

MILPERSMAN 1306-994

3-M SYSTEM COORDINATOR AT SEA AND SHORE

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Reference	(a) NAVSEAINST 4790.8C
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1. **Background.** Maintenance and Material Management (3-M) System Coordinator Program managers at sea and shore are responsible for the coordination of all facets of 3-M systems per reference (a). The 3-M System Coordinator (3-MC) must possess the ability to implement, evaluate, and coordinate planned maintenance system actions and the ability to operate and effectively manage the command's maintenance program. In addition, the 3-MC may also serve as a unit's availability manager.

2. **Policy**

a. E-5 to E-9 personnel may request assignment to serve as a 3-MC by contacting their rating detailers for release to the 3-MC detailer or by submitting NAVPERS 1306/7 Enlisted Personnel Action Request to Navy Personnel Command (NAVPERSCOM), Engineering Distribution Branch (PERS-402), via the member's rating detailer, approximately 10-12 months prior to their individual projected rotation dates. NAVPERS 1306/7 may be accessed by using the following Web address: <http://www.public.navy.mil/bupers-npc/reference/forms/NAVPERS/Pages/default.aspx>.

b. Personnel who fail to negotiate for orders may be nominated to the 3-MC position. Personnel who screen as unsuitable for the 3-MC Program will be returned to their rating detailer and may be issued orders for immediate needs of the Navy assignments.

c. Upon completion of the initial 36-month sea tour, personnel will be required to complete a follow-on 36-month shore tour as a 3-M inspector or 3-M shore based billet, depending on billet availability.

d. Assignments to NEC 811A are primarily FAC-G billets and de-rating of non FAC-G billets will be on a case-by-case basis. This guidance will protect the investment of this necessary NEC and help to recoup the tremendous time spent in training and qualifying personnel.

3. **Requirements**

a. Must be 3-M personnel qualification standard (PQS) qualified through 304 LCPO/division officer.

b. Special Duty Screening. All nominees for the 3-MC Program must complete NAVPERS 1306/92 Special Program Screening (section A, D, and the command endorsement section). NAVPERS 1306/92 may be accessed by using the following Web address: http://www.public.navy.mil/bupers-npc/reference/forms/NAVPERS/Documents/NAVPERS_1306-92_Rev01-11.pdf. Applicants for the 3-MC Program will also complete a phone interview with the 3-MC detailer prior to final selection.

c. Prescribed Sea and Shore Tour

(1) Tour length is 36 months.

(2) Overseas 3-MC tours are established per Department of Defense (DoD) area tour requirements.

d. Performance Evaluations. Must have 3.0 or above in all performance traits and no non-judicial punishment within the past 36 months.

e. Physical Fitness Assessment (PFA). Must have passed the most recent PFA.

f. Obligated Service (OBLISERV). Required OBLISERV for this duty, per MILPERSMAN 1306-106, is 36 months.

(1) Those Service members who do not have sufficient OBLISERV until high year tenure (HYT) may request a HYT waiver.

(2) HYT waivers will be handled on a case-by-case basis.

g. Endorsements. Favorable endorsements by commanding officers are required.

4. **Nominations**. Personnel who fall outside the normal negotiation window for assignment may be nominated to the 3-MC Program by their respective rating detailer, providing they meet the criteria of paragraph 3.

5. **3-MC Duty Benefits**

a. Personnel who are nominated for the 3-MC Program will obtain NEC 811A en route to ultimate duty station, unless already qualified.

b. Personnel accepted into the 3-MC Program have the opportunity for a wide variety of locations for assignment.

c. All candidates that apply for this program will follow the sea rotation prescribed in paragraphs 2c and 3c above, regardless of rating sea flow, to allow for proper alignment of personnel.

6. **Disapprovals**

a. Personnel who do not meet the requirements of paragraph 3 may request a waiver by contacting the 3-MC detailer once released from rating detailer.

b. Prospective 3-MC personnel who apply, but receive final disapproval for entry into the 3-MC Program, will be returned to their respective rating detailer for assignment.

c. Personnel may be given one additional month of order negotiations if they are returned outside their normal detailing window.