



# NAVY PAY AND PERSONNEL SUPPORT CENTER OPS ALERT

Ser N3: 010-23

## PROCEDURE UPDATE: CANCELLATION OF OPS ALERTS 021-21 AND 001-19 (AUTHORITY TO GRANT PERS CLERK AND PERS SUP FOR RED/DA PURPOSES)

Release Date: 7/24/2023      Effective Date: Immediately

**BLUF:** Effective immediately, Ops Alerts 021-21 and 001-19 are cancelled. Command Pay and Personnel Administrators (CPPA) who have been granted Personnel Clerk or Personnel Supervisor user roles in Navy Standard Integrated Personnel System (NSIPS) will have that access removed effective 1 October 2023. CPPAs needing authority to approve Records of Emergency Data and Dependency Applications (RED/DA) and legacy DAs at the command level may qualify for the NSIPS CPPA Supervisor user role per [Ops Alert 002-23](#) and [Pay and Personnel Information Bulletin 23-01](#).

**DISCUSSION:** Ops Alerts 021-21 and 001-19 had granted authority to Personnel Support Detachments - now Transaction Service Centers (TSC) – to grant NSIPS Personnel Clerk and Personnel Supervisor user roles to CPPAs in order to process RED/DA and legacy DAs for Sailors onboard their command. With the release of the CPPA Supervisor user role in NSIPS, qualified CPPAs can now administer RED/DA, as well as perform other key NSIPS functions for Unit Identification Codes (UIC) in their command, making the authorities previously granted in Ops Alerts 021-21 and 001-19 no longer necessary.

CPPAs previously granted Personnel Clerk and Personnel Supervisor will have until 30 September 2023 to qualify as Phase II CPPAs in accordance with OPS Alert 002-23 and convert their access to CPPA Supervisor. This phase out window is to allow CPPAs who have not already done so to qualify for the CPPA Supervisor access, should they want to continue to administer RED/DAs onboard their command.

Effective 1 October 2023, TSCs and Regional Support Centers (RSC) will begin removing legacy Personnel Clerk and Supervisor roles.

### **WHAT THIS MEANS TO YOU:**

- ✚ CPPAs previously granted NSIPS Personnel Clerk or Supervisor have until 30 September 2023 before those user roles are removed.
- ✚ OPS ALERTS and CPPA RESOURCES can be found on:
  - [https://flankspeed.sharepoint-mil.us/sites/MyNavyHR\\_MNCC/NPPSC/NPPSC%20OPS%20ALERTS/Forms/AllItems.aspx](https://flankspeed.sharepoint-mil.us/sites/MyNavyHR_MNCC/NPPSC/NPPSC%20OPS%20ALERTS/Forms/AllItems.aspx)
  - <https://www.mynavyhr.navy.mil/Support-Services/MyNavy-Career-Center/Pers-Pay-Support/CPPA-Resources/OPS-Alerts/>

**\*\*\* REGIONAL SUPPORT CENTERS: DISSEMINATE TO COMMANDS AND CPPAS IN YOUR AOR \*\*\***

**\*\*\* PASS THE WORD - APPROVED FOR PUBLIC RELEASE \*\*\***

### **POC:**

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