.



NOTE: This change makes the rate conversion process smoother and more user-friendly for Enlisted Sailors, ECMs, and Rating Detailers and will apply to all Enlisted Sailors.



Upcoming NP2 Events

- **Daily 15:30 EST:** Daily Chief Product Owner Meetings
- **19-21 MAY 2021:** Mini-Fast Cruise 3 (*USNA Payroll, My Personal Relationships*)
- **20 MAY 2021:** T-8
- **8-11 JUN 2021:** DT Assist Product Testing (*Flight Deck Log, Competencies & Qualifications*)
- **17 JUN 2021:** T-7
- **21 JUN 2021:** Mini-Fast Cruise 4 (*Competencies and Quals with Disconnected Operations*)
- **15 JUL 2021:** T-6

Want More Information?

Detailed NP2 training tools – providing step-by-step instructions for completing NP2 actions – will be available on the NP2 landing page as they become operational. Tools can be accessed via the NP2 quick link in MyNavy Portal:

<https://my.navy.mil>.

NP2 Products Updates

POC: Ms. Lori Natividad

Using agile development, new capabilities continue to be developed and added to the Navy Personnel and Pay (NP2) system for technical release on a quarterly basis. The Q2FY21 NP2 technical release included Reserve Orders-Order Execution and Reserve Drill Interface & Pay. **Note: the capabilities will NOT be available for operational use by Sailors and the HR Workforce until IOC in January 2022.**

Q2FY21 NP2 Product Release Update

- ✓ **Reserve Orders – Order Execution**
Provides the capability to execute Reserve Orders (gain and loss) and associated transactions that drive pay actions, the start and stop of pay earnings and deductions, and travel and payroll accounting.
- ✓ **Reserve Drill Interface & Pay**
Establishes the appropriate pay including unpaid time and drill absences (authorized and unauthorized). Includes pay configurations for entitlements and deductions applicable to drilling reservists (selected reserve Drill transactions include approved completions, approved corrections, and approved cancellations).

Upcoming NP2 Products for Q3FY21 Release

The following Q3FY21 capabilities are planned for technical release in June 2021 and will be available for operational use by Sailors and the HR workforce at IOC:

- **USNA Payroll**
- **Competencies & Qualifications**
- **Bonus Framework**
- **Flight Log Deck**



Commander's Update

The May 17, 2021 Commander's Update enabled Navy Talent Acquisition Group (NTAG) Leadership to gather for an update from CNRC and to discuss relevant issues.

- eTalent Central (eTC) personnel demonstrated eToolbox to leadership, allowing them to see, first-hand, the capabilities it brings to their local eTalent Teams (ETT).
- Policy leadership reviewed updates to the Enlisted CRUITMAN/TALS, PQS, and Awards Manual.

Mobile Capabilities

Mobile app and texting capabilities continue to expand Recruiter's tools in **Applicant Relationship Management (ARM)** (via *Salesforce eCRM*).

Specific benefits include:

- Refined prospecting support
- Streamlined ability to look up applicants
- Concentrated/targeted market communications through mass texting
- Increased ability and efficiency of recruiter/applicant communications
- Flexible recruiter/applicant meetings with portable, mobile technology
- Cost avoidance of over \$10M

Expected delivery by Q1FY22.

Recruiting Transformation Update

POC: Dr. Kevin Sullivan

eTalent Success in COVID Environment

Recruiting has adjusted to compensate for changes in the traditional recruiting environment due to the ongoing pandemic. As a result, Navy Recruiting Command (NRC) established eTalent teams to focus on digital prospecting and lead efficiency management, which has greatly reduced disruption caused by social distancing. Utilizing virtual prospecting tools such as Handshake, LinkedIn, and Indeed virtual career fairs has been paramount to the successful recruiting efforts.

Focus Areas

- **Virtual Tools** – Continue refining tools available (ex: Handshake and LinkedIn) for recruiters to connect with the high-quality market
- **eToolbox** – Provide a digital sharing space of pamphlets, best practices, and sample messaging/texts for recruiters to use
- **eTalent Central (ETC)** – Provide virtual and in-person training on how to set up a local ETT with a dedicated POC for each region
- **Training** – Hold routine training sessions to spread successful tactics throughout the eTalent enterprise, providing near real-time information sharing

Modern IT Capabilities Supporting Recruiting

Mobile Recruiting Initiative (MRI)

Established to continuously evolve and meet the needs of the 21st Century Recruiter – providing intuitive, mobile friendly tools and environments. The current focus remains on shifting from standard Windows based systems to the latest in Apple technology, the iPad Pro Generation 4.

Commercial Zoom for Recruiters

NRC obtained permission to purchase the commercial version of Zoom and expects to deliver 800 licenses across all three recruiting regions, consisting of 26 NTAGs, no later than Summer 2021.

Salesforce ARM Dashboards

Created to consolidate data in one central location for easy analysis by leadership. The dashboards provide leadership with up real-time information at their fingertips to make calculated decisions and better position their commands to accomplish the mission.



Key Highlights

- **LMS:** Completed the SCORM Content Pilot Test
- **LOR:** Developed CONOPS and identified COTS solutions in Project Plan Phase
- **CDS:** UAT was successfully conducted with the AIM user community in February 2021
- **SIS:** Began CLI Assessment Phase 1 in April 2021

Upcoming Focus

- **LMS:** Establish LMS/LAS/LRS environment in the MyNavy Portal Amazon Web Services (AWS) environment
- **LOR :** Configure viable COTS solutions based on identified solutions in the Plan phase
- **CDS:** Complete Release 1 Government Acceptance Testing (GAT) – tentatively scheduled for July 2021
- **SIS:** Complete the CLI Assessment – targeted for November 2021

Learning Stack (LS) Update

POCs: Mr. Bruce Bare, Mr. Joe Mata

Learning Stack continues to focus on delivering the right training, at the right time, in the right setting by completing block learning phasing and aligning training with Fleet requirements and warfighter needs. Business processes and technical features are continuously modified and enhanced to accommodate the modern, multi-platform training environment solution preferred by new recruits and current Sailors.

Learning Stack Components Updates

Learning Management System/Learning Assessment System/Learning Records Store (LMS/LAS/LRS)

- Completed the Sharable Content Object Reference Model (SCORM) Content Pilot Test to measure user satisfaction regarding the use of Moodle and Rustici Engine.
- Completed Learning Assessment Migration Analysis report to help inform the assessment migration strategy for Questionmark Perception (QMP) and CeTARS CSM to the Moodle LMS.
- Completed initial versions of the Learning Records Store (LRS) dashboards.

Learning Object Repository (LOR)

- Analyzed the Learning Stack Functional Requirement Document (FRD) and performed market research in the Project Pre-Plan phase.
- Developed Concept-of-Operations (CONOPS) and identified commercial off-the-shelf (COTS) solutions in the Project Plan Phase

Curriculum Development System (CDS)

- CDS Release 1 (replacement for the AIM I/AIM II modules) completed in February 2021.
- User Acceptance Testing (UAT) was successfully conducted with the AIM user community in February 2021.

Student Information System (SIS)

- CeTARS Learning Stack Integration (CLI) Assessment Phase 1 Discovery working session began in April 2021. This evaluation identifies functions within CeTARS that are not a fit for the Campus Solutions SIS and look to other Learning Stack components for possible fit.

