

## MILPERSMAN 1306-425

### ASSIGNMENT TO - NAVY DATA COMMAND BILLETS

<b>Responsible Office</b>	COMUNDERSEASURV (N1)	Phone: DSN	(757) 492-5124/ 5122/5123
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MyNavy Career Center	Phone: Toll Free	1-833-330-MNCC (6622)
	E-mail:	<a href="mailto:askmncc@navy.mil">askmncc@navy.mil</a>
	MyNavy Portal:	<a href="https://my.navy.mil/">https://my.navy.mil/</a>

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<b>Reference</b>	(a) DoD Instruction 1315.18 of 28 October 2015
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#### 1. General Information

a. Navy Data Command (NAVDATA COM) provides critical operational reports to Seventh Fleet task force commanders and warfighters in support of their mission to project power, provide a forward presence, and maintain mutual defense agreements of the United States and allied interests.

b. NAVDATA COM located in Yokosuka, Japan also has a detachment (DET) in Okinawa, Japan and a DET in Yokohama, Japan.

2. Tour Lengths. Assignments to NAVDATA COM, NAVDATA COM DET Okinawa, and NAVDATA COM DET Yokohama are made per reference (a).

3. Eligibility Requirements. The following criteria must be met to qualify for NAVDATA COM duty:

a. Complete section A and question 2 of section D on [NAVPERS 1306/92](#) Special Program Screening,

b. E-6 and below Service members (except members in the information systems technician (IT), information systems technician (submarines) (ITS), yeoman (YN), and yeoman (submarines) (YNS) ratings) must meet the following special-access programs' security eligibility requirements at the time of arrival at NAVDATA COM Yokosuka, NAVDATA COM DET Okinawa, or NAVDATA COM DET Yokohama:

(1) Hold an adjudicated Secret clearance with completed investigation date within the last 6 years.

(2) If the Service members' Secret clearance investigation date is outside the 6-year requirement, then Continuous Evaluation (CE) enrollment is acceptable in lieu of a Department of Defense (DoD) periodic reinvestigation.

c. Service members in the IT, ITS, YN, and YNS ratings, and all E-7 and above must meet the following special access programs' security eligibility requirements at the time of arrival at NAVDATACOM Yokosuka, NAVDATACOM DET Okinawa, or NAVDATACOM DET Yokohama:

(1) Complete a Top Secret personal security investigation with eligibility for sensitive compartmented information and special access programs.

(2) If the Top Secret clearance investigation date is outside the 5-year requirement, then CE enrollment is acceptable in lieu of a DoD periodic reinvestigation.

d. Have no non-judicial punishment for the previous 36 months.

e. Members may not be eligible for assignment if married to a foreign-national or if their spouses' family member(s) are foreign nationals.

4. **Submission of Requests.** To request assignment to NAVDATACOM Yokosuka, NAVDATACOM DET Okinawa, or NAVDATACOM DET Yokohama, Service members must submit an application via [MyNavy Assignment](#). If selected, members must complete required screening outlined in subparagraphs 4a through 4d within 30 days from receipt of orders.

a. E-6 and below Service members (except members in the IT, ITS, YN, and YNS ratings) complete and submit [NAVPERS 1306/92](#) and forward to Commander, NAVPERSCOM (COMNAVPERSCOM) (Attn: Detailer) via e-mail to [askmncc.fct@navy.mil](mailto:askmncc.fct@navy.mil). If the member does not have an adjudicated Secret clearance within the last 5 years, the commanding officer (CO) will annotate in the CO's comments of [NAVPERS 1306/92](#) when the Secret personal security investigation was submitted.

b. Service members in the IT, ITS, YN, and YNS ratings, and all E-7 and above complete and submit [NAVPERS 1306/92](#) and forward to COMNAVPERSCOM (ATTN: Detailer) via e-mail to [askmncc.fct@navy.mil](mailto:askmncc.fct@navy.mil). If the Service member does not have an adjudicated Top Secret clearance, the CO will annotate in the CO's comments of [NAVPERS 1306/92](#) when the Top Secret personal security investigation was submitted.

c. Service members will forward current Pre-Screening Questionnaire (PSQ) obtained from the Defense Counterintelligence and Security Agency Web site at <https://www.dcsa.mil/mc/isd/special/templates/> to Commander, NAVDATACOM Yokosuka Japan (ATTN: Security Manager) via e-mail to [M-YO-NDCSECMGR@fe.navy.mil](mailto:M-YO-NDCSECMGR@fe.navy.mil). For any "yes" responses to the PSQ, provide the supplemental template (PSQ templates 1 through 5) associated with the "yes" field.

d. If circumstances have changed that require an update to the member's [SF86](#) Questionnaire for National Security Positions, he or she must contact his or her current command security manager. For NAVDATACOM personnel security matters e-mail [M-YO-NDCSECMGR@fe.navy.mil](mailto:M-YO-NDCSECMGR@fe.navy.mil).