



Record of Emergency Data/Dependency Application Fact Sheet

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BLUF

The Record of Emergency Data (RED) ensures emergency contact notifications reach the right people, and the Dependency Application (DA) ensures Sailors and their families receive the right benefits. Sailors must verify RED/DA annually and can access them through the Navy Standard Integrated Personnel System (NSIPS) or MyNavy Portal.

Who needs to know?

- Active Duty & Reserve Sailors and their families
- Command Pay and Personnel Administrators (CPPAs)

What you need to know – key points

- **What is the RED/DA?**
 - RED (DD Form 93) and DA (NAVPERS 1070/602) are documents created in NSIPS and sent to a member's Official Military Personnel File (OMPF). The DA is historically known as the "Page 2."
 - It tells the Navy who to contact in the event of an emergency.
 - Your Primary Next of Kin (PNOK) is the first person the Navy will contact in the event of an injury, illness, missing status, or death.
 - Your Secondary Next of Kin (SNOK) is the backup to the PNOK, and the Navy will contact the SNOK if the PNOK cannot be reached or is incapacitated.
 - It tells who has decision-making authority.
 - It officially registers your dependents to receive military benefits.
- **What is the "dependency application" portion?**
 - The DA portion officially establishes your dependents – such as your spouse, children, stepchildren, or approved secondary dependents (such as a dependent parent) with the Navy.
 - Keeping this current ensures accurate eligibility for benefits such as Basic Allowance for Housing (BAH) and family travel entitlements during a Permanent Change of Station (PCS).
- **The differences between your PNOK and SNOK**
 - The person most closely related to the Sailor is considered the PNOK for casualty and notification and assistance purposes.
 - There is a legal order to the PNOK, and that list can be found on the MyNavy HR website's Casualty Assistance Calls Officer (CACO) page at <https://www.mynavyhr.navy.mil/Support-Services/Casualty/CACO/>. Click on the "Who is PNOK, SNOK, OIP, PADD, PERE" in the lower portion of the page.



- In the event of a casualty, travel for the dignified transfer of remains is tied to the PNOK. They are authorized to travel with the deceased Sailor's remains and can choose up to two other people to accompany them.
- Your SNOK is the PNOK's backup and is any other next of kin not designated as PNOK.

- **RED/DA must be verified annually (at a minimum)**

- Navy policy requires Sailors to review their RED/DA annually (at a minimum).
- In addition to the annual requirement, Sailors must review or update their RED/DA in the case of the following:
 - Checking into a new command
 - Marriage or divorce
 - Having a baby/adopting a child
 - Assuming an adult dependent (such as a parent)
 - Death of a dependent
 - A change in address or phone number for any of your contacts.

- **How to review and update RED/DA**

- Log into NSIPS (<https://www.nsips.cloud.navy.mil/>), select "Member Self Service," click on "RED/DA" on the left side of your screen, and then select the "RED/DA" option on the next page.
 - After clicking the radio button "Verify My RED/DA," click the "Next" button.
 - Review the summary.
 - Review "Dependents/Beneficiaries/Other Contacts" and scroll to view all entitlements.
 - Click each name to verify the accuracy of their address, phone and email.
 - Review "Vital Documents."
 - Review your contact information in the "Phone," "Other Email Addresses," "Current Address," and "Official Email Address" sections.
 - When ready, click "Verify." Otherwise, click "Update" to correct errors. You can "Add, Modify, or Delete" a dependent, beneficiary or contact.

- **Some common mistakes to avoid**

- Outdated phone numbers or addresses
- Outdated or missing parent information
- Not updating after dependent or career changes
- Ignoring reminder from NSIPS or your command.

Sample POD/POW Note

Your Record of Emergency Data (RED) (DD Form 93) helps ensure emergency contact notifications reach the right people, and your Dependency Application (DA) (NAVPERS 1070/602) helps ensure you and your family receive the right benefits. You must verify your RED/DA annually and can access your record through the Navy Standard Integrated Personnel System (NSIPS) or MyNavy Portal.



FAQ

Q. What exactly is RED/DA?

A. RED stands for "Record of Emergency Data" and is your DD Form 93. DA stands for "Dependency Application" and is your NAVPERS 1070/602. Historically the DA was referred to as the "Page 2." These two forms are created in NSIPS and then sent to your Official Military Personnel File (OMPF). These forms serve two critical functions: they tell the Navy exactly who to contact in an emergency (and who has decision-making authority), and it officially registers your dependents so they can receive military benefits.

Q. What is the Dependency Application (DA) portion?

A. The DA portion officially establishes your dependents – such as your spouse, children, stepchildren, or approved secondary dependents (like dependent parents) – in the Navy's system. Keeping this accurate is required to determine your eligibility for benefits like Basic Allowance for Housing (BAH) and family travel entitlements during a Permanent Change of Station (PCS).

Q. What is a Primary Next of Kin (PNOK)?

A. The PNOK is the first person the Navy will contact in the event of an injury, illness, missing status, or death. For married Sailors, this is legally the spouse. For single Sailors, it is usually a parent or the closest living relative. There is a legal order to the PNOK, and that list can be found on the MyNavy HR website's Casualty Assistance Calls Officer (CACO) page at <https://www.mynavyhr.navy.mil/Support-Services/Casualty/CACO/>. Click on the "Who is PNOK, SNOK, OIP, PADD, PERE" in the lower portion of the page. In the event of a casualty, travel for the dignified transfer of remains is tied to the PNOK. They are authorized to travel with the deceased Sailor's remains and can choose up to two other people to accompany them.

Q. What is a Secondary Next of Kin (SNOK)?

A. The SNOK is the designated backup to the PNOK. The Navy will contact the SNOK if the PNOK cannot be reached or is incapacitated. Single Sailors often list a second parent or a sibling as the SNOK, while married Sailors often list their parents.

Q. What is a Person Authorized to Direct Disposition (PADD)?

A. The PADD is the specific individual you designate to have the legal authority to make all funeral, burial, and disposition arrangements in the event of your death.

Note: This is a critical designation. The military will strictly honor your PADD selection. If you want someone other than your spouse or oldest parent to handle your final arrangements, you must explicitly name them as your PADD.

Q. What is the Death Gratuity Beneficiary?

A. The Death Gratuity is a one-time, tax-free payment (currently \$100,000) designed to help survivors cover immediate financial needs following a Service member's death. In your RED/DA, you can designate up to 10 people to receive a portion of this payment in 10% increments. If you do not make a specific designation, the Navy disburses the gratuity according to a strict legal order of precedence (spouse, then children, then parents, etc.).



Q. What is the Beneficiary for Unpaid Pay and Allowances (Arrears of Pay)?

A. When a Sailor passes away, there may be unpaid salary, accrued leave, or allowances still owed to them. You can designate up to 10 people to receive a portion of this payment in 10% increments. Like the Death Gratuity, if you do not designate someone, the payment will be disbursed following a standard legal order of precedence.

Q. What does the Allotment in Case of Missing Status mean?

A. If a Sailor is declared missing in action (MIA), captured, or otherwise detained, their military pay continues. This section allows the Sailor to designate what percentage of their pay should go directly to their dependents to cover living expenses, mortgages, and bills while they are in a missing status.

Q. Are Servicemembers' Group Life Insurance (SGLI) Beneficiaries updated through the RED/DA?

A. No. This is a very common and dangerous misconception. Updating your RED/DA in NSIPS does *not* automatically update your SGLI beneficiaries. SGLI must be updated separately via the SGLI Online Enrollment System (SOES) portal on milConnect.

Q. When should a Sailor update their RED/DA?

A. Sailors must update their RED/DA in NSIPS annually (at a minimum) and immediately following any major life event. This includes:

- Marriage or Divorce
- Birth, adoption, or loss of a child
- Death of a previously listed emergency contact
- A change of address or phone number for any of your contacts
- Checking into a new command (PCS)
- Prior to deployment

Q. What happens if my RED/DA is outdated?

A. An outdated RED/DA can lead to significant consequences during a crisis, such as: the Navy notifying an ex-spouse of an injury instead of a current spouse, financial benefits being paid to the wrong person, a family member being denied military ID cards, or a loved one being legally denied the right to make burial decisions because someone else was listed as the PADD.

Q. I am dual-military or a single parent. Does the RED/DA replace my Family Care Plan (FCP)?

A. No. While the RED/DA establishes who your dependents are and who to call in an emergency, it does not replace a formal Family Care Plan. An FCP is a separate, legally binding document required for single parents and dual-military couples to designate short-term and long-term care providers for dependents if you are deployed or called away.

Q. Do I need to provide any documents to update the Dependency Application (DA)?

A. Yes. If you are adding a new dependent, you cannot simply type their name into NSIPS. You must provide your CPPA with official supporting documents, such as an original marriage certificate, birth certificate, or adoption papers, so they can finalize the dependency approval and verify eligibility for BAH and TRICARE.

Q. Where can Sailors go for more information?

A. Sailors can contact the MyNavy Career Center customer service representatives at (833) 330-MNCC (6622) or askmncc@us.navy.mil.