



# RECEIPTS

## Activity Gain

# Objective



- Identify the steps and documents required to complete NSIPS panels in the Receipts process.
- Identify the steps required to verify gain entitlements have posted on MMPA.

# Introduction



In this lesson we will cover:

- Receipts Checklist
- Orders & Modifications
- Page 2 / RED/DA
- SOES
- Administrative Remarks
- NSIPS Panels 1 – 4
- MMPA Verification
- References

# NPPSC 1300/4 (Receipts Checklist)



DoD ID # [REDACTED]

**NPPSC RECEIPTS CHECKLIST**  
NPPSC 1300/4 (Rev. 01-2020)

PREVIOUS EDITIONS OBSOLETE  
Supporting Directive NPPSCINST 5213.1B

1. Date Reported Onboard	2. Name (Last, First, MI)	3. Telephone Number
4. Command	5. Receipt Clerk	6. TOPS Number
7. Basic Allowance for Housing (BAH) Entitlement Type <input type="checkbox"/> Single <input type="checkbox"/> Dependent <input type="checkbox"/> BAH-Diff <input type="checkbox"/> With Child <input type="checkbox"/> Other: _____		
8. BAH Zip Code	9. Meal Deduction <input type="checkbox"/> Yes <input type="checkbox"/> No	10. CPPA completed NSIPS Activity Report? <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>I. ACTIONS</b>		
<b>Required Items from CPPA</b>		
PCD orders with endorsements		
Ensure Service member updates NAVPERB 1070603 Dependency Application (Page 2) and DD 93 Record of Emergency Data via NSIPS RED/DA		
Ensure Service member updates Servicemembers' Group Life Insurance (SGLI) via SGLI Online Enrollment System (SOES)		
<b>Submit Items (Only if Applicable)</b>		
Copy of DD 1351-2 Travel Voucher or Subvoucher		
NAVPERB 1070613 Administrative Remarks (Page 13) BAH Statement of Understanding		
Approved request chit for single BAH from the BEQ manager, CO of the base, or designee, who owns the barracks		
Approved request chit for BAH from the food service officer, CO of the base, or designee, who owns the galley		
NAVPERB 1070613 Administrative Remarks (Page 13) OHARP/RAP Duty		
Command special pay(s) memo		
DD 1561 Statement to Substantiate Payment of Family Separation Allowance (FSA)		
NAVPERB 1070613 Administrative Remarks (Page 13) OBLISERV (CONUS only)		
Award citation (May letter of commendation and below)		
Record entries (e.g., PQS, off-duty courses) that are not in the ESR or in the OMPF		
<b>PSD or TSC Clerk Actions</b>		
Verify accuracy and completeness of all documents received		
Review Service member's MMPA (JAA) and take appropriate action		
SH and LG		
All open entitlements		
All open deductions		
<b>PSD or TSC Supervisor Actions</b>		
Sign and Verify release of all documents		
Verify permanent NAVPERB 1070613 Administrative Remarks (Page 13) ESR entries		
Verify documents posted to MMPA/NS/IPS/OMPF		
Verify documents posted properly; Close TOPS		
<b>II. RETAINS</b>		
NPPSC 1300/4 NPPSC Receipt Checklist (this checklist)		
DD 1561 Statement to Substantiate Payment of Family Separation Allowance (FSA)		
PCD orders with endorsements		
Approved request chits		
All NAVPERB 1070613 Administrative Remarks (Page 13) Command special pay(s) memo		
<b>III. SIGNATURES</b>		
Clerk Name (Last, First, MI)		Supv Name (Last, First, MI)
Clerk Signature		Supv Signature

Reset Form Print Form Page 1 of 1

Required items from the CPPA and other supporting documents

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.*)

# Reading PCS Orders



Verify all Endorsements from Detaching, Intermediate and Ultimate Activities

**ORIGINAL**      CENSURFCOMBATSYS DET NORFOLK, VA  
DETACHED DATE: 17 DEC 27

CERTIFIED TO BE ORIGINAL ORDERS  
OFFICIAL TRANSFER DATE: 17 DEC 01

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

ORIGINAL  
1326  
PERS-4010F  
08 AUG 2017

SUBJ: BUPERS ORDER: 1792/      /IT2      GENDER: FEMALE      PERS-N4010F  
OFFICIAL 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  
- 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      CDP: 7890  
UPON COMPLETION OF TEMPORARY DUTY - UNDER INSTRUCTION  
AND WHEN DIRECTED, DETACH.      EDD: 27 DEC 17  
----- 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:      ACC: 100      PRD: 2012  
- PERSONNEL ACCOUNTING SUPPORT: PERSUPDET MEMPHIS      UIC: 42557

UIC: 42574

CENSURFCOMBATSYS DET NORFOLK, VA      COMNAVPERSCOM MILLINGTON, TN  
DATE AND TIME REPORTED: 17 DEC 15 @ 0900      DATE AND TIME REPORTED: 17 DEC 30 @ 1000

Estimated Detach Date (EDD)

Estimated Date of Arrival (EDA)

# 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 (Page 2)



**DEPENDENCY APPLICATION/RECORD OF EMERGENCY DATA**

**MEMBER INFORMATION**

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

**SPOUSE INFORMATION**

NAME: DEPENDENT: YES  
DATE OF BIRTH: CITIZENSHIP: US RELATIONSHIP: SPOUSE  
DATE MARRIED: 09/16/2012 PLACE OF MARRIAGE: MILLINGTON, TN  
ADDRESS:  
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:

**FATHER INFORMATION**

NAME: DEPENDENT: NO SUPPORT: N/A  
ADDRESS:

**MOTHER INFORMATION**

NAME: DEPENDENT: NO SUPPORT: N/A  
ADDRESS:

NAVPERs 1070/602 (REV 08-2010) Page: 1 of 4  
PRIVACY SENSITIVE

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/BSR form printed this date 16-NOV-2017

NAVPERs 1070/602 (REV 08-2010) Page: 4 of 4  
- PRIVACY SENSITIVE

Remarks for PCS transfer

CPPA'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/>

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

# Administrative Remarks - BAH



ADMINISTRATIVE REMARKS NAVPERS 1070/613 (REV. 08-2012) PREVIOUS EDITIONS ARE OBSOLETE			SUPPORTING DIRECTIVE MILPERSMAN 1070-320
SHIP OR STATION:			
SUBJECT: STATEMENT OF UNDERSTANDING FOR BAH ENTITLEMENT		<input type="checkbox"/> PERMANENT	<input type="checkbox"/> TEMPORARY
		AUTHORITY (IF PERMANENT):	
<b>MEMBERS WITH CIVILIAN DEPENDENTS</b>			
<input type="checkbox"/> My dependents live with me and I wish to receive BAH at the rate of my Permanent Duty Station (PDS). I understand that my eligibility for BAH with dependents is based on my NAVPERS 1070/602 (Page 2).			
<input type="checkbox"/> My dependents do not live with me at my PDS and I request to receive BAH at the rate of their location instead of the rate of my PDS. I further understand that:			
<ul style="list-style-type: none"> <li>My eligibility for BAH with dependents is based on my NAVPERS 1070/602 (Page 2);</li> <li>This request requires CO approval (sea duty) or PERS-451H (shore duty); and</li> </ul> I must provide current, original supporting documents to validate my dependents' location			
<b>MIL to MIL (not living in GQ)</b>			
<input type="checkbox"/> I am MIL to MIL with no dependents. I ELECT to receive Single-BAH.			
<input type="checkbox"/> I am MIL to MIL and will claim dependents. I want BAH at the with dependent rate.			
<input type="checkbox"/> I am MIL to MIL but the other MIL spouse claims the dependents. I want BAH at the without dependent rate.			
<b>SINGLE MEMBERS</b>			
<b>SHORE DUTY</b>			
<input type="checkbox"/> I am an E-1 to E-6 and I request to live in a private residence in the vicinity of my PDS instead of government quarters. I understand that CO and CBH Director's approval is required (Note: Refer to local policy)			
<input type="checkbox"/> I am an E-7 or above and I do not live in government quarters. I ELECT Single-BAH.			
<b>SEA DUTY</b>			
<input type="checkbox"/> I am an E-4 with less than 4 years of service who has transferred to sea duty from a shore assignment in the same geographic area and I request to continue living in my private residence. I understand:			
<ul style="list-style-type: none"> <li>That my residence must be located in the vicinity of my PDS/homeport; and</li> <li>This request requires CO approval.</li> </ul>			
<input type="checkbox"/> I am an E-4 with more than 4 years of service or an E-5 and I request to live in a private residence in the vicinity of my homeport instead of government quarters.			
<input type="checkbox"/> I am an E-6 or above and I do not live in government quarters. I ELECT Single-BAH.			
I CERTIFY THAT THE ADDRESS BELOW IS THE PRIMARY RESIDENCE OF: (check one or both)			
<input type="checkbox"/> Myself (I reside at this address and it is listed on the Command Recall Bill)			
<input type="checkbox"/> My dependents			
I understand that it is my responsibility to report any change to my living arrangements (including relocation of my dependents, if any) or dependency status (marriage, divorce, separation, death, or birth) to the Personnel Officer and by submitting an updated NAVPERS 1070/602 (Page 2).			
MEMBER SIGNATURE		WITNESSED BY	
ENTERED AND VERIFIED IN ELECTRONIC SERVICE RECORD:			
VERIFYING OFFICIAL RANK OR GRADE/TITLE:	DATE:	SIGNATURE OF VERIFYING OFFICIAL:	
NAME (LAST, FIRST, MIDDLE):	SOCIAL SECURITY NUMBER:	BRANCH AND CLASS	

Check applicable boxes

The NAVPERS 1070/613 is required for Basic Allowance for Housing (BAH) IAW DOD FMR

Check box/boxes and write the full address

Member and Witness signature

Member Info with full SSN



# 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 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

27 – Career Sea Pay (CSP)

35 – Basic Allowance for Quarters (BAQ)

37 – Career Sea Pay Premium (CSPP)

40 – Basic Allowance for Subsistence (BAS)

43 – Overseas Housing Allowance (OHA)

46 – Cost of Living Allowance (COLA)

65 – Family Separation Allowance (FSA)

68 – Basic Allowance for Housing (BAH)

DN – Meal Rate Deduction

DQ – Indebtedness of Military Pay/Allowance

DV – Indebtedness Repay - Advance

# Common Action Indicators



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

01 - Start

02 - Stop

03 - Report

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

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

FID WITHOUT A ( - ) = OPEN

FID WITH A ( - ) = CLOSED

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

MMPA HEADER

```
FIXED/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
35 BAQ* 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 SHARE-NR 1 RENT-STAT R PRCNTGE .00 PROTECTED-RATE 0.00
CLOST-DEPN
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
```

MMPA Entries

```
DN ENTRY NO DATA FOUND.
** END OF INQUIRY.
```

# 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 YYMMDD format.  
STOP: Stop date of entitlement in YYMMDD 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 the 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.

# 68 – BAH (Continued)



OPEN

```
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 SHARE-NR 1 RENT-STAT R PRCNTGE .00 PROTECTED-RATE 0.00
CLOST-DEPN
```

CLOSED

```
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
```

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

Service Member reported to their new PDS on 28 Nov 2022. Their zip code changed from Lemoore, CA to Millington, TN with the BAH amount changing accordingly. In the Closed entry, the BAH stopped on 27 Nov 2022 and started for the new zip code in the Open entry on 28 Nov 2022, ensuring no overlap.



# 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

# Screen 3 Member Data



```

PERSONNEL ONLINE LISTING (POLL)          DATE: 33522
RATING, PAY, LOSS                        LAST UPDATE: 03321
SCIND: XFXXX CREATE DATE: 090826 SEX: F

ACTIVITY NAME    AUIC  SS DRATE PMAN DTROB  ACC DTTRF  PRD-REASON CIC
CURR MNCC        4016A  1 PSC   B11  221128 100      2512  L
PAST COM CVW 17  09745  2 PS1   F23  190320 100  221101 2209 AA  AMDG81GB
DUPE NRPS AMARILLO TX 47868  1 PS2   TB11 160223 100  190228 1902 BA  AMDG51GC
CURR 10 DIGIT CODE: 2000005900
(----- RATING DATA -----) (----- PAY RELATED DATA -----)
CURRENT          PROSP          BRCL: 11          EAOSIND:          MOD: 0
RATE: PS1        RATE: PSC        ADSD: 090825     EXTSCO:          TYPE ENL: 41
EFDT: 180701     EFDT: SSSSSS    PEBD: 090825     EXTOTH:          TERM STATUS: 3
TIR: 180701      TIR:            CED: 220826     INVOL:           RADODA:
AUTH: E          LIMDT: 230831    EAOS: 260825     RADOMO:          ( -- LOST TIME -- )
IND: ACC ADV IND: S-EAOS: 260825   EREN:           EAOS-ADSD:
CODE: 18002      RESCON:          TERM: 4          EAOS-PEBD:
PREVIOUS:        TRCK RATE:      OEX:            NO ENL: 4        ( --SDCD  SHDCD-- )
RATE: PS2        ABBR:           CADD:           PADD:           2211
EFDT: 121216    CODE:           PTS STATUS:     PTS EFDT: 220902
(----- NAVY LOSS DATA -----) (----- PROCESS DATE: -----)
LOSS DATE:      DOD CODE:      LOSS PROPAY:     COS CODE:
BUPERS CODE:    RQC CODE: 1    LOSS SOURCE:     ELOSSIND:
MA+ >>> 03/002

```

Command Information

DTROB: (Date Reported Onboard): Date member reported to command.

DTTRF (Date Transferred): Date Member transferred from previous command.

Advancement Exam Eligibility Information

Verify OBLISERV is met via EAOS/SEAOS



# MMPA: LOOG

Officer Master File

# L00G Login Screen



```

PERSONNEL ON LINE LISTING (POLL)                                09/08/22
L00G OFFICER SIGNON SCREEN                                    07:07:43

LL          00000000          00000000          GGGGGGGG
LL          000000000000          0000000000          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          GG  GG
LLLLLLLLLLL 0000000000          0000000000          GGGGGGGGGG
LLLLLLLLLLL 00000000          00000000          GGGGGGGG

SIGNIN WITH YOUR OPINS/FORMAN SOURCE CODE AND PASSWORD

SOURCE CODE: IN  PASSWORD:

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

MA + >> 02/003

```

Source Code: IN  
 Password: VIEW



# L00G 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

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

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

ENTER NUMBER OF DESIRED SCREEN --> <--

Input number from menu to view desired screen

ENTER SSN --> <--

Input member's SSN

\*\*\*\*\* PRESS CLEAR TO EXIT

# 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 -----) (----- SUMMARY DATA -----)

PRI DUTY: PERS PLN / CAG	PRECEDENCE: L 15086500	LOSS DTE:	CODE:
UICA: 4016A RPDT: 220630	DOR: 171201	PEBD: 130824	ETHNIC: Y RACE: E
BSC: 00037 PCN:	ACBD: 131115	PSD:	DOB: 880823 SEX: M
(-- DEPN --- DOS --)	ADBD: 130824	PLSD:	
PRI SEC NR DATE	MSRI: 2309	SPDOR: 171201	SUB1: OSC: 030
5 0 2009	PRD: 2506	PRDO:	SUB2: CSC: 030
	OS:		SUB3:

Current Duty Station Information with Report Date

# Best Practices



- It is required to complete Panel 1 the day member reports.
- It is mandatory to submit the completed gain package to TSC within **4 days** of reporting.
- Verify Member's Obligated Service and required screenings upon check-in.
- 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 Receipts Checklist.

# References



- MyNavy HR CPPA Resources Page: <https://www.mynavyhr.navy.mil/Support-Services/Pay-Pers-Support/CPPA-Resources/>
- CPPA Handbook: <https://www.mynavyhr.navy.mil/Portals/55/Support/PayPers/CPCResources/CPPA%20HANDBOOK%2016NOV22.pdf?ver=t7vZcrRENIDd0X8aGV8-bw%3d%3d>
- Receipts SOP: [https://flankspeed.sharepoint-mil.us/sites/MyNavyHR\\_MNCC/Lists/SOP%20PDFs/AllItems.aspx](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>

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 we have covered:

- Receipts Checklist
- Orders & Modifications
- Page 2
- SOES
- Administrative Remarks
- NSIPS Panels 1 – 4
- MMPA Verification
- References



# Questions?



**This concludes the lesson on  
Receipts Activity Gain  
Intermediate level.**

**Thank you for your participation!**