



RECEIPTS

Activity Gain Intermediate

Presenter:

Date:

Course: 270



Disclaimer

This Lesson is Unclassified

These slides are for “TRAINING PURPOSES ONLY”.

Objectives



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
- MMPA Verification
- References

NPPSC 1300/4 (Receipts Checklist)



NPPSC RECEIPTS CHECKLIST NPPSC 1300/4 (Rev. 05-2024)		PREVIOUS EDITIONS OBSOLETE Supporting Directive NPPSCINST 5213.1B	
1. Date Reported Onboard	2. Name (Last, First, MI)	3. DoD ID Number	4. Telephone Number
5. Command		6. CPPA/Receipt Clerk Case Number	
<p>This checklist is not a required key supporting document (KSD). However, use of this checklist is strongly encouraged to ensure all cases are timely and complete and requirements are met.</p>			
I. ACTIONS			
1. Items required by TSC to process/release Gains		TSC Clerk Actions	
<input type="checkbox"/> All gains: PCS orders with endorsements (include all order modifications)		<input type="checkbox"/> Verify Activity Gain has been processed by CPPA and route to Supervisor	
<input type="checkbox"/> CONUS gains: Copy of DD 1351-2 Travel Voucher or Sub-voucher (for itinerary travel) (Only required to fill out blocks 2-8, 11-16 and 20)		<input type="checkbox"/> Verify accuracy and completeness of all documents received	
<input type="checkbox"/> OCONUS gains: Flight itinerary (required)		<input type="checkbox"/> Review Service members MMPA (JAAA) and take appropriate action	
<input type="checkbox"/> OCONUS gains: Flight itinerary (required)		<input type="checkbox"/> SH and LG	
<input type="checkbox"/> OCONUS gains: Flight itinerary (required)		<input type="checkbox"/> Open entitlements	
2. Submit items to TSC (Only if Applicable) ** Do not delay submitting gain case for these items** If these documents are not available at time of gain, submit separate eCRM case when KSDs are available		<input type="checkbox"/> Process NSIPS Activity Gain. Verify Activity Gain has been processed by CPPA	
<input type="checkbox"/> 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-E7 Sailors, when approved)		<input type="checkbox"/> Start all allowances/pay, if applicable	
<input type="checkbox"/> Approved request chit for BAS from the food service officer, the base, or designee, who owns the galley (to stop meal deduction for Sailors)		<input type="checkbox"/> Verify all documents that need to be verified/released to TSC Supervisor	
<input type="checkbox"/> DD 1561 Statement to Substantiate Payment of Family Separation Allowance (FSA)		TSC Receipt Actions	
<input type="checkbox"/> NAVPERS 1070/613 Administrative Remarks (13) HARP/RAP Duty Station		<input type="checkbox"/> Verify accuracy of clerk inputs and release transaction(s)	
<input type="checkbox"/> NAVPERS 1070/602 RED/DA or legacy NAVPERS 1070/602 (adding or removing dependents)		<input type="checkbox"/> Verify documents posted successfully and proper disposition of the case in eCRM	
<input type="checkbox"/> Family Entry Approval (if applicable for OCONUS gain to support COLA entitlement)			
<input type="checkbox"/> Command memo/letter, etc. (e.g., SDAP, HDR, etc.)			
3. Command Responsibility (Commanders must ensure completion of the following items):			
<input type="checkbox"/> Process NSIPS Activity Gains (enlistment 4 (not Active Support))			
<input type="checkbox"/> Submit and KSDs via eCRM within 1 business day from member's reporting			
<input type="checkbox"/> Ensure member updates NAVPERS 1070/612 (Dependency Application) and DD 93 (Recovery Emergency Contact)			
<input type="checkbox"/> Verify member's Group Life Insurance (SGLI) and Group Life Insurance (FSGLI)			
<input type="checkbox"/> Ensure travel claim is submitted to Travel Processing Center (to include Temporary Lodging Expense requests)			
<input type="checkbox"/> Verify completed medical screenings (Operational Duty/ Page 13, Flag Duty, Recruitment, etc.)			
<input type="checkbox"/> Verify completion of obligated service (OBLISERV)			
II. RETAINS			
<input type="checkbox"/> PCS orders with endorsements		<input type="checkbox"/> OCONUS gains: Flight itinerary	
<input type="checkbox"/> 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)		<input type="checkbox"/> OCONUS gains: Family Entry Approval (if applicable)	
		<input type="checkbox"/> Supporting Documents for any entitlements started as part of gain case (FSA, special pays, etc)	

The Receipts Checklist serves as a guide.

Receipts packages include:

- Receipts Checklist
- Orders and all modifications
- RED/DA
- Travel Voucher
- SGLI via SOES
- Administrative Remarks (*BAH, OHARP, RAP, etc.*)

Required items from the CPPA

Reading PCS Orders



Verify all Endorsements from Detaching, Intermediate and Ultimate Activities

ORIGINAL

CENSURFCOMBATSYS DET NORFOLK, VA
DETACHED DATE: 17 DEC 27

PS1(SW/AW)
ADMIN LPO BYDIR CO

DEPARTMENT OF THE NAVY
BUREAU OF NAVAL PERSONNEL
MILLINGTON, TN 38055

ORIGINAL
1326
PERS-4010F
08 AUG 2017

SUBJ: BUPERS ORDER: 1792/XXX-XX-6789/IT2 GENDER: FEMALE PERS-N4010F
OFFICIAL CHANGE DUTY ORDERS FOR
IT2 USN
XX
IN CARRYING OUT/PROCESSING THESE ORDERS, BOTH PARTS ONE AND TWO
MUST BE READ AND LISTED INSTRUCTIONS COMPLIED WITH.
FOR OFFICIAL USE ONLY
XX
PART ONE

- MEMBER ADVISED: IF THIS ORDER CONTAINS FY18 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.
WHEN DIRECTED DETACH IN DEC 12
FROM DEFENSE INTEL AGENCY
PERMANENT DUTY STATION WASHINGTON, DC
FROM DUTY
- PERSONNEL ACCOUNTING SUPPORT: PERSUPDET WASHINGTON DC

----- INTERMEDIATE ACTIVITY (S) -----

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
FOR APPROXIMATELY 13 DAY/S/
- PERSONNEL ACCOUNTING SUPPORT: PERSUPDET NORVA

CLASS: 12345 CONV: 18 DEC 17 GRAD: 27 DEC 17 ENEC: 1234
UPON COMPLETION OF TEMPORARY DUTY - UNDER INSTRUCTION
AND WHEN DIRECTED, DETACH.

----- ULTIMATE ACTIVITY (S) -----

REPORT NOT LATER THAN 10 JAN 18
TO COMNAVPERSCOM MILLINGTON TN
PERMANENT DUTY STATION MILLINGTON, TN
FOR DUTY
ASSIGNED RATE: IT2 DNEC1: 0000 DNEC2:
- PERSONNEL ACCOUNTING SUPPORT: PERSUPDET MEMPHIS

CENSURFCOMBATSYS DET NORFOLK, VA
DATE AND TIME REPORTED: 17 DEC 15 @ 0900
CHECKED BY: [Signature]

COMNAVPERSCOM MILLINGTON, TN
DATE AND TIME REPORTED: 17 DEC 30 @ 1000
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 DEC 01

ADMIN LPO BYDIR CO

ADMIN LPO BYDIR CO

DEPARTMENT OF THE NAVY
BUREAU OF NAVAL PERSONNEL
MILLINGTON, TN 38055

ORIGINAL
1326
PERS-4010F
08 AUG 2017

SUB: ~~BUYERS ORDER~~ ~~XXXX XX~~ ~~AT2~~ GENDER: FEMALE PERS-N4010F
OFFICIAL MODIFICATION TO CHANGE DUTY ORDERS FOR
USN 2791

XX
IN CARRYING OUT/PROCESSING THESE ORDERS, BOTH PARTS ONE AND TWO
MUST BE READ AND LISTED INSTRUCTIONS COMPLIED WITH.

FOR OFFICIAL USE ONLY
XX
PART ONE

- MEMBER ADVISED: IF THIS ORDER CONTAINS FY18 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.
WHEN DIRECTED DETACH IN DEC 12
FROM DEFENSE INTEL AGENCY
PERMANENT DUTY STATION WASHINGTON, DC
FROM DUTY

EDD: DEC 17
UIC: 63415

ACC: 100

- PERSONNEL ACCOUNTING SUPPORT: PERSUPDET WASHINGTON DC

UIC: 42557

NAVPERS 1070/602 (Page 2)



Verify NAVPERS 1070/602:

- 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

RED/DA is the preferred form for gain processing. However, if unable to obtain RED/DA, Legacy PG2 will suffice.

Reference: MILPERSMAN 1070-270: NAVPERS 1070/602,
Dependency Application/Record of Emergency Data Record of Emergency Data

NAVPERS 1070/602 (Legacy Page 2)



DEPENDENCY APPLICATION/RECORD OF EMERGENCY DATA

MEMBER INFORMATION

SSN: _____ NAME: _____
RANK/RATE: IT2 BR/CL: USN UIC: 63415 RELIGION: CR
SHIP OR STATION: ~~DEFINTELAG-CHYC~~ INITIAL/CHANGE: C
EFFECTIVE DATE: 09/16/2014 TOTAL NUMBER OF DEPENDENTS: 3
PREVIOUSLY MARRIED: NO MARRIAGE DISSOLVED BY:
DISSOLVED ON: _____ PLACE DISSOLVED: _____
SEX: F

SPOUSE INFORMATION

NAME: _____ DEPENDENT: YES
DATE OF BIRTH: 02/01/1988 CITIZENSHIP: US RELATIONSHIP: SPOUSE
~~DATE MARRIED: 09/19/2012 PLACE OF MARRIAGE: MILLINGTON, TN~~
ADDRESS: ~~247 UNDERWAY BOULEVARD WASHINGTON, DC 20001~~ 1595 ANCHOR ROAD **JQS**
MILLINGTON, TN 38002
PREVIOUSLY MARRIED: NO MARRIAGE DISSOLVED BY:
DISSOLVED ON: _____ PLACE DISSOLVED: _____
MEMBER OF UNIFORMED SERVICES: NO DUTY AFFILIATION:
BRANCH: _____ COMPONENT:
SEX: M

SPOUSE NEXT OF KIN

NAME: _____ RELATIONSHIP: MOTHER
ADDRESS: 9876 PARK VIEW
LAS VEGAS, NV 88901

FATHER INFORMATION

NAME: _____ DEPENDENT: NO SUPPORT: N/A
ADDRESS: 1234 INTEGRITY DR
MILLINGTON, TN 38055

MOTHER INFORMATION

NAME: _____ DEPENDENT: NO SUPPORT: N/A
ADDRESS: 1234 INTEGRITY DR
MILLINGTON, TN 38055

NAVPERs 1070/602 (REV 08-2010) Page: 1 of 4
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Date the Service member originally signed this Page 2

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

SSN: _____ NAME: _____

NAVPERs 1070/602 UPDATED DUE TO PCS TRANSFER. NO PAY CHANGES:

UPDATED BY: _____
DATE: 11/16/2017

IT IS MY RESPONSIBILITY TO NOTIFY MY PERSONNEL OFFICE/SHIP'S OFFICE OR CSD/PSD OF ANY CHANGES TO MY STATUS THAT WOULD NECESSITATE THE CREATION OF A NEW NAVPERs 1070/602 OR IN MY ASSIGNMENT TO QUARTERS THAT MY AFFECT MY BAH ENTITLEMENTS THAT MAY RESULT IN AN OVER/UNDER PAYMENT.

CERTIFICATION: I HAVE REVIEWED THE DATA ON THIS FORM AND CERTIFY THAT IT IS CORRECT. I UNDERSTAND THAT ANY CHANGE IN MY FAMILY MEMBER STATUS MUST BE REPORTED AS A CHANGE TO THE DEFENSE ENROLLMENT ELIGIBILITY REPORTING SYSTEM (DEERS) WITHIN 60 DAYS. THIS INCLUDES SERVICE MEMBERS IN A JOINT SERVICE MARRIAGE (MILITARY MARRIED TO MILITARY), EVEN THOUGH EACH SPOUSE IS ALREADY ENROLLED IN DEERS IN HIS OR HER OWN RIGHT AS A MILITARY MEMBER.

SIGNATURE OF DESIGNATOR: _____ WITNESSED: _____

DATE: 11/16/2017 TITLE: SUPERVISOR

Official NSIPS/ESR form printed this date 16-NOV-2017

12/30/2017

12/30/2017
/CPA/USN

NAVPERs 1070/602 (REV 08-2010) Page: 4 of 4
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Remarks for PCS transfer

CPA's signature and date



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/>

SGLI Verification

1. Ensure SGLI deduction has started / stopped.
 - The Leave and Earnings Statement (LES)
 - MPPA: Use verb JJAA, Category (D) or FID (DB) to view SGLI coverage
2. Ensure Beneficiary listed on SGLI matches personnel listed on NAVPERS 1070/602 (RED/DA)



NSIPS Activity Report

NSIPS Receipts Process



After receiving the necessary documents from the member, the CPPA can initiate the Activity Report process via NSIPS to gain the member into the command.

A screenshot of the NSIPS (Navy Standard Integrated Personnel System) login page. The page has a light blue header with navigation links: LOGIN, ACCESS REQUEST, NEWS, TRAINING, USER INFO, RESOURCES, HELP DESK, and NOTICES. The main content area is a dark blue box with the NSIPS logo and the text "DOD CAC AUTHENTICATION". Below this is a dropdown menu with the text "N1504878879S0009 - CPPA" selected, which is highlighted with a red rectangular box. Underneath the dropdown is the text "Last login: 06-28-2022 03:31" and a blue "LOGON" button. At the bottom of the dark blue box, it says "WEDNESDAY, JULY 6 ONLINE". Below the dark blue box is a white area with text: "Career Development Symposium is coming to MIDLANT! 13 July (NS Norfolk) and 14 July (NAS Oceana). Click on mynavyhr.navy.mil/Career-Management/Talent-Management/CDS/ for detail information." and "PSD, TSC, CPPA and NPC personnel experiencing NSIPS technical issues processing personnel actions on behalf of Sailors, please contact the NSIPS Help Desk with any issue needing immediate attention (NSIPSHelpDesk@navy.mil; 877.589.5991). Individual Sailors currently experiencing impacts to pay and/or benefits please open a ticket with MyNavy Career Center (askmncc@navy.mil; 833.330.6622)."

- 1) From the NSIPS Home Page, Log in to NSIPS using your CPPA account.



MMPA Verification

DJMS Common Verbs



- JJAA – MMPA Inquiry
Pay Verification
- LOPG – Enlisted Master File
Enlisted PERS Verification
- L00G – Officers Master File
Officer PERS Verification

Format Identifier (FID)



A FID (Format Identifier) is a two-character, alpha-numeric code identifying a particular item (entitlements, deductions, allowances, etc.) within MMPA.

COMMON FIDS FOR GAIN VERIFICATION

SG	-	PCS Arrival	46	-	Cost of Living Allowance (COLA)
27	-	Career Sea Pay (CSP)	65	-	Family Separation Allowance (FSA)
35	-	Basic Allowance for Quarters (BAQ)	68	-	Basic Allowance for Housing (BAH)
37	-	Career Sea Pay Premium (CSPP)	DN	-	Meal Rate Deduction
40	-	Basic Allowance for Subsistence (BAS)	DQ	-	Indebtedness of Military Pay/Allowance
43	-	Overseas Housing Allowance (OHA)	DV	-	Indebtedness Repay - Advance

Common Action Indicators



Action Indicator (ACTN) is a 2-position code that shows the input or computer action.

01 – Start

02 – Stop

03 – Report0

04 – Change

05 – Correct

06 – Cancel

20 – Resume

In this example, the BAH line is being corrected.

```
68 BAH* ENTRY-OPEN-DT 220207 09 02 1 CNTRL-CODE 0 ACTN 05 START 220101
ENTLMT-MM 1,097.85 ENTLMT 2,195.70 ENTLMT-NM 2,195.70 ACCOM 0 ZIP-CODE
38054 RENT 0.00 SHARE-NR 1 RENT-STAT R PRCNTGE .00 PROTECTED-RATE 0.00
CLOST-DEPN
```

MMPA Login



JUMPS MMPA INQUIRIES

KLGLG0N1 -----
Date: 08/18/22
Time: 11:12:41

Entry Validation

System: MXC
Device: AZSTHP2G

Input MMPA Username and Password

Identification:
Userid..... _____
Password..... _____

Change Password ? N (Y or N)

Additional Information:

Group..... _____
Acct..... _____
Proc..... _____

Bulletins: *ATTENTION* Users having trouble using the CAC/PKI sessions can contact their system administrator.

ARIS, EAIS, OAIS or ODIS users contact 901-874-3249.
DFAS NES/OPINS & MMPA/RC users contact 216-522-5890.
NIWC/Navy NES/OPINS & MMPA/AC users contact 504-697-3088.



MMPA: JJAA

DJMS/MMPA Inquiry

JJAA Menu Screen



Input Member's SSN

JUMPS MMPA INQUIRIES

SSAN: ('X' TO EXIT)

REQUEST CODES: sg- 35- 68- dn-
--- --- --- ---
--- --- --- ---

Input FIDs in the Request Codes section then press Enter.

PRINT: - NAME: -----

HISTORY MMPA?: N

'X' IN SSAN (OR PF3) TO EXIT
'P' OR 'X' IN PRINT (OR PF9) TO PRINT THIS REQUEST
PF1 FOR HELP
PF4 FOR ADDITIONAL OPTIONS
PF6 TO CANCEL REQUEST

JJAA Navigation Guide

Recognizing FIDs



```
SSAN (OR CMD) _----- NEW REQ ? --- PRINT - NAME -----  
(`X` TO EXIT, PF##, PB##)   PF8 OR ENTER - PAGE FORWARD   PF7 - PAGE BACK  
-- PERSONAL DATA - PRIVACY ACT OF 1974 --- CURRENT MMPA AS OF 22/12/01 --  
                                                                01 OF 01
```

MMPA Header

```
12 MJ:   LB:3800 LC:2208 SA:A SX:1 TK:090825 TU:260825 TH:260825  
FTXED/OPEN/HISTORY
```

```
SG-PCS ARVL*  ENTRY-OPEN-DT 221128 02 12 1  ENTRY-CLSD-DT 221128 02 12 1  ACTN  
03  ARRIVE 221128  ARV-CONUS 000000  ALWBL-TVL-TIME 06  ARV-HFP 000000  
DAYS-TDY 000  ARR-DEPRT-CODE          PROCD-DAYS-GRNTD 4  RESERVED 000000  INDCTR  
2  QTR-DAY-ARR 1
```

MMPA Entries

```
35 BAH*  ENTRY-OPEN-DT 220101 99 01 1  ACTN Z4  START 220101  ENTLMT-MM 0.15  
ENTLMT 0.30  ENTLMT-NM 0.30  NR-DEPN 1  CLOST-DEPN C  QTR-ASGN 2  QTR-ADQ 0  
HELD-INDCTR 1
```

```
68 BAH*  ENTRY-OPEN-DT 221128 02 12 1  CNTRL-CODE 0  ACTN G1  START 221128  
ENTLMT-MM 1,319.22  ENTLMT 2,418.57  ENTLMT-NM 2,198.70  ACCOM 1  ZIP-CODE  
38055  RENT 0.00  T-STAT R  PRCNTGE .00  PROTECTED-RATE 0.00  
CLOST-DEPN
```

FID WITHOUT A (-) = OPEN

```
68-BAH*  ENTRY-OPEN-DT 220101 99 01 1  ENTRY-CLSD-DT 221128 02 12 1  
CNTRL-CODE 2  ACTN G2  START 220101  STOP 221127  ENTLMT-MM -195.57  ENTLMT  
-195.57  ENTLMT-NM 0.00  MNTLY-RATE 1,955.70  ACCOM 1  ZIP-CODE 93245  RENT  
0.00  R  PRCNTGE .00  PROTECTED-RATE 0.00  CLOST-DEPN
```

FID WITH A (-) = CLOSED

Indicator and transaction codes are used to specify whether a transaction is OPEN (current) or CLOSED (past/history). The dash mark (-) signifies CLOSED.

```
DN  ENTRY  NO DATA FOUND.
```

```
** END OF INQUIRY.
```

```
MA+ 
```

```
>>
```

```
01/017
```

MMPA Header



MONTH

12 MJ: LB:3800 LC:2208 SA:A SX:1 TK:090825 TU:260825 TH:260825

The last line of the MMPA Header includes quick references to items that you may need to know at first glance.

MMPA Month - This shows the processing month of the MMPA.

MJ (AFMPC Match Flag Code) - This is used to identify event transactions that have not been confirmed.

LB - This is the paying ADSN.

LC - This is the member's servicing ADSN.

SA - This identifies the member's status.

SX - This normally identifies the number of status's that are open on the MMPA.

TK - Pay date.

TU - Date of Separation (DOS).

TH - Expiration of Term of Service (ETS) date for enlisted personnel.

SG - PCS Arrival



ENTRY-OPEN-DT: Date an entry was posted as open / processing started.

ENTRY-CLSD-DT: Date an entry was posted as closed / processing completed.

```

SG-PCS ARVL* ENTRY-OPEN-DT 221128 02 12 1 ENTRY-CLSD-DT 221128 02 12 1 ACTN
03 ARRIVE 221128 ARV-CONUS 000000 ALWBL-TVL-TIME 06 ARV-HFP 000000
DAYS-TDY 000 ARR-DEPRT-CODE PROCD-DAYS-GRNTD 4 RESERVED 000000 INDCTR
2 QTR-DAY-ARR 1
    
```

ARRIVE: Date member reported to current duty station.
 ARV-CONUS: Date member arrived CONUS from FD/HFP designated area to commence leave.

ALWBL-TVL-TIME: Number of days charged as allowable travel time determined by mode of transportation authorized.

INDCTR: 2 means SG is in balance. No further action necessary.

From the SG line above, we can extract the following information:

Service Member arrived to their current PDS on 28 Nov 2022. The Action Indicator 03 shows that this entry was a report of PCS Arrival. Member was charged 6 days of travel time plus 4 days of proceed time. The MMPA entry was opened on 28 Nov 2022 and closed on the same day, completing the entry. This shows that the member was successfully gained to the command.

Note: The SG line only shows the PCS Arrival. It is imperative to check that other entitlements have started as they may not have populated automatically.

68 – BAH



ENTRY-OPEN-DT: Date an entry was posted as open / processing started.

ENTRY-CLSD-DT: Date an entry was posted as closed / processing completed.

```
68-BAH* ENTRY-OPEN-DT 220202 06 02 1 ENTRY-CLSD-DT 220707 08 07 1
CNTRL-CODE 2 ACTN G2 START 220113 STOP 220618 ENTLMT-MM -509.88 ENTLMT
-509.88 ENTLMT-NM 0.00 MNTLY-RATE 1,274.70 ACCOM 0 ZIP-CODE 78419 RENT
9,999.00 SHARE-NR 1 RENT-STAT R PRCNTGE .00 PROTECTED-RATE 0.00
CLOST-DEPN
```

START: Start date of entitlement in YYYYMMDD format.
STOP: Stop date of entitlement in YYYYMMDD format.

The Entry Open/Closed Dates should not be confused with the Entitlement Start/Stop Dates.
The Entry Open/Closed Dates pertain to when that entitlement/entry was processed.

In the example above, the member's entitlement began on 13 Jan 2022 (START) but wasn't processed until 02 Feb 2022 (ENTRY-OPEN-DT).

Similarly, the member's entitlement stopped on 18 Jun 2022 (STOP), despite not being processed to stop until 7 Jul 2022 (ENTRY-CLSD-DT). The member will be paid the entitlement for START to STOP.

68 – BAH (Continued)



```
68-BAH*  ENTRY-OPEN-DT 220101 99 01 1  ENTRY-CLSD-DT 221128 02 12 1
CNTRL-CODE 2  ACTN G2  START 220101  STOP 221127  ENTLMT-MM -195.57  ENTLMT
-195.57  ENTLMT-NM 0.00  MNTLY-RATE 1,955.70  ACCOM 1  ZIP-CODE 93245  RENT
0.00  SHARE-NR 1  RENT-STAT R  PRCNTGE .00  PROTECTED-RATE 0.00  CLOST-DEPN
```

MNTLY-RATE: Amount of monthly BAH entitlement

ACCOM: Accompanied status.
1 means member is receiving BAH at “with dependent rate” accompanied by authorized dependents.

ZIP-CODE: Postal ZIP code that the Service Member is receiving BAH for.

From the 68 line above, we can extract the following information:

Service Member’s BAH entitlement started on 1 Jan 2022 and was stopped on 27 Nov 2022. Member was receiving BAH for Lemoore, CA zip code 93245 at the monthly rate of \$1,955.70, at the with dependent rate.



MMPA: LOPG

Enlisted Master File

LOPG Menu Screen



JUMPS MMPA INQUIRIES

PERSONNEL ON LINE LISTING (POLL) SCREEN SELECTION MENU

- 1). CURRENT EVALUATIONS DATA
- 2). MONTGOMERY G.I. BILL
- 3). PAGE 1 - RATING, PAY, LOSS
- 4). PAGE 2 - PERSONAL
- 5). PAGE 3 - HISTORY
- 6). PAGE 4 - ORDERS, TEMDU, UPG, AV
- 7). PAGE 5 - APTITUDE, RECRUITCOM, SRB
- 8). PAGE 6 - SUBMARINE PAY
- 9). PAGE 7 - SPOUSAL, INITIAL ENTRY, NLDP, EMC

- S). TRANSFER TO SPECIAL SCREEN PROGRAM
- H). HOW TO USE POLL
- D). CONTENTS OF ENLISTED SCREENS

Select Screen 3 (Page 1 - Rating, Pay, Loss) for Gain verification

ENTER NUMBER OF DESIRED SCREEN --> _ <--

Input number from menu to view desired screen

ENTER SSN --> <--

Input member's SSN



MMPA: LOOG

Officer Master File

L00G Login Screen



PERSONNEL ON LINE LISTING (POLL)
L00G OFFICER SIGNON SCREEN

09/08/22
07:07:43

```
LL          00000000          00000000          GGGGGGGG
LL          000000000000          000000000000          GGGGGGGGGG
LL          00          000          00          00          GG
LL          00          000          00          00          00          GG          GGGG
LL          00          000          00          00          00          GG          GGGG
LL          000          00          00          00          00          GG          GG
LLLLLLLLLLL 000000000000          000000000000          GGGGGGGGGG
LLLLLLLLLLL 00000000          00000000          GGGGGGGG
```

SIGNIN WITH YOUR OPINS/FORMAN SOURCE CODE AND PASSWORD

SOURCE CODE: IN PASSWORD:

Source Code: IN
Password: VIEW

KEY IN SOURCE CODE AND PASSWORD. DEPRESS ENTER.
TO EXIT, TAB UPPER LEFT CORNER, ENTER X, DEPRESS ENTER

MA +

>>

02/003

LOG Menu Screen



PERSONNEL ON LINE LISTING (POLL) OFFICER SCREEN SELECTION MENU

- 1). SUMMARY, DUTY HISTORY
- 2). SPECIALTIES, AQD, HEALTH
- 3). EDUCATION, LANGUAGES
- 4). PENDING GAIN, HISTORY
- 5). PROMOTION, ADMIN, ACCTG
- 6). SLATING, TAC, SECURITY

- H). HOW TO USE POLL
- D). CONTENTS OF OFFICER SCREENS

ENTER NUMBER OF DESIRED SCREEN --> <--

ENTER SSN --> <--

***** PRESS CLEAR TO EXIT

MA +

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17/049

Select Screen 1
(Summary, Duty
History) for Gain
verification

Input number from menu to view desired screen

Input member's SSN

Officer Summary/Duty History



PERSONNEL ON LINE LISTING
SUMMARY, DUTY HISTORY

DATE: 22335
LAST UPDATE: 214

ACC: 100 DESIG: 1200 GRD: 171201 GLI:

DUTY STATION HISTORY INFORMATION													
FROM	TO	DUTY STATION		T	HOMEPORT	DPL	STA	NOBC1	MOS	NOBC2	MOS	NOBC3	MOS U
2206		MNCC		S	MILLIN			3970		3970			
2004	2206	OTC	NEWPORT RI	S	NEWPRT		91M	3240	26				
1607	1905	VP	45	C	JAX		15D	8501					

Command Information

(----- CURRENT DUTY -----)
PRI DUTY: PERS PLN / CAG
UICA: 4016A **RPDT:** 220630
BSC: 00037 **PCN:**

(----- SUMMARY DATA -----)
PRECEDENCE: L 15086500 **LOSS DTE:** **CODE:**
DOR: 171201 **PEBD:** 130824 **ETHNIC:** Y **RACE:** E
ACBD: 131115 **PSD:** **DOB:** 880823 **SEX:** M
ABBD: 130824 **PLSD:**
MSRI: 2309 **SPDOR:** 171201 **SUB1:** **OSC:** 030
PRD: 2506 **PRDO:** **SUB2:** **CSC:** 030
OS: **SUB3:**

(-- DEPN --- DOS --)
PRI SEC NR DATE
 5 0 2009

MA+

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04/002

Current Duty Station Information with Report Date

Best Practices



- It is required to complete Panel 1 in NSIPS the day member reports.
- It is mandatory to submit the completed gain package to TSC within 1 day and gain should be released and posted within 4 days.
- Verify Member's Obligated Service and required screenings upon check-in in MMPA.
- Monitor member's pay account using MMPA daily until gain and all related entitlements have posted.
- The Navy DJMS Procedures Training Guide (PTG) gives a lot of information on certain corrections and reporting methods and should always be used as a reference especially with any MMPA transactions.
- The MMPA Read Guide contains all the information required to understand MMPA.
- Use current forms and NPPSC 1300/4 NPPSC Receipts Checklist

References



- MyNavy HR CPPA Resources Page: <https://www.mynavyhr.navy.mil/Support-Services/Pay-Pers-Support/CPA-Resources/>
- CPPA Handbook: <https://www.mynavyhr.navy.mil/Portals/55/Support/PayPers/CPCResources/CPA%20HANDBOOK%2016NOV22.pdf?ver=t7vZcrRENIDdOX8aGV8-bw%3d%3d>
- Receipts SOP: https://flankspeed.sharepoint-mil.us/sites/MyNavyHR_MNCC/Lists/SOP%20PDFs/AllItems.aspx
- Use current forms and NPPSC Receipts Checklist: <https://www.mynavyhr.navy.mil/References/Forms/NPPSC-Forms/>
- MMPA Read Guide: <https://www.milsuite.mil/book/groups/navy-djms-procedures-training-guide>
- Navy DJMS Procedures Training Guide: <https://www.milsuite.mil/book/groups/navy-djms-procedures-training-guide>

Summary and Review



In this lesson we 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
- MMPA Verification
- References

Receipts



Questions?



You have reached the end of the Receipts
Activity Gain Intermediate training.

Thank you for your participation!

THE SAILOR WINS TODAY

MNCC RSC Muster Link



Scan QR Code to record your attendance
at any RSC PERSPAY Training!

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