HOW TO GET CONTACT RECORDS

1. On the home page, type your UIC in the search bar at the top and click "Enter"

PRIMS Home V	
PRIMS - Coordinator Message May 19, 2022 This is what your home page should look like.	Use this flow to search Command Information by UIC.
Data Load Widget	Use this flow to view Command Authorizations by UIC.
Load PFA Data	
Use this flow to manage Command hierarchy.	

2. Scroll to see the display showing some "Contact Records." Click "View More" to see the complete list of "Contact Records" associated with your UIC.

Contact Records 5+ Results • Sorted by Relevance View More												
Name 🗸	DODID	∕ Gender ∨	Date of Birth	\sim	PHA Date	\vee	Service Branch	~	Rank 🗸	Assigned \lor	Assi ∨	Assi ∨
		М			1/25/2022		United States Navy (USN)		CAPT	TRANS		•
		F			12/5/2021		United States Navy (USN)		E-6	21959		▼
		М		ł	8/18/2021		United States Navy (USN)		CDR	00011		
		М		ł	8/19/2021		United States Navy (USN)		E-6	4048A		
		F			12/1/2021		United States Navy (USN)		E-5	TRANS		

3. To see a Sailor's contact record, click on the Sailor's name.

5+ Results • Sorted by Relevance	•														Vie	M
Name	~	DODID	\sim	Gender $ \smallsetminus $	Date of Birth	\sim	PHA Date	\sim	Service Branch	\sim	Rank	\sim	Assigned \smallsetminus	Assi \vee	Assi \vee	
Sailor's Name				М			1/25/2022		United States Navy (USN)		CAPT		TRANS			
				F			12/5/2021		United States Navy (USN)		E-6		21959			
				М			8/18/2021		United States Navy (USN)		CDR		00011			
				М			8/19/2021		United States Navy (USN)		E-6		4048A			
				F			12/1/2021		United States Navy (USN)		E-5		TRANS			- [-

4. The Sailor's contact record will look similar to this.

Contact Name:					+ Follow
Details				O PFAs (3+)	•
Account Name	/	CUI Data Alert This page contains PII Service Branch		PFA-4727588 Navy Cycle Name: Cycle 1 2015 Navy Cycle Start Date: 1/1/2015 Navy Cycle End Date: 6/30/2015	•
Name		USN Rate ITCS		PFA-350208 Cycle 1 2016 Navy Cycle Name: Cycle 1 2016 Navy Cycle Start Date: 1/1/2016 Navy Cycle Find Date: 6/30/2016	
Gender F Date of Birth	/	Rank E-8 Paygrade E8	/	PFA-2878574 System Navy Cycle Name: Cycle 1 2017 Navy Cycle Start Date: 1/1/2017 Navy Cycle End Date: 6/30/2017	•
Contact Netorial Type Active Duty/MOBRES/FTS/Others CFL Certification Date		Phone		View All	
PHA Date 9/2/2021		PHA Due Date 9/2/2022	/	FEP Enrollments (0)	¥
PDHA Due Date	/	PDHRA Due Date		Qualification/Designation (3)	
43398		43398 Assigned Department		NEC01 Value: 741A Date: 7/1/2014	•
		Assigned Division		NEC02 Value: H04A	V