HOW TO VIEW PFA CYCLE RECORDS

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

Q Search Type in your UIC	** H ? \$ A 🐻		
PRIMS Home V			
PRIMS - Coordinator Message	Use this flow to search Command Information by UIC.		
May 19, 2022 This is what your home page should look like.	Next		
	Use this flow to view Command Authorizations by UIC.		
	Nett		
Crod PFA Data			
Use this flow to manage Command hierarchy.			
Next			

2. Scroll to see the display showing "PFA Cycles." Click on the "PFA Cycle Index" to see the complete list of "PFA Records" associated with your UIC.

PFA Cycles 1 Result					
PFA Cycle Index \lor	UIC V	Cycle Name 🗸	Cycle Start Date 🗸 🗸	Cycle End Date	~
CYC-3695	43398	Cycle 1 2022	4/1/2022	9/30/2022	

3. Page will appear similar to this, click on "View All" to see all Sailors associated with your UIC.

C PFA Cycle Cycle 1 2022				New Opportunity Edit New Lead 🔻			
UIC 43398	Cycle Start Date 4/1/2022	Cycle End Date 9/30/2022					
o PFAs ((6+)				New	Cycle Name Cycle 1 2022	CFL Certification Date 2/12/2010
PFA Name		Navy Cycle Name	Member Full Name	UIC		UIC 43398	CFL Seminar Date
PFA-5781435		Cycle 1 2022		43398	V	Cycle Number	
PFA-5781613		Cycle 1 2022		43398	•	1	
PFA-5793087		Cycle 1 2022		43398		Cycle Start Date	
PFA-5844718		Cycle 1 2022		43398		Cycle End Date	
PFA-5861228		Cycle 1 2022		43398		9/30/2022	
PFA-5863205		Cycle 1 2022		43398	•	Created By	
			View All	-		Created By	Last Modified By

4. Page will appear similar to this, click on the "PFA Name" to view an individual Sailor's PFA record.

PFA CO PFA S	PFA Cycles > CYC-3695 PFAs					New
17 iten	17 items • Updated a few seconds ago					\$ ▼ C ▼
	PFA Name \lor	Navy Cycle Name 🗸 🗸	Member Full Name	~	UIC	~
1	PFA-5781435	Cycle 1 2022			43398	
2	PFA-5781613	Cycle 1 2022			43398	•
3	PFA-5793087	Cycle 1 2022			43398	V
4	PFA-5844718	Cycle 1 2022			43398	V
5	PFA-5861228	Cycle 1 2022			43398	
6	PFA-5863205	Cycle 1 2022			43398	\blacksquare
7	PFA-5979400	Cycle 1 2022			43398	
8	PFA-6057120	Cycle 1 2022			43398	
9	PFA-6077527	Cycle 1 2022			43398	V
10	PFA-6088692	Cycle 1 2022			43398	
- 11	PFA-6209774	Cycle 1 2022			43398	
12	PFA-6214113	Cycle 1 2022			43398	
13	PFA-6221681	Cycle 1 2022			43398	
14	PFA-6237477	Cycle 1 2022			43398	V
15	PFA-6275558	Cycle 1 2022			43398	
16	PFA-6336545	Cycle 1 2022			43398	V
17	PFA-6374046	Cycle 1 2022			43398	

5. Sailor's "PFA Cycle" record will display similar to this.

O PFA Cycle 1 2022		Edit Delete
Navy Cycle Start Date Navy Cycle End Date Member Full Name 4/1/2022 9/30/2022		
Details Related	-) - (* - 21) - (*) - 11111, xx (*) - (* - 21) - (*) - (*)	Use this workflow to initiate and place a member into a transfer status
✓ Information		Next
Member	PFA Performance Summary	Use this flow to manage member's command assignment.
DODID	Navy Cycle Name Cycle 1 2022	Next
First Name	Navy Cycle Start Date 4/1/2022	PARFQs (0)
Middle Name	Navy Cycle End Date 9/30/2022 // Email	8 Medical Waivers (0)
Last Name Suffix	Phone	
Gender	DSN Phone	
F Date of Birth	CFL Certification Date 2/12/2010	PRTs (0)
Branch of Service USNR	CFL Seminar Date	
Rate	PHA Date	