



DEPARTMENT OF THE NAVY  
BUREAU OF NAVAL PERSONNEL  
5720 INTEGRITY DRIVE  
MILLINGTON, TN 38055-0000

BUPERSINST 1301.40C  
PERS-33  
6 May 2018

BUPERS INSTRUCTION 1301.40C

From: Chief of Naval Personnel

Subj: FORMAT AND PROCEDURES FOR VALIDATION AND DISTRIBUTION OF  
THE OFFICER DISTRIBUTION CONTROL REPORT

Ref: (a) Navy Standard Integrated Personnel System (NSIPS) (ODCR Procedures)  
(b) OPNAVINST 1000.16K  
(c) NAVPERS 15839I, Manual of Navy Officer Manpower and Personnel Classifications  
(Volumes I and II)  
(d) JAG/COMNAVLEGSVCCOMINST 5211.11

Encl: (1) Data Elements on the ODCR

1. Purpose

a. To provide procedures for interpretation, validation, and distribution of the Officer Distribution Control Report (ODCR) per references (a), (b), and (c).

b. Major revision includes the provision for sending digitally signed and encrypted email containing personally identifiable information (PII) to the Navy Standard Integrated Personnel System (NSIPS) help desk for ODCR corrections. This instruction is a complete revision and should be reviewed in its entirety.

2. Cancellation. BUPERSINST 1301.40B.

3. Scope and Applicability. This instruction is applicable to all U.S. Navy commands and activities to which officer personnel are assigned.

4. Discussion

a. Officer billet and assignment information on the ODCR represents the automated data base input by Chief of Naval Operations, Navy Personnel Command (NAVPERSCOM), NSIPS, and various other sources.

b. The ODCR represents a monthly statement of officer manpower accounts for pertinent Navy activities. It provides each activity with a routine system for verifying information contained in manpower, personnel, and training information systems officer personnel databank and provides NAVPERSCOM with information needed to determine and evaluate officer personnel requirements.

c. The validity of ODCR information depends upon the timely submission of accurate data to NAVPERSCOM through NSIPS and other pertinent reporting systems. Each activity should review its ODCR thoroughly and correct the discrepancies per NSIPS user procedures. When discrepancies cannot be corrected at the NSIPS field user level, report discrepancies to the NSIPS Help Desk at toll free: (877) 589-5991; comm: (504) 697-5442/DSN 647; fax: comm: (504)-697-3007/0342/DSN 647; or e-mail [Nsipshelpdesk@navy.mil](mailto:Nsipshelpdesk@navy.mil). The use of email to send information containing the social security number and other PII must be digitally signed and encrypted. Per reference (d), e-mails containing PII must be properly marked "FOR OFFICIAL USE ONLY – PRIVACY SENSITIVE" in the subject line of the e-mail. The following must be placed in the body of the e-mail: "FOR OFFICIAL USE ONLY – PRIVACY SENSITIVE: Any misuse or unauthorized disclosure of this information may result in both criminal and civil penalties." Faxing to the NSIPS Help Desk is allowed as long as it is the only means of communicating with it. When sending a fax, a DD 2923 Privacy Act Cover Sheet must be utilized and the sender must ensure the recipient received the fax.

d. Enclosure (1) defines the data elements and report headings that appear on the ODCR. Four specific types of information are displayed on the ODCR:

- (1) Activity;
- (2) Administrative;
- (3) Personnel; and
- (4) Fitness reports.

e. To retrieve the command's ODCR, access Bureau of Naval Personnel (BUPERS) Online (BOL) Web site at [www.bol.navy.mil](http://www.bol.navy.mil) (under NAVPERS Legacy & PERSTEMPO). The Control-D Report Viewing Center contains mailboxes for each unit identification code (UIC). ODCRs will be downloaded monthly to each UIC's mailbox. The report will be available for 20 days beginning on the first Monday following the 5<sup>th</sup> of the month. If the mailbox does not contain the ODCR for the current month, wait 24 hours and retry. If the current month's ODCR is still not in the mailbox, contact the control NAVPERSCOM help desk at [controldpchelpdesk@navy.mil](mailto:controldpchelpdesk@navy.mil). Those representatives with access to mailboxes automatically have authority to view and print the ODCR. Certain command representatives also have administrator authority for the mailboxes and can grant viewing access to additional members of the command as desired. Parent UICs have access to ODCRs for subordinate commands.

f. Retrieval procedures for the ODCR:

- (1) Log-on to [www.bol.navy.mil](http://www.bol.navy.mil);
- (2) Select the "NAVPERS Legacy & PERSTEMPO" icon;

(3) Select "Control-D Report Viewing Center";

(4) Select the desired UIC;

(5) A separate window will open that displays the ODCR reports contained within your UIC mailbox

(6) Select ODCR, view and print from this window

## 5. Contacts

a. For problems accessing BOL or with UIC accounts (mailbox or command representative access, etc.), contact BUPERS helpdesk at [helpdesk@bupers.navy.mil](mailto:helpdesk@bupers.navy.mil) or phone comm (901) 874-4717/DSN 882.

b. NSIPS Help Desk Contact Information: toll free: (877) 589-5991; comm: (504) 697-5442/DSN 647; fax: comm: (504) 697-3007/0342/DSN 647; or e-mail: [Nsipshelpdesk@navy.mil](mailto:Nsipshelpdesk@navy.mil). The use of email to send information containing the social security number and other PII must be digitally signed and encrypted. Per reference (d), e-mails containing PII must be properly marked "FOR OFFICIAL USE ONLY – PRIVACY SENSITIVE" in the subject line of the e-mail. The following must be placed in the body of the e-mail: "FOR OFFICIAL USE ONLY – PRIVACY SENSITIVE: Any misuse or unauthorized disclosure of this information may result in both criminal and civil penalties." Faxing to the NSIPS Help Desk is allowed as long as it is the only means of communicating with it. When sending a fax, the fax number must be verified prior to faxing, DD 2923 Privacy Act Cover Sheet must be utilized, and the sender must ensure the recipient received the fax.

6. Action. The commanding officer or appointed command representatives will validate the ODCR upon receipt. If data concerning an officer is incorrect on the ODCR, the officer's individual record at NAVPERSCOM is also incorrect. To avoid any personnel action being taken on the basis of erroneous information, all activities should complete verification of the ODCR and submit corrections as soon as possible after receipt of the ODCR.

### a. ODCR Verification and Correction Guidelines

(1) Verify billet data and every item of officer data to ensure they are complete and current. Note discrepancies and correct them with the appropriate NSIPS input.

(2) Error codes will be printed on the ODCR as an aid in spotting incorrect information. They do not cover all possible errors on the ODCR. Complete verification is still required.

(3) THIS BSC IS INVALID may appear in the billet title space. This can be corrected (if order status is blank) by reporting the officer's correct billet assignment via the appropriate

NSIPS input. If an officer's order status is "G" or "R", wait until the officer reports aboard and then submit the NSIPS gain event.

(4) Pay close attention to the ODCR date; transactions applied after that date will be on the next ODCR. If a transaction entered in NSIPS, prior to the current ODCR date, did not reflect on the current ODCR, that transaction must be verified in NSIPS to ensure that it does not contain errors or that it was not rejected. Ensure proper method of submission and content per NSIPS user procedures.

(5) For Fitness Report error correction, send NAVPERSCOM, Performance Evaluation Division (PERS-32) a copy of the ODCR with the error circled in red and a certified copy of the fitness report and related documents. If an explanation is required, accompany with a letter.

b. ODCR Maintenance Procedures. Keep the ODCR current by posting changes as they occur. Maintaining an up-to-date ODCR is a valuable asset to personnel management and will substantially reduce the amount of time required for monthly verification. An up-to-date ODCR provides a single document with which activity personnel managers can discuss manpower posture with detailing and placement authorities.

c. Personnel Administration. Following procedures developed by personnel and administration assistance teams have proven to be valuable in day-to-day personnel administration and has resulted in a substantial decrease in the number of discrepancies noted in an activity's accounts. Personnel officers should review the following procedures for adaptation within their activity:

(1) Make pen changes to the ODCR for each item pertaining to an individual that is changed as a result of the submission of an NSIPS event. Line-through the obsolete data and write the new data in the same columns(s). In the right margin of the report, write the date of the NSIPS event.

(2) Upon receipt of a new ODCR, transcribe pen changes from the old ODCR that have not yet applied to the new ODCR.

7. Records Management. Records created as a result of this instruction, regardless of media or format must be managed per SECNAV M-5210.1 of January 2012.

8. Review and Effective Date. Per OPNAVINST 5215.17A, Records and Data Quality Maintenance Division (PERS-33) will review this instruction annually on the anniversary of its issuance date to ensure applicability, currency, and consistency with Federal, Department of Defense, Secretary of the Navy, and Navy policy and statutory authority using OPNAV 5215/40 Review of Instruction. This instruction will be in effect for 5 years, unless revised or cancelled in the interim, and will be reissued by the 5-year anniversary date if it is still required, unless it meets one of the exceptions in OPNAVINST 5215.17A, paragraph 9. If the instruction is no

6 May 2018

longer required, it will be processed for cancellation as soon as the cancellation is known following the guidance in OPNAV Manual 5215.1 of May 2016.

9. Form. DD 2923 Privacy Act Cover Sheet is available for download from the Executive Services Directorate Web site at <http://www.esd.whs.mil/Directives/forms/>.



J.W. HUGHES  
Deputy Chief of Naval Personnel

Releasability and distribution:

This instruction is cleared for public release and is available electronically only via BUPERS Web site, <http://www.public.navy.mil/bupers-npc/Pages/default.aspx>



DATA ELEMENTS ON THE ODCR

**NOTE:** Data elements are listed in the order they appear on the ODCR, reading from left to right starting with "Activity Name" in the upper left corner of the heading, and ending with "NSCD" in the lower right corner of the heading.

MANNING PHONE NUMBER. The phone number for the activity is located on the header page of the ODCR. If the number has an area code, it is a commercial number. If the number has DSN, it is a DSN number.

ACTIVITY NAME. The long activity title (26 positions maximum, including spaces). Differences between the activity name on the ODCR and the activity's officer diary heading should be reported immediately by letter to NAVPERSCOM, Enlisted Personnel Readiness and Support Branch (PERS-4013).

ACTIVITY CODE. A ten-digit identification code assigned by Office of the Chief of Naval Operations (OPNAV), Manpower, Personnel, Training and Education Policy Division (N13). See reference (b), enclosure (1), appendix G.

MANPOWER REQUIREMENTS PLAN (MARP). The OPNAV four-digit code by which Navy activities are classified functionally. Refer to reference (b).

ACTIVITY SPONSOR. The resource sponsor controlling billets authorized and organizational manning for the activity. See reference (b), enclosure (1), appendix I.

TRANSACTION NUMBER AND DATE. The current revision to the activity manpower document (AMD) used to record authorized billets on the ODCR. A revised AMD is not published each time a change is made. Significant changes usually result in a complete reprint; minor changes do not. Billets authorized data can be determined by checking the latest ODCR.

Transaction Number: Six-digit code.

Transaction Date: Six-digit (YYMMDD) code.

DATE OF REPORT. A six-digit (YYMMDD) date representing the day of the month that the ODCR was prepared.

RUN DATE. A six-digit (MMDDYY) entry representing the date the ODCR was created. This date provides a basis for determining whether diary entries should have been received in OPNAV (N13) prior to the printing of the ODCR.

PAGE. Sequential page number of the ODCR.

DESK CODE. A four-position alphanumeric code that identifies the NAVPERSCOM organization unit responsible for the activity reported on the ODCR.

ACTIVITY MISSION CODE (AMC). A two-position alphanumeric functional activity grouping code assigned and used by NAVPERSCOM, Career Management Department (PERS-4) for distribution purposes.

UNIT IDENTIFICATION CODE (UIC). A five-character code assigned to the activity by Assistant Secretary of the Navy (Financial Management and Comptroller). A discrepancy in the UIC on the ODCR should be reported to PERS-4013.

ALLOWANCE OFFICER DESK CODE (AODC). A two-position alphanumeric code that identifies the allowance officer responsible for data written for the activity in the qualitative master data sets.

BILLET SEQUENCE CODE (BSC). A five-digit code assigned to each activity billet. During peacetime, the ODCR will not list the billets contained in the organizational manning portion of the AMD. Officers must not be assigned to those billets in peacetime; in the event of mobilization, these billets are activated and appear on the ODCR.

BILLET TITLE. A description of the officer's primary duties. Except for the general purpose 99990 billets, if the billet title is shown, it will be the one that appears on the AMD. If the officer is ordered into the general purpose BSC 99990, a false billet title will appear, e.g., IN EXCESS or STUDENT EXCESS. If two or more officers are filling the same billet, the BSC and title will be above the first officer's data line. If the officer has been gained to a billet not authorized by the AMD, the billet title will read THIS BSC IS INVALID.

BILLET PHASE INDICATOR (BP). An asterisk (\*) in this position indicates that the officer's orders were written using the activity's new, but not yet effective, ten-digit code.

AUGMENT INDICATOR (AUG). A one-position code specifying the type of authorized billet: R-reimbursable; B-base billets.

BILLET DESIGNATOR (BILLET DESIG). A four-digit designator code of the authorized billet. See reference (c), volume I, part A.

BILLET GRADE (BILL GR). A one-position alphabetic code indicating the grade authorized for each billet. See reference (c), volume I, part A.

NAVY OFFICER BILLET CLASSIFICATION (NOBC). A four-digit code that identifies the occupational classification assigned to the billet. The assigned NOBC is a general statement of the duties to be performed. See reference (c), volume 1, part c.



BILLET SUBSPECIALTY. A subspecialty code will be shown when a billet requires an officer with advanced education, functional training, or significant experience. See reference (c), volume, I, part B.

FUNCTIONAL AREA CODE (FAC). A one- or two-digit character code that identifies billets requiring special consideration in personnel assignments.

CURRENT ALLOWANCE (CURR ALLOW). A three-digit code indicating current authorization for the billet.

M+1. Indicates the manpower requirements 1 month after mobilization.

LAST FITREP RECEIVED. Identifies the fitness report (FITREP), regular or regular/concurrent, O6 and below, most recently received and accepted. The report may be from the present duty station or from a previous duty station. LAST FITREP RECEIVED data consists of three elements:

FROM DATE - Four-digit (YYMM) FITREP start date from FITREP;

TYPE OF REPORT - Two-character code that identifies the type of report. RG = Regular Report; and

TO DATE - Four-digit (YYMM) date from the FITREP.

**NOTE:** If the Run Date (shown in the upper center of the ODCR) is less than 90 days after the TO DATE of the most current FITREP, an earlier report may be shown. The later report should appear on the next ODCR. If a report other than the latest regular or concurrent/regular FITREP is shown, verify at the command-level that a later report was submitted before requesting assistance from PERS-32.

UIC TRANSFER (UIC TRF). Indicates the UIC that an officer is being transferred from or assigned to, if under orders.

From: Applicable UIC

To: Applicable UIC

ACTIVITY WHERE ASSIGNED. A maximum of 13 positions that can be used to display data about the status of the officer involved.

If the name of an activity appears and the officer is in an "R" order status (pending to report), the activity shown is the officer's present duty station.

If the name of an activity appears and the officer is in a "D" order status, the activity shown is the officer's next duty station.

SECURITY CODE (SEC CODE). Contains member's security clearance eligibility, member's current security clearance authority, and date member's investigation completed (YYMM). Further personnel security information may be obtained from the Joint Personnel Adjudication System (JPAS).

OFFICER SUBSPECIALTY (SUBSPECIALTY). A five-digit, primary subspecialty code assigned to an officer to identify advanced education, functional training, and significant experience in various fields and disciplines, if applicable. See reference (c), volume I, part B.

AVIATION COMMISSION DATE (ACD). A six-position date (YYMMDD) that identifies a constructive date to indicate total commissioned service, active or reserve, for all aviation commissioned officers. See reference (c), volume II.

SUBMARINE SERVICE CONTROL DATE (SSCD). A six-position date (YYMMDD) specifying the last time the submarine service indicator was changed.

AVIATION STATUS INDICATOR (ASI). A one-position alphabetic code that shows the current status of an aviation officer's career incentive pay entitlement status. See reference (c), volume II.

SUBMARINE STATUS INDICATOR (SSI). A one-position alphabetic code that identifies categories of entitlement to submarine duty incentive pay.

<u>CODE</u>	<u>DEFINITION</u>
A	SUBMARINE OFFICER WITH LESS THAN 12 YEARS OF SUBMARINE SERVICE ENTITLED TO CONTINUOUS SUB PAY
B	SUBMARINE OFFICER WITH LESS THAN 18 YEARS BUT ENTITLED TO CONTINUOUS SUB PAY
C	SUBMARINE OFFICER WITH MORE THAN 18 YEARS OF SUBMARINE SERVICE ENTITLED TO CONTINUOUS SUB PAY TO 26 YEARS OF SERVICE
D	SUBMARINE OFFICER WITH MORE THAN 18 YEARS OF SUBMARINE SERVICE ENTITLED TO CONTINUOUS SUB PAY TO 22 YEARS OF SERVICE

<u>CODE</u>	<u>DEFINITION</u>
R	SUBMARINE OFFICER NOT ENTITLED TO CONTINUOUS SUB PAY, BUT ENTITLED TO SUB PAY PROVIDED THE OPERATIONAL REQUIREMENTS OF DODPM PART 2, CHAPTER 2, PARAGRAPHS 20201 TO 20208 ARE MET
V	SUBMARINE OFFICER NOT ENTITLED TO SUB PAY REGARDLESS OF SITUATION

AVIATION SERVICE ENTRY DATE (ASED). The six-position date (YYMMDD) on which an aviation officer first reported to an activity having aircraft in which basic flight training was received. See reference (c), volume II.

SUBMARINE SERVICE ENTRY DATE (SSED). The six-position date (YYMMDD) on which a submarine officer graduates from sub school. See reference (c), volume II.

ORDER STATUS (ORD). A one-position alphabetic code representing present order status:

<u>CODE</u>	<u>DEFINITION</u>
BLANK	NO ORDERS PENDING
D	ORDERED TO DETACH
R	ORDERED TO REPORT
G	ORDERED TO REPORT FOR ACTIVE DUTY

OFFICER'S NAME. The officer's name will not exceed 21 characters on the ODCR (27 positions are on the NAVPERSCOM file) including spaces; the last name will always appear and as much of the rest of the name that will fit in the available space. Any suffix will be printed after the first and middle names if space allows.

OFFICER SEA AIR MARINER (OSAM). This will be indicated by an asterisk (\*) following the officer's name.

SOCIAL SECURITY NUMBER. A nine-position, unique identification code of the member and member's social security number.

EXCEPTIONAL FAMILY MEMBER. A one-position code identifying the category assigned to each enrolling Service member. Detailers use this information when negotiating future assignments; THERE ARE NO OTHER CAREER IMPACTS. Enrolling sponsors must ensure

medical and educational information is accurate and current. Updates are required whenever needs change significantly, but at least every 3 years. Information on forms translates to the category that most closely relates to the availability of services at remote overseas areas.

<u>CODE</u>	<u>DEFINITION</u>
1	NO ASSIGNMENT LIMITATIONS
2	SPECIFIC LOCATIONS OVERSEAS/CONUS
3	NO OVERSEAS LOCATIONS SUITABLE
4	REQUIRES ASSIGNMENT WITHIN MAJOR MEDICAL LOCATIONS IN CONUS
5	HOMESTEAD PROVISION FOR ASSIGNMENT IN ONE AREA THAT CAN SUPPORT SEA/SHORE ASSIGNMENTS
6	TEMPORARY ENROLLMENT WHILE TREATMENT/TESTING IS ONGOING. MUST UPDATE WITHIN 1 YEAR.

PRIMARY AERONAUTICAL DESIGNATION (PAD). A one-position code used internally in NAVPERSCOM (PERS-4) to classify officer personnel in Navy aeronautical organizations. Refer to reference (c), volume II.

SEX. A one-position alphabetic code: **M** - Male; **F** - Female.

DESIGNATOR (DESIG). A four-position code used to group billets and officers by categories for personnel accounting and administrative purposes and to identify the status of officers. See reference (c), volume I, part A.

GRADE ON BOARD (GR ON BD). A one-position alphabetic grade code of officer onboard. Refer to reference (c), volume I, part A.

An asterisk (\*) printed immediately before the GRADE ON BOARD code indicates that the officer has been selected for promotion to next higher grade by a regular selection board. A plus symbol (+) indicates that the officer is serving in the next higher grade as a result of a promotion under the provisions of 10 U.S.C., 603. A pound sign (#) indicates that the officer is serving in the next higher grade as a result of promotion under the provisions of 10 U.S.C., 603 and has been selected for promotion to that grade per the Officer Personnel Act.

ESTIMATED LOSS CODE/DATE. The four-digit estimated date (YYMM) on which the officer will be a loss to the active naval officer strength. A one-letter loss code indicating reason for the loss precedes the date. Not all officers will have an estimated loss code and date. See reference (c), volume II.

DATE REPORTED OR ESTIMATED DATE OF ARRIVAL (EDA). A six-digit date (YYMMDD) for an officer who has reported onboard; a four-digit date (YYMM) for an officer who has not yet reported. If the date of the ODCR is later than the EDA, the activity may be required to make an NSIPS gain event.

PROJECTED ROTATION DATE (PROJ ROT DATE). A four-digit planned rotation date (YYMM) that is used only as a planning aid and is subject to change by NAVPERSCOM.

ACCOUNTING CATEGORY CODE (ACC). A three-digit code indicating the accounting category in which officers are carried in active duty.

<u>CODE</u>	<u>DEFINITION</u>
100	FORDU - PERMANENT ASSIGNMENT FOR DUTY
101	FAILED TO REPORT FOR DUTY (ASSIGNED BY NAVPERSCOM RECORDS ANALYSIS BRANCH (PERS-312G))
103	FORDU TEMAC - TEMPORARY ACTIVE DUTY
104	FORDU HUMS - HUMANITARIAN ASSIGNMENT (MORE THAN 6 MONTHS)
105	FORDU LIMDU - LIMITED DUTY (ASSIGNMENT RESTRICTED FOR MEDICAL REASONS)
106	FORDU CFO - COMMISSIONING AND FITTING OUT (SHIP COMMISSIONING)
107	FORDU MOB - MOBILIZATION
108	FORDU PSI - GUARANTEED PROGRAMMED SCHOOL INPUT (PSI) PROGRAM
109	DECLARED DESERTER (ASSIGNED BY NAVPERSCOM, Corrections and Programs (PERS-00D))
150	TEMPORARY DUTY GUARANTEED PSI

<u>CODE</u>	<u>DEFINITION</u>
320	TEM DU FFA - TEMPORARY DUTY FOR FURTHER ASSIGNMENT
323	MISSING/INTERNE D
330	TEM DU FFT - TEMPORARY DUTY FOR FURTHER TRANSFER
341	TEM DUINS - TEMPORARY DUTY UNDER INSTRUCTION (LESS THAN 20 WEEKS)
342	DUINS -DUTY UNDER INSTRUCTION (20 WEEKS OR GREATER)
350	TEM DU OTHER - TEMPORARY DUTY NOT OTHERWISE DEFINED
351	FAILED TO REPORT FOR TEMPORARY DUTY (ASSIGNED BY NAVPERSCOM, ENLISTED ASSIGNMENT DIVISION (PERS-40))
352	TEM DU CFO - TEMPORARY DUTY FOR COMMISSIONING AND FITTING OUT (LESS THAN 6 MONTHS)
355	TEM DU MED BD/PEB - TEMPORARY DUTY AWAITING FORMAL MEDICAL BOARD/PHYSICAL EVALUATION BOARD PROCEEDINGS
356	TEM DU TEMP DISQUAL - TEMPORARY DUTY PENDING EVALUATION BY LOCAL AUTHORITIES FOR SPECIAL DUTIES (DIVING, SUBMARINE, AIRCREW, ETC.)
358	TEM DU SEMINAR - TEMPORARY DUTY, SENIOR MINORITY ASSISTANCE TO RECRUITING PROGRAM
370	TEM DU UNTREAT - TEMPORARY DUTY UNDER TREATMENT (INPATIENT AT A NAVAL MEDICAL FACILITY)
371	TEM DU UNTREAT - TEMPORARY DUTY UNDER TREATMENT (MEDICAL HOLDING COMPANY)
372	TEM DU UNTREAT - TEMPORARY DUTY UNDER TREATMENT (HOSPITALIZED AT A NON-MILITARY MEDICAL FACILITY)

<u>CODE</u>	<u>DEFINITION</u>
373	TEMDU UNTREAT - TEMPORARY DUTY UNDER TREATMENT (HOSPITALIZED AT OTHER UNIFORMED SERVICE MEDICAL FACILITY)
374	WOUNDED WARRIOR – EXTENDED OUT-PATIENT
380	TEMDU SEPROS - TEMPORARY DUTY PENDING SEPARATION, DISCHARGE, RELEASE, RETIREMENT (HOME AWAITING FINAL DISPOSITION OF PHYSICAL EVALUATION BOARD)
382	TEMDU SEPROS - TEMPORARY DUTY PENDING SEPARATION, DISCHARGE, RELEASE, RETIREMENT (PENDING REVIEW BOARD APPROVAL OF ADMINISTRATIVE DISCHARGE)
390	TEMDU DISP - TEMPORARY DUTY DISCIPLINARY (HOLDEE, NOT CONFINED)
392	TEMDU DISP - TEMPORARY DUTY DISCIPLINARY (HELD OR CONFINED BY CIVILIAN/FOREIGN AUTHORITIES)
394	PAROLEE, SUPERVISED RELEASE
400	IN TRANSIT - (SYSTEM GENERATED WHEN LOSS FROM ONBOARD ACTIVITY PROCESSED)

DUTY STATUS EFFECTIVE DATE (DSED). A four-position date (YYMM) that reflects the most recent change to a member's onboard duty status as indicated in the ACC entry.

FAMILY CO-LOCATION IDENTIFIER. A one-position alphabetic code may appear immediately after the DSED to broadly identify family members of an active duty sponsor. These definitions, listed below, identify family members who may be residing with the officer at the current duty station.

<u>CODE</u>	<u>DEFINITION</u>
A	SPOUSE
B	SPOUSE AND CHILDREN
C	CHILDREN

<u>CODE</u>	<u>DEFINITION</u>
D	SPOUSE, CHILDREN, AND OTHER FAMILY MEMBERS
E	SPOUSE AND OTHER FAMILY MEMBERS
F	CHILDREN AND OTHER FAMILY MEMBERS
G	OTHER FAMILY MEMBERS
Y	NONE

NUMBER DEPENDENTS RESIDING IN SPONSOR'S HOUSEHOLD. A one-position code that identifies the total number of authorized family members residing at the same current duty station and local address as the active duty sponsor. This total represents both command and non-command-sponsored dependents for overseas duty stations; it also is recorded on the officer's page two.

<u>CODE</u>	<u>DEFINITION</u>
1	SPOUSE
2-9	SPOUSE AND CHILDREN
1-9	CHILDREN
3-9	SPOUSE, CHILDREN, AND OTHER FAMILY MEMBERS
2-9	SPOUSE AND OTHER FAMILY MEMBERS
2-9	CHILDREN AND OTHER FAMILY MEMBERS
1-9	OTHER FAMILY MEMBERS
Y	NONE

DATE DEPENDENTS ARRIVED AT OVERSEAS STATION (DATE DOS). A four-digit date (YYMM) indicating the date the officer's dependents arrived at the overseas station.

NUMBER COMMAND-SPONSORED DEPENDENTS ON STATION OVERSEAS (DOS). A one-digit code that identifies the number of command-sponsored family members on station overseas who reside with their sponsor at the current overseas duty station.



<u>CODE</u>	<u>DEFINITION</u>
0-1	SPOUSE
0-9	SPOUSE AND CHILDREN
0-9	CHILDREN
0-9	SPOUSE, CHILDREN, AND OTHER FAMILY MEMBERS
0-9	SPOUSE AND OTHER FAMILY MEMBERS
0-9	CHILDREN AND OTHER FAMILY MEMBERS
Y	NONE

PRIMARY AND SECONDARY DEPENDENCY CODE (DEP). A two-position code identifies the type and number of dependents. The first position identifies primary dependents (spouse and children) or marital status. The second position identifies secondary dependents (dependent parents). A blank in either position indicates no qualified dependents in that category.

**FIRST POSITION (PRIMARY)**

<u>CODE</u>	<u>DEFINITION</u>
0	NO DEPENDENTS
1	SPOUSE, NO CHILD
2	SPOUSE, 1 CHILD OR WARD
3	SPOUSE, 2 CHILDREN OR WARDS
4	SPOUSE, 3 CHILDREN OR WARDS
5	SPOUSE, 4 CHILDREN OR WARDS
6	SPOUSE, 5 CHILDREN OR WARDS
7	SPOUSE, 6 CHILDREN OR WARDS
8	SPOUSE, 7 CHILDREN OR WARDS

<u>CODE</u>	<u>DEFINITION</u>
9	SPOUSE, 8 OR MORE CHILDREN OR WARDS
A	1 CHILD OR WARD
B	2 CHILDREN OR WARDS
C	3 CHILDREN OR WARDS
D	4 CHILDREN OR WARDS
E	5 CHILDREN OR WARDS
F	6 CHILDREN OR WARDS
G	7 CHILDREN OR WARDS
H	8 CHILDREN OR WARDS
K	MILITARY SPOUSE
S	MILITARY SPOUSE AND 1 CHILD
T	MILITARY SPOUSE AND 2 CHILDREN
U	MILITARY SPOUSE AND 3 CHILDREN
V	MILITARY SPOUSE AND 4 CHILDREN
W	MILITARY SPOUSE AND 5 CHILDREN
X	MILITARY SPOUSE AND 6 CHILDREN
Y	MILITARY SPOUSE AND 7 CHILDREN
Z	MILITARY SPOUSE AND 8 OR MORE CHILDREN

**SECOND POSITION (SECONDARY)**

<u>CODE</u>	<u>DEFINITION</u>
O	NO SECONDARY DEPENDENTS
J	1 DEPENDENT PARENT
S	2 DEPENDENT PARENTS
Y*	2 PARENTS AND 1 PARENT-IN-LAW
Z*	2 PARENTS AND 2 PARENT-IN-LAWS

\*LOCO PARENTS AND PARENT-IN-LAWS ARE ALSO CODED AS PARENTS

AVIATION BILLET INDICATOR (ABI). A one-position code that indicates an officer's current operational flying status, if applicable. Refer to reference (c), volume II.

MONTHS OF OPERATIONAL FLYING (MOF). The total number of months of operational flying that qualify the officer for the 12- and 18-year gates.

NOTE: Validation of ABI and MOF data elements by the activity with each aviation officer concerned is directed on a one-time basis and on a periodic basis thereafter to ensure the accuracy of information shown.

SECURITY DATE (SEC DATE). Contains member's type of security investigation and the four-digit date (YYMM) the member's current security clearance was granted.

OFFICER SUBSPECIALTY (SUBSPECIALTY) 2. A five-digit secondary subspecialty code assigned to an officer to identify advanced education, functional training, and significant experience in various fields and disciplines, if applicable. See reference (d), volume I and part B.

NUCLEAR COMMISSION DATE (NCD). A six-position date (YYMMDD) equal to the first day a member served on active duty as a commissioned officer. Refer to reference (d), volume II.

NUCLEAR STATUS INDICATOR (NSI). A one-position alphabetic code that indicates the officer's entitlement to nuclear officer incentive pay (NOIP). Refer to reference (d), volume II.

NUCLEAR SERVICE CONTROL DATE (NSCD). A six-digit date (YYMMDD) which gives the effective date associated with the NSI. Prospective dates are shown by zeros in the day portion of the field. Refer to reference (d), volume II.