

## MILPERSMAN 1306-931

### NAVY ABSENTEE COLLECTION AND INFORMATION CENTER (NACIC)

|                           |                            |       |     |          |
|---------------------------|----------------------------|-------|-----|----------|
| <b>Responsible Office</b> | NAVPERSCOM<br>(PERS-4010F) | Phone | DSN | 882-3869 |
|                           |                            |       | COM | 874-3869 |
|                           |                            |       | FAX | 882-2646 |

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| NAVPERSCOM CUSTOMER SERVICE CENTER | Phone: | Toll Free | 1-866-U ASK NPC |
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| <b>Reference</b> | (a) BUPERSINST 1600.7<br>(b) NAVMED P-117, Manual of the Medical Department (MANMED) |
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1. **Background.** Personnel in pay grades E-5 through E-9 assigned to Navy Absentee Collection and Information Center (NACIC) are responsible for administering centralized deserter information services and provide tracking, monitoring, and collection services for Navy personnel who are administratively declared deserters per reference (a).

a. NACIC personnel represent the U.S. Navy as well as the nation, often in extremely high positions of visibility in both civilian and military communities.

b. NACIC personnel have independent duty responsibilities, and must possess the highest levels of maturity, sound judgement, and integrity.

c. NACIC duty may require temporary additional duty travel with very little advance notice. Prospective personnel must be apprised of this requirement.

d. NACIC tour lengths will be 36 months.

#### 2. Requirements or Qualifications

a. Service members must undergo medical and dental screening and be medically fit for potential air travel. Health and dental records must be screened per reference (b). Candidates must have a class 2 dental status (minimum) prior to transferring to NACIC.

b. Candidates must be counseled and evaluated by the command financial specialist. Serious unresolved financial problems or indebtedness, or a documented history of indebtedness over the last 3 years will disqualify applicants for duty at NACIC.

c. Single parents must have a childcare provider available at all times. NAVPERS 1740/6 Department of the Navy Family Care Plan Certificate must be validated prior to the final endorsement of NAVPERS 1306/92 Special Program Screening. NAVPERS 1740/6 and 1306/92 may be accessed by using the following Web address: <http://www.public.navy.mil/bupers-npc/reference/forms/NAVPERS/Pages/default.aspx>.

d. Complete NAVPERS 1306/92 sections A, B, C, D2, and D6.

e. Required obligated service for this program is 36 months.

f. Due to job requirements, Service members who have been convicted of domestic violence or have an open Family Advocacy Program case are ineligible for assignment to NACIC.