



# CPPA Newsletter

Presented by MNCC N7

## MyNavy Career Center (MNCC) N7 Updates

### CPPA Information Sessions

Previous CPPA Information Sessions:

[January](#) | [February/March](#)

### Next CPPA Information Session:

- 23 APR 2025

Please check [MyNavy HR](#) for more information about the following guidance, updates on training, and upcoming training dates.

Don't forget about your RSC's weekly training! The full training schedule is always available online. Go to the RSCs contact page and click on your RSC for information on scheduled trainings.

### [Phase II CPPA Supervisor Courses:](#)

- 28 APR - 02 MAY 2025  
- Yokosuka, Japan  
- Registration closes 18 APR 2025
- 05-09 MAY 2025  
- Dam Neck, VA  
- Registration closes 25 APR 2025
- 12-16 MAY 2025  
- Millington, TN  
- Registration closes 02 MAY 2025
- 09-13 JUN 2025  
- Everett, WA  
- Registration closes 30 MAY 2025

## Message from CDR Booth

Greetings CPPAs,

The first quarter of the calendar year is already behind us, and we're off to a great start! Thank you for all the work that you do on a daily basis and the commitment you have to serving your Sailors!

Don't forget to think about your professional development as you put in those long hours. Keeping up on your training will help make you a better CPPA with the skills to tackle any challenge. Your RSC offers weekly training, as well as CPPA Supervisor training on a rotating basis. Go for that next qualification!

We've got some changes coming soon, so be on the lookout for trainings that will streamline processes and make your job easier in the long run. Let's keep the momentum going for a great 2nd quarter!

- CDR Carl Booth





# Navy Pay and Personnel Support Center (NPPSC) Updates

## Key OPS Alerts and eCRM Case Routing Guidance

**NPPSC Ops Alert 026-24** informs CPPAs of the issuance DD 214-1 Certificate of Uniformed Service, Reserve Component Addendum for all Reserve Component Sailors with a separation date of 01 FEB 2025 or later.

**NPPSC Ops Alert 001-25** announces revisions to the Certificate of Release or Discharge from Active Duty (DD Forms 214 and 215) and the new Certificate of Uniformed Service, Reserve Component Addendum (DD Form 214-1).

**NPPSC Ops Alert 002-25** cancelled. Replaced by NPPSC Ops Alert 004-25.

**NPPSC Ops Alert 003-25** advises that in cases where the RED/DA is unavailable, CPPAs can update NAVPERS 1070/602 using NSIPS Dependency Data module.

**NPPSC Ops Alert 004-25** notifies CPPAs of the new policy stating Sailors within 12+ months of SEAOS will be assigned eCRM cases to support command and NPC Full Power Navy (FPN) retention engagement efforts.

**NPPSC Ops Alert 005-25** updates NPPSC forms - 1800/1, 1900/1, 1900/2, 1900/3, 1900/4, 1900/5, 1900/6, 4650/1 and 7220/5.

**NPPSC Ops Alert 006-25** communicates the changes to submission of eCRM cases in line with NAVADMIN 055-25 Separations.

**NPPSC Ops Alert 007-25** announces that the requirement to submit the Inactive Ready Reserve-Active Status Pool (IRR-ASP) NAVPERS 1070/613 (Page 13) in separation cases is suspended.

**NPPSC CRG: Full Power Navy (FPN) Retention Engagement Cases** outlines the process for handling FPN cases.

**NPPSC CRG: Reserve Services** explains the procedures for submitting Reserve cases to the Reserve Center of Excellence (RCOE) including AT/ADT, activations, deactivations, and Reserve Component separations (DD 214-1 processing).

**Find NPPSC Ops Alerts** on the MyNavy HR website > Support & Services > MyNavy Career Center > Pers Pay Support > CPPA Resources > OPS Alerts/PPIBS/MPAS

**Find Pers Pay eCRM Case Routing Guidance** on the MyNavy HR website > Support & Services > MyNavy Career Center > Pers Pay Support > CPPA Resources > eCRM Library

**Having issues getting an eCRM Account?** - Instructions for getting a blank SAAR to fill out for getting an eCRM account are on the (CPPA Resources site) SYSTEM ACCESS page under the section **Initial Access** under the heading, "**Getting a DD-Form-2875**". This will allow you to download the word document with the instructions. We are not allowed to hang the actual forms on our page. We have the updated instructions on the SYSTEM ACCESS page under **eCRM** labeled "**eCRM Access Procedures**". All the instructions for filling it out to get an eCRM account are on this link: [eCRM Access Procedures](#). Once filled out send to: [askmncc.fct@navy.mil](mailto:askmncc.fct@navy.mil) With a Subject line: 'System Access - eCRM'

**Want to verify the status of a Sailor's pay issue?** - Use MMPA; with the standard access you can't make changes to the system, it's Read Only. But before you do all the work to start a case you can quickly check in MMPA and then decide. Getting an account is hopefully easier now as we have just finished the following instructions on gaining access. The link: [CPPA Systems Quick Start: MMPA](#) (also available on the CPPA Resources page).

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