

MILPERSMAN 1306-802

SURFACE SHIPS UNDERGOING CONSTRUCTION AND CONVERSION

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References	(a) NAVSO P-6034, Joint Travel Regulations (JTR) (b) OPNAVINST 6110.1J (c) OPNAVINST 4650.17
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1. **Policy**. Personnel assigned to all new construction surface ships will first report to the ship's pre-commissioning detachment (PRECOMMDDET) or pre-commissioning unit (PRECOMMUNIT), located at either Fleet Training Center (FTC) Norfolk, VA, or FTC San Diego, CA, depending on the ship's prospective homeport. After a 2-month training period, most personnel will report to their respective shipyard.

2. **Entitlements**

a. **Personnel Ordered for Duty in Connection with Fitting Out (DUTY CFO) Accounting Category Code (ACC-106)**. A Service member ordered either to the PRECOMMDDET or PRECOMMUNIT for a period in excess of 6 months would report DUTY CFO. This will entitle the member to move family members and household goods to that location.

(1) Approximately 4 months prior to the ship being placed in service, a second set of permanent change of station (PCS) orders will be issued, entitling the Service member to move family members and household goods to the ship's homeport.

(2) Detailers are authorized to offer sea duty credit for time served, up to 12 months, while assigned in ACC-106 at

either the PRECOMMDDET or PRECOMMUNIT to be applied towards ACC-100 to the delivering UIC.

(3) Service members ordered DUTY CFO are **not** entitled to per diem.

(4) For specific entitlement information, reference (a), consult chapter 5, part B.

b. **Personnel Ordered for Temporary Duty in Connection with Fitting Out (TEMDU CFO) (ACC-352)**. Personnel who are assigned to the PRECOMMUNIT for less than 6 months prior to the ship's placement in service will report to that site TEMDU CFO.

(1) Personnel who report TEMDU CFO may be authorized to draw per diem. The authorization for per diem will cease when the Service member reports to an activity for duty.

(2) Personnel who report TEMDU CFO are only authorized to move family members and household goods to the post-commissioning homeport of the activity where they are reporting for duty, if prior to the issuance date.

(3) Service members will not receive sea duty credit for the time served in ACC-352.

(4) Service members will not be entitled to move family members and household goods to the ship's prospective homeport until Chief of Naval Operations (CNO) makes the official homeport announcement.

(5) For more specific entitlement information, consult reference (a), chapter 4, part C.

3. **Qualifications for Assignment**. The pre-commissioning period of a unit undergoing new construction or conversion is a fast paced, demanding period that requires the highest level of performance from each individual assigned. This period requires intensive effort to establish the administrative and training readiness of the unit for future operations. Additionally, the PRECOMMUNIT is not equipped to handle excessive personnel-related administrative burdens. In view of this, all personnel ordered to duty on new construction surface ships must meet the following minimum standards:

- a. No prior conviction by courts-martial and not currently in a legal hold status or pending administrative separation.
- b. No non-judicial punishments or civil violations, other than minor traffic offenses, for the past 12 months.
- c. Currently within height, weight or body fat standards, and member has passed the most recent regularly scheduled physical fitness assessment per reference (b).
- d. No indebtedness problems of a serious or chronic nature.
- e. No history of serious physical or mental health problems of a probable or recurrent nature.
- f. No evidence of drug abuse in the past 12 months. pre-service drug experimentation is not a disqualifying factor.
- g. No alcohol-related incidents in the past 12 months.
- h. Must be a U.S. citizen if assigned to a nuclear-powered ship; however, the following rates can be assigned to a nuclear aircraft carrier without being a U.S. citizen: aviation boatswain's mate-equipment (ABE), aviation boatswain's mate-handling (ABH), aviation machinist's mate (AD), aviation structural mechanic (AM), aviation structural mechanic - equipment (AME), aviation support equipment technician (AS), master chief aircraft maintenanceman (AFCM), culinary specialist (CS), aircrew survival equipmentman (PR), and personnel specialist (PS). Non-U.S. citizens must never have access to naval nuclear propulsion information (NNPI) and nuclear propulsion plant spaces.

Note: If Service members have attained U.S. citizenship via naturalization, they must update their official service record data via the personnel office or the servicing transaction service center/personnel support detachment.

- i. Performance marks of at least 3.0 in all traits, be recommended for retention, and receive a promotable or higher recommendation for the previous 24 months.
- j. Must be able to complete obligated service (OBLISERV) requirements for current or prospective paygrade prior to high year tenure (HYT). If applicable, HYT waivers must be approved prior to issuance of orders or authorization to transition.

4. Assignment to Ships Under Construction or Conversion.

Personnel desiring assignment to ships under construction should contact their respective rating detailers regarding new construction billet availability and to obtain further guidance on requesting new construction duty. Personnel may also be referred by their rating detailer to Navy Personnel Command (NAVPERSCOM) Sea Special Programs Distribution Branch (PERS-409) in order to meet the readiness needs of ships under construction or conversion.

a. Nuclear Power-Trained Personnel. Except for a small number for prototype graduates ordered directly to new construction duty, nuclear power-trained personnel must complete at least 12 months in an operational nuclear power billet prior to being assigned to new construction duty. Service members who are sea experienced must be qualified for those watch stations that are commensurate with their rate and Navy enlisted classification code.

b. Previous Benefits. Service members awaiting selected training and retention (STAR) or reenlistment assignment benefits must indicate in writing that they are willing to waive or delay such assignment benefits until they have completed a 24-month OBLISERV requirement after ship's placement **in-service**. OBLISERV requirements associated with a particular benefit must be met when the individual ultimately resubmits a request for the benefits which were previously guaranteed as a STAR or other reenlistment incentive.

c. Commanding Officer (CO) Endorsement. COs are required to make comments concerning the Service member's suitability for assignment, utilizing the criteria set forth in paragraph 3. Additionally, COs are requested to provide the following information regarding the member:

- (1) Extent of watch qualifications attained
- (2) Special training (Service school attended and completion date of each)
- (3) Agreement to incur sufficient OBLISERV, if applicable
- (4) Security clearance

(5) Whether STAR or other reenlistment benefits are pending, and whether the Service member is willing to waive or defer it, if applicable

(6) For nuclear power-trained personnel, include certified copies of last two [NAVPERS 1616/26](#) Evaluation Report and Counseling Record (E1-E6).

5. **Suitability Determination and Reporting Requirements.** The transferring command will determine suitability or unsuitability for assignment to new construction duty within 15 days of receipt of the assignment directive and submit a report of suitability or unsuitability for rated personnel to PERS-409 and NAVPERSCOM Enlisted Placement Management Branch (PERS-4013) for undesignated personnel.

a. Determination of suitability will be based on the criteria identified in paragraph 3 and will include a review of service and training records as well as service treatment records.

b. If a Service member fails to meet any of the minimum standards outlined in paragraph 3, submit a report of unsuitability to PERS-409 and or PERS-4013, specifying the disqualifying factors, and hold the assignment directive in abeyance pending direction.

c. Should circumstances following an initial finding of suitability later make Service member unsuitable for assignment, submit a report of unsuitability as soon as possible.

Note: Transfer evaluation marks below the minimum standards identified in paragraph 5 are disqualifying and a report of unsuitability is required.

d. Use of [NAVPERS 1300/18](#) New Construction Screening is required.

6. **Waivers.** If a Service member fails to meet the minimum requirements, a waiver for disqualifying criteria may be requested from PERS-409 and or PERS-4013 as appropriate, if recommended by the transferring command CO. NAVPERSCOM retains final waiver approval.

7. **Personnel Stability.** Service members who have completed their prescribed sea tour will only be considered for assignment

to ships under construction if they indicate their volunteer status in writing or in response to a request submitted to PERS-409 and have approval granted to extend at sea for the additional time required to meet the required OBLISERV.

a. OBLISERV Requirements. Personnel assigned to ships under construction or conversion will be required to incur sufficient OBLISERV to complete a minimum of 24 months on board after ship's placement in-service or minimum Department of Defense (DoD) area tour for those units assigned overseas. A slippage in the date will **not** incur additional OBLISERV.

(1) Requests for transfer to Fleet Reserve will not be favorably endorsed for effective dates prior to 24 months after ship's placement in service.

(2) Must possess required OBLISERV appropriate for the length of training per [MILPERSMAN 1306-604](#).

(3) Must possess required OBLISERV prior to execution of orders per [MILPERSMAN 1306-106](#).

b. Assigning Projected Rotation Dates (PRD). In all cases, PRDs will be assigned for not less than 24 months from the date of ship's placement **in-service**, additionally:

(1) For personnel without prior sea duty, PRDs are assigned:

(a) To PST for Service members on second or subsequent enlistment.

(b) To PST for Service members on first enlistment.

(2) For personnel with prior sea duty, PRDs are assigned to PST, but not less than 24 months after ship's placement **in-service**.

8. **PCS Orders to Ships Under Construction at Civilian Shipbuilding Companies or Yards**. A PRECOMMUNIT for each ship under construction at a civilian shipbuilding company or yard has been established with its assigned location the same as the civilian shipbuilding company or yard.

a. These units allow processing of electronic PCS orders for Service members assigned to, and detached from, DUTY CFO or TEMDU CFO at the ship's construction site.

b. Reporting and detaching procedures for PCS orders to ships under construction are provided in exhibit 1 of this article.

EXHIBIT 1

REPORTING AND DETACHING PROCEDURES FOR PCS ORDERS TO SHIPS UNDER CONSTRUCTION

1. DUTY CFO (6 MONTHS OR MORE)

a. Two sets of PCS orders will be issued by NAVPERSCOM when the detailer determines that the delivery date of the vessel will be 6 months or more from the Service member's estimated date of arrival (EDA) at the ship's PRECOMMUNIT based on the current ship's phasing plan (CSPP).

b. The following procedures apply:

(1) Service member's first PCS orders will be to the ship's PRECOMMDET or PRECOMMUNIT, located at the construction or conversion site. Upon arrival, the member will report to the appropriate reporting senior for "DUTY CFO at (shipbuilding company/yard)."

No per diem entitlements exist. PCS entitlements are to the PRECOMMUNIT's assigned permanent duty station (PDS). Members assigned to FORDU CFO (ACC-106) may be entitled to transportation costs from ship's construction site to the assigned initial homeport (if different from the construction site) or to where the family members are residing per reference (a), para U7115-B.

(2) Service member's second PCS orders will be issued upon release of the CNO message assigning the initial homeport for the vessel. The unit identification code (UIC) of the PRECOMMUNIT will be activated and assigned the area/type/city code (ATC) as of the date of the CNO message. The orders will include the following personnel text (PTEXT) (P62038):

"ON _____ CNO ASSIGNED (city, state/country) AS THE HOMEPORT FOR (vessel's name and hull number) EFFECTIVE UPON COMMISSIONING. A COPY OF THIS MODIFICATION MUST BE IMMEDIATELY DELIVERED TO THE PERSONAL PROPERTY TRANSPORTATION OFFICE ARRANGING SHIPMENT OF HOUSEHOLD GOODS AND TO THE NAVY PASSENGER TRANSPORTATION OFFICE ARRANGING DEPENDENT TRAVEL."

c. These orders will detach the Service member from "DUTY CFO" (ACC-106) with the PRECOMMUNIT and direct the member to report to the vessel for duty (ACC-100) on board when placed "IN SERVICE." No per diem entitlements exist. PCS entitlements are

to the homeport assigned by the CNO, or designated place if assigned to unusual arduous sea duty under reference (a), paragraph 5222-D and reference (c). These orders to sea duty meet DoD time on station (TOS) exemption and no waiver is required.

2. TEM DU CFO (LESS THAN 6 MONTHS)

a. Service members will be issued 1 set of PCS orders by NAVPERSCOM when the detailer determines that the delivery date of the vessel will be less than 6 months from the member's EDA at the ship's PRECOMMUNIT based on the CSPP.

b. When orders are issued **after** the CNO message has been released, assigning the ship's initial homeport, the Service member will be ordered to report to the PRECOMMUNIT UIC (intermediate activity) for "TEM DU CFO (ACC-352) AT (shipbuilding company or yard.)" Upon detachment from TEM DU CFO, the member will be "DUTY (ACC-100) ON BOARD WHEN PLACED IN SERVICE." The orders will include the following PTEXT (P62038):

"ON _____ CNO ASSIGNED (city, state/country) AS THE HOMEPORT FOR (vessel's name and hull number) EFFECTIVE UPON COMMISSIONING. A COPY OF THIS MODIFICATION MUST BE IMMEDIATELY DELIVERED TO THE PERSONAL PROPERTY TRANSPORTATION OFFICE ARRANGING SHIPMENT OF HOUSEHOLD GOODS AND TO THE NAVY PASSENGER TRANSPORTATION OFFICE ARRANGING DEPENDENT TRAVEL."

c. Per diem cost will incur if the initial homeport of the vessel is not the same as the construction site. If the initial homeport and the construction site are the same, per diem stops as soon as permanent quarters are occupied, or on the date the Service member's assignment is changed from TEM DU CFO (ACC-352) to DUTY (ACC-100), per reference (a), para U4105-A. Also see reference (a), para U4102-G. PCS entitlements are to the vessel's initial homeport assigned by CNO, or to designated place if assigned to unusual arduous sea duty under reference (a), paragraph U5222-D and reference (c).

d. If the Service member occupies permanent quarters in anticipation of the construction site and the homeport being the same, per diem ceases when the homeport is assigned and it is the same as the construction site. Entitlements to dependents' transportation are not to exceed the cost of that from the old permanent duty station to the initial homeport, unless the vessel will be designated as unusually arduous sea duty when

commissioned. TEMDU CFO is not considered indeterminate temporary duty under purview of reference (a), chapter 4, part G.

3. ORDERS TO A VESSEL REMAINING AT THE CONSTRUCTION SITE FOR 6 MONTHS OR MORE AFTER COMMISSIONING (FOR POST COMMISSIONING WORK) AND CNO ASSIGNS THAT SAME SITE AS SHIP'S INITIAL HOMEPORT.

a. Procedures for assigning Service members to TEMDU CFO (ACC-352) or DUTY CFO (ACC-106) are the same as previously specified.

b. In PCS orders detaching Service member from DUTY CFO (ACC-106) and directing them to report for DUTY (ACC-100) and the initial homeport assignment location is the same as the PRECOMMUNIT (construction site) no PCS entitlements should incur. However, in some situations they may incur, depending upon decisions made by the member (regarding transportation of family members/household goods) under previous PCS orders to DUTY CFO (ACC-106). These orders to sea duty meet DoD TOS exemption and no waiver is required.

c. In orders where Service member is directed, upon completion of TEMDU CFO (ACC-352), to report for DUTY (ACC-100) on board when placed in-service, PCS entitlements, if any, are from the old permanent duty station to the initial homeport (same as the PRECOMMUNIT UIC location/construction site). Again, once the member occupies permanent quarters, or on the date the member's assignment is changed from TEMDU CFO (ACC-352), or temporary additional duty (TAD), to DUTY (ACC-100) entitlements to per diem stop per reference (a), para U4105-A.

d. Six months prior to completion of the post-commissioning work, CNO issues a homeport "change" from first (initial) homeport (same as construction site) to the ultimate homeport. When appropriate, Service members on board will receive a homeport change certificate, which entitles them to a PCS move from the initial homeport (construction site) to the new homeport.

4. PROCEDURES IN CONNECTION WITH SHIP DELIVERY SLIPPAGES

a. All personnel ordered to TEMDU (ACC-352) in connection with precommissioning training at fleet training centers, or TEMDU CFO (ACC-352) with the PRECOMMUNIT at the construction site, are so ordered with the understanding that "no period of

TEMDU at any 1 location, from the best information available at the time orders are written, is anticipated to be in excess of 6 months." When the appropriate authority officially determines that a slippage in ship delivery of the vessel will occur, NAVPERSCOM will be notified by the Program Office.

b. To ensure per diem payments to Service members assigned to TEMDU (ACC-352) at FTC, or TEMDU CFO (ACC-352) are not suddenly terminated, NAVPERSCOM or CO/prospective CO (PCO), PRECOMMUNIT, will be responsible for the following procedures:

(1) Additional Period **Exceeds** 6 Months. Slippage occurs after personnel have reported for TEMDU (ACC-352) pre-commissioning training at FTCs, or TEMDU CFO (ACC-352) with PRECOMMUNIT at the construction site, and the remaining time from the date the determination is made until the new projected commissioning date will exceed 6 months. NAVPERSCOM (PERS-409) and (PERS-4013) for non-designated enlisted personnel, will issue appropriate order modifications, changing the Service member's status at:

(a) **FTCs:** Status from TEMDU CFO (ACC-352) pre-commissioning training to DUTY (ACC-106) commissioning training; or

(b) **PRECOMMUNITs:** From TEMDU CFO (ACC-352) to DUTY (ACC-106)

(c) **FTCs and PRECOMMUNITs:** disband the precommissioning detail in the case of extreme (greater than 6 months) slippage of ship's delivery date.

(2) Additional Period is **Less** Than 6 Months. Slippage occurs after personnel have reported to FTCs for TEMDU (ACC-352) pre-commissioning training, or PRECOMMUNITs for TEMDU CFO (ACC-352) and the remaining period of time until the vessel's commissioning, or placement in-service (for USNS ships), date is less than 6 months, the following procedures will apply for:

(a) **FTCs:** PERS-409 and PERS-4013 for non-rated or non-designated enlisted personnel, will issue appropriate order modifications. These modifications will either change the Service member's status from TEMDU CFO (ACC-352) pre-commissioning training to DUTY (ACC-100) pre-commissioning training, or extend present period of TEMDU CFO (ACC-352) pre-

commissioning training for an additional period (not to exceed 6 months from date of NAVPERSCOM order modification).

(b) **PRECOMMUNITIS:** The PCO of the vessel under construction is authorized, under [MILPERSMAN 1320-030](#), to modify NAVPERSCOM orders to military personnel under his or her command to extend their present period of TEMDU CFO (ACC-352). The modification will be an endorsement to Service member's orders to extend their present period of TEMDU CFO for an additional period not to exceed 6 months from date of endorsement. The endorsement will include:

1. Date the TEMDU CFO is extended,
2. Reason for such extension,
3. New estimated date of completion of TEMDU CFO (which cannot exceed 6 months (or 180 days) from the date the TEMDU CFO is extended), and
4. Copies of endorsement modification(s) will be forwarded to NAVPERSCOM PERS-409 or PERS-4013 for all non-rated/non-designated enlisted personnel. NAVPERSCOM will use these copies to **manually** update the Service member's master record or file accordingly.

c. In order to account for and protect payments of per diem, orders which specify any kind of TEMDU (including CFO) followed by the words "FOR APPROXIMATELY ____ DAYS" must be modified to reflect any additional or expanded period of assignment. This is not necessary for relatively insignificant extensions of 7 days or less when the period of TEMDU or TEMDUINS is more than 30 days, or 3 days or less when the period of TEMDU or TEMDUINS is less than 30 days.

d. If any additional slippage of commissioning, or placement In-Service of USNS ships date occurs, appropriate action(s) outlined above will again be required.