



NAVY PAY AND PERSONNEL SUPPORT CENTER OPS ALERT

Ser N3: 007-21

PROCEDURE UPDATE: PMK-EE REQUIREMENTS FOR NEW E3 ACCESSIONS

Release Date: 02/19/2021

Effective Date: Immediately

BLUF: New E3 accession Sailors who have recently graduated from “A” School and are time-in-rate (TIR) eligible for advancement to E4 must complete the Professional Military Knowledge Eligibility Exam (PMK-EE) as a mandatory E4 advancement requirement for Active Duty/Full-Time Support (AD/FTS) prior to 1 February for the Spring cycle and 1 August for the Fall cycle; Selected Reserve (SELRES) prior to 1 January for the Spring cycle and 1 July for the Fall cycle. This OPS ALERT:

- + Strongly recommends Learning Centers and commands include PMK-EE completion requirements in their INDOC briefs to cover all exam pay grades.
- + Permits these E4 candidates to compete for advancement only if the PMK-EE E4 is completed no later than the last day of the regularly scheduled advancement exam month. Questions regarding completion of the PMK-EE requirement should be forwarded to NXAG_N132C@navy.mil.
- + Remains in effect until PMK-EE completion requirement solution is implemented.

DISCUSSION: E3 Sailors who go directly from Boot Camp to an “A” School sometimes arrive at their first fleet command after the deadline for completing the PMK-EE. Some of these Sailors are unaware of the requirement to complete PMK-EE in order to compete in the current advancement cycle. This issue is being addressed, but in the interim, these Sailors are waived from PMK-EE completion deadline and are permitted to compete in the E4 advancement cycle only if the PMK-EE E4 is completed no later than the last day of the regularly scheduled advancement exam month. This waiver applies for new E3 accession Sailors who recently reported from “A” School and who have not completed the PMK-EE prior to the deadlines stated in NAVADMIN 201/20. ESOs will be required to include in the EAW comment section that the candidate is an E3 “A” school graduate and to provide a PMK-EE completion date.

WHAT THIS MEANS TO YOU:

- ESOs may override EAW to make E3 “A” School graduates “Eligible” for advancement as long as PMK-EE is completed no later than the last day of the regularly scheduled advancement exam month (AD/FTS – March or September; SELRES – February or August).
- To submit an EAW Post-exam Administrative Comment (PAC) for PMK-EE discrepancy corrections, ESOs are to verify the Sailor’s PMK-EE completion date and score in Fleet Training Management and Planning System (FLTMPS) and attach a CO’s letter in EAW PAC with the PMK-EE completion date and score.
- Learning Centers and commands need to include PMK-EE completion requirements and waiver information in command INDOC briefs.
- **All OPS ALERTS and CPPA RESOURCES can be found on the following:**
 - <https://mpte.navy.deps.mil/sites/npc/pers2/NPPSC/SitePages/Home.aspx>
 - <https://www.public.navy.mil/bupers-npc/support/paypers/cpcresources>

*****Disseminate to all tenant commands under your AOR*****

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