

MILPERSMAN 1306-414

SPECIAL PROCEDURES FOR ASSIGNMENT OF SSBN PERSONNEL

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1. **Background.** National priorities accorded the Fleet Ballistic Missile Strategic Weapons System and the Nuclear Power Program dictate an exceptional degree of combat readiness.

a. The unique nature of nuclear submarine operations demands a personnel allowance, which provides a delicate balance between requirements for special skills, watch stations, and submarine safety.

b. To ensure the stability necessary to maintain that balance, special procedures for crew rotation have been established.

2. **Ship, Submersible, Ballistic Nuclear (SSBN) and Ship, Submersible, Nuclear (SSN) Tour Adjustments.** Unanticipated losses caused by illness, disqualification, humanitarian reassignment, etc., may necessitate extending projected rotation dates (PRDs) of remaining members in the same rating or technical experience level to maintain manning stability.

a. Requests for changes to PRDs should be submitted to Navy Personnel Command (NAVPERSCOM), Nuclear Power/Submarine Assignment Branch (PERS-403) per MILPERSMAN 1306-104.

b. All requests for PRD extensions must indicate whether the member is a volunteer or nonvolunteer, and whether the member has a Selective Training and Reenlistment (STAR)/Selected Conversion and Reenlistment (SCORE) benefit pending.

c. When sufficient qualified/sea-experienced volunteers are not available to fill certain high priority shore duty/new construction requirements in the case of nuclear trained and Trident/Poseidon personnel, NAVPERSCOM (PERS-403) will order

personnel from nuclear submarine crews at PRD as necessary to fill these billets.

3. **Action by the SSBN Commanding Officer (CO)**. Members who, upon completion of a deterrent patrol, have insufficient obligated service (OBLISERV) to complete the subsequent patrol must be identified. (Insufficient OBLISERV applies to those cases wherein a member's end of active obligated service (EAOS) is earlier than 5 days subsequent to the post-patrol exchange of command date).

a. To improve the number of days members are assigned to operational units in the billet for which they are trained, the procedure described below is to be followed.

b. During on-crew period A, SSBN COs review noncareer designated members whose EAOS occurs more than 90 days after period C, and who have insufficient OBLISERV to complete period E (see table below for identification of periods A through E).

A	B	C	D	E
ON-CREW	OFF-CREW	ON-CREW	OFF-CREW	ON-CREW
REVIEW/COUNSEL	NOMINATE		TRANSFER	

c. The following sequence of events must take place:

(1) During on-crew period A, members are identified who do not have sufficient active OBLISERV to complete on-crew period E.

(2) Members who decline to OBLISERV to complete on-crew period E will be nominated by the end of the first week of training of off-crew period B for transfer after on-crew period C.

(3) Members will complete on-crew period C, and **within 15 days of return** to homeport, be transferred by NAVPERSCOM (PERS-403). Every effort will be made to assign these members to another submarine in the same homeport.

(4) When the SSBN is establishing its PRD management plan, the following rule will be adhered to:

(a) If the SSBN crew returns from patrol **between the 1st through 15th of a month**, the member's PRD will be established as the same month of return from patrol.

(b) If the SSBN crew returns from patrol **after the 15th of the month**, the member's PRD will be established for the following month.

d. COs must submit a PRD change request for all members identified by the review, or request authority from NAVPERSCOM (PERS-403) to unconditionally extend a member for a period of less than 24 months per MILPERSMAN 1160-040.

e. All applicable members must be informed of the policy, and, after approval of the PRD change request or the unconditional extension by NAVPERSCOM (PERS-403), they will be required to extend their enlistments to coincide with their newly established PRD or for the period of the authorized unconditional extension (as applicable).

f. Extensions will normally be executed on an official Navy Standard Integrated Personnel System (NSIPS) printed NAVPERS 1070/621 Agreement to Extend Enlistment; however, if NSIPS is not available to generate the document prior to the expiration of the Sailors contract, NAVPERS 1070/621 may be downloaded from the NAVPERSCOM Web page and executed manually. All NAVPERS 1070/621's executed manually must be submitted to the servicing personnel office to be entered into NSIPS prior to submission to the official military personnel file. Such extensions will not be beyond the **month in which the 15th day after change of command falls**.

4. **Post-Patrol SSBN Manning Message and Post-Patrol SSBN Manning Report**. Upon completion of the above review and at the beginning of period B, the CO will submit an SSBN Post-Patrol SSBN Manning Message or Post-Patrol SSBN Manning Report (contained in exhibits 1 or 2) to support personnel manning for period E as shown in the above paragraph.

EXHIBIT 1

POST-PATROL SSBN MANNING MESSAGE

(Use the proper message format containing the following.)

FROM: COMSUBGRU _____//N1//
TO: COMNAVPERSCOM MILLINGTON TN//PERS4013//
INFO: COMNAVPERSCOM MILLINGTON TN//PERS403//
(AS APPROPRIATE) COMUSFLTFORCOM NORFOLK VA//N1//
 COMPACFLT PEARL HARBOR HI//N1//
 COMSUBLANT NORFOLK VA//N1//
 COMSUBPAC PEARL HARBOR HI//N1//
 USS _____// //

BT

UNCLAS //N01306//

MSGID/GENADMIN/ / //

SUBJ/POST-PATROL MANNING FOR USS _____ (SSBN) _____)/
(BLUE)/GOLD) (REPORT SYMBOL _____) //

REF/A/DOC/MPM/YMD//

AMPN/REF A IS MILPERSMAN 1306-414.//

RMKS/1. THE FOLLOWING PERSONNEL ARE KNOWN UNPLANNED LOSSES DURING THIS
OFF-CREW PERIOD:

NAME	RATE/NEC	LOSS DATE	REASON
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2. THE FOLLOWING PERSONNEL ARE POTENTIAL UNPLANNED LOSSES:

NAME	RATE/NEC	LOSS DATE	REASON
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3. REPLACEMENT PERSONNEL HAVE NOT BEEN IDENTIFIED FOR THE FOLLOWING
BILLETS. RELIEFS REQUIRED PRIOR TO PATROL:

- A.
- B.
- C.

4. THE FOLLOWING PERSONNEL ARE PG AFTER COMMENCEMENT OF TEAM TRAINING:

NAME	RATE/NEC	PG DATE
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5. THE FOLLOWING PERSONNEL HAVE BEEN DESIGNATED AS INDICATED:

NAME	DESIG RATE
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6. THE FOLLOWING NON-CAREER DESIGNATED PERSONNEL WILL HAVE
INSUFFICIENT OBLISERV TO COMPLETE THE SUBSEQUENT PATROL:

A. LESS THAN 90 DAYS OBLISERV:

NAME	RATE	NEC	EAOS
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B. GREATER THAN 90 DAYS OBLISERV:

NAME	RATE	NEC	EAOS
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EXHIBIT 1 (Continued)

7. THE FOLLOWING PERSONNEL ARE NOMINATED FOR TRANSFER AFTER THE FORTHCOMING PATROL, HAVING DECLINED TO INCUR ADDITIONAL OBLISERV PER REF (A) TO COMPLETE THE NEXT TWO PATROLS:

NAME	RATE	NEC	EAOS
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8. PROJECTED MANNING FOR COMMENCEMENT OF REFIT AND FOR EACH MONTH THEREAFTER THROUGH DEPLOYMENT IS:

GRADE	POB	9106	9107	9108	9109
E-7 - E-9					
E-6					
E-1 - E-9					

9. EXCESS E-6 - E-9 PERSONNEL ON BOARD:

NAME	RATE/NEC	PRD	REMARKS
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10. REQUEST FOLLOWING PRD ADJUSTMENTS TO MATCH FUTURE PATROL CYCLES:

NAME	RATE/NEC	LAST 4 SSN	CUR PRD	REQ PRD	VOL/NVOL
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11. THE FOLLOWING PERSONNEL ARE PLANNED LOSSES AFTER NEXT PATROL FOR WHICH A RELIEF HAS NOT BEEN IDENTIFIED:

NAME	RATE/NEC	ACCEPTABLE RELIEF
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PRDS WILL BE SUBMITTED BY USS _____ (BLUE)/(GOLD) IF RELIEFS ARE NOT IDENTIFIED PRIOR TO CREW'S DEPARTURE FOR PATROL.

12. USS _____ (BLUE/GOLD) IS PROJECTED TO BEGIN OFF-CREW TRAINING ON _____ WITH AN ASSIGNED ENLISTED PERSONNEL STRENGTH OF _____ PERSONNEL.

13. POC COMSUBGRU _____ IS _____
DSN: _____.

14. CO COMMENTS/CONCERNS:
BT

EXHIBIT 2

POST-PATROL SSBN MANNING REPORT

(Use the proper letter format containing the following.)

From:	Commander, Submarine Group _____		
To:	Navy Personnel Command (PERS-4013)		
Subj:	POST-PATROL MANNING FOR USS _____ (SSBN _____) (BLUE/GOLD)		
Ref:	(a) MILPERSMAN 1306-414		
1. The following personnel are known to be unplanned losses during this off-crew period:			
NAME	RATE/NEC	LOSS DATE	REASON
2. The following personnel are potential unplanned losses:			
NAME	RATE/NEC	LOSS DATE	REASON
3. Replacement personnel have not been identified for the following billets. Reliefs are required prior to patrol for:			
a.			
b.			
c.			
4. The following personnel are prospective gains after commencement of team training:			
NAME	RATE/NEC	PG DATE	
5. The following personnel have been designated as indicated:			
NAME	DESIG	RATE	
6. The following noncareer designated personnel will have insufficient OBLISERV to complete the next patrol:			
a. Less than 90 days OBLISERV:			
NAME	RATE/NEC	EAOS	
b. Greater than 90 days OBLISERV:			
NAME	RATE/NEC	EAOS	

EXHIBIT 2 (Continued)

7. The following personnel are nominated for transfer after the forthcoming patrol having declined to incur additional obligated service per reference (a) to complete the next two patrols:

NAME	RATE/NEC	EAOS
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8. Projected manning for commencement of refit and for each month thereafter through deployment is

GRADE	POB	9206	9207	9208	9209
E-7 - E-9					
E-6					
E-1 - E-9					

9. Excess E6-E9 personnel on board

NAME	RATE/NEC	PRD	REMARKS
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10. Request the following PRD adjustments match future patrol cycles:

NAME	RATE/NEC	PRD	REQ PRD	VOL/NVOL
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11. The following personnel are planned losses after the next patrol for which a relief has not been identified:

NAME	RATE/NEC	ACCEPTABLE RELIEF
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PRDS WILL BE SUBMITTED BY USS _____ (BLUE/GOLD) IF RELIEFS ARE NOT IDENTIFIED PRIOR TO CREW'S DEPARTURE FOR PATROL.

12. USS _____ (BLUE/GOLD) is projected to begin off-crew training on _____ with an assigned enlisted personnel strength of _____ personnel.

13. Point of contact at Commander Submarine Group _____ is _____ DSN: _____.

14. Commanding officer's comments/concerns:

Copy to:

COMNAVSUBFOR (N1)
COMNAVPERSCOM (PERS-403)
COMUSFFC (N1)
COMPACFLT (N1)
COMSUBLANT (N1)
COMSUBPAC (N1)
USS _____