

## MILPERSMAN 1320-320

### PERMANENT CHANGE OF STATION (PCS) ORDERS TO SHIPS UNDER CONSTRUCTION AT CIVILIAN SHIPBUILDING COMPANIES OR YARDS

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<b>References</b>	(a) NAVSO P-6034, Joint Federal Travel Regulations (JFTR), Volume 1 (b) OPNAVINST 4650.17
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1. **Background.** A Precommissioning Unit (PRECOM UNIT) 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. These units allow processing of electronic permanent change of station (PCS) orders for members assigned to, and detached from, **DUTY** in connection with conversion, fitting out, or reactivation (**CFO**) or temporary duty (**TEMDU**) **CFO** at the ship's construction site. Reporting and detaching procedures for PCS orders to ships under construction are provided in the following paragraphs.

2. **DUTY CFO (6 Months or more).** Two sets of PCS orders will be issued by Navy Personnel Command (NAVPERSCOM) when it is determined by the detailee that the commissioning date of the vessel will be 6 months or more from the member's estimated date of arrival (EDA) at the ship's PRECOM UNIT based on the latest **Naval Sea Systems Command (NAVSEASYS) Quarterly Progress Report (NAVSEA 250-574)**. The following procedures apply:

a. A member's first PCS orders will be to the ship's PRECOM UNIT located at the construction or conversion site.

(1) Upon arrival, the member will report to the appropriate reporting senior for "**DUTY CFO AT (shipbuilding company/yard)**."

(2) No per diem entitlements exist. PCS entitlements are to the PRECOM UNIT's assigned permanent duty station (PDS).

(3) Previous duty station tour length must meet Time on Station (TOS) requirements or be waived prior to ordering the member to the PRECOM UNIT.

(4) Members assigned to DUTY CFO (accounting category code (ACC): 106) may be entitled to transportation costs from the ship's construction site to the ship's initial assigned homeport (if different than the construction site), or to the area where the dependent(s) (hereafter referred to as family member(s)) are residing per reference (a).

b. Message assigning the initial homeport for the vessel/determination of a "firm" commissioning date of the vessel.

(1) These orders will detach the member from "DUTY CFO" (ACC: 106) with the PRECOM UNIT and direct the member to report to the vessel for "DUTY (ACC: 100) ON BOARD WHEN PLACED IN COMMISSION."

(2) No per diem entitlements exist. PCS entitlements are to the homeport as assigned by Chief of Naval Operations (CNO).

(3) These orders to sea duty meet the Department of Defense (DoD) TOS exemption and no waiver is required.

3. **TEM DU CFO (less than 6 Months)**. A member will be issued one PCS order by NAVPERSCOM when it is determined by the detailer that commissioning date of the vessel will be less than 6 months from the member's EDA at the ship's PRECOM UNIT based on the latest NAVSEA 250-574.

a. When orders are issued "after" the CNO message has been released assigning the ship's initial homeport, the member will be ordered to report to the PRECOM UNIT's unit identification code (UIC) (intermediate activity) for "**TEM DU CFO (ACC: 352) AT (shipbuilding company/yard)**."

(1) Upon detachment from TEM DU CFO, the member will be further ordered to report to the vessel (ultimate activity) for "DUTY (ACC: 100) ON BOARD WHEN PLACED IN COMMISSION."

(2) Per diem cost will incur if the initial homeport of the vessel is not the same as the construction site.

(3) If the initial homeport and construction site are the same, per diem stops as soon as permanent quarters are occupied or on the date the member's assignment is changed from TEM DU CFO,

or temporary additional duty (TEMADD), to DUTY CFO (ACC: 100) per reference (a).

(4) PCS entitlements are to the vessel's initial homeport as assigned by CNO, or a designated place if assigned to unusually arduous sea duty under references (a) and (b).

b. When orders are issued "**before**" the CNO message assigning the ship's initial homeport has been released, the member will be ordered to report to the PRECOM UNIT's UIC (intermediate activity) for "**TEMDU CFO (ACC: 352) AT (shipbuilding company/yard)**."

(1) Upon detachment from TEMDU CFO (ACC: 352), the member will be further ordered to report to the vessel (ultimate activity) for "**DUTY (ACC: 100) ON BOARD WHEN PLACED IN COMMISSION.**"

(2) These orders will reflect "**NHPA**" (no homeport assigned) for the location of the homeport.

(3) Transportation of family member(s) and household goods will **not** be authorized until these orders are modified to reflect the vessel's initial homeport.

(4) **This modification cannot be issued until after the CNO message assigning the vessel's initial homeport has been released.**

(5) Per diem cost will incur if the initial homeport of the vessel is not the same as the construction site.

(6) If the initial homeport and the construction site are the same, per diem stops as soon as permanent quarters are occupied.

(7) PCS entitlements are to the vessel's initial homeport as assigned by CNO, or a designated place if assigned to unusually arduous sea duty under references (a) and (b).

c. Basic/initial orders in these cases may, or may not, include the following statement:

P62031 "DETACHING COMMAND: ADVISE MEMBER THAT "NHPA" FOR HOMEPORT OF (vessel's name and hull number) IS NOT OFFICIAL. ENSURE MEMBER IS ADVISED NOT TO MOVE FAMILY MEMBER(S) NOR SHIP HOUSEHOLD GOODS PRIOR TO ANNOUNCEMENT OF VESSEL'S OFFICIAL HOMEPORT. FURTHER ENSURE MEMBER UNDERSTANDS THAT MOVEMENT OF FAMILY MEMBER(S) AND SHIPMENT OF HOUSEHOLD GOODS TO INTERMEDIATE DUTY STATIONS ARE NOT AUTHORIZED. UPON CNO'S ANNOUNCEMENT OF OFFICIAL HOMEPORT, AN ORDER MODIFICATION WILL BE FORWARDED AUTHORIZING PCS ENTITLEMENTS TO NEW INITIAL HOMEPORT."

d. Immediately upon receipt of CNO's message assigning a homeport location for the vessel under construction, an order modification to previously issued basic/initial orders will be issued. It will include the following statement:

P62038 "ON (date of CNO msg) 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; ALSO TO THE NAVY PASSENGER TRANSPORTATION OFFICE ARRANGING FAMILY TRAVEL."

e. If a 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.

**NOTE:** Entitlement to family member(s) transportation is not to exceed the cost of that from the old PDS to the initial homeport unless the vessel will be designated unusually arduous sea duty (reference (b) refers) when commissioned. TEMDU CFO is not considered indeterminate TEMDU under the purview of reference (a).

**4. Orders to a Vessel Remaining at the Construction Site for 6 months or more after Commissioning (for Post-Commissioning Work) and the CNO Assigns that Same Site as the Ship's Initial Homeport.** Procedures for assigning members to TEMDU CFO (ACC: 352) or DUTY CFO (ACC: 106) are the same as previously specified in paragraphs 2 and 3 of this article.

a. In PCS orders detaching members from DUTY CFO (ACC: 106) and directing them to report for DUTY CFO (ACC: 100) and the

initial homeport assignment location is the same as the PRECOM UNIT (construction site), no PCS entitlements should incur.

(1) In some situations they **may** incur, depending upon decisions made by the member (regarding transportation of family member(s)/household goods) under previous PCS orders to DUTY CFO (ACC: 106).

(2) These orders to sea duty meet DOD TOS exemption and no waiver is required.

b. In orders where the member is directed upon completion of TEMDU CFO (ACC: 352) to report for DUTY (ACC: 100) on board when placed in commission, PCS entitlements, if any, are from the old PDS to the initial homeport (same as the PRECOM UNIT UIC location/construction site).

**NOTE:** Per diem stops once the member occupies permanent quarters, or on the date the member's assignment is changed from TEMDU CFO (ACC: 352), or TEMADD, to DUTY CFO (ACC: 100).

c. Six months prior to completion of the postcommissioning work, CNO promulgates a homeport "**change**" from the first (initial) homeport (same as the construction site) to the ultimate homeport. When appropriate, 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.

**5. Orders to Prospective Commanding Officers (PCOs) of New Construction or Conversion Vessels.** PCOs of new construction or conversion ships will be under the cognizance of the appropriate type commander (TYCOM).

a. NAVPERSCOM will direct all PCOs to report (in person or by letter) to their TYCOM for DUTY CFO, TEMDU CFO, or TEMADD CFO, as appropriate.

b. Orders will also direct PCOs to report (in person or by letter) to the supply ship (SUPSHIP) for additional duty, or TEMADD, as appropriate.

c. The TYCOM will be the reporting senior for fitness report purposes.

d. PCOs of new construction surface ships will be ordered to 1 week of TEMDU (ACC: 350) with CNO, Assistant Chief of Naval Operations (Surface Warfare) (N86).

e. A PCO who is performing TEMDU CFO at the same location as the vessel's assigned official homeport location is **not** entitled to per diem.

**6. Orders to Members for Duty in Conventionally Powered Surface New Construction/Conversion Ships**

a. Members in the **nucleus crew** will be ordered to the ship's PRECOM UNIT located at the construction site (civilian shipyard) and report to Commanding Officer (CO), PRECOM UNIT for DUTY CFO (ACC: 106), or TEMDU CFO (ACC: 352).

b. Members in the **balance crew**, with the exception of the Prospective Executive Officer (PXO), will be ordered to report to the designated Fleet Training Center (FTC) for TEMDU (ACC: 350) precommissioning training.

c. Upon completion of precommissioning training, members of the **balance crew** will be ordered to proceed to the construction site and report to CO, PRECOM UNIT for DUTY CFO (ACC: 106), or TEMDU CFO (ACC: 352).

**7. Procedures in Connection with Ship Delivery Slippages.** All personnel ordered to TEMDU in connection with precommissioning training at FTCs, or TEMDU CFO (ACC: 352) with the PRECOM UNIT at the construction site, are so ordered with the understanding that **"no period of TEMDU at any one location, from the best information available at the time orders are written, is anticipated to be in excess of 6 months."**

a. When it is officially determined by appropriate authority that a slippage in ship delivery of the vessel will occur, NAVPERSCOM will be notified through the NAVSEA 250-574.

b. To ensure that per diem payments to members assigned to TEMDU (ACC: 352) at FTCs, or TEMDU CFO (ACC: 352), are not suddenly terminated, NAVPERSCOM or CO, PRECOM UNIT/PCO will be responsible for the procedures in paragraphs 8 and 9.

**8. New Projected Commissioning Date will exceed 6 Months.**

When slippage occurs after personnel have reported for TEMDU (ACC: 352) precommissioning training at FTCs, or TEMDU CFO (ACC: 352) with the PRECOM UNIT 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 **will issue appropriate order modifications** changing the member's status at

a. FTCs from TEMDU (ACC: 352) precommissioning training to DUTY (ACC: 106) commissioning training.

b. PRECOM UNITS from TEMDU CFO from (ACC: 352) to DUTY (ACC: 106).

c. FTCs and PRECOM UNITS. Disband the precommissioning detail in the case of extreme slippage of ship's delivery date.

9. **New Projected Commissioning Date is less than 6 Months.** When slippage occurs after personnel have reported to FTCs for TEMDU (ACC: 352) precommissioning training, or PRECOM UNITS 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 apply for

a. **FTCs. NAVPERSCOM will issue appropriate order modifications.** These modifications will either

(1) change the member's status from TEMDU (ACC: 352) precommissioning training to DUTY (ACC: 106) precommissioning training, or

(2) extend present period of TEMDU (ACC: 352) precommissioning training for an additional period (not to exceed 6 months from date of NAVPERSCOM order modification).

b. **PRECOM Units**

(1) PCOs of vessels under construction are authorized, via NAVPERSCOM orders assigning them to TEMDU/DUTY CFO as CO, PRECOM UNIT, to modify NAVPERSCOM orders of military personnel under their command to extend their present period of TEMDU CFO (ACC: 352).

(2) The modification will be an endorsement to members' orders to extend their present period of TEMDU CFO for an additional period not to exceed 6 months from the date of endorsement. The endorsement must include

(a) date the TEMDU CFO is extended.

(b) reason for such extension.

(c) new estimated date of completion of TEMDU CFO (which cannot exceed 6 months or 180 days from the date the TEMDU CFO is extended).

(d) date of CO, PRECOM UNIT's NAVPERSCOM orders granting authority by NAVPERSCOM to modify a member's orders by endorsement.

(3) Copies of endorsement modifications will be forwarded to NAVPERSCOM (the PERS- code indicated in the subject line of the member's orders). The member's detailer will use these copies to manually update the member's master record/file accordingly.

10. **Per Diem Payments**. 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.

a. This is not necessary for relatively insignificant extensions of 7 days or less when the period of TEMDU or temporary duty under instruction (TEMDUINS) is more than 30 days, or 3 days or less when the period of TEMDU or TEMDUINS is less than 30 days.

b. If any additional slippage of commissioning, or placement in service of USNS ships, date occurs, appropriate actions outlined above will again be required.