



# SAILOR TO SAILOR

The Official Newsletter of MyNavy HR

December 2020

## A Message from CNP this Holiday Season



Shipmates, your CNP, Vice Admiral John Nowell here.

As we approach the end of the year and celebrations are getting underway, I'm sending a special message to every one of you, CONUS and OCONUS,

ashore and afloat, to say how proud I am of your efforts in protecting our nation.

Words alone cannot express how much I appreciate your service and the service and sacrifice of your families.

Let's be perfectly honest, 2020 was a challenging year, and yet when I look back, all I see are Sailors overcoming obstacles— one after another after another.

YOU found innovative ways to continue daily operations while schools and businesses were closed because of COVID.

YOU worked tirelessly to identify areas of inequality within our Navy to level the playing field for everyone.

And YOU willingly extended your orders so that we could prioritize billets ensuring we kept our ships at sea, manned and operational.

Again and again, your efforts left me speechless and I couldn't be more proud to serve by your side.

So here we are in December with the holidays upon us. I can say with absolute certainty, no one deserves a break more than you!

While we must always be ready to answer the call of duty if it comes, I want to encourage you to take a moment this holiday season to be still, soak in the

holiday spirit, and focus on your families. Let's recognize and appreciate all that we have.

After surviving many trials, now is the time to allow yourself a well-deserved break to celebrate.

Many celebrations are happening this time of year so whether you celebrate Christmas, Hanukkah, Kwanzaa, Omisoka, Festival of Our Lady of Guadalupe, or any of the other special celebrations throughout this season, make them merry, make them memorable...and enjoy!

Please continue to be safe; maintain social distance, wear a mask, and wash your hands. I look forward to seeing you back at work in the New Year, refreshed and ready to go!

As always, thank you for your service and the service and sacrifice of your families. Happy Holiday!

## Even With COVID-19, 2020 Was a Milestone Year for MyNavy HR

When the COVID-19 pandemic hit the country in March, MyNavy HR was well-positioned to respond.

Travel and transfers had to be stopped on a dime. Temporary policies and procedures ranging from advancement exams to fitness tests to haircuts had to be put out swiftly.

Also, these mitigation measures had to be communicated as quickly as possible to the nearly three-quarters of a million active and reserve Sailors, and Navy civilians. The Navy also needed a way to field the avalanche of questions that were expected to follow.

MyNavy HR's ability to quickly react was made possible by its modernization plan that was already underway. These new capabilities made it possible to rapidly adapt, respond and support Sailors and their families throughout the COVID-19 crisis.

To maintain a fleet prepared to fight and win in a time of great power competition, MyNavy HR continues to evaluate and improve its capabilities to achieve a mission of attracting, developing and managing the talent to ensure our advantage at sea while providing exceptional service to Sailors and their families.

Here's a look at what happened in 2020 across the MyNavy HR enterprise:

### Accessions Supply Chain:

COVID-19 presented a significant, and in some cases, highly visible challenge to the Navy. The pandemic and its necessary responses had its greatest impact on the accession and training pipeline.

The Navy's ongoing recruiting transformation was started prior to COVID-19, and that groundwork was key to keeping future Sailors coming in the door.

As calendar-year 2020 ends, all 26 recruiting districts have now transformed into "Navy Talent Acquisition Groups" a full 33-months ahead of schedule. This new business model optimizes individual recruiter talents, streamlines processes and capitalizes on digital initiatives that improve lead generating activities, ultimately attracting high-quality recruits.

Even in the face of COVID-19 mitigations, the Navy was able to stay on track with its planned growth to finish the year 6,051 Sailors above Fiscal Year (FY)-20 authorized end-strength levels and positioning itself for further growth in FY-21.

The bottom line for recruiting, the Navy achieved 100 percent of its FY-20 enlisted accession mission of 41,500 new personnel. Of those recruits, 39,600 will serve on active duty while the remaining 1,900 will serve in the Navy Reserve.

Getting those new recruits and officer candidates safely to and through accession training, follow-on technical training, as well as their final delivery to fleet commands, was a herculean team effort by Navy Recruiting Command, Naval Service Training Command and Naval Education and Training Command.

To keep new recruits safe from COVID-19,



Recruit Training Command developed and implemented an innovative solution; a Restriction of Movement (ROM) period upon arrival.

Initially, this effort started out using nine local hotels near Great Lakes. By the end of the summer, the temporary ROM facility moved to Fort McCoy, a Wisconsin Army National Guard Base that not only offered increased security, but is also better for the health and safety of the force.

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# Navy Announces Aerial Vehicle Operator Warrant Officer Specialty

The Navy announced a new warrant officer specialty designator whose job will be to operate carrier-based MQ-25 Stingray unmanned aerial vehicles, which are expected to start appearing in fleet carrier air wings sometime in 2024.

The establishment of the Aerial Vehicle Operator (AVO) warrant officer specialty became a reality with Secretary of the Navy Kenneth J. Braithwaite's approval, which was announced in NAVADMIN 315/20.



Over the next 6-10 years, the Navy will recruit, train and send to the fleet, a community of roughly 450 warrants in grades W-1 through W-5.

Those selected for the program will first complete Officer Candidate School in Newport, R.I. Upon graduation, they will be designated as Warrant Officer One and must complete basic flight training as well as advanced training on the MQ-25 aerial vehicle. Once complete with basic flight training, these officers

will earn their own distinctive Navy "wings of gold" warfare device and be assigned the 737X designator.

"AVO's will start out operating the MQ-25 Stingray, the Navy's first carrier based unmanned aerial vehicle, which is expected to join the fleet with an initial operating capability in 2024," said Capt. Christopher Wood, aviation officer community manager at the Bureau of Naval Personnel in Millington, Tenn.

The use of warrant officers as the primary operators of unmanned aerial vehicles came about because the expected career path they'll have as they move up the ranks will be as technical specialists who complete repetitive tours, which fits the Navy's model on how warrant grades are utilized.

"Unlike traditional Navy Chief Warrant Officers, the majority of these officers will be accessed much younger and trained along the lines of current Naval Aviators and Naval Flight Officers in the unrestricted designators," Wood said.

"However, Naval Aviators and Naval Flight Officers require assignments that progress in tactical and leadership scope to be competitive for promotion, while warrant officer AVOs will be technical specialists and spend their careers as operators."

Navy Recruiting Command will begin accepting applications for initial AVO accessions in fiscal year 2022. In addition to street-to-fleet warrants, enlisted Sailors will also be able to apply for the program, and potentially earn the 737X warrant officer designator.

"Currently, the plan is to grow the community from the ground up with Warrant Officer AVOs," Wood said. "However, Naval Aviation will continue to evaluate the requirements of the program as it matures."

Commanding and executive officers, as well as department heads of MQ-25 squadrons, will be filled by aviators and flight officers administratively screened for those commands.

"During the first 4-5 years of the program, some MQ-25 AVOs will come from other Type/Model/Series as we build up the knowledge base, with the first 3-4 deployments having a mix of existing unrestricted line and new warrants making up the ready room."

And though right now the community will be focused on the MQ-25, in the future, warrant officer AVOs may also operate the MQ-4C Triton while on shore duty following their initial MQ-25 sea tour. As the Navy's footprint in unmanned aerial vehicles increases, so could the scope of the AVO community.

## The Navy's New Fitness Test is Here – What you need to know

The Navy will hold a single, six-month Physical Fitness Assessment (PFA) cycle during calendar year 2021, allowing the service to resume fitness testing while limiting Sailor exposure to COVID-19.

The cycle was announced in NAVADMIN 304/20. The message also detailed rollout plans for the forearm plank, which will replace the curl-up, and the 2,000-meter row as a new optional cardio event.

"Shifting the PFA cycle to March allows the Navy to execute the PFA after the primary influenza season, leveraging outdoor venues as the weather warms," Vice Adm. John B Nowell, Jr., the Chief of Naval Personnel wrote in the message.

The shift also "acknowledges the fact that while vaccines and therapeutics are expected to be available, their timing and impact are unknown." July's NAVADMIN 193/20 announced the spring 2021 restart of the normally semi-annual Navy Physical Fitness Assessments after two cycles were canceled due to COVID-19.

Out of an abundance of caution, the Navy decided to proceed with the single-cycle option for 2021 as the COVID crisis continues to show no sign of slowing down.

The Navy will resume two testing cycles once conditions permit.

The Department of Defense has long mandated all services conduct annual fitness testing. However, with COVID-19 mitigation measures in place since the spring, the services are authorized to waive the requirement as a force protection measure.

If COVID rates in January/February do not support safely conducting in March, the dates may be moved later in the year but the intent remains to conduct in 2021.

All Sailors must participate in the single 2021 cycle and exemptions for scoring excellent or above from the previous cycle will not apply. Going forward, however, those who score excellent or outstanding

on the 2021 PFA will be exempt from participation in the first PFA cycle of 2022.

The message also details how the new plank and 2,000-meter row optional cardio events will fit into the physical testing process as well as how they're expected to be accomplished and graded.

It's the first major change to the PFA since the Navy introduced the fitness assessment in the early 1980s.

Sailors have long complained about the curl-up. As Navy researchers studied the exercise, they found it was not a true test of abdominal strength. **continued on pg.6...**



# 2020 MyNavy HR Milestones Continued

The creation of this “bubble” environment stretching from street to fleet was aided by the Navy Reserve, which provided air transportation for new Sailors to travel to their first commands or follow-on schools without the fear of infecting the pipeline via commercial travel alternatives.

## Permanent Change of Station Stop Movement:

When the world-wide stop movement order was initiated by the Department of Defense (DoD) in mid-March, roughly 42,000 Sailors were in the process of executing orders or had orders in hand for a future PCS. Of those orders, an estimated 18,000 household goods shipments were backlogged and projections showed it would take almost a year to clear the logjam.



In April, Navy Personnel Command (NPC) began using new procedures to help clear the logjam. The creation of the “Optimized Slating Tool” aided the process by shuffling high-priority moves to the front of the line while shifting lower-priority moves out of the peak season. In addition, incentives were given to Sailors who opted for personally procured moves -- formerly known as do-it-yourself or DITY moves.

By June 30, 2020, NPC had approved more than 13,000 PCS waivers, allowing Sailors and families to pack up and ship out. In addition, they granted more than 3,000 separation and retirement extensions -- which helped further reduce the backlog.

As a result, the backlog that was originally expected to take almost a year to resolve was cleared by November 2020.

## Ready Relevant Learning:

Even with COVID-19 mitigations in place, MyNavy HR was able to continue delivery of Ready Relevant Learning, the Navy's next-generation training program, which offers career-long learning continuums that are supported by a mix of in-classroom instruction and virtual training using advanced technology.

In FY-20 three modernized courses were delivered, including reworked Intelligence Specialist, Quartermaster, and Retail Specialist “A” schools. That will be accelerated in FY-21 as plans are on track to deliver eight additional modernized courses.

## MyNavy Coaching:

The Navy plans to reenergize the benefits of constant, on-the-job counseling for Sailors throughout the year instead of relying on today's mid-term counseling.

To do this, the Navy is committed to creating a Navy-centric “coaching program.” The idea is to deliberately grow and develop Sailors by creating a constant feedback culture across the Navy.

In August 2020, an initial pilot was rolled out for what's being called MyNavy Coaching. More work is expected on the program throughout 2021.

## Culture of Excellence:

Over a year ago, the Navy set itself on a path to move from a “Culture of Compliance” to create a “Culture of Excellence” (COE) in the service.

In June 2020, the COE Governance Board approved the COE campaign plan, which seeks to build a more lethal warfighting force by increasing individual Sailor toughness and resilience while improving the trust that Sailors have in each other, their commands and the Navy as a whole.

To support this, MyNavy HR rolled out updated policies and guidance to develop this culture to include 10-Signature Behaviors, a Cultural Champion Network, and an Expanded Operational Stress Control program.

## Task Force One Navy:

Upheaval in the nation in June 2020 over the death of George Floyd caused the CNO to stand up Task Force One Navy to identify areas within the service where racism, sexism and other structural and interpersonal biases may be impacting Naval readiness.

Using the already established Culture of Excellence, Task Force One Navy is quickly generating solutions for inclusion and diversity reform by focusing on improvements to recruiting, talent management, professional development and innovation.

## Force Management:

In 2020, MyNavy HR officially launched the MyNavy Assignment (MNA) tool which replaced the long-standing Career Management System Interactive Detailing (CMS-ID). It was another example of MyNavy HR's commitment to transformation and the continued delivery of flexible, streamlined and responsive career management upgrades.

Sporting a modern interface, MNA provides a user-friendly experience to both active and reserve Sailors and expands visibility of available jobs. In addition, it offers new features such as the ability to

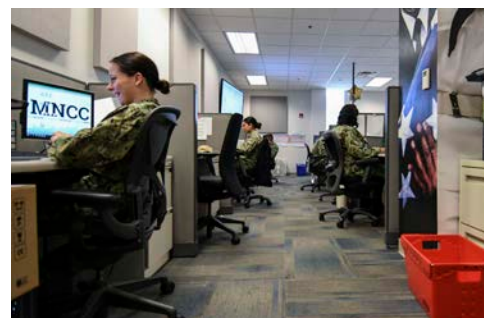
post a Sailor's resume, job bookmarking and the “Application Lifecycle Tracer.” Most importantly, MNA has the ability to offer Sailors incentives for taking critical, hard-to-fill jobs.

This year also saw a revolutionary program go from pilot to policy with the permanent establishment of the journeyman-level Advance-to-Position (A2P) program. A2P allows qualified E5s to fill priority E6 positions by incentivizing them with permanent advancement incentives through MNA.

What started with 15 advertised billets in October 2019 has matured to a consistent 75 advertised billets each MNA cycle. As of October 2020, NPC has advertised 300 E6 positions, with 159 Sailors selected for advancement.

## MNCC and Mobile Tools – Changing HR Service Delivery:

The Navy's sweeping transformation to a world-class personnel services delivery system continued in 2020. With two MyNavy Career Centers (MNCC) now fully operational and offering around-the-clock service to Sailors and their families worldwide, 2020 saw the delivery of new phone and software solutions that are giving users and operators an improved experience.



In addition, within the MNCC, NPC stood up a Command Pay and Personnel Administrator “Pro-to-Pro Cell” and an “Agency Program Coordinator Cell,” both of which have resulted in the ability to have more subject matter experts available to answer more specific questions.

MNCC was essential in 2020 for its support of Sailor and family needs, especially when the DoD stop-movement order went into effect. Through the call centers, the Navy was able to maintain awareness of Sailors and families whose travel had already begun or who were scheduled to rotate to or from highly infected locations. When the movement was re-started, MNCC was the lynchpin in the effort to prioritize and adjust the timing on nearly 90,000 released PCS orders in FY-20.

# FLU VACCINE FOR SERVICE MEMBERS



**ARE YOU AN ACTIVE DUTY OR GUARD/RESERVE MEMBER?  
YOU'RE REQUIRED TO GET THE FLU VACCINE.**

## 3 OPTIONS FOR GETTING THE FLU VACCINE

ALWAYS CALL AHEAD TO MAKE SURE THE FLU VACCINE IS AVAILABLE



### TOP CHOICE MILITARY HOSPITAL OR CLINIC

- You have priority at military hospitals and clinics.
- Call to make sure it is available.

### PARTICIPATING NETWORK PHARMACY

- You can also get vaccines at participating retail network pharmacies. Not all network pharmacies participate in giving vaccines. Call ahead to confirm.
- Be sure to get your vaccine from the pharmacist, not from a health provider in a pharmacy clinic, to avoid possible out-of-pocket costs.
- If you go to a participating network pharmacy, you won't have any cost-shares or copayments if the flu vaccine is administered by a pharmacist. You can also go to a TRICARE-authorized provider at a participating network onsite clinic.

### TRICARE-AUTHORIZED PROVIDER

- If seeing a provider other than your Primary Care manager (PCM), you must have a referral from your PCM.
- In addition, you may have to pay copayments or cost-shares for the office visit.

**AVOID HAVING TO GET THE SHOT TWICE!  
SAVE YOUR RECEIPT.**



## FOR YOUR RECORDS

WHEN YOU GET A FLU VACCINE FROM A PARTICIPATING NETWORK PHARMACY OR A TRICARE-AUTHORIZED PROVIDER, FOLLOW YOUR SERVICE POLICY GUIDANCE FOR RECORDING THE VACCINE IN YOUR SHOT RECORD. YOU'LL NEED THE FOLLOWING INFORMATION:

- THE DATE THE VACCINE WAS GIVEN
- THE VACCINE NAME OR CODE
- MANUFACTURER
- LOT NUMBER

TRICARE.mil/flu



PRIVATIZED HOUSING TENANTS

## The 2020 DoD Tenant Satisfaction Survey is Underway

Check your inbox—housing surveys are now digital

Contact your Navy HSC or UH manager for more information

**Be a shipmate and complete your survey online!**

WWW.CNIC.NAVY.MIL/HOUSING



## CIWT recognized for 45 Years of Accredited Status

The Council on Occupational Education (COE) recognized the Center for Information Warfare Training (CIWT) for 45 years of accredited status at the council's virtual annual meeting, Nov. 9. CIWT, which was the Navy's first learning center to become accredited with the COE in 1975, has undergone self-studies and subsequent site visits about every six years in order to maintain this recognition.

"Having the Council on Occupational Education recognize CIWT for 45 years of accreditation is not only a direct reflection of the hard work and dedication of the entire CIWT team, but the Navy as a whole," said CIWT's Commanding Officer Capt. Marc Ratkus. "Our domain professionals spend long hours developing and refining our courses and processes toward continued academic excellence, affording our warfighters college credits they've earned and deserve."

## EOPP Eases Enlisted to Officer Conversions

To ease the transition for Sailors moving from enlisted to officer, Navy Personnel Command (NPC) has established the Enlisted to Officer Pay and Personnel (EOPP) working group.

The process of transitioning a Sailor from enlisted to officer deals specifically with pay and personnel records. Many commands and service members may not be familiar with this process. For an enlisted Sailor who is becoming an officer, the process starts through a discharge from their enlisted contract before commissioning as a naval officer. The EOPP working group, located in the Transaction Service Center (TSC) Great Lakes, Illinois, makes that happen.

"We do all strength gains into the Navy," said Cmdr. Steve Green, officer-in-charge, TSC Great Lakes. "We're doing their initial paperwork whether that's SGLI, GI Bill, state taxes, direct deposit and all of the initial pay and entitlements."

The mission of TSC Great Lakes is to ensure Sailors have their pay, common access cards and personnel records up-to-date before detaching from their

commands. The EOPP process is directly tied to MyNavy HR's Transformation. Not only does this make the enlisted to officer process smoother, but it increases efficiency and customer service to the fleet.

The first round of Sailors were processed on Oct. 1. The group consisted of 52 Sailors, 47 of those being processed through EOPP, using various methods the Navy offers to transition from enlisted to officer. The process also includes those transitioning to Limited Duty Officer and Chief Warrant Officer programs.

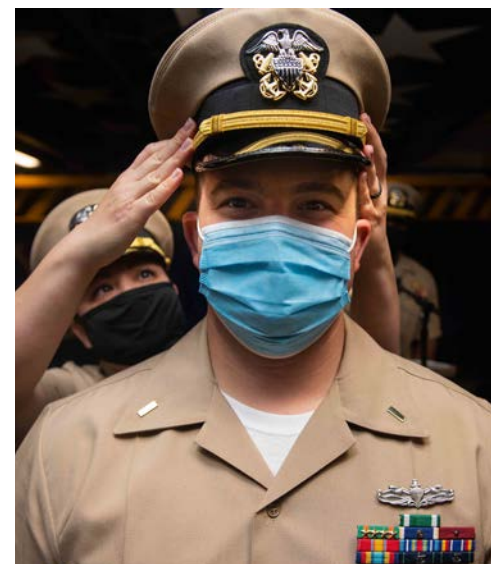
"We are also processing STA-21 conversions, and we're looking to add a few other programs sometime in the first half of 2021," said Green.

Those programs could include, "the Medical Enlisted Commissioning program and the Medical Service Corps In-service Procurement program."

Sailors who have already made the transition but have not received the Oath of Office and accompanying commissioning guidance within 45 days of commissioning should contact the

EOPP working group. Sailors planning to commission, and Command Pay and Personnel Administrators who have questions regarding this process should send an email to:

[M-GRLK-TSCEOPP@navy.mil](mailto:M-GRLK-TSCEOPP@navy.mil)



# Do you Want to be a Million Dollar Sailor?

Would you be interested in being a millionaire? How are your financial plans working out for you? Are you investing in your future on a regular basis? Are you maximizing your Navy pay and benefits to meet your goals?

Did you know that a Sailor in their early 20s, investing a surprisingly small amount every month over forty years, could have over \$1,000,000 in their account based on the power of compounding interest?

Albert Einstein is credited with saying, "Compound interest is the eighth wonder of the world. He who understands it, earns it; he who doesn't, pays it."

If you are intentional and well informed you can make decisions now that will lead to your future financial prosperity. To accomplish that, you need good information, resources and effective tools to lay those plans.

The MyNavy Financial Literacy (MNFL) app is here to assist you! The Navy has invested in your future with information to help achieve your personal financial goals. Now you can access financial literacy education anywhere, anytime. MNFL app is the gateway to a tremendously rich source of material designed to help you maximize your opportunities and avoid pitfalls with your dollars and cents.

"We want Sailors and their families to understand that their financial future is within their control. Laying the foundation of fiscal responsibility starts with a

monthly budget that involves the concept of paying yourself first," said John Hunt, Lead Program Analyst, 21st Century Sailor Office (OPNAV N17). "Paying yourself first means that you put money aside to fund an emergency savings account to cover unexpected expenses. Paying yourself first also means investing in your future by contributing to a long-term retirement account like the Thrift Savings Plan."

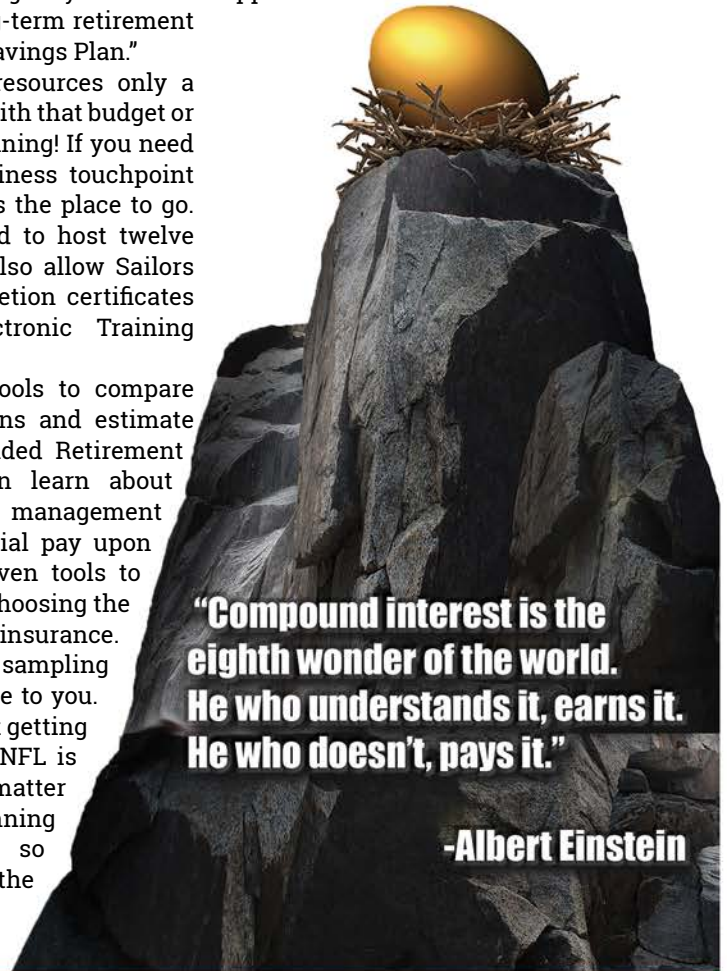
There are so many resources only a download away to help with that budget or to complete required training! If you need to take a financial readiness touchpoint training course, MNFL is the place to go. MNFL has been updated to host twelve new courses, and will also allow Sailors to submit course completion certificates directly to their Electronic Training Jacket.

We offer access to tools to compare different retirement plans and estimate benefits under the Blended Retirement System (BRS). You can learn about banking and financial management or estimate your potential pay upon retirement. There are even tools to assist in the process of choosing the right type and amount of insurance.

These are just a small sampling of the resources available to you. It is never too late to start getting financially savvy and MNFL is here to support you no matter where you are in planning your financial dreams so they are heading in the

direction of reality.

MNFL app is a product of the Sea Warrior Program (PMW 240). They manage an extensive portfolio of information technology systems to support MyNavy HR business operations initiatives, including the development of mobile applications.



**"Compound interest is the eighth wonder of the world. He who understands it, earns it. He who doesn't, pays it."**

**-Albert Einstein**



## MyNavy Financial (MNFL) app is here to assist you!

Here are just a few of the resources that you can download!

- Compare different retirement plans and estimate benefits under the Blended Retirement System (BRS)
- Learn about banking and financial management
- Understand how best to maximize your TSP
- Estimate your potential pay upon retirement
- Develop a spending plan that sets you on the right track
- Learn how to best meet your insurance needs



## The Navy's New Fitness Test is Here – Continued

Also, it did not prepare Sailors to better accomplish shipboard tasks. In fact, curls-ups have been linked to an increased risk of creating or aggravating lower back injuries.



The forearm plank, however, is a functional movement required in 85 percent of regular shipboard tasks, including pushing, pulling, lifting and carrying.

The forearm plank uses isometric contraction to activate key abdominal and trunk muscles, mimicking the main function of the abdominal musculature - to act as stabilizers to resist the spine from

moving while strengthening the lower back.

Training for the forearm plank strengthens the body's core, improves posture and reduces the risk of lower back injuries throughout a Sailor's career.

Because there is overlap in the muscle groups used for the push-up and the forearm plank, the decision was made to conduct the push-up event first, followed by the plank and cardio portions. This sequence was used in the initial tests. Researchers found it allows for maximum performance on the push-ups while limiting residual fatigue during the forearm plank.

The cardio portion's new addition will be a 2,000-meter row on the "Concept-2 Rower." The other options remain as the 12-min stationary cycle, 500-yd/450-m swim, and 1.5-mile run.

A non-weight bearing, low impact exercise, rowing reduces stress on the legs while providing a great full-body cardio

workout as it works 80 percent of the body's muscles.

A big benefit of the Concept-2 Rower is that it takes up little space and can easily be used on any ship.

A detailed description of how each of the new events will be conducted can be found in NAVADMIN 304/20.

As previously announced, the Navy will give Sailors a one-cycle grace period for the forearm-plank. Though the event will be conducted during the 2021 Cycle, it won't officially count until 2022.

Initial performance standards for scoring the forearm plank and 2,000-meter row were developed by the Naval Health Research Center (NHRC) and are available to both individuals and command fitness leaders on the Navy Physical Readiness Program website at [https://www.public.navy.mil/bupers-npc/support/21st\\_Century\\_Sailor/physical/Pages/default2.aspx](https://www.public.navy.mil/bupers-npc/support/21st_Century_Sailor/physical/Pages/default2.aspx).

# CORRECT PLANK FORM

Feet should be placed no more than hips width apart. Hips shall be lifted off the deck with ankles at 90 degrees and the bottom of the toes on the deck.

The back, buttocks, and legs shall be straight from head to heels and must remain so throughout the test.

The neck should be kept neutral (face looking straight down at the deck) throughout the duration of the test so the body remains straight from the head to the heels.

The plank will be performed on a flat, level surface. Blankets, mats, or other suitable padding may be used. However, the member must be entirely on or off the padding.

Elbows shall be aligned directly below the shoulders at a 90 degree angle between the forearm and upper arm. Forearms may be parallel or angled inward.

Hands must be on the deck, either in fists with the pinky side of the hand touching the deck or lying flat with palms touching the deck. However, the hands cannot be clasped together.



# Top Tips to Foster Family Resiliency

Like most things, developing resiliency is a very personal journey. Fostering resiliency also takes practice.

When life gets stressful, as it does this time of year, engaging in things that will promote our resiliency becomes even more important. While we cannot control many of life's stressors, we can engage in certain practices that will promote resiliency for our families and ourselves.

The following are some ideas that you can use to promote family resiliency now and beyond.

## Make Time with Loved Ones

One of the most important things we can do to promote our resiliency is to maintain important relationship connections. The hustle and bustle of the holiday season and life, in general, may leave us feeling stretched thin, feeling as if we don't have enough time in the day.



Committing to scheduling regular time to connect with loved ones is critical in fostering resiliency. As a family, create new traditions, observe old ones or maybe engage in a new fun hobby or activity together.

Each of these things is a way you can boost your family's resiliency and make special memories.

## Practice Gratitude

Let's face it; this has been a tough year. In the midst of the challenges 2020 brought, it may be difficult to feel grateful. However, practicing

gratitude is another way to boost your family's resiliency.

Practicing gratitude is not about minimizing our struggles. It's a skill to help focus our mental energy on the positive aspects of our lives. This will help us move away from negativity bias or the tendency to focus on the negativity that happens in our lives.

Practicing gratitude requires intention and commitment. How can you implement this practice? Dedicate 5 or 10 minutes at the end of every day to give yourself time to reflect on at least one positive thing from your day.

Start a gratitude journal. Make it a family affair and create a gratitude jar where each family member writes down one thing they are grateful for every day on a small piece of paper, shares it with the family and then puts the paper in a jar. You can then go back and revisit the jar on days where you may need a gratitude boost.

## Keep Open Communication

Make clear, respectful and effective communication a priority in your family. Encourage family members to express emotions in a healthy way. Take the time to listen and understand family members when there is a concern, ask questions and show interest in each other's day-to-day lives. These are great ways to implement open communication and promote resiliency in your family.

Consider having a regular family meeting once or twice a week that gives all family members an opportunity to practice their communication skills together.

## Identify Family Strengths

Identifying our strengths and the strengths of our family members is another important component of fostering family resiliency. Drawing upon our strengths helps us navigate challenging situations and provides

us with built-in resources to help us cope during challenging times. Also, knowing our strengths helps us build confidence to handle future challenges and fosters a sense of autonomy and self-efficacy.

Consider making a family strengths tree where each member of your family identifies their own strengths and identifies strengths in each other.

## Engage in Stress Management, Self-care Practices

We tend to think of stress management as something that we need to engage in only when life gets challenging and stressful. However, the reality is that if we wait until our mental energy is zapped from stress, it becomes increasingly more difficult to engage in stress management during those stressful times.

Commit yourself and your family to identify two or three things you can do that are helpful and meaningful to you to promote self-care and a reduction of stress.

Good self-care doesn't always mean binge-watching the latest Netflix show or indulging in things that cost money. Often, good self-care looks like learning to say "no" and setting healthy limits and boundaries. By practicing good self-care and stress management, you are also setting a positive example for your children and helping them learn the importance of managing stress in a healthy manner.

This is not just a list of practices that you can engage in that will foster resiliency. You may need to experiment with different activities and approaches until you find what works best for you and your family.

Committing to engage in things that foster resiliency in your family can help your family learn to thrive in the face of challenges, rather than merely surviving challenging times.

## Base SAPR Program, Safe Helpline Available Around the Clock

The holiday season can be a wonderful time to take a break and connect with loved ones. However, due to COVID-19, we may not be able to have the same level of engagement with our support network that we're used to during this time of the year. This is a challenging adjustment for everyone, particularly for survivors of sexual assault who rely on these support systems during the holidays.

The Navy's Fleet and Family Support Program is always standing by to provide additional support for Sailors and their families. Installation Fleet and Family Support Centers (FFSC) will still be open with modified operating hours and your local Sexual Assault Prevention and

Response (SAPR) Program is available 24/7 to assist.

Additionally, the Department of Defense (DoD) Safe Helpline offers support and resources online or through telephone or text. The Safe Helpline is a completely anonymous, confidential, 24/7, specialized service that provides help for those affected by sexual assault in the DoD community. A user can access one-on-one support, peer-to-peer support, information, resources and self-care exercises at any time.

Safe Helpline staff receive highly specialized training and are available to listen to needs and concerns, discuss long-and short-term safety planning,

provide information about specialized resources and connect the user to local resources including their local SAPR program.

The Safe Helpline offers online support via live chat with a trained staff member as well as the ability to connect with and support other survivors through the Safe HelpRoom group chat service. The Safe HelpRoom is secure, free, moderated and available 24/7. Special sessions just for men are also available every Sunday from 1-3 p.m. EST.

For more information on the DoD Safe Helpline, visit [safehelpline.org](https://safehelpline.org), download their app, or call 877-995-5247.

# CORRECT ROW FORM

Personnel who intend to do the timed 2,000-meter row for the PRT are required to train and familiarize themselves on the approved Concept-2 machines.



## 1. The Catch

Begins with arms straight, neutral head, relaxed shoulders, and knees bent without going past 90 degrees, the row stroke begins with the participant reaching forward and body leaning towards the flywheel. The balls of the feet should be in full contact with the foot plate and shins should be vertical and not compressed past perpendicular.

## 2. The Drive

Begins with the participant maintaining the position of the upper body while straightening the legs by extending the hips and knees to push with the legs and drive through by exerting pressure on the foot plate.



## 3. The Finish

As the legs straighten, lean the upper body back and pull the hands to the lower ribs.

## 4. The Recovery

With the legs extended and handle at the lower ribs, the participant will begin to reverse the movement of the drive by extending arms out in front of the torso. The upper body will lean forward and bend the knees as the seat slides forward and the body is back to the starting position for the next stroke.





# Navy Offers Limited Early-Out Opportunities for Enlisted Sailors

The Navy will offer limited, voluntary early separations to allow Sailors in certain specialties the ability to transition to civilian life before completing their service obligations. Announced in NAVADMIN 307/20, the message said early separations will be on a case-by-case basis, targeting select overmanned ratings and year groups as a way to help restore rating health and open up promotion opportunities for Sailors seeking to stay Navy.

Other types of early outs will also be offered and will be considered on a case-by-case basis. Which program applies to a Sailor depends on where they are in their careers and their reason for separation.

"As the Navy has grown over recent years, some enlisted ratings at specific paygrades have become overmanned due to high retention in these ratings," said Vice Adm. John B. Nowell, Jr., the Chief of Naval Personnel.

"Fleet readiness is our number one priority while also allowing for a flexible marketplace of talent management," he added.

The largest source of early outs will likely come from the newly restored Early Enlisted Transition Program (EETP). EETP opportunities will come in published quotas, identified by rating, paygrade, year group and Navy enlisted classification.

These quotas are published on the Navy Personnel Command (NPC) website and updated in real-time as they are used. As a result, quotas will be granted on a first-come-first-served basis until all opportunities are exhausted.

To find which skillsets may transition early, go to MyNavy Portal at <https://my.navy.mil>, then click "Quick Links" and then the "NPC" tab.

Once on the NPC website, navigate to the "Enlisted" dropdown and select "Community Managers" and navigate to the "EETP" link.

Those nearing the end of their careers should check out the Military Personnel Manual (MILPERSMAN) Article 1830-040, which lays out the rules for active duty service members desiring early transfer to the Fleet Reserve at 20-years of service. The article was recently updated to authorize retirement-eligible Sailors with obligated service remaining on their enlisted contracts to transition out early.

There are no blanket policies so each request is reviewed on a case-by-case basis, taking into account the Navy's manning requirements and individual rating health. Each request is reviewed to make sure that sea and critical shore billets are not gapped. Any such negative impacts will result in the request being disapproved.

Early separation is also available for Sailors facing forced rating conversion, provided they have less than a year left before their soft expiration of active obligated service (SEAOS).

Consideration for this type of early separation request must contain a statement of understanding from the Sailor that the Navy will recoup any unearned bonuses given for service that won't be completed.

Educational early outs will also be considered for Sailors hoping to get an

early start on college. These requests are submitted to the Enlisted Separation and Performance Division at NPC if the early transition is greater than 90-days before their SEAOS.

As always, Commanding Officers can approve education separation requests inside of 90-days of a servicemember's SEAOS.

Those applying for a commissioning program or inter-Service transfer require what's called a conditional release which can only be approved by NPC. Sailors should send those requests to NPC via their Commanding Officer.

Regardless of which early out authority Sailors are requesting, commands need to carefully follow all guidance in the appropriate MILPERSMAN article.

In the message, Nowell reminded Sailors and commands that Fleet readiness is paramount. Retaining Sailors with the right skills and experience is instrumental to retaining the Navy's warfighting competitive edge.

"The Navy remains committed to ensuring Fleet readiness by providing well-trained Sailors in the right paygrade with the right skills and experience at the right time," said VADM Nowell in the message. "Ensuring proper rating health, by rebalancing rating paygrades, while retaining the necessary knowledge, skills and experience in the Fleet is instrumental to maintaining our warfighting advantage."

Questions and concerns regarding these policy changes may be referred to MyNavy Career Center at [askmncc@navy.mil](mailto:askmncc@navy.mil) or 1-833-330-MNCC(6622).

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