

# SAILOR **TO** SAILOR

THE OFFICIAL NEWSLETTER OF MYNAVYHR

DECEMBER 2022

## IN THIS ISSUE:

SPRING 2023 NWAEE INFORMATION

DD-214 UPDATED TIMELINE

THE TOP NAVADMINS OF 2022



# NWAE SPRING 2023 TIMELINES

## **AD/TAR E-4 TO E-6 CYCLE 259**

**JAN 31, 2023:** PMK-EE due

**MAR 2, 2023:** E-6 exam

**MAR 9, 2023:** E-5 exam

**MAR 31, 2023:** E-4 EAWs due

## **SELRES E-4 TO E-7 CYCLE 112**

**DEC 31, 2022:** PMK-EE due

**FEB 1-28, 2023:** Exams

**FEB 28, 2023:** All EAWs due



# SPRING 2023 NWAE KEY POINTS:

## **NAVADMIN 274/22**

Announced guidance for the Spring 2023 Navywide Advancement Exam Cycle 259 for active duty and TAR Sailors testing for E-5 and E-6, as well as a way forward for advancement to E-4 as the Navy does away with the requirement for E-4 candidates to take the E-4 exam. Details behind this decision are included in the NAVADMIN. Read NAVADMIN 274/22 here: <https://dvidshub.net/r/b4g5yu>

## **NAVADMIN 278/22**

Announced guidance for the Spring 2023 NWAE Cycle 112 for SELRES and PRISE-R Sailors. The guidance also provides a permanent way forward for advancement to E-4 as the Navy has eliminated the requirement for SELRES E-4 candidates to take the NWAE to compete for advancement to E-4. Read NAVADMIN 278/22 here: <https://dvidshub.net/r/o7iv9a>

# TOP 10 NAVADMINS OF 2022

**037/22**

## **INCREASE TO MAXIMUM SECONDARY CAREGIVER LEAVE**

Sailors will now have more time to spend with their family after the birth or adoption of a child as the Department of the Navy increased its maximum Secondary Caregiver Leave (SCL) to 21 days.

**178/22 AND 229/22**

## **SENIOR ENLISTED ADVANCEMENT-TO-POSITION PILOT PROGRAM & SELECTION BOARD RESULTS**

Senior Enlisted A2P will reward Navy chief petty officers with advancement to the next pay grade for taking the hard jobs where their experience and leadership mean the most.

**064/22**

## **BUPERSINST 1000.22C PSEUDOFOLLICULITIS BARBAE (PFB) UPDATE**

Feedback from Sailors and waterfront leadership led the Navy to update grooming policy and requirements for Sailors diagnosed with the shaving-related condition pseudofolliculitis barbae (PFB).

**219/22**

## **SERVICE MEDAL UPDATES**

The National Defense Service Medal is no longer issued to all members serving on active duty starting Dec. 31, 2022, though some Sailors may still qualify for it. Two other medals' qualifications were also updated in this message.

**084/22**

## **TRANSITION OF ENLISTED SERVICE MEMBERS FROM ACTIVE COMPONENT TO THE SELECTED RESERVE**

A look at how transitioning to the Navy Reserve provides a way of hanging onto many active-duty benefits of service while earning extra cash and keeping on track to eventually qualify for a Navy retirement for part-time service.

**228/22**

## **DETAILING MARKETPLACE ASSIGNMENT POLICY PHASE II**

The Navy doubled the number of ratings eligible for sea duty incentives under the new Detailing Marketplace Assignment Policy (DMAP), which is replacing the legacy Sea Shore Flow policy for the Navy's most sea-intensive ratings.

**124/22**

## **NAVY UNIFORM AND GROOMING POLICY UPDATE**

In a wide-ranging policy update, the Navy Uniform Matters office issued updates that included mandating Cold Weather Parka rank tabs while updating required female uniform items and grooming standards for retirees wearing Navy uniforms.

**251/22**

## **PHYSICAL READINESS PROGRAM CALENDAR YEAR 2023 CYCLE ANNOUNCEMENT**

The Navy will again have a single Physical Fitness Assessment cycle in fiscal year 2023. Details on what Sailors and commands need to know about the cycle, which runs from Feb. 1 through Nov. 30, 2023, are in the message.

**172/22**

## **ACTIVE-DUTY ENLISTED ADVANCE-TO-POSITION PROGRAM UPDATE**

Expanded A2P advancement opportunities for active component Sailors in non-Detailing Marketplace ratings were announced in this message. This update allowed E-4 and E-5 Sailors who are in their detailing window to apply for E-5 and E-6 jobs.

**261/22**

## **SENIOR ENLISTED MARKETPLACE - E-9 BILLET-BASED ADVANCEMENT**

The Navy's new Senior Enlisted Marketplace for active component Sailor advancement to Master Chief. This first phase applies to E-8 Sailors eligible for the E-9 screening board and, in the future, for all enlisted Sailors.



**BY MC1 MARK D. FARAM, CHIEF OF NAVAL PERSONNEL PUBLIC AFFAIRS**

The Navy's revolution in detailing and advancing Sailors reached the senior enlisted ranks with the announcement of a new Senior Enlisted Marketplace in [NAVADMIN 261/22](#), Oct. 22.

The Navy's goal is aligning advancing Sailors to billets where their skill and leadership are needed now.

"Today's advancement processes are not synchronized with distribution management systems resulting in chronic misalignments between available talent and unit-level job requirements," said Vice Adm. Richard Cheeseman, chief of naval personnel.

"The Navy advances thousands of Sailors each year to meet aggregated requirements but does not immediately redistribute the majority of them to the billet requirements in their new paygrade."

Change is already in the works.

A "fundamental and incremental shift" to fix this problem began this past March with the Detailing Marketplace Assignment Policy (DMAP) rollout for those advancing to pay grades E-5 and E-6 in sea-intensive ratings.

Now in its second phase, eight of the Navy's 16 most sea-intensive ratings incentivize Sailors with advancement and other

enticements in exchange for filling sea-duty billets.

The move into the senior enlisted ranks will first introduce "Billet-Based Advancements" in the selection and detailing first at the E-9 level in calendar year 2023.

The Navy fully expects to expand the Senior Enlisted Marketplace to E-7 and E-8 advancements and detailing in the future.

"Billet-Based Advancements are how E-5 through E-9 Sailors will advance in the future, where a qualified Sailor applies and competes for a billet requirement in the next higher paygrade within the MyNavy Assignment (MNA)," Cheeseman said.

"If selected, that Sailor will obligate service through the projected rotation date (PRD) listed in the orders, be frocked within 30 days of transfer, and advances upon reporting to the job."

This new way of doing business results in Sailors having "more control over their careers," Cheeseman said. Sailors will now have "increased timing flexibility, transparency, and geographic stability in career decisions and Permanent Change of Station (PCS) moves."

The new Senior Enlisted Marketplace kicks off this upcoming

Spring with the fiscal year 2024 Senior Enlisted advancement cycle. Specifically, the Active-Duty Master Chief Petty Officer Selection Board now serves as a Senior Enlisted Marketplace eligibility "screening board".

Board-eligible E-8s in participating ratings will now be screened by this new Senior Enlisted Marketplace Screening Board. Instead of being "selected" for E-9, candidates in these ratings are now "screened." Those designated "best and fully qualified" become eligible to participate in the marketplace, where they compete for advancement into a qualified billet.

Sailors approaching a High Year Tenure (HYT) gate remain eligible for screening unless precluded by other policies. Once successfully screened for the next higher paygrade, Sailors actively participating in the marketplace will have their HYT suspended, but only for up to 24 months.

Not impacted by this change are Sailors in the Command Senior Enlisted Leader Program, Submarine Force, Nuclear Ratings, Musicians, Special Warfare Operators and Special Warfare Boat Operators and Reserve Component members. These Sailors will continue to compete for advancements and jobs

under their respective legacy board and distribution processes.

A NAVADMIN then releases the names of those screened and Navy Personnel Command then opens the Senior Enlisted Marketplace in MyNavy Assignment.

The screening board comes with a new twist - Merit Reorder. Similar to what happens now with officer promotion boards, board members may reorder up to 15% of screened MCPO candidates based upon the best fully qualified standard.

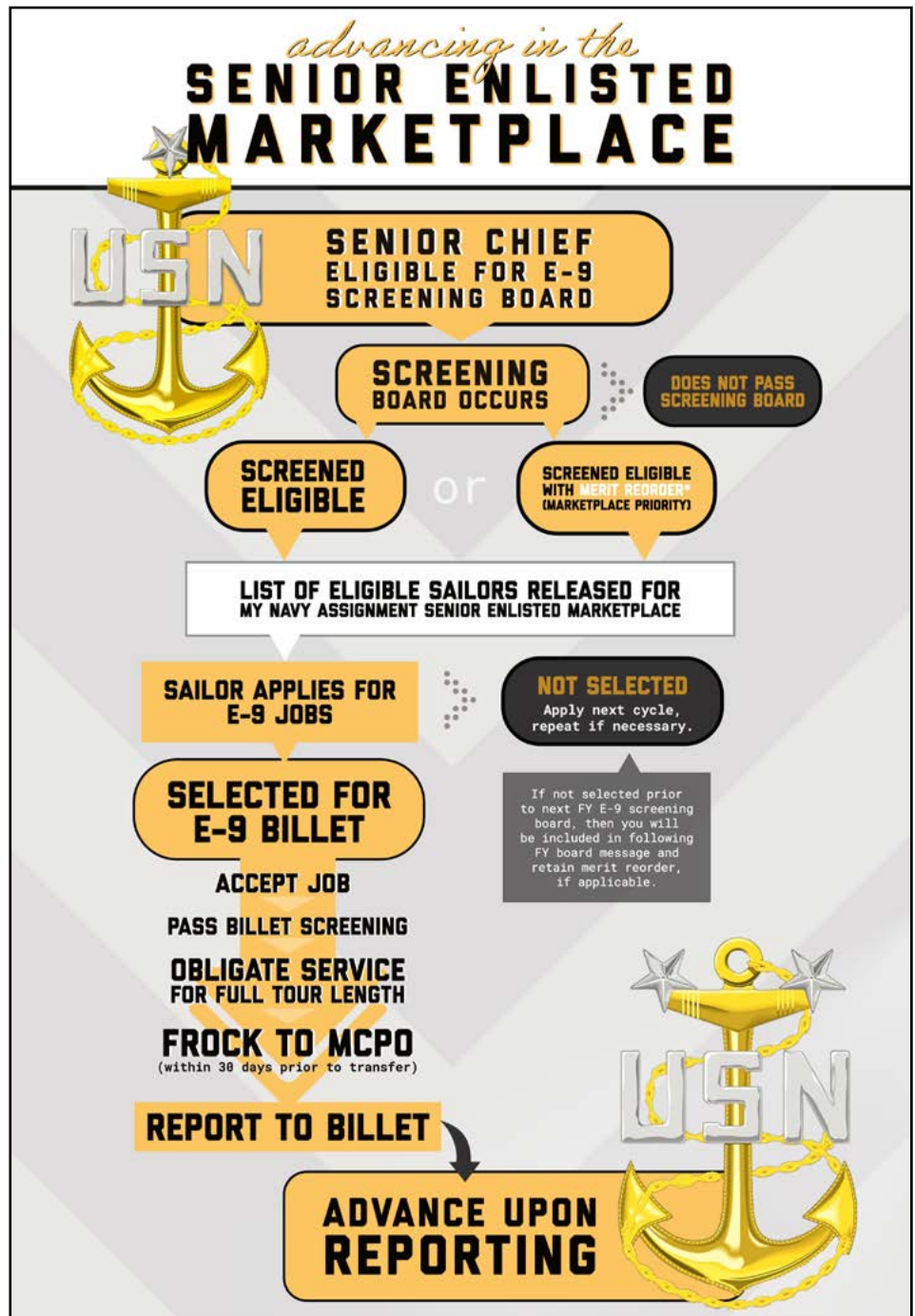
Merit reorder Sailors can expect a "concierge detailing" experience, which means their detailer will call if the Sailor is not selected for one of the Sailor's top two preferences during a MyNavy Assignment Cycle. Merit reorder Sailors will have three choices (if not selected for their top two preferences): (1) agree to other, lower preference E-9 orders; agree to different priority orders; or turn down orders for the cycle and reapply next cycle.

Beginning with the August MNA cycle, current MCPOs and successfully screened candidates will apply and compete for E-9 jobs. Each year, screened candidates will have 5 MNA cycles of advancement opportunities held in August, October, December, February and April.

Successfully screened candidates are eligible for the Senior Enlisted Marketplace, regardless of their rotation date. Detailers will manually adjust those outside their normal rotation window to allow Sailors to participate in the Marketplace. Those Sailors, however, won't transfer until they've completed a minimum of 12 months at their current command. That is, unless their commanding officer and type commander approve the move.

Screened E-8s have up to 24 months from the NAVADMIN release to get picked through the marketplace for an E-9 job. Those not getting an E-9 job in that timeframe will go through the next E-9 screening board.

In deciding who gets a billet through the Senior Enlisted Marketplace, detailers use the results of weighted elements from a paygrade-specific Sailor Scoring Criteria to determine what Sailor is the best fit and most qualified for the billet.



Frocking for Sailors picked for an E-9 job in the marketplace is authorized up to 30-days before transfer, provided they have obligated for any additional service required to take the billet. The advancement becomes permanent once reporting to the billet.

In cases where a frocked Sailor cannot report to the E-9 job they were selected for commands must contact PERS-4 immediately. After fixing any issues, the Sailor can continue to the original E-9 billet they were selected for, but only if the type commander agrees. If not, they will be assigned to fill a needs of the

Navy E9 requirement by PERS-4 and advance once they report to their new command.

Screened Sailors in their original rotation window can request a follow-on E-8 job instead of competing for an E-9 position. Those Sailors can be reconsidered by the screening board the following year.

More details are available in the NAVADMIN. Further details about the Senior Enlisted Marketplace, along with information about the Navy's other Billet-Based Advancement initiatives and incentives, will be posted on the Senior Enlisted Marketplace website.

# DD-214 TIMELINE

## SEPARATIONS & RETIREMENTS

MILPERSMAN 1900-015 outlines what is required of Sailors, their commands and the Transaction Service Centers to process separation and retirement packages.

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### 5-9 MONTHS BEFORE SEPARATION

CPPAs can submit packages to TSC Norfolk as early as 5-9 months prior to a Sailor's separation or retirement. Packages must be submitted no less than 60 days prior to the actual separation date or start of terminal leave, whichever is sooner.

### PERSONNEL PROCESS

Timely submission enables the completion of personnel actions, from processing the separation orders and issuing the DD-214, to processing final and retirement pay and benefits, as applicable.



### 14 DAYS BEFORE SEPARATION

If a DD-214 is not finalized (reviewed and approved by the Sailor) 14 calendar days prior to the Sailor's detachment, TSC personnel may expedite the process and finalize the document by marking it "Signature Unattainable."



### DD-214 IN HAND

#### Some things to keep in mind:

- \* Make sure the date of actual separation or retirement from naval service is correct.
- \* Ensure all key supporting documents are complete and accurate.
- \* Pay close attention to secondary required documents like medical and dental paperwork.



# PACT FLEET ENGAGEMENT TEAM VISITS SAILORS IN WASHINGTON

BY MC2 JARED CUTLETT

Two hundred undesignated Sailors earned a rating when the Bureau of Naval Personnel Fleet Engagement Team visited multiple installations in Washington state Nov. 17.

The Bupers Professional Apprenticeship Career Track team, consisting of enlisted community managers, rating specialists, and detailers, met with PACT Sailors from Naval Base Kitsap, Naval Air Station Whidbey Island, Naval Station Everett, and the Nimitz-class aircraft carriers USS Nimitz (CVN 68) and USS Theodore Roosevelt (CVN 71) in what are known as "PACT Rodeos." The FET coordinated with local command career counselors, ensuring eligible PACT Sailors were prepared and available to attend.

"The fleet engagement team is here to set Sailors up for success," said Master Chief Avionics Technician Ryan Corcoran, enlisted community manager technical advisor. "It allows us to put them in front of a team, which gives the Sailor dedicated, face-to-face discussion with the community managers and the detailers."

The team spoke with more than 220 Sailors over the four-day event, and 88 percent of Sailors picked up rates and are either getting orders to school or to

their next command.

"I got to learn more about the PACT process and the behind the scenes we don't normally see as a career counselor," said Navy Counselor 1st Class Emily Feldmann, command career counselor for the Arleigh Burke-class guided-missile destroyer USS Gridley (DDG 101). "I'm happy with the outcome for Seaman Elioenai Davilarodriguez, he wanted machinist mate for a while and was able to get orders back near his home and on a ship he chose."

Command career counselors and command leadership were also key to the success of the five-day event.

"I got the rate I wanted, location I wanted, the type of ship I wanted—I got everything I wanted today," said Davilarodriguez, who selected machinist mate with orders to the Arleigh Burke-class guided-missile cruiser USS Delbert D. Black (DDG 119). "The team here today was very friendly and polite. The whole process was easier than I expected," he said.

Sailors begin the rating designation process 12 months before their projected rotation date. From that point, they remain eligible until selected for a rate or until their anticipated end of active obligated service. While in the program,

these Sailors gain beneficial on-the-job training at their duty stations.

"Every Sailor that we see during these events has their whole career in front of them," said Capt. Raymond Sudduth, director, Enlisted Community Management. "This is the best place for them to be, it's a rare opportunity to have a face-to-face with detailers and ECMs."

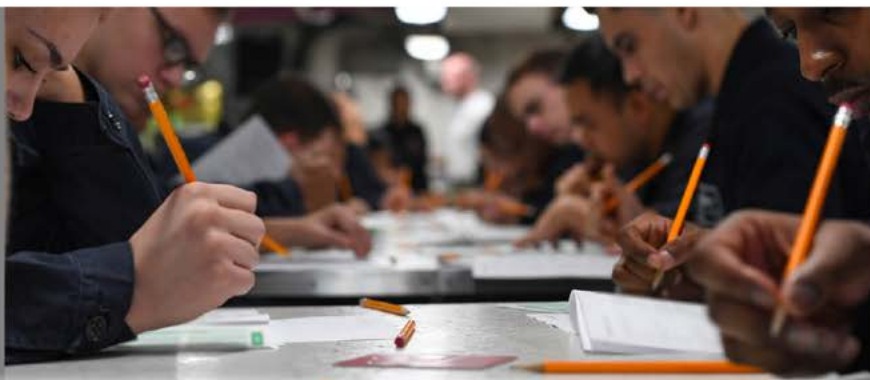
Fleet Engagement Team visits promote greater transparency of the process of Sailors picking orders, as well as providing hands-on training for career counselors and PACT Sailors alike. The team anticipates conducting more visits to fleet concentration areas.

"These trips are so important because we are building that trust between our fleet Sailors and our Millington team," added Sudduth. "This is how we succeed."

PACT Sailors interested in expanding their available conversion opportunities should contact their command career counselor for information about additional Armed Services Vocational Aptitude Battery testing opportunities.

For more information on Bupers PACT, visit: <https://www.mynavyhr.navy.mil/Career-Management/Detailing/Enlisted/Shore-Special/PACT/>



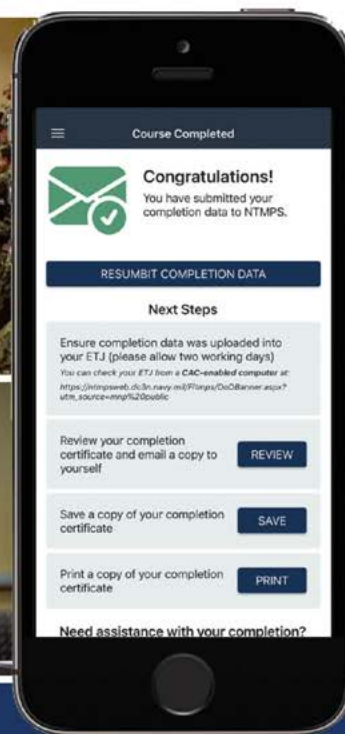


# Improved Course Submission Process!



Download the Updated Professional Military Knowledge Eligibility Exam app inside the Navy App Locker!

The Professional Military Knowledge Eligibility Exam (PMK-EE) app is a convenient way for Sailors to study and take the required exam as part of their enlisted advancement process for paygrades E4 through E7. **An important update will be released in January 2023!**



## NEW FOR YOU IN 2023

- ✓ E4 through E7 exam updates include:
  - Course materials (including bibliographies and references), Smart Sheets & FAQs
  - Topics and subtopics, exam content (questions and answers)
- ✓ Information for users about next steps upon completion of the exam

PMK-EE is a part of the Sailor 2025 rating modernization effort to improve the Sailor experience.

Download the PMK-EE app at: [applocker.navy.mil](https://applocker.navy.mil)  
or Scan the QR Code to the right for quick access.

