MNCC RSC Muster Link





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RECEIPTS Activity Gain

Presenter:

Date:



Objective



Identify the documents and steps to complete all four NSIPS panels in the Receipts process.



Introduction



In this lesson we will cover:

- Receipts Checklist
- Orders & Modifications
- RED/DA (NAVPERS 1070/602)
- Servicemembers' Group Life Insurance (SGLI)
- NAVPERS 1070/613 (Administrative Remarks)
- NSIPS Panels 1 4
- References



NPPSC 1300/4 (Receipts Checklist)



NPPSC RECEIPTS CHECKLIST NPPSC 1300/4 (Rev. 05-2024)	PREVIOUS EDITIONS OBSOLETE Supporting Directive NPPSCINST 5213.18
Date Reported Onboard 2. Name (Last, First, MI)	3. DoD ID Number 4. Telephone Number
5. Command	6. CPPA/Receipt Clerk ! Case Number
This checklist is not a n However, use of this checklist is strongly encouraged t	equired key supporting document (KSD). to ensure all cases are timely and complete ar ulrement: met.
I. ACTIONS	
Items required by TSC to process/release Gains	TSC Clerk Actions
All gains: PCS orders with endorsements (include all order modific	cations) Verify Activity Gain has been processed by CF. Sessiedit of route to Supervisor
CONUS gains: Copy of DD 1351-2 Travel Voucher or Sub-vouche litinerary travel) (Only required to fill out blocks 2-8, 11-16 and 20)	
OCONUS gains: Flight Itinerary (required)	SH and LG
 Submit items to TSC (Only if Applicable) ** Do not delay submitting gain case for these items** If these documents a available at time of gain. submit separate eCRM case when l are available 	KSDs CPPA Start all ances/pay, if applica'
Approved request chit for single BAH from the BEQ manager, CO base, or designee, who owns the barracks (to start BAH for E1-E/ when approved)	
Approved request chit for BAS from the food service officer. base, or designee, who owns the galley (to stop meal deduc. Sallors)	TSC Re. Actions Verify a. / clerk inputs and release transaction(s)
DD 1561 Statement to Substantiate Payment of Family Separa. Allowance (FSA)	
NAVPERS 1070/613 Administrative Remarate 13) HARP/RA	b Duty
NAVPERS 1070/602 RED/DA or legy NA. *RS **RS	idin, ir
Family Entry Approval (if applicable for OCONUS ga. to support entitlement)	COL.
Command memorletter, ay (SDAP,HDP, etc)	
3. Command Responsibility the following items:	etion of
Process NSIPS Activity Gains \anels 4 (not Activ. Jort)	
SIP 9d KSDs via eCRinin 1 business _ay from memb	DEFS
Ensure member updates NAVPER. 1070/6/12 (Dependency Applicand DD 93 (Recommergency L	cation)
Ceme Jer's Group Life Insurance (S Jervicemember Troup Life Insurance (FSGLI)	SGLI)
Ensure travel claim is submi ² .d to Travel Processing Center (to in Temporary Lodging Exper ² requests)	
Verify complete and screenings (Operational Duty/Page 1 Duty, Recruith)	3, Flag
Verify completion of obligated service (OBLISERV)	
II. RETAINS	
PCS orders with endorsements	OCONUS gains: Flight filnerary
CONUS gains: Copy of DD 1351-2 Travel Voucher or Sub-vouche mode of travel) (Only required to fill out blocks 2-8, 11-16 and 20)	er (for OCONUS gains: Family Entry Approval (if applicable)
	Supporting Documents for any entitlements started as part of gain case (FSA, special pays, etc)

The Receipts Checklist serves as a guide.

- 1. Items REQUIRED by TSC to process/release Gains
 - PCS orders and order modifications with endorsements (All gains)
 - CONUS gains: Copy of DD 1351-2, Travel Voucher Sub-Voucher (only required to fill out: blocks 2-8, 11-6, and 20)
 - OCONUS

Required items from the CPPA



NPPSC 1300/4 (Receipts Checklist) (cont.)



NPPSC RECEIPTS CHECKLIST	PREVIOUS EDITIONS OBSOLETE
NPPSC 1300/4 (Rev. 05-2024)	Supporting Directive NPPSCINST 5213.1B
Date Reported Onboard Name (Last, First, MI)	3. DoD ID Number 4. Telephone Number
5. Command	6. CPPA/Receipt Clerk Case Number
This checklist is not a required However, use of this checklist is strongly encouraged to ensu	key supporting document (KSD). re all cases are timely and complete ar ulrement: met.
I. ACTIONS	
Items required by TSC to process/release Gains	TSC Clerk Actions
All gains: PCS orders with endorsements (include all order modifications)	Verify Activity Gain has been processed by CF. Sess/edit of route to Supervisor
CONUS gains: Copy of DD 1351-2 Travel Voucher or Sub-voucher (for litnerary travel) (Only required to fill out blocks 2-8, 11-16 and 20)	Verify acr and completeness of all documents re. J Review Servi. Ver's MMPA (JJAA) an Ne ar Jopriate action
OCONUS gains: Flight Itinerary (required)	SH and LG
2. Submit items to TSC (Only if Applicable) ** Do not delay	ven entitleme.
submitting gain case for these items** If these documents are not available at time of gain. submit separate eCRM case when KSDs are available	PS Activity Gain Avity Gain has been processed by CPPA
Approved request chit for single BAH from the BEQ manager, CO of the	Start all ances/pay, if applicar 2
base, or designee, who owns the barracks (to start BAH for E1-E7 sallors, when approved) Approved request chit for BAS from the food service officer.	at all documents that need to be verified/released to TSC Supervisor
base, or designee, who owns the galley (to stop meal deduc. Sallors)	TSC Re. Actions Verify a. / clerk inputs and release transaction(s)
DD 1561 Statement to Substantiate Payment of Family Separa. n Allowance (FSA)	Verify dorents posted successfully and proper disposition of the case in 6_RM
NAVPERS 1070/613 Administrative Remay ====================================	a.
NAVPERS 1070/602 RED/DA or leg: _/ NA、 RS	
Family Entry Approval (if applicable for OCONUS ga. to support COL. entitlement)	
Command memorletter, ¬¬ay (SDAP,HDP, etc)	
3. Command Responsibility the following items:	f
Process NSIPS Activity Gains 'anels 4 (not Activ., port)	
SIP 9d KSDs via eCR)nin 1 businessay from member'saorting	
Ensure member updates NAVPER. 1070/602 (Dependency Application) and DD 93 (Record - Theregency D 1 1)	
Servicemember er's Group Life Insurance (FSGLI)	
Ensure travel daim is submif d to Travel Processing Center (to include Temporary Lodging Exper/ requests)	
Verify com, , ed screenings (Operational Duty/Page 13, Flag Duty, Recruitin)	
Verify completion of obligated service (OBLISERV)	
II. RETAINS	
PCS orders with endorsements	OCONUS gains: Flight itinerary
CONUS gains: Copy of DD 1351-2 Travel Voucher or Sub-voucher (for mode of travel) (Only required to fill out blocks 2-8, 11-16 and 20)	OCONUS gains: Family Entry Approval (if applicable)
	Supporting Documents for any entitlements started as part of gain case (FSA, special pays, etc)

The Receipts Checklist serves as a guide.

- 2. Submit items to TSC (Only if Applicable)
- **Do not delay submitting gain case for these items**
 - Approved BAH request chit
 - Approved BAS request chit
 - DD 1561 (FSA Form)
 - RAP/HARP (NAVPERS 1070/613)
 - RED/DA (NAVPERS 1070/602)
 - Family Entry Approval (OCONUS COLA)
 - Command memo/letter, Special Pay (SDAP, HDP, etc.)



NPPSC 1300/4 (Receipts Checklist) (cont.)



NPPSC RECEIPTS CHECKLIST NPPSC 1300/4 (Rev. 05-2024)	PREVIOUS EDITIONS OBSOLETE Supporting Directive NPPSCINST 5213.1B
Date Reported Onboard 2. Name (Last, First, MI)	3. DoD ID Number 4. Telephone Number
5. Command	6. CPPA/Receipt Clerk Case Number
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Items required by TSC to process/release Gains	TSC Clerk Actions
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CONUS gains: Copy of DD 1351-2 Travel Voucher or Sub-voucher (for litnerary travel) (Only required to fill out blocks 2-8, 11-16 and 20)	Verify acr and completeness of all documents re
OCONUS gains: Flight timerary (required)	SH and LG
 Submit items to TSC (Only if Applicable) ** Do not delay submitting gain case for these items** If these documents are no available at time of gain. submit separate eCRM case when KSDs are available 	Proce. PS Activity Gain with Gain has been processed by
Approved request chit for single BAH from the BEQ manager, CO of the base, or designee, who owns the barracks (to start BAH for E1-E/ Jallon when approved)	.t all documents that need to be verified/released to TSC Supervisor
Approved request chilf for BAS from the food service officer. The base, or designee, who owns the galley (to stop meal deduc. Sallors)	Verify a. / clerk inputs and release transaction(s)
DD 1561 Statement to Substantiate Payment of Family Separa. Allowance (FSA)	Verify dorients posted successfully and proper disposition of the case in 6_RM
NAVPERS 1070/613 Administrative Remar ~~ e 13) HARP/RA Duly	4
NAVPERS 1070/602 RED/DA or leg: ./ NA. "RS "addin, "removing dependents)	
Family Entry Approval (if applicable for OCONUS ga. 46 support Co	
Command memorletter, "Ray (SDAP,HDP, etc)	
3. Command Responsibility Con. tensure cor detion the following items:	of
Process NSIPS Activity Gains 'anels 4 (not Activ., ort) 3th '3d KSDs via eCR). with 1 business ay from member's	
ofting عالم علا المالية على ا	
Ensure member updates NAVPER. 1070/602 (Dependency Application) and DD 93 (Recommendency L	
ceme* er's Group Life Insurance (SGLI)	
Ensure travel daim is subml d to Travel Processing Center (to Include Temporary Lodging Experr requests) Verify com, descreenings (Operational Dufy/Page 13, Flac	
Duty, Recrutth)	
Verify completion of obligated service (OBLISERV)	
II. RETAINS	
PCS orders with endorsements	OCONUS gains: Flight itinerary
CONUS gains: Copy of DD 1351-2 Travel Voucher or Sub-voucher (for mode of travel) (Only required to fill out blocks 2-8, 11-16 and 20)	OCONUS gains: Family Entry Approval (If applicable)
	Supporting Documents for any entitlements started as part of gain case (FSA, special pays, etc)

The Receipts Checklist serves as a guide.

3. Command/CPPA Responsibility:

- Process NSIPS Activity Gains Panels (1-4)
- Submit all KSDs within 1 business day of reporting date to servicing TSC via eCRM (Salesforce)
- Service member updates RED/DA, SGLI, and FSGLI (CPPA will not be able to access until gain posts)
- Ensure travel claim is submitted to TPC Memphis via eCRM (Salesforce)
- Verify required screenings are completed
- Verify OBLISERV has been completed



Reading PCS Orders

CAREER CA

Verify all
Endorsements
from Detaching,
Intermediate
and Ultimate
Activities

ORIGINAL CENSURFCOMBATSYS DET NORFOLK, VA DETACHED DATE: 17 DEC 27 PS1(SW/AW) CERTIFIED TO BE ORIGINAL ORDERS ADMIN LPO BYDIR CO OFFICIAL TRANSFER DATE: ITDECOL DEPARTMENT OF THE NAVY BUREAU OF NAVAL PERSONNEL PSI(SW/AW) MILLINGTON, TN 38055 ADMIN LPO BYDIR CO ORIGINAL PERS-4010F 08 AUG 2017 SUBJ: BUPERS ORDER: 1792/XXX-XX-6789/TT2 GENDER: FEMALE PERS-N4010F OFFICIAL CHANGE DUTY ORDERS FOR IN CARRYING OUT/PROCESSING THESE ORDERS, BOTH PARTS ONE AND TWO MUST BE READ AND LISTED INSTRUCTIONS COMPLIED WITH. FOR OFFICIAL USE ONLY PARTONE MEMBER ADVISED: IF THIS ORDER CONTAINS FY 18 OM&N (TRAINING PER DIEM) FUNDING, PROGRAM/FUND ALLOCATION IS ISSUED IN ANTICIPATION OF ENACTMENT OF THE FY18 DOD APPROPRIATIONS ACT OR A FY18 CONTINUING RESOLUTION (CR) AND IS SUBJECT TO AVAILABILITY OF FUNDS AND ALL PROVISIONS OF WHICHEVER ACT IS APPLICABLE. FORMAT FD100: REMEMBER TO READ YOUR ORDERS IN THEIR ENTIRETY!! THIS MESSAGE HAS BEEN SENT IN A SECURE ENVIRONMENT. HOWEVER, IF IT ----- DETACHING ACTIVITY (S) ---- REQUIRED OBLIGATED SERVICE TO: DEC 20. EDD: DEC 17 WHEN DIRECTED DETACH IN DEC 12 FROM DEFENSE INTEL AGENCY PERMANENT DUTY STATION WASHINGTON, DC FROM DUTY ACC: 100 - PERSONNEL ACCOUNTING SUPPORT; PERSUPDET WASHINGTON DC UIC: 42557 ----- INTERMEDIATE ACTIVITY (S) ----EDA: 14 DEC 17 REPORT NOT LATER THAN 15 DEC 17 BUT NET 14 DEC 17 TO CENSURFCOMBATSYS DET NORFOLK VA LOCATION: NORFOLK, VA FOR TEMPORARY DUTY - UNDER INSTRUCTION ACC: 341 FOR APPROXIMATELY 13 DAY/S/ PERSONNEL ACCOUNTING SUPPORT: PERSUPPOET NORVA UIC: 42574 CLASS: 12345 CONV: 18 DEC 17 GRAD: 27 DEC 17 ENEC: 1234 CDP: 7890 UPON COMPLETION OF TEMPORARY DUTY - UNDER INSTRUCTION EDD: 27 DEC 17 AND WHEN DIRECTED, DETACH. ----- ULTIMATE ACTIVITY (S) ------EDA: 10 JAN 18 REPORT NOT LATER THAN 10 JAN 18 TO COMNAVPERSCOM MILLINGTON TN PERMANENT DUTY STATION MILLINGTON, TN ACC: 100 FOR DUTY PRD: 2012 ASSIGNED RATE: IT2 DNEC1: 0000 DNEC2: - PERSONNEL ACCOUNTING SUPPORT: PERSUPPDET MEMPHIS COMNAVPERSCOM MILLINGTON, TN DATE AND TIME REPORTED: 17 DEC 15 @ 0900 DATE AND TIME REPORTED: 17 DEC 30 @ 1000 CHECKEDSWEBYS CHECKED IN BY.

Estimated Detach Date (EDD)

Estimated
Date of
Arrival
(EDA)



Reading PCS Orders Modification



ORIGINAL

CENSURFCOMBATSYS DET NORFOLK, VA DETACHED DATE: 17 DEC 27

CERTIFIED TO BE ORIGINAL ORDERS
OFFICIAL TRANSFER DATE: 17 DECOL

ADMIN LPO BYDIR CO

DEPARTMENT OF THE NAVY
BUREAU OF NAVAL PERS NNE
MILLINGTON, TN 3805.

ADMIN LPO BYDIR CO

ORIGINAL 1326 PERS-4010F 08 AUG 2017

EDD: DEC 17

UIC: 63415

ACC: 100

SUB BUTERS ORDER. AUGUAN AT C. DER. CMALE PERS-N4010F

OFFICIAL MODIFICATION TO CHAYGE UTY 'D'RS FOR

USN 2791

- MEMBER ADVISED: IF THIS CRL. CONTAINS FY 18 OM&N (TRAINING PER DIEM) FUNDING, PROGRAM/FUND AL. CATION IS ISSUED IN ANTICIPATION OF ENACTMENT OF THE FY 18 DOD A. PROPRIATIONS ACT OR A FY 18 CONTINUING RESOLUTION (CR) AND "UBJECT" JAVAILABILITY OF FUNDS AND ALL PROVISIONS OF WHICH, VE. "CT J', APPLICABLE.
FORMAT FD 100: REMEM! EP, TO LEAD YOUR ORDERS IN THEIR ENTIRETY!!
THIS MESSAGE "..." BEEN SENT IN A SECURE ENVIRONMENT. HOWEVER, IF IT DETACHING ACTIVITY (S) -------

- REQUIRED O. VIC SI LVICE TO: DEC 20.
WHEN DIRECTL. LETAL H IN DEC 12
FROM DEFENSE INTEL A JENCY
PERMANENT DUTY TION WASHINGTON, DC
FROM DUTY

- PERSONNEL ACCOUNTING SUPPORT: PERSUPDET WASHINGTON DC

UIC: 42557

3.6--NAVO

NAVPERS 1070/602 (RED/DA)



- Annually
- On reporting to a new duty station, PCS
- Prior to departure on PCS

*DEERS is not automatically updated by a NAVPERS 1070/602 update.

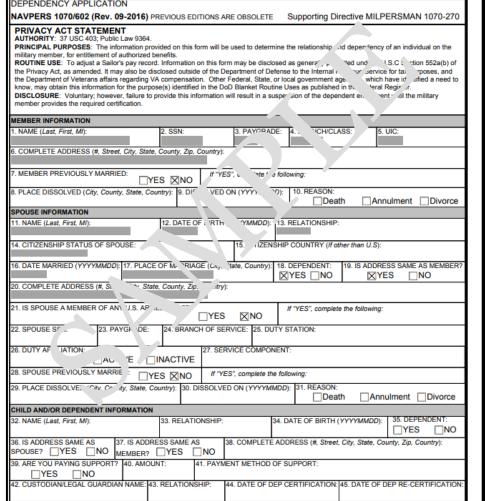
*Changes made affecting pay and entitlements will need to be submitted to TSC.

Service Member provides CPPA with supporting documentation:

- Marriage Certificate
- Divorce decree
- Copy of dependent death certificate
- Copy of DD Form 214 for discharged Mil-to-Mil spouse
- Court-ordered child support
- Paternity Statement
- Child's birth certificate
- Adoption papers
- Secondary dependent documentation
- Emancipation of dependent



NAVPERS 1070/602 (RED/DA)



1. IVANIL (Last, First, Int).	2. 33N.	3. PATGICABL.	4. BICANOTIFICEASS.	3. 010.
CERTIFICATION				
I ACKNOWLEDGE THAT I HAVE REVIEWED REGARDING THIS APPLICATION IS CORRECELECTRONIC SERVICE RECORD ANDIOR N STATUS OF MY DEPENDENTS, WHETHER IT DIVORCE, MARRIAGE, DEATH, OR A DEPENMAKING A FALSE STATEMENT OR CLAIM AV WILLFULLY MAKING A FALSE CLAIM OR A FIMPRISONMENT OF 5 YEARS, OR BOTH. I L PERSONNEL FILE.	OT TO THE BEST OF MY OTIFY MY SUPPORTING I BE THE GAIN OF ADDI IDENTS ADDRESS CHA GAINST THE U.S. GOVE ALSE STATEMENT IN O	KNOWLEDGE AN PERSONNEL OF ITIONAL DEPENDE NGE THAT COULD RNMENT IS PUNIS ONNECTION WITH	ID BELIEF, I WILL IMMEDIA' FICER OF ANY CHANGE IN ENTS, OR THE LOSS OF 'VENTS' OFFECT BAH ENTIT' SHABLE BY COUR'S-MART H CLAIMS IS A 1/2 XIMUM F	TELY UPDATE MY I THE NUMBER AND/OR PENDENTS DUE TO TS. I UNDERSTAND THA IIAL. THE PENALTY FOR FOR \$10,000 OR
46. REMARKS:				
47. MEMBER SIGNATURE:			148. DATE (Y)	MMDD):
VERIFICATION				
I HAVE REVIEWED THE DOCUMENTARY EV AND HAVE DETERMINED THAT THE STATE! (List all documentary evidence viewed, i.e. Man	MENTS BY THE MEMBE	RAL YEA'D	NDENCY OF T ABOVE N CORRECT. LOCUMENTS	
•		\		
I UNDERSTAND THAT FAM 'Y SGLI ENROLL MY SPOUSE IN DEL 'M FAILURE TO REGISTER MY S. OU DECLINE FAMILY SGLI COVER AGE I	Y BRANCH G ZR'	VICE CAN DED SULT IN MY OV	UCT PREMIUMS FROM	M MY PAY AND THAT
MEMBER ALLC ALL DAYS TO ROBERTH CERTY (CATE WOULD RES TO				ORIGINAL MARRIAGE
IT IS MY RES CHANGE IN M GUMENT O QU AN OVER/UNDER PAYMENT.			SHIP'S OFFICE OR CSD BAH ENTITLEMENTS	
50. APPROVED: 51. VERIFYING OFF				52. DATE (YYYYMMDD
53. VERIFYING OFFICAL NAME (printed or type		TITLE: rsonnel Supervis	or, By Dir C.O.	•
				Submit



Dependency Application NAVPERS 1070/602

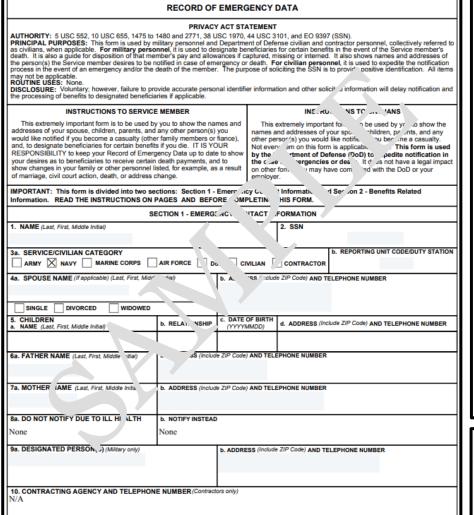


NAVPERS 1070/602 (RED/DA)

. NAME (Last, First, Middle In.

or grade if applicable)

5. SIGNATURE OF SERVICE MEMBER/CIVILIAN (Include rank, rate,



1. Termit (Last, First, Middle Missly		12.00	•		
	SECTION 2 - BENEFI	TS RELATED INFORMAT	ION		
11a. BENEFICIARY(IES) FOR DEATH GRATU (Military only)	TY b. RELATIONSHIP	c. ADDRESS (Include ZIP	Code) AND TELEPHONE	NUMBER d. PER	RCENTA
12a. BENEFICIARY(IES) FOR UNPAID PAY/AI	LOWANCES	PDRESS (II Jde ZIP	Code) A TELEPHONE	NUMBER c. PER	RCENTA
(Military only) NAME AND RELATIONSHIP					
					100
13a. PERSON AUTHORIZED TO DIRECT DISP (Military only) NAME AND RELATIONSHIP	OSITION (PAL)	b. ADDRESS (b	Code) AND TELEPHONE	NUMBER	
(Military only) NAME AND RELATIONSHIP					
14. CONTINUATION/REMARKS					
THE SOUTH OF THE PARTY OF THE P					

16. SIGNATURE OF WITNESS (Include rank, rate, or grade

Not Required

(YYYYMMDD)

20190620

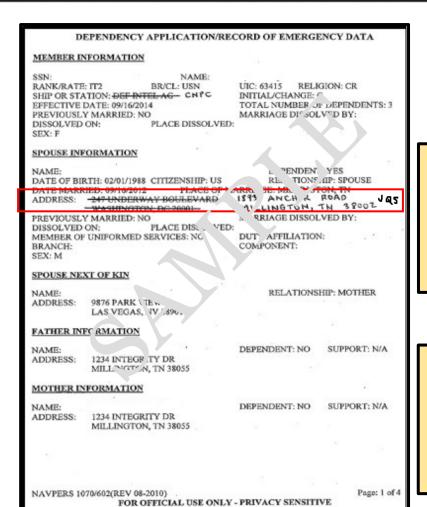


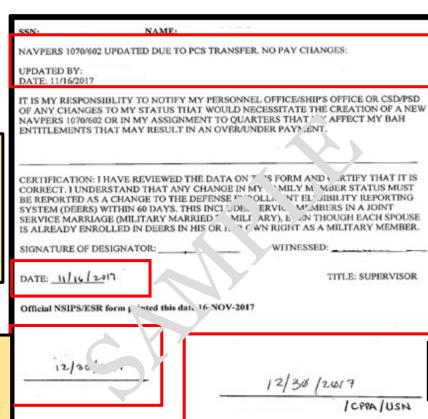
Record of Emergency Data

DD Form 93



NAVPERS 1070/602 (Legacy Page 2)





Remarks for PCS transfer

Service Member's signature and date following pen and ink changes

Date the

Service

member

originally

signed this

Page 2

Page: 4 of 4

CPPA's signature and date

NAVPERS 1070/602(REV 08-2010)

FOR OFFICIAL USE ONLY - PRIVACY SENSITIVE

OPS ALERT 003-25



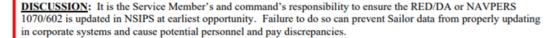
OI D MELK

Ser: 003-25

UPDATE: UTILIZATION OF NAVPERS 1070/602 WHEN RED/DA APPLICATION IS NOT AVAILABLE

Release Date: 01/23/2025 Effective Date: Immediately

BLUF: In cases where the Record of Emergency Data/Dependency Application (RED/DA) is unavailable, Command Pay and Personnel Administrators (CPPAs) are permitted to update the Dependency Application/Record of Emergency Data (NAVPERS 1070/602) using the Navy Standard Integrated Personnel System (NSIPS) Dependency Data module. Additionally, pen and ink changes to the NAVPERS 1070/602 are authorized to prevent personnel and pay transaction delays; however, Service Members and CPPAs must ensure either a RED/DA or NAVPERS 1070/602 is updated in NSIPS when electronic means become available. Ops Alert 002-22 is cancelled.



Service Members and CPPAs are responsible for maintaining NAVPERS 1070/602, with pen and ink changes, until the Dependency Application can be updated electronically.

If Service Members or CPPAs are having issues with updating the RED/DA, contact Human Resources Service Center (HRSC) at askmncc@navy.mil or 1-833-330-MNCC (6622) for Tier 1 support.

WHAT THIS MEANS TO YOU:

- CPPAs: When pen and ink changes to the NAVPERS 1070/602 are required, Service Members and commands are responsible for making updates to the member's RED/DA or NAVPERS 1070/602 in NSIPS at the earliest opportunity. Ops Alert 002-22 is cancelled.
- CPPAs: Find your RSC contact information on the <u>MyNavy HR CPPA Resources Page > RSC Contacts</u>. Find RSC Training Schedules and additional info on the <u>RSC SharePoint Pages</u>.
- Find RSC Training Schedules and additional info on the RSC SharePoint Pages.
- OPS ALERTS, PERSPAY SOPs, eCRM Case Routing Guidance (eCRM Library) and CPPA Resources can be found on the MyNavy HR CPPA Resources Page.

*** APPROVED FOR PUBLIC RELEASE: DISTRIBUTION UNLIMITED ***

POC:

Refer to your RSC for questions.

Find your RSC contact information on the MyNavy HR CPPA Resources Page > RSC Contacts.

- OPS Alerts can be found on MyNavy HR
- Navigate through the menu:
 - 1. Support & Services
 - 2. MyNavy Career Center
 - 3. Per Pay Support
 - 4. CPPA Resources
 - 5. OPS 2025





SGLI Online Enrollment System (SOES)



Servicemembers' Group Life Insurance Election and Certificate of Coverage

Name:

SSN:

Branch of Service: Navy

Your SGLI Coverage Amount as of 01/01/2020 \$400,000 Your SGLI Beneficiary Designation as of 01/01/2020

Primary/ Secondary	Name and Address	Social Security Number	Relationship	Share of Proceeds	Payment Option
Primary			Spouse	100%	Lump Sum
Secondary			Child	100%	Lump Sum

Your Family SGLI Spouse Coverage Amount as of

\$100,000

Your Family SGLI Child Coverage

If you have dependent children, each dependent child is automatically covered for \$10,000.

Your Family SGLI Beneficiary

You, the Servicemember, are the beneficiary for spouse and child coverage.

Date Certified: 01/01/2020

Electronic Signature

The SOES can be accessed via MilConnect at:

https://milconnect.dmdc.osd.mil/milconnect/

Verify the Leave and Earnings Statement (LES) to ensure SGLI deduction has started / stopped.





NSIPS Activity Gain



Activity Gain - Create





Main Menu

Activity Gain - Create

Favorites

NSIPS Main Menu -> Gains -> Activity Gain -> Use -> Activity Gain -> Create

Find an Existing Value

Search Criteria

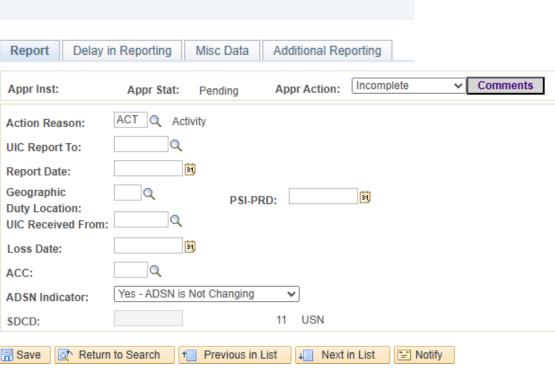
Enter any information you have and click Search. Leave fields blank for a list of all values.

Gains

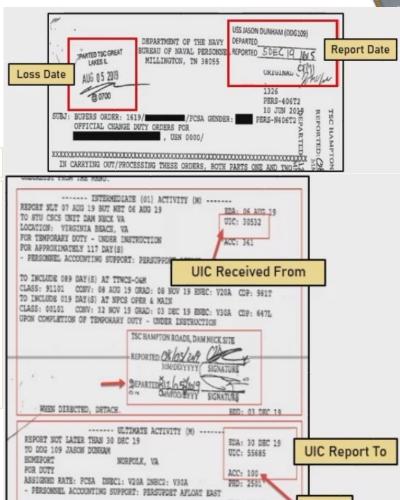
Activity Gain

Recent Searches	Choose from recent searches	v Ø	Saved Searches	Choose from saved searches	v
Empl I Empl Recor Nam					





NSIPS



WELCOME ABOARD USS JASUS DUNHAM DOG-109. PLEASE HONATE VOTO CATE





NAVY STANDARD INTEGRA	ED PERSONNEL SYSTEM
Report Delay in	Reporting Misc Data Additional Reporting
BAS: Zip Code:	Foreign Duty Pay Career Sea Pay Category Vessel Code: BAQ Accom Status: A BAQ Type:
Meal Deduction Type	<u> </u>
Loss Date:	Report Date: DELREP History
Travel Time: Proceed Time:	Days Start Date Stop Date
Leave Time: Unaccounted Time:	Leave Type:
Movement Oper Reason Code:	Date Arrived Date Depart CONUS:
Save	o Search ↑ Previous in List ↓ Next in List

NSIPS







Delay in Reporting Misc Data Additional Reporting Report Address and Phone RED/DA Assigned to Department Code: Assigned to Division Code: Citizenship: U.S. Citizen by Naturalization Sex: Male Assigned to Shop Code: Limited Duty Designator: BSC: Special Category Detail Code: ☐ FSA Eligibility Indicator Special Program Indicator: Dependency Prim./Sec.: PSA/PSD Code: PNEC/SNEC: 805A 791F / Clerk ID: NOBC: Distribution Code: DIFFCREW Indicator:

(Enlisted) (Officers) Look Up DIFFCREW Indicator ----- ULTIMATE ACTIVITY (M) -----YOU MAY BE ELIGIBLE FOR USE OF YOUR GOVERNMENT TRAVEL CARD (GTCC) Select one of the following values: DURING YOUR UPCOMING PCS MOVE. REFER TO NAVADMIN 184/19 FOR GTCC PCS N Aircrew not in DIFFCREW Status USE ELIGIBILITY CRITERIA. Y Aircrew in DIFFCREW Status REPORT NOT LATER THAN MAR 20 EDA: MAR 20 Z Not Aircrew TO COMUSNAVCENT UIC: 57007 Cancel HOMEPORT BAHRAIN, MANAMA FOR DUTY BSC: 00205 PRD: 2103 PERSONNEL ACCOUNTING SUPPORT: PERSONNEL



BSC

UIC: 40396



SESIPS NAVY STANDARD INTEGRATED PERSONNEL SYSTEM				
Report Delay in Reporting M	isc Data Additional Reporting			
Additional Reporting		Find View All	First 4 1 of 1	Last
Event Code UIC	From Date To Date	Total Days Report?	Leave Type	+ -
Loss Date:	Report Date:		Unaccounted Time:	0
Save Return to Search	↑ Previous in List Next in List	™ Notify		



Best Practices



- It is mandatory to submit gain package within 4 days
- Submitting with partial documentation is allowed
- Collect all required documents
- Verify Member's Obligated Service
- Verify required screenings are complete
- Verify member's pay account using MMPA and LES
- Use current forms and Receipts Checklist

https://www.mynavyhr.navy.mil/References/Forms/NPPSC-Forms/



References



- MyNavy HR CPPA Resources Page: https://www.mynavyhr.navy.mil/Support-Support/CPPA-Resources/
- CPPA Handbook: https://www.mynavyhr.navy.mil/Support-Services/MyNavy-Career-Center/Pers-Pay-Support/CPPA-Resources/Resources/
- Receipts SOP: https://www.mynavyhr.navy.mil/Support-Services/MyNavy-Career-Center/Pers-Pay-Support/CPPA-Resources/SOP-Library/

You are serving in a position of significant trust with access to the personnel records (data and documents) of command personnel.

AT ALL TIMES, YOU ARE TO PROTECT THE PERSONALLY IDENTIFIABLE INFORMATION (PII) OF COMMAND PERSONNEL AND PREVENT THE

UNAUTHORIZED ACCESS TO, OR LOSS OF PII.

Summary and Review



In this lesson have covered:

- Receipts Checklist
- Orders & Modifications
- RED/DA (NAVPERS 1070/602)
- Servicemembers' Group Life Insurance (SGLI)
- NAVPERS 1070/613 (Administrative Remarks)
- NSIPS Panels 1 4
- References



Receipts



Questions?





You have reached the end of the Receipts (Gain) Processing training.

Thank you for your participation!

THE SAILOR WINS TODAY



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https://usnavy.gov1.qualtrics.com/jfe/form/SV_oTgIQYZg67NX9pY

