



NAVY PAY AND PERSONNEL SUPPORT CENTER OPS ALERT

Ser N3: 044-20

System Update: **WHAT'S NEW FOR YOU NSIPS Maintenance Release 1.4.21.0**
Release Date: 8/10/2020 Effective Date: 8/10/2020

BLUF: There have been multiple updates and system enhancements incorporated into Navy Standard Integrated Personnel System (NSIPS) Maintenance Release 1.4.21.0.

DISCUSSION:

With the release of NSIPS 1.4.21.0 system updates include:

- **Record of Emergency Data/Dependency Application (RED/DA)** – Upon submission of RED/DA, the Sailor will receive message notification that changes were made. Additionally, NAVADMIN 085/17 announced the Serviceman's Group Life Insurance Enrollment System (SOES). Sailors updating RED/DA should also update SGLI and FSGLI in the SGLI Online Enrollment System to make any changes they want reflected.
- **NSIPS System Access Authorization Request (SAAR) (Non Self-Service) Account Unlock** - A new link has been added under NSIPS System Access Authorization Request (SAAR) section of the NSIPS home page.
- **Retirements and Separations** - In accordance with NAVADMIN 288/17 and the National Defense Authorization Act (NDAA) for Fiscal Year 2020, service commitments, such as service obligations for education, to include Transfer of Education Benefits (TEB) to dependents, are expected to be fulfilled. Based on these requirements, the NSIPS Retirements and Separations (R&S) panel was enhanced to prevent users from submitting a retirement or separation request with a date that occurs before the TEB Obligation End Date (OED). New data fields were added to the R&S panel to assist members, their Chains of Command, and Navy Personnel Command (NPC) in managing members' TEB obligations.
- **Activity Gain** – Verify if member being gained is eligible for Aviation Service and has an Aviation Service Entry Date (ASED).
- **Member Bonus Inquiry** - Regional Command Level Reserve Clerk and Supervisor, Reserve Personnel Clerk and Supervisor, IDT Clerk and Supervisor now have access to view the Bonus Inquiry Page.
- **Active Duty Strength Loss** – NSIPS enhanced to warn if the Sailor has remaining Obligated Service due to 9/11 GI Bill Transfer of Eligibility (TEB) requirements. Please contact PERS-311 for additional information.
- **Reserve Strength Loss** – NSIPS enhanced to warn if the Sailor has remaining Obligated Service due to 9/11 GI Bill Transfer of Eligibility (TEB) requirements. Please contact CNRFC N1C2 for additional information.

WHAT THIS MEANS TO YOU:

- For CPPA's: Your local PSD/TSC will review these changes with you during an upcoming local CPPA training.
- CPPA's continue to follow procedures set forth in Standard Operating Procedures (SOPs), NAVADMINs and instructions.
- Attached is What's New For You NSIPS Maintenance Release 1.4.21.0.

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Navy Standard Integrated Personnel System (NSIPS)

What's New For You

Maintenance Release 1.4.21.0



- 1. Record of Emergency Data/Dependency Application (RED/DA).** Upon submission of RED/DA user will receive the following message:

You have made changes to your Record of Emergency Data and/or Dependency Application.
(32705,21)

Don't forget to also update your SGLI and FSGLI in the SGLI Online Enrollment System to make any changes you want reflected. Website can be accessed via My Navy Portal: <https://my.navy.mil> and selecting the milConnect tab, and once logged into milConnect, then select the "SOES" option under the "Benefits" tab. Access requires a Common Access Card, DFAS (myPay) account, or DS LOGON account. (See NAVADMIN 85/17 for more detail information). URL sites:
<http://www.benefits.va.gov/insurance/docs/SOESContact.pdf>

Note: To quickly access this information, go to **milConnect** [<https://www.dmdc.osd.mil/milconnect/>], sign in, and select **Benefits, Life Insurance SOES-SGLI Online Enrollment System**. From here you can check your coverage and beneficiary information, and make any needed updates.

- 2. Activity Gain.** If member being gained has an Aviation Service Entry Date (ASED) in NSIPS, the Duty Involving Flying/Crewmember (DIFCREW) Indicator on the Miscellaneous Data panel will default to Y. If member being gained does not have an ASED in NSIPS and Personnel Clerk or Personnel Supervisor selects DIFCREW Indicator Y, the user will receive a popup message advising them to verify the member is eligible for Aviation Service (27100,181).

Member must first be gained to ACC 342 and to one of the following UICs to establish Aviation Service Date: 33455, 4991D, 55139, 42431, 09212, 30680, 47496, 65554, 43568, 61056, 61057, 63005, 62995, 62588, 60514, 61060, 0534A.

- 3. Member Bonus Inquiry.** Regional Command Level Reserve Clerk and Supervisor, Reserve Personnel Clerk and Supervisor, IDT Clerk and Supervisor have access to the Bonus Inquiry Page by navigating to Main Menu>Electronic Service Record>Inquire>Reserve Bonus Inquiry. Self Service navigation Employee Self Service>Electronic Service Record>View>Reserve Bonus Inquiry.

- 4. Account Unlock (Non Self-Service).** A new link has been added under NSIPS System Access Authorization Request (SAAR) section of the NSIPS home page. **NSIPS Non-Self-Service (Unlock)** will take users to the **SAAR Initiate page** that displays a list of user accounts that are either locked or marked for deletion. If user selects an account that has been marked for deletion, the selection box turns red with a message displayed that says: *NSIPS Account NXXXXXXXXXXS0019 - CPPA has been marked for Deletion*. In this instance, you are required to submit a New Users SAAR request.

In the example two accounts are locked, CPPA and Personnel Supervisor, select the one you would like unlocked.

Steps to Unlock Account SAAR

1. Role User Information

Unlock Account SAAR

NSIPS USERS ONLY

Please select the Role User you wish to Unlock and Click the Submit button to initiate the SAAR Process. Click the Cancel button to exit this page completely. Click the Reset button to clear your selection.

Locked NSIPS Account		
Select	Role User	Role Name
<input checked="" type="checkbox"/>	N10	Personnel Supervisor-Active
<input type="checkbox"/>	N10	CPPA

Please Verify Role User Before Submitting

Role User: * User name

(* Required)

SUBMIT
CANCEL
RESET

- Select **Role User** to be unlocked.
- Verify Role User
- Click **SUBMIT**

2. Un-Lock Request

System Access Authorization Request - (SAAR)

Un-Lock User Account - Personnel Supervisor

[VIEW PRIVACY STATEMENT](#)

SAAR Action

Modify
 Delete
 Un-Lock Account

Operator Attributes

Within SAAR Action section:

- Click **Un-Lock Account**.

3. Supervisor Details

Supervisor Details - SAAR Form

Name:
(Last,First Middle)

Email Id:
Official Email Address

Contact Phone:

- Within Supervisor Details – SAAR Form section:
- Enter Supervisor’s information.
 - Click **Submit Account**.

4. Select Pay & Personnel Support FAM

Route SAAR for Final Approval

Function Manager - Details

Select	Name	UIC	UIC Name	Role Name
<input type="checkbox"/>		68330	NAV REG MIDLANT RCC GLAKES IL	Pay & Personnel Support FAM
<input checked="" type="checkbox"/>		43102	FUNC SRVC CTR GREAT LAKES	Pay & Personnel Support FAM

- A list of users who can unlock an account are displayed.
- Select a Pay & Personnel Support FAM.
 - Click **OK**.

5. Confirmation

NSIPS SAAR Status

The NSIPS SAAR Request to Un-Lock the Operator : _____ has been forwarded to the ISSO - _____ for FINAL Approval. O _____ (_____ :S) will be notified via Email about the progress.

- NSIPS SAAR Status page displays.
- Click **CLOSE**.

Users receive a system-generated email whether the Pay & Personnel Support FAM has approved or denied the request. Locked accounts cannot be accessed unless the un-lock request is approved. If additional accounts are locked, the steps outlined above need to be repeated for each locked account.

5. Retirements and Separations. From PERS 311: In accordance with NAVADMIN 288/17 and the National Defense Authorization Act (NDAA) for Fiscal Year 2020, service commitments, such as service obligations for education, to include Transfer of Education Benefits (TEB) to dependents, are expected to be fulfilled. Based on these requirements, an enhancement was needed for the NSIPS Retirements and Separations (R&S) panel to prevent users from submitting a retirement or separation request with a date that occurs before the TEB Obligation End Date (OED). New data fields were added to the R&S panel to assist members, their Chains of Command, and Navy Personnel Command (NPC) in managing members’ TEB obligations, thus ensuring compliance with the above requirements.

The following additional steps apply to members who have transferred Post 9/11 GI Bill to their dependents.

R&S Check Eligibility

When Request Type is Fleet Reserve, Regular Officer Resignation, Regular Retirement, Non-Regular Officer Resignation, Non-Regular Retirement with Pay or Non-Regular Retirement without Pay and the user performs an Eligibility Check, the system will compare the Requested Date and TEB OED. If the Requested Date is before the TEB OED, a message will display in the Eligibility Results:

Requested Date occurs before the following Obligated Service End Dates: Post-9/11 GIB (MM/DD/YYYY).

I understand that I may be financially indebted to the Government of the United States. I understand that if indebtedness does exist, I may be required to repay the amount as determined by the Navy.

R&S Requests

When Request Type is Fleet Reserve, Regular Officer Resignation, Regular Retirement, Non-Regular Officer Resignation, Non-Regular Retirement with Pay or Non-Regular Retirement without Pay and the user attempts to submit an R&S Request, the system will compare the Requested Date and TEB OED. If the Requested Date is before the TEB OED, a message will display in the Eligibility Results:

Requested Date occurs before the following Obligated Service End Dates: Post-9/11 GIB (MM/DD/YYYY).

I understand that I may be financially indebted to the Government of the United States. I understand that if indebtedness does exist, I may be required to repay the amount as determined by the Navy.

A red Waivers Required button also displays. When clicked, it opens a new page the user must complete.

Approval Details	
Status:	Pending Instance ID:
Member Details	
EDIPI: *****	Grade: E07 BR/CL: 11 DSC: 100 Present for Active Duty
DOB:	Rank/Rate: MMNC Machinists Mate Nuclear Power UI: 07/07/2018
Off/Enl: Enlisted	Act/Rsv: Active
PNEC:	SNEC:
Service Dates	
DIEMS: 11/07/2008	Date of Rate: 08/16/2018 Mandatory Sep/Ret/Fit Res Date: TAFMS: 11yr 04m 19d
ADSD: 03/12/2009	PEBD: 03/12/2009 PRD: 02/01/2021 Time in Grade: 01yr 11m 15d
Obligated Service End Dates	
EAOS: 03/21/2025	Bonus: Education:
SEAS: 03/21/2025	Special Programs: Tuition Assistance:
Request Details	
Process Type:	Original
Requested Type:	Fleet Reserve
Requested Date:	07/31/2020
Is the Service Member currently serving on an Overseas Tour with DoD sponsored (funded) Accompanied with Dependents tour?	No
Current Routing Status:	Draft
Eligibility Result	
You are not eligible to submit a Fleet Reserve Request for the requested date. Below are the eligibility results:	
Total Time in Service is less than minimum 20 years, 0 months, 0 days. Earliest qualifying date is 3/12/2029.	Cannot Waive
Time in Grade E07 is less than minimum 2 years, 0 months, 0 days. Earliest qualifying date is 8/16/2020.	Add Waiver
Requested Date occurs before the following Obligated Service End Dates: Post-9/11 GIB (9/14/2021).	
I understand that I may be financially indebted to the Government of the United States. I understand that if indebtedness does exist, I may be	Waivers Required

- Log in as a self-service user.
- Due to Eligibility Result, click **Waivers Required**.

Post 9/11 GI Bill Obligated Service

Approval Status: Pending Requires Higher Authority Rvw:

Attachments(0) and Comments(0)

GI Bill Revocation

I understand that by checking this box and submitting my signed Revoked GI Bill paperwork my dependents will not be able to use the GI Bill in the future.

Attachments

File Name	Description	User Role
<input type="checkbox"/>		

Comments

User Role	Comment	Recommendation
<input type="checkbox"/>		

R&S Request Attachment Dialog

Attachment

1) Select a File to Upload: Upload Attachment Revocation_Document_ICO_Nancy_Lue.JPG

2) Enter a File Description:

Add Attachment Cancel

Please review these errors/warnings before submitting:

- Waiver required on failed Eligibility Check(s): Post 9/11 GI Bill Obligated Service. (Request)
- Failed Eligibility Check(s): Min Active Duty Time in Service. (Request)
- Due to a Post-9/11 GI Bill Transfer of Education Benefits (TEB) obligated service end date requirement, a GI Bill revocation document must be uploaded before the request can be approved. Please upload proof of revocation (from ALL dependents) from the milConnect website on the Attach/Comment/Recommend section of the Waiver tab before submitting this request for approval. (Request)
- Possibility of a monetary debt was not acknowledged. Please press Route and you will be prompted to acknowledge before continuing. (Request)

Within the **GI Bill Revocation** section:

- Read the statement
- Click the box to indicate understanding

Within the **R&S Request Attachment** section:

- Click **Add Attachment**
- Click **Upload Attachment**
- Add the revocation document(s)
- Enter a description
- Click **Add Attachment**

GI Bill Revocation

I understand that by checking this box and submitting my signed Revoked GI Bill paperwork my dependents will not be able to use the GI Bill in the future.

Attachments

File Name	Description	User Role
<input checked="" type="checkbox"/> Proof_of_Revocation_of_GI_Bill_Benefits.png	REVOCATION	Member Self Service

Comments

User Role	Comment	Recommendation
<input type="checkbox"/>		

In the **Attachments** section:

- Click the check box.

Post 9/11 GI Bill Obligated Service

Approval Status: Pending Requires Higher Authority Rvw:

Attachments(1) and Comments(0)

GI Bill Revocation

I understand that by checking this box and submitting my signed Revoked GI Bill paperwork my dependents will not be able to use the GI Bill in the future.

Attachments

File Name	Description	User Role
<input type="checkbox"/> Revocation_Document_ICO_Nancy_Lue.JPG	Revocation Document	Member Self Service

Comments

User Role	Comment	Recommendation
<input type="checkbox"/>		

In the **Comments** section:

- Click **Add Comments**.

Post 9/11 GI Bill Obligated Service

Approval Status: Pending Requires Higher Authority Rvw:

Attachments(1) and Comments(0)

GI Bill Revocation

I understand that by checking this box and submitting my signed Revoked GI Bill paperwork my dependents will not be able to use the GI Bill in the future.

Attachments

File Name	Description
Revocation_Document_ICO_Nancy_Lue.JPG	Revocation Document

Comments

R&S Waiver Comments Dialog

Comment/Recommendation

Comment
[Add your comments here]

234 characters remaining

Add Comment Cancel

Please review these errors/warnings before submitting:

- Waiver comments required on failed Eligibility Check(s): Post 9/11 GI Bill Obligated Service. (Request)
- Failed Eligibility Check(s): Min Active Duty Time in Service. (Request)
- You must elect a prior service option before submitting this request. (Request)
- Possibility of a monetary debt was not acknowledged. Please press Route and you will be prompted to acknowledge before continuing. (Request)
- Please enter a valid Planned Retirement/ Separation Address by clicking the Edit Address, Phone, or Email link. (Contact Information)

Save | Route for Approval | Discard | History | Statement Of Service | Reference Material | Top of Page

- In the **R&S Waiver Comments** section:
- Type desired text into comment box.
 - Click **Add Comment**.
 - Click **Save**.

Retirements and Separations - Request

Return

Request | Attach/Comment/Recommend | Contact Information | Waivers | Confirmation

Save Confirmation

The request has been successfully saved.

- Click **Return**.

Once you see the confirmation, you may continue with the R&S request.

Requested Number of Days: 0

Terminal Leave Dates:

Please review these errors/warnings

- Waiver required on failed Eligibility
- Due to a Post-9/11 GI Bill Transfer the request can be approved. Please read the Waiver tab before submitting this request. (Request)
- You must elect a prior service option before submitting this request. (Request)
- Possibility of a monetary debt was not acknowledged. Please press Route and you will be prompted to acknowledge before continuing. (Request)
- Please enter a valid Planned Retirement/ Separation Address by clicking the Edit Address, Phone, or Email link. (Contact Information)

Message

I acknowledge that if I have incurred an in-service debt that I may be required to repay such debt.

You may submit a Debt Waiver via the "Add Waiver" button next to Additional Request Data - Options - Repay Monetary Debt Advisory.

If you do not wish to submit a waiver, please press "Route" again to proceed. (0,0)

Yes No

After R&S request is complete:

- Click **Route for Approval**.
- Read acknowledgement
- Click **Yes** or **No**, as applicable.

Command and NPC Actions

Eligibility Result

You are not eligible to submit a Fleet Reserve Request for the requested date. Below are the eligibility results:

	Total Time in Service is less than minimum 20 years, 0 months, 0 days. Earliest qualifying date is 3/12/2029.	Cannot Waive
	Time in Grade E07 is less than minimum 2 years, 0 months, 0 days. Earliest qualifying date is 8/16/2020.	Add Waiver
	Requested Date occurs before the following Obligated Service End Dates: Post-9/11 GIB (9/14/2021).	View Waivers
	I understand that I may be financially indebted to the Government of the United States. I understand that if indebtedness does exist, I may be required to repay the amount as determined by the Navy.	View Waivers
	The system lacks the following Obligated Service End Dates: Special Program, Bonus, Tuition Assistance, Education. Further evaluation and determination by NPC may be required.	NPC Evaluation
	Minimum Tour for Separation is on or before Requested Date	
	Requested Date occurs before EAOS (3/21/2025).	Cannot Waive
	Retirement date is on or before Statutory Date: 12/24/2039, or is not greater than the last day of the month in which the service member reaches their Statutory date.	Check Passed

Note: The Command and NPC *must* View Waivers.

Waivers for Eligibility Items

Post 9/11 GI Bill Obligated Service 1 of 1

Approval Status: Pending Requires Higher Authority Rvw:

Attachments(1) and Comments(1)

GI Bill Revocation

I understand that by checking this box and submitting my signed Revoked GI Bill paperwork my dependents will not be able to use the GI Bill in the future.

Attachments Personalize | Find | 1 of 1 | Last

File Name	Description	User Role
<input checked="" type="checkbox"/> Proof_of_Revocation_of_GI_Bill_Benefits.png	REVOCAION	Member Self Service

Add Attachment Delete Selected

- Click on **File Name**.

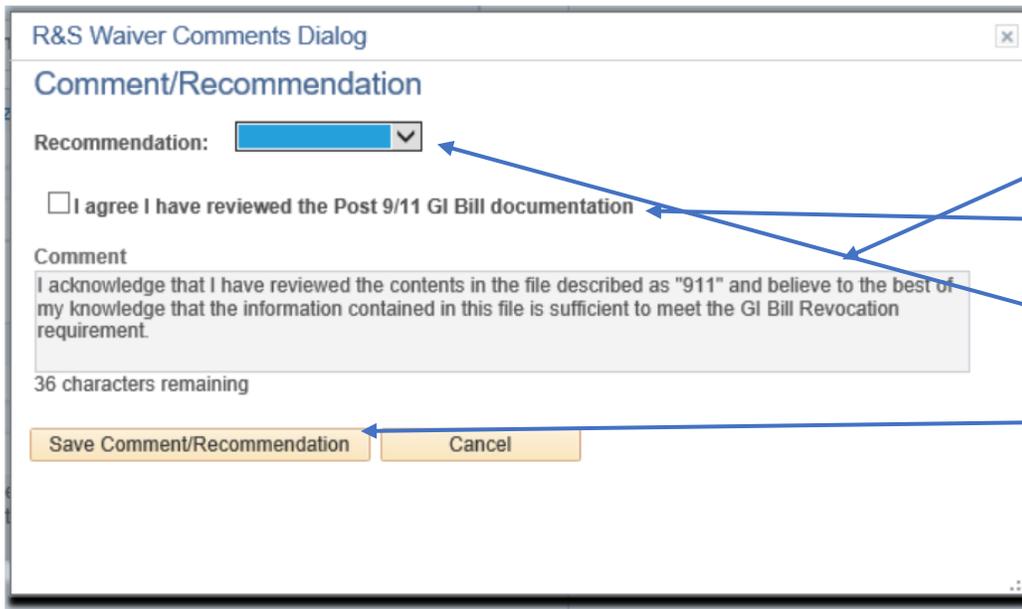
Document Review

Attention:

Please know that at the end of your review of this document a row will be inserted into the comments section of this waiver which you will have to edit and confirm you accept or deny the file contents as acceptable information to satisfy this waiver.

Member Self Service

- Click **Return** to return to the R&S request.
- Click **Edit Comments**, located under pen icon, seventh screenshot.



In R&S Waiver Comments section:

- Enter comments
- Click box for agreement
- Make a recommendation
- Select Save Comment/Recommendation when finished

6 a. Active Duty Strength Loss. When a user processes an Active Duty Strength Loss with a Character of Service of Honorable and the member's Date of Separation or Retirement is before the TEB OED, the following popup box will be displayed:

Warning -- Active Strength Loss 9/11 GI Bill (31100,65)

Member has remaining Obligated Service due to 9/11 GI Bill Transfer of Eligibility (TEB) requirements. Do not process Strength Loss unless member provides proof of 9/11 GI Bill TEB revocation or proof that additional service will be completed in the Selected Reserves (not IRR). Please contact PERS-311 for additional information. 9/11 GI Bill (OED) is currently set at MM/DD/YYYY.

Exception. If the last two characters of the Separation Program Designator (SPD) Code = BB, BC, CC, CN, DB, EE, EJ, EK, EN, ER, FE, FF, FJ, FK, FM, FN, GB **OR** SPD Code = JEG, JFI, FJL, JFO and Character of Service is Honorable, no validation checks will be done.

6 b. Reserve Strength Loss. When a user processes a Reserve Strength Loss to the Individual Ready Reserve (IRR) and the member's Loss Departure Date is before the TEB OED, the following popup box will be displayed:

Warning – Reserve Strength Loss 9/11 GI Bill (31100,64)

Member has remaining Obligated Service due to 9/11 GI Bill Transfer of Eligibility (TEB) requirements. Do not process status change unless member provides proof of 9/11 GI Bill TEB revocation. Please contact CNRFC N1C2 for additional information. 9/11 GI Bill (OED) is currently set at MM/DD/YYYY.