

TNR

THE NAVY RESERVIST

ALMANAC 2013

THE NAVY WARFIGHTER



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The Navy Reservist is always looking for good action photos of Navy Reserve Sailors (minimum 300 dpi) that tell a story of Reserve training or support to the fleet. Please provide full identification of all individuals in the photograph, including their respective rating, rank and command. Photos should also include a visual information record identification number or VIRIN. Information about VIRINs is available online at www.mediacen.navy.mil/vi/virin.htm. Submissions should be received three months prior to publication month (i.e. January 1st for the April issue). Material will not be returned.

NEWS ONLINE: The Navy Reservist current and past issues can be accessed online at <http://navyreserve.navy.mil>. Navy Reserve News Stand, a Web site featuring Navy Reserve news and photos, plus links to Navy fleet pages, can be viewed at www.news.navy.mil/local/nrf.

CHANGE OF ADDRESS: Selected Reserve Sailors with address changes need to provide updates to the NSIPS (Navy Standard Integrated Personnel System) via their NOSC Personnel Office.

COVER IMAGE: *General Quarters, Battle Stations* by McClelland Barclay. Painting, Oil on Canvas, c1941. Courtesy of the Navy Art Collection, Naval History and Heritage Command, Washington, DC.

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NAVIGATION PLAN

CHIEF OF NAVAL OPERATIONS
ADM. JONATHAN W. GREENERT

WARFIGHTING FIRST

The Navy must be ready to fight and win today, while ensuring the ability to win tomorrow. This tenet is exceptionally important as we address tensions in the Arabian Gulf, increase our focus on the Asia-Pacific, and support our partners and allies around the world. Our warfighting investments directly support the missions outlined in the new defense strategic guidance. In our FY 2013 – 2017 budget submission, we:

- Maintain the Carrier Strike Group (CSG) with its embarked air wing and the Amphibious Ready Group (ARG) with its embarked Marine Expeditionary Unit (MEU) as our main instruments to deter and defeat aggression and project power.
 - Sustain 11 carriers and 10 air wings, one each in Japan.
 - Sustain 10 ARGs, one in Japan.
- Increase near-term mine warfare capability with Quickstrike mines; the Seafox Mine Neutralization System; upgraded MCM-1 class ship sonar, hull, and engineering upgrades; and Unmanned Underwater Vehicles (UUV) for shallow and bottom mine detection.
- Improve near-term capability to counter fast attack craft by fielding enhanced gun and surface-to-surface missile systems for Patrol Coastal (PC) ships and Littoral Combat Ship (LCS) and laser-guided rockets for helicopters and Unmanned Aerial Vehicles (UAV).
- Build proven ships and aircraft: Arleigh Burke-class destroyer, San Antonio-class amphibious ship, Virginia-class submarine, MH-60 R/S helicopter, F/A-18 Super Hornet, E/A-18 Growler, and E-2D Hawkeye.
- Move new platforms under development and construction to the Fleet: LCS, Ford-class carrier, America-class amphibious assault ship, Zumwalt-class destroyer, P-8A Poseidon, Joint Strike Fighter, and Broad Area Maritime Surveillance UAV.
- Improve the reach of today's platforms through new payloads of more capable weapons, sensors, and unmanned vehicles to include: SM-6 missile, submarine-launched conventional strike weapon, long range

surface-to-surface weapon, Air and Missile Defense Radar, Firescout UAVs, and the Unmanned Carrier-Launched Air Surveillance and Strike vehicle.

- Maintain our warfighting edge and implement the Navy/Air Force Air-Sea Battle Concept through innovation in our CONOPS and tactics, and integration of the next generation of weapons, sensors, and unmanned vehicle payloads for our current ships and aircraft.
- Continue to dominate the undersea environment with a combination of Virginia-class submarines, Virginia-class Payload Modules, improved torpedos such as the Mk-54 lightweight torpedo and P-8A High-Altitude ASW Weapon Capability, and Large Displacement UUV. We also strengthen our defense against submarine threats with additional periscope detection systems and new torpedo countermeasures.
- Fully exploit cyberspace and the electromagnetic spectrum as warfighting domains with upgrades to Ship's Signal Exploitation Equipment and the SLQ-32 surface electronic warfare system, and continued development of the Next-Generation Jammer for airborne electronic warfare.
- Defend our computer networks, sustain information assurance, develop network operations technology, as well as educate the next generation of cyber operators at the U.S. Naval Academy, Naval Postgraduate School, and Naval War College.
- Maintain credible and survivable strategic deterrence; develop SSBN(X) as the Ohio-class replacement while maintaining today's number of available SSBNs.

OPERATE FORWARD

We will provide offshore options to deter, influence, and win in an era of uncertainty. Our forward naval forces are increasingly called upon to provide stability in regional "hot spots" because of their responsiveness and flexibility. Consistent with the defense strategic guidance, Navy will prioritize deployments of combat-credible forces in the Middle East and Asia-Pacific regions, ballistic missile defense in Europe, and

mission-tailored forces elsewhere. Navy's forward operating posture is an essential element of the new defense strategy, which places a premium on prompt action to deny an adversary's objectives. In our FY 2013 – 2017 budget submission, we:

- Sustain the “places” our forward operating forces depend on to rest, repair, refuel, and resupply in Spain, Italy, Greece, Djibouti, Diego Garcia, Bahrain, Japan, Singapore, and Republic of Korea – as well as our forward base on Guam.
- Field improved Firescout UAVs, LCS, and Joint High Speed Vessel (JHSV) to support counterterrorism and irregular warfare missions at sea and ashore.
- Deploy an Afloat Forward Staging Base (AFSB) to improve our responsiveness for mine warfare, anti-surface warfare, and counterterrorism operations starting with USS PONCE and continuing with modified Mobile Landing Platforms.
- Forward station additional ships – LCS at Singapore and PCs at Bahrain – to improve our ability to cooperate with regional partners in maritime security operations.
- Forward deploy four DDGs to Rota, Spain for Ballistic Missile Defense of Europe and for security cooperation with our European allies.
- Provide amphibious lift for U.S. Marines operating out of Australia.
- Remain forward longer and in more areas by deploying more ships such as LCS with rotational crews or JHSV and AFSB with civilian mariner crews.
- Improve our ability to remain forward by studying options for rotational crewing of other classes of ships.

BE READY

We will harness the teamwork, talent, and imagination of our diverse force to be ready to fight and responsibly employ our resources. As directed in the defense strategic guidance, our budget submission includes some reductions in Fleet capacity in order to sustain a ready and capable force. In our FY 2013 – 2017 budget submission, we:

- Seek a maximum return on our readiness investments by establishing a sustainable deployment schedule that affords sufficient time for maintenance and training.

- Ensure ships and aircraft reach their expected service life by fully funding planned surface ship and aviation maintenance, resourced in part by inactivating seven CG-47 and two LSD-41 class ships.
- Continue Homeport Ashore to provide a place for each single Sailor to live ashore by 2017.
- Support college, vocational, and professional education through tuition assistance, a leadership continuum, and transition assistance programs.
- Increase emphasis and funding for sexual assault prevention and response, synthetic drug use elimination, suicide prevention, and operational stress control. In particular, we increase our efforts to prevent alcohol abuse, because it is a contributing factor to several of these problems.
- Support deployed Sailors and their families through services including counseling, child care, and youth programs.
- Improve opportunities ashore for sea-intensive ratings with additional billets at Regional Maintenance Centers and Afloat Training Groups.
- Sustain Fleet manning increases from FY 2012.
- Improve the “wholeness” of the Aegis Weapons System through data link and software upgrades while adding the Shipboard Self Defense System to more non-Aegis ships, such as amphibious assault ships.
- Improve ASW sensor reliability and performance, including towed array maintenance and modernization.
- Ensure legacy F/A-18 remain ready and relevant for their entire service life through life cycle sustainment and modernization.
- Provide additional targets, weapons, and ammunition to support Fleet live fire training.
- Increase the inventory of decoys, sonobuoys, and torpedoes for Fleet ASW training.
- Sustain Fleet Synthetic Training to provide a wider range of complex and demanding simulations than possible in the field, while conserving operating expenses where appropriate.
- Improve operational energy efficiency by investing in new technologies such as hybrid-electric drive.

WELCOME ABOARD



Vice Admiral Robin R. Braun
Chief of Navy Reserve

SHIPMATES,

It's my pleasure to introduce *The Navy Reservist Almanac* for 2013. As Chief of Navy Reserve, I am truly proud and humbled by the outstanding work done every day by our Navy Reserve Sailors across the world. Over the last 12 years, from combat operations in Iraq and Afghanistan, to humanitarian aid and disaster relief in Japan and Haiti, Navy Reserve Sailors have performed brilliantly when answering our Nation's call. I realize that we're a volunteer

force, and I want to thank each and every one of you for your service. And I'd like to also thank your families for their support. They too contribute to our readiness and success.

As a vital component of the Joint Force, the Navy Reserve remains committed to the tenets promulgated by our Chief of Naval Operations, Adm. Jonathan Greenert: Warfighting First, Operate Forward, and Be Ready. With over 60,000 Sailors serving at home and abroad, our Navy Reserve has never been more capable, ready, or relevant. The Navy Reserve is committed to offering Sailors the opportunity to serve on their own terms. The Continuum of Service provides options for balancing Navy duty with family life and civilian careers.

I hope that you'll find this Almanac to be a useful resource for helping manage your Navy Reserve career. I encourage you to familiarize yourself with the information provided, share it with your family, and use it to make informed decisions. You will find details on many

of the benefits and programs available to Reserve Sailors, including VA Home Loans, Thrift Savings Plan, the Post 9/11 GI Bill, Servicemember's Group Life Insurance, TRICARE Reserve Select, FleetRIDE and Warrior and Family Support. Most of all, I encourage you to take advantage of those benefits and programs which are best for you. You've earned them!

Thank you again for your service. I am honored to serve alongside you and wish you and your family all the best in 2013!

A handwritten signature in blue ink, reading "Robin Braun".

Vice Adm. Robin R. Braun
Chief of Navy Reserve

FORCM(AW) Chris Wheeler
Navy Reserve Force Master Chief



HAPPY NEW YEAR!
FELLOW SHIPMATES,

Where did the year go? I'm sure that I'm not the only one asking that question. So, before any more time passes, let me share with you some of my thoughts and observations on 2012. Let me begin by saying that the one common impression of every place I visited was Excellence!

Wherever I went, I met with very dedicated and motivated Sailors! At every rank, whether recently affiliated or seasoned Reservists, our people are the best! On drill weekends, on active duty assignments and during mobilizations, you faced many challenges and have accomplished a great deal for our Navy and our Nation. You all proved time and again that our strength is not in policies or programs, it's in our People!

2013 will prove to be even more challenging as we continue to align our actions and resources to achieve the mission. Our focus this year will be on important initiatives such as FleetRIDE for our selected Reservists and increasing opportunities for Sailors to change lanes from AC to RC and RC back to AC. It will be both challenging and exciting to be sure!

As we move forward in these challenging times, our continued focus should remain on those practices that will support your Shipmates and Command. As Sailors change lanes between AC and RC, it's imperative that we support their specific needs through the "Brilliant on the Basics" program. We should concentrate on the readiness and well being of our Sailors. Leaders need to ensure that every Sailor has received all available resiliency training to arm them against the potentially stressful times ahead. By doing things right, we ensure we will continue to have "Ready Now" Sailors to serve in the Best Reserve Force in the world!

I trust that you had a safe, healthy New Year, and are ready to build upon the work you started in 2012. We never really close out a year, we just begin a new chapter in our lives. Make yours count by striving to improve your own personal readiness and that of a shipmate!

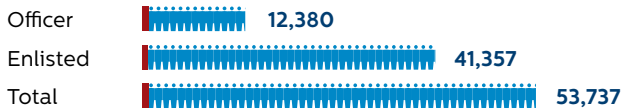
Thank you for being a member of our family. Remember, you matter!

A handwritten signature in blue ink that reads "Chris T. Wheeler".

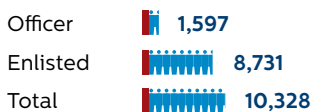
FORCM(AW) Chris T. Wheeler
Navy Reserve Force Master Chief

OPERATIONAL SUPPORT

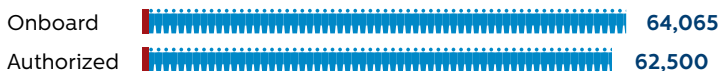
SELECTED RESERVE



Full time Support



Total FTS and SELRES



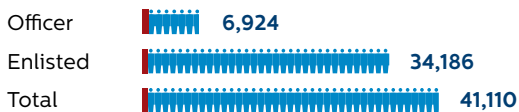
On any given week more than 20 percent of the Navy Reserve force is providing global operational support.

INDIVIDUAL READY RESERVE (under contract but not in pay status)

Volunteer Training Unit (VTU) members (drill status) and Volunteer Participation Unit (VPU) members



Active Service Pool (ASP) (non-drill status)



Total IRR (VTU, VPU and ASP)



JOINT STAFF CODES

JOINT CHIEFS OF STAFF



- J1** Manpower and Personnel
- J2** Intelligence
- J3** Operations
- J4** Logistics
- J5** Strategic Plans and Policy
- J6** Command, Control, Communications and Computer Systems
- J7** Operational Plans and Interoperability
- J8** Force Structure, Resources and Assessment

NAVY



- N1** Manpower and Personnel
- N2** Intelligence
- N3** Operations
- N4** Logistics
- N5** Plans and Policy
- N6** Information Technology
- N7** Readiness and Training
- N8** Resources and Requirements
- N9** Warfare Systems

ARMY



- G1** Personnel
- G2** Intelligence
- G3** Operations and Plans
- G4** Logistics
- G5** Civil Affairs
- G6** Information Management
- G8** Resource Management

MARINE CORPS



- G1** Manpower and Personnel
- G2** Intelligence
- G3** Operations
- G4** Logistics/Supply
- G5** Plans
- G6** Communications
- G7** Inspector
- G8** Requirements

COAST GUARD



- CG-1** Human Resources
- CG-2** Intelligence and Criminal Investigations
- CG-4** Engineering and Logistics
- CG-5** Policy and Planning
- CG-6** Command, Control, Communications, Computers and Information Technology
- CG-7** Capability
- CG-8** Planning, Resources and Procurement
- CG-9** Acquisition

AIR FORCE



- A1** Personnel
- A2** Intelligence
- A3** Operations
- A4** Logistics
- A5** Plans and Programs
- A6** Communications
- A7** Installation/Mission Support
- A8** Requirements

** Some staff codes may be combined into one directorate.*

THE FLEET

AIRCRAFT CARRIER • CVN: 10

The aircraft carrier continues to be the centerpiece of the forces necessary for forward presence. In times of crisis, the first question leaders ask is: "Where are the carriers?" Aircraft carriers support and operate aircraft that engage in attacks on airborne, afloat and ashore targets that threaten free use of the sea, and engage in sustained power projection operations in support U.S. and coalition ground forces. The aircraft carrier and its battlegroup also engage in maritime security operations to interdict threats to merchant shipping and prevent the use of the seas as a highway for terrorist traffic.



AMPHIBIOUS COMMAND SHIP • LCC: 2

Amphibious command ships provide command and control for fleet commanders.

Commissioned in 1971, these are the only ships to be designed initially for an amphibious command ship role. Earlier amphibious command ships lacked sufficient speed to keep up with a 20-knot amphibious force. Subsequently, both ships became fleet flagships. USS Blue Ridge (LCS 19) became the Seventh Fleet command ship in 1979, and USS Mount Whitney (LCS 20) became the Second Fleet command ship in 1981, and the Sixth Fleet command ship in February 2005.

AMPHIBIOUS ASSAULT SHIP • LHA: 2/LHD: 8

The largest of all amphibious warfare ships; resembles a small aircraft carrier capable of vertical/short take-off and landing of aircraft. They contain a well deck to support use of landing craft air cushioned (LCAC), and other watercraft.

The Tarawa-class LHAs and Wasp-class LHDs provide the Marine Corps with a means of ship-to-shore movement by helicopter in addition to movement by landing craft.

Amphibious warships are designed to support the Marine Corps tenets of operational maneuver from the sea and ship to objective maneuver. They provide a rapid buildup of combat power ashore in the face of opposition. Because of their inherent capabilities, these ships have been and will continue to be called upon to also support humanitarian and other contingency missions.

DOCK LANDING SHIP • LSD: 12

Dock landing ships support amphibious operations including landings via LCAC, conventional landing craft and helicopters onto hostile shores.

These ships transport and launch amphibious craft and vehicles with their crews and embarked personnel in amphibious assault operations.



LSD 41 was designed specifically to operate LCAC vessels. It has the largest capacity for these landing craft (four) of any U.S. Navy amphibious platform. It also provides docking and repair services for LCACs and for conventional landing craft.

In 1987, the Navy requested to fund one cargo variant. The ship differs from the original LSD 41 by reducing its number of LCACs to two in favor of additional cargo capacity.

AMPHIBIOUS TRANSPORT DOCK • LPD: 9

Amphibious transport dock ships are warships that embark, transport and land elements of a landing force for a variety of expeditionary warfare missions.

LPDs are used to transport and land Marines, their equipment and supplies by embarked LCAC or conventional landing craft, and expeditionary fighting vehicles or amphibious assault vehicles augmented by helicopters or vertical take off and landing aircraft. These ships support amphibious assault, special operations or expeditionary warfare missions and can serve as secondary aviation platforms for amphibious ready groups.



LANDING CRAFT, AIR CUSHIONED • LCAC: 91

The landing craft air cushioned is a high-speed, over-the-beach fully amphibious landing craft, capable of carrying a 75 ton payload. It is used to transport the weapons systems, equipment, cargo and personnel of the assault elements of the Marine Air-Ground Task Force from ship to shore and across a beach. LCACs can carry heavy payloads, such as an M-1 tank, at high speeds. The payload capability and speed combine to significantly increase the ability of the Marine ground element to reach the shore. Air cushion technology allows this vehicle to reach more than 70 percent of the world's coastline, while only about 15 percent of that coastline is accessible by conventional landing craft.

PATROL COASTAL SHIP • PC: 13

The primary mission of these ships is coastal patrol and interdiction surveillance, an important aspect of littoral operations outlined in the Navy's maritime strategy. The Cyclone-class PCs are particularly suited for the maritime homeland security mission and have been employed jointly with the U.S. Coast Guard to protect our nation's coastline, ports and waterways from terrorist attack.

The Cyclone-class ships are assigned to Commander, U.S. Fleet Forces Command. These ships provide the U.S. Navy with a fast,

reliable platform that can respond to emergent requirements in a shallow water environment. In 2009, the ships began a sustainment program to update their ships communication, engineering and support systems.



FLEET BALLISTIC MISSILE SUBMARINE • SSBN: 14

Strategic deterrence has been the SSBN's sole mission, providing the United States with its most survivable and enduring nuclear strike capability.

The Navy's SSBNs, referred to as "Boomers," serve as an undetectable launch platform for intercontinental missiles. They are designed specifically for stealth and the precision delivery of nuclear warheads.



Ohio class SSBNs can carry up to 24 ballistic missiles with multiple independently-targeted warheads.

SSBNs are designed for extended deterrent patrols. To increase the amount of time required for replenishment and maintenance, Ohio class submarines have three large-diameter logistics hatches that allow Sailors to rapidly transfer supply pallets, equipment replacement modules and machinery components.

continued next page >>>

THE FLEET *continued*

GUIDED MISSILE SUBMARINE • SSGN: 4

SSGNs provide a combination of strike and special operations mission capability within a stealthy, clandestine platform. Armed with tactical missiles and equipped with superior communications capabilities, SSGNs are capable of supporting special operation forces (SOF).

A Nuclear Posture Review determined that the United States needed only 14 of its 18 SSBNs to meet the nation's strategic force needs. The decision was made to transform four Ohio class submarines into conventional land attack and SOF platforms.

Each SSGN is capable of carrying up to 154 Tomahawk or Tactical Tomahawk land-attack cruise missiles.

Berthing was installed in the missile compartment to accommodate 66 SOF personnel. The two forward most missile tubes were converted to lock-out chambers that allow clandestine insertion and retrieval of SOF personnel. Each lock-out chamber can also accommodate a dry deck shelter.

ATTACK SUBMARINE • SSN: 54

SSNs seek and destroy enemy submarines and surface ships; project power ashore with missiles and special operation forces; carry out intelligence, surveillance, and reconnaissance missions; support battle group operations and engage in mine warfare.



There are three classes of SSNs now in service. Los Angeles class submarines are the backbone of the submarine force with 42 in commission. Thirty-one Los Angeles class SSNs are equipped with 12 vertical launch system (VLS) tubes for firing Tomahawk cruise missiles.

The Seawolf class is exceptionally quiet, fast, well armed and equipped with advanced sensors. Though lacking VLS tubes,

the Seawolf class has eight torpedo tubes and can hold up to 50 weapons in its torpedo room. The USS Jimmy Carter (SSN 23) has a 100-foot hull extension called the multi-mission platform. This hull section allows a payload to accommodate advanced technology for classified research and development and enhanced warfighting capabilities.

SUBMARINE TENDER • AS:2

Submarine Tenders furnish maintenance and logistic support for nuclear attack submarines.

The L.Y. Spear class is designed and fitted to accommodate attack submarines and can service up to four submarines moored alongside simultaneously. The Simon Lake class was configured especially to service ballistic missile submarines. The operation of AS 39 and AS 40 was transferred to the Military Sealift Command in 2008 and 2010 respectively.

MINE COUNTERMEASURES SHIP • MCM: 14

Ships designed to clear mines from vital waterways. In the early 1980s, the U.S. Navy began development of a new mine countermeasures (MCM) force, which included two new classes of ships and minesweeping helicopters.

The Avenger class ships are designed as mine sweepers/hunter-killers capable of finding, classifying and destroying moored and bottom mines.

These ships use sonar and video systems, cable cutters and a mine detonating device that can be released and detonated by remote control. They are also capable of conventional sweeping measures. The ships are of fiberglass sheathed, wooden hull construction.

CRUISER • CG: 22

Guided missile cruisers perform primarily in a Battle Force role. These ships are multi-mission air warfare, undersea warfare, naval



surface fire support and surface warfare capable of supporting carrier battle groups and amphibious forces, or of operating independently and as flagships of surface action groups. Cruisers are equipped with Tomahawk cruise missiles giving them additional long range strike warfare capability. Some Aegis Cruisers have been outfitted with a ballistic missile defense capability.

Technological advances in the Standard Missile coupled with the Aegis combat system in the Ticonderoga class cruisers have increased the capability of surface combatants to pinpoint accuracy from wave-top to zenith.

DESTROYER • DDG: 62

Guided missile destroyers are warships that provide multi-mission offensive and defensive capabilities. Destroyers can operate independently or as part of carrier strike groups, surface action groups, amphibious ready groups, and underway replenishment groups.



Guided missile destroyers are multi-mission anti-air warfare, anti-submarine warfare, and anti-surface warfare surface combatants. The destroyer's armament has greatly expanded the role of the ship in strike warfare utilizing the MK-41 vertical launch system.

FRIGATE • FFG: 21

Guided missile frigates fulfill a protection of shipping mission as anti-submarine warfare combatants for amphibious expeditionary forces, underway replenishment groups and merchant convoys.

The guided missile frigates bring a short range anti-air warfare capability (provided by their Phalanx Close-In Weapon System) to the frigate mission, but they have some limitations. Designed as cost efficient surface combatants, they lack the multi-mission capability necessary for modern surface combatants faced with multiple, high-technology threats. They also offer limited capacity for growth.

LITTORAL COMBAT SHIP • LCS: 3

LCS is a fast, agile, focused-mission platform designed for operation in near-shore environments yet capable of open-ocean operation. It is designed to defeat asymmetric "anti-access" threats such as mines, quiet diesel submarines and fast surface craft.

The LCS consists of two variants, the Freedom variant and Independence variant. These seaframes will be outfitted with reconfigurable payloads, called mission packages, which can be changed out quickly. Mission packages are supported by special detachments that will deploy manned and unmanned vehicles and sensors in support of mine, undersea and surface warfare missions.

USS CONSTITUTION

USS Constitution was one of six frigates authorized for construction by an act of Congress in 1794. Larger and more heavily armed than the standard run of frigate, Constitution and her sisters were formidable opponents.

In 1905, public sentiment saved the ship from scrapping; in 1925 she was restored, through the donations of school children and patriotic groups. Recommissioned in 1931, she set out under tow for a tour of 90 port cities along the Atlantic, Gulf and Pacific coasts of the United States.

Having secured her position as an American icon, she returned to her home port of Boston. In 1941, she was placed in permanent commission, and an act of Congress in 1954 made the Secretary of the Navy responsible for her upkeep.

Now the oldest U.S. warship still in commission, Constitution remains a powerful reminder of the nation's earliest steps into dominance of the sea.

Reserve Component Boat Assets

NOSC BALTIMORE: ACU-2 / MPFUB* 20 and 24

NOSC BUFFALO: ACU-2 DET 205 / MPFUB* 21 and 31

NOSC GREAT LAKES: ACU-1 DET GREAT LAKES /
MPFUB* 25 and 30

NOSC TAMPA: ACU-1 DET TAMPA / MPFUB* 19 and 23

NOSC PENSACOLA: ACU-1 DET PENSACOLA / MPFUB*
18 and 29

MPFUB Maritime Prepositioning Force Utility Boat*

NAVAL AIR FORCE RESERVE

C-130T HERCULES • 5 SQUADRONS, 19 AIRCRAFT

The C-130T Hercules is the workhorse of the military services and is eminently suited for its role in tactical cargo and passenger airlift. Capable of landing and taking off from short, rough dirt runways, it is a people and cargo hauler and is used in a wide variety of other roles, such as gunships, weather watchers, tankers, firefighters and aerial ambulances. The Hercules has an airspeed of 374 mph with a range of 2,350 miles. The C-130T is powered by four T-56-A-16 engines manufactured by Allison.



C-20 GULFSTREAM • 1 DETACHMENT, 1 C-20A AIRCRAFT / 1 SQUADRON, 2 C-20D AIRCRAFT / 1 SQUADRON, 4 C-20G AIRCRAFT

The C-20 Gulfstream is an all-weather, long-range, high speed aircraft powered by two Rolls-Royce turbofan engines that provide world-wide airlift for senior leadership and dignitaries. The Gulfstream III, C-20 A and D, has an executive compartment with accommodations for five passengers and a staff compartment with accommodations for eight passengers. A walk-in baggage area of 157 cubic feet is fully pressurized and accessible from the cabin. The Gulfstream IV, C-20G, can be configured for cargo operations, passenger operations or combinations of the two. With a full complement of seats installed, the aircraft is capable of accommodating up to twenty-six passengers and a crew of four.

C-37 GULFSTREAM • 1 DETACHMENT, 1 C-37A AIRCRAFT / 1 SQUADRON, 3 C-37B AIRCRAFT

The Gulfstream V, C-37A, is an all-weather, long-range, high speed aircraft powered by two Rolls Royce turbofan engines that provide world-wide airlift for senior leadership and dignitaries.

The executive compartment has accommodations for six passengers and a staff compartment with accommodations for eight passengers. A walk-in baggage area of 226 cubic feet is fully pressurized and accessible from the cabin.

The Gulfstream 550, C-37B has an executive compartment that can be configured with accommodations for six passengers and a staff compartment with accommodations for eight passengers. Or the executive compartment can be configured with accommodations for four passengers and a staff compartment with accommodations for eight passengers. A walk-in baggage area of 226 cubic feet is fully pressurized and accessible from the cabin.

C-40A CLIPPER • 4 SQUADRONS, 12 AIRCRAFT

The C-40A Clipper is a Boeing 737-700C aircraft that fulfills the U.S. Navy unique fleet essential airlift requirements by providing medium lift, intra-theater transportation of passengers, cargo, or a combination of both. The C-40A is capable of all-weather operations for long-range, high-speed, non-stop flights, with a crew of six or seven, it can be configured to transport up to 121 passengers or 35,000 pounds of cargo, or a combination of passengers and cargo. The Clipper can achieve airspeed of 615 mph with a range of more than 3,400 miles. The C-40A is powered by two CFM56-7 engines manufactured by General Electric.



C-9B SKYTRAIN • 1 SQUADRON, 4 AIRCRAFT

The Navy C-9B Skytrain provides a responsive logistics support capability to meet airlift requirements for base-to-base cargo and passenger transportation. The Skytrain can achieve airspeed of 615 mph with a range of more than 2,000 miles. The C-9B is powered by twin JT8D-9A engines manufactured by Pratt and Whitney.

EA-6B PROWLER • 1 SQUADRON, 3 AIRCRAFT

The EA-6B Prowler provides an umbrella of protection for strike aircraft, ground troops and ships by jamming enemy radar, electronic data links and communications. The Prowler is a long-range, all-weather aircraft with advanced electronic countermeasures capability. The primary mission of the EA-6B Prowler is suppression of enemy air defenses, in support of strike aircraft and ground troops, by interrupting enemy electronic activity and obtaining tactical electronic intelligence within the combat area. The EA-6B is powered by two J-52-P408 turbojet engines manufactured by Pratt & Whitney.

F-5N ADVERSARY AIRCRAFT • 2 SQUADRONS, 32 AIRCRAFT

The F-5N is a single seat, twin-engine, tactical fighter and attack aircraft providing simulated air-to-air combat training. The aircraft serves in an aggressor-training role with simulation capability of current threat aircraft in fighter combat mode. The design of the F5 places particular emphasis on maneuverability rather than high speed, notably by the incorporation of maneuvering flaps. The aircraft carries CATM-9 trainer type missiles on wingtip launchers. The F-5N is powered by two J85-GE-21C engines manufactured by General Electric.

F/A-18A HORNET • 2 SQUADRONS, 24 AIRCRAFT

The F/A-18 Hornet is a single seat all weather day and night fighter/attack aircraft. There is also a dual seat version used as a trainer and advanced night fighter. In its fighter mode, the F/A-18 is primarily used as a fighter escort, fleet air defense and dissimilar aircraft adversary training; in its attack mode, it is used



for force projection, interdiction and close air support of ground troops. The F/A-18 has the capability to deliver precision guided and unguided bombs for ground support, additionally it can carry in-close, medium and long range heat seeking and radar guided missiles for air-to-air combat. The F/A-18 is also equipped with

a 30 caliber Vulcan Gatling gun that can be used for in-close air-to-air or ground attack and support. The F/A-18 is a versatile aircraft that is easily modified and fills the role of several aircraft. The F/A-18 is powered by two F404-GE-400 turbo fan engines manufactured by General Electric.

HH-60H/SH-60B SEAHAWK HELICOPTER • 2 SQUADRONS, 25 HH-60H AIRCRAFT / 1 SQUADRON, 6 SH-60B AIRCRAFT

The Seahawk is a twin-engine helicopter used for anti-submarine warfare, search and rescue, drug interdiction, anti-ship warfare, cargo lift and special operations. The SH-60B Seahawk is an airborne platform based aboard cruisers, destroyers, and frigates and deploys sonobuoys (sonic detectors) and torpedoes in an anti-submarine role. They also extend the range of the ship's radar capabilities. The HH-60H, aboard carriers and ashore, is used for search and rescue missions. The Seahawk is powered by two T-700-GE-401 engines manufactured by General Electric.



P-3C ORION • 2 SQUADRONS, 12 P-3C AIRCRAFT

The P-3 Orion was originally designed as a land-based, long-range, anti-submarine warfare patrol aircraft. The P-3C's mission has evolved to include command, control, communications, computers, intelligence, surveillance and reconnaissance, either at sea or over land. Its extended range and long loiter time allow it to view the battle space and instantaneously provide information to ground troops. The P-3C has advanced detection sensors such as Inverse Synthetic Aperture radar, infrared cameras, airdropped acoustic sonobuoys and magnetic anomaly detection equipment. A mixed payload of weapons can be carried internally and on wing pylons. The P-3C is powered by four T-56-A-14 engines manufactured by Allison.

CAREER MANAGEMENT TOOLS

**YOU ARE STRONGLY ENCOURAGED
TO TAKE AN ACTIVE ROLE IN YOUR
PROFESSIONAL DEVELOPMENT AND
CAREER MANAGEMENT.**

The Sailor Career

Toolbox identifies online applications to help you manage your career. If you do not routinely use all of the applications listed, you will miss the opportunities and advantages they provide.

***CAC and a CAC-enabled computer is required for access
to many Navy career tools.***

NAVY ELEARNING (NEL)

NeL delivers computer-based learning to enhance your professional and personal growth.

Log in to NeL via Navy Knowledge Online (NKO) at www.nko.navy.mil. On the LEARNING tab, click Navy e-Learning > Online courses.

NAVY CREDENTIALING OPPORTUNITIES ONLINE (COOL)

Navy COOL explains how you can meet civilian certification and licensure requirements related to your rating, job, designator and occupation. Navy COOL provides the ability to get information about civilian licensure and certification, learn how to fill gaps between Navy training and experience and civilian credentialing requirements, discover resources that help you gain civilian job credentials and identify resources to fund credentialing exams, such as the Navy-funded credentialing program, GI Bill, and DANTES.

Go to Navy COOL at www.cool.navy.mil. Alternately, go to NKO (www.nko.navy.mil). On the LEARNING tab, click Navy COOL.

SAILOR/MARINE AMERICAN COUNCIL ON EDUCATION REGISTRY TRANSCRIPT (SMART)

SMART documents college courses, degrees and certifications completed on active duty through Tuition Assistance or the Navy College Program for Afloat College Education (NCPACE), and all other college courses completed at institutions accredited by a regional, national or professional accrediting agency recommended by the U.S. Department of Education.

SMART provides recommended college credit for your military occupational experience and training. Recommendations are made by the American Council on Education (ACE).

CAC and a CAC-enabled computer required.

Log in to SMART at smart.navy.mil.

Go to NKO (www.nko.navy.mil). On the LEARNING tab, click SMART Transcripts.

SAILOR/MARINE ONLINE ACADEMIC ADVISOR (SMOLAA)

SMOLAA is an online tool that works in conjunction with SMART to help you explore options for earning a college degree.

Using SMOLAA, you can access your academic history – as recorded in SMART – and then apply all applicable college and military courses to degree plans offered by various colleges and universities.

Depending on the college degree plan selected, SMOLAA will indicate the total credit hours you must complete to earn that degree.

CAC and a CAC-enabled computer required.

Log in to SMART at smart.navy.mil. On the Welcome page, click Degree Shop/SMOLAA.

Go to NKO (www.nko.navy.mil). On the LEARNING tab, click SMART Transcripts. Log in to SMART. On the Welcome page, click Degree Shop / SMOLAA.

ELECTRONIC SERVICE RECORD (ESR)

The ESR is an online version of your service record and replaces the paper service record used in the past.

CAC and a CAC-enabled computer required.

If necessary, establish your ESR account using the ESR QuickStart located on the NKO Navy Career Tools page.

In the Internet environment, log in to ESR via Navy Standard Integrated Personnel System (NSIPS) at nsips.nmci.navy.mil. (NSIPS is the portal to your ESR). Click Logon.

ELECTRONIC TRAINING JACKET (ETJ)

The ETJ provides a view of career information documented in Navy personnel databases, such as training and education (including Navy eLearning, NECs and college courses), qualifications and certifications, career history, advancement status and awards.

CAC and a CAC-enabled computer required.

Log in to ETJ via NKO at www.nko.navy.mil. On the LEARNING tab, click Electronic Training Jacket.

OFFICIAL MILITARY PERSONNEL FILE (OMPF) AND OMPF - MY RECORD

The OMPF consists of documents that reflect your fitness for service, performance of duties, and entitlements. These documents include information about your accession, training, education, performance, discipline, decorations and awards, assignments, duties, casualty status, and separation/retirement from the Navy.

OMPF - My Record provides the ability to download and print service record documents for personal and professional use. These are the same documents reviewed by selection board members when considering candidates for advancement and special programs.

CAC and a CAC-enabled computer required.

Log in to BUPERS OnLine (BOL) at www.bol.navy.mil. Click OMPF - My Record to review official documents.

PHYSICAL READINESS INFORMATION MANAGEMENT SYSTEM (PRIMS)

PRIMS allows you to view current and historical results of your semi-annual Physical Fitness Assessment (PFA).

CAC and a CAC-enabled computer required.

Log in to BUPERS OnLine (BOL) at www.bol.navy.mil. Click PRIMS.

U.S. NAVY AWARDS

Previously known as Navy Department Awards Web Service (NDAWS), the U.S. Navy Awards website provides online access to Navy awards information and help. The web site is divided into five separate sections: Home, Personal, Unit, Veteran Awards and Awarding Authorities.

Go to U.S. Navy Awards at awards.navy.mil.

CAREER MANAGEMENT SYSTEM/INTERACTIVE DETAILING (CMS/ID)

CMS/ID provides you the ability to explore Navy job opportunities, identify career-enhancing jobs that meet your professional and personal goals, identify the specific skills and abilities required to perform the jobs you desire, and submit job applications when ready.

CAC and a CAC-enabled computer required.

Log in to the Navy Reserve Homeport and select CMSID from the "Applications" drop down menu.

BRILLIANT ON THE BASICS: TAKING CARE OF SAILORS

EVERYTHING IN LIFE BEGINS WITH A FOUNDATION: HOMES, CAREERS, BUSINESSES AND FAMILIES.

The Navy's people are our foundation and greatest asset. Being Brilliant on the Basics prepares our Sailors for success from day one. It creates a solid foundation from which every successful career can be launched.

The basics of retention include: ***Sponsorship, Indoctrination, Career Development Boards, Mentorship, Ombudsman programs, and Recognition programs.*** Ensuring these basic retention programs are implemented in your command is an investment in the Navy's future.

Sponsorship/ First 72 Hours. An important step to setting shipmates on the right path is welcoming them into the command and community. Interaction by a sponsor and ombudsman solves many issues before a Sailor arrives. Sponsor assignment can be made at gaining commands and tracked by losing commands using the Career Information Management System.

Command Indoctrination. A sponsorship program must be followed up by an effective indoctrination. This sends a positive signal that we value the skills our shipmates bring to the command. This means getting Sailors a head start on personal qualification standards, family support and educational opportunities.

Career Development Board. Leadership engagement from the chief's mess and the command career counselor is critical to the career success of every Sailor. CDBs cover qualifications,

education, advancement and career goals. CDBs are required within 30 days of a full-time support Sailor reporting aboard and three months for a Reservist. They are also to be conducted at six and 12 months from report date and annually thereafter.

Ombudsman Program. The ombudsman is a commanding officer appointed volunteer who is a link between the command and Navy families. Ombudsmen share information up and down the chain of command. They provide resource referrals and are instrumental in resolving family issues before they require extensive command attention.

Mentorship. Mentorship can be accomplished at two levels: senior-to-junior or peer-to-peer. It can be formal or informal. Everyone should have at least one mentor assigned to them. A mentor is someone who is actively engaged in a Sailor's professional and personal development and can advise them on their career. As a leader, you should take an active interest in being a mentor.

Recognition programs. The end of tour should not be the only time a Sailor is recognized. Recognition can also include specific action awards, Flag letters of commendation, letters of appreciation, and nominations for special programs. Be creative, praise in public, and make sure your Sailors know they are appreciated and valued.

We achieve retention goals one Sailor at a time. Every Sailor counts, and being Brilliant on the Basics will demonstrate a command's commitment to our Sailors and their families.



HOW TO CONDUCT A CAREER DEVELOPMENT BOARD

ALTHOUGH CAREER DEVELOPMENT BOARDS (CDBS) ARE CHAIRED BY THE COMMAND MASTER CHIEFS/CHIEFS OF THE BOAT/SENIOR ENLISTED LEADERS/ LEADING CHIEF PETTY OFFICERS AND LEADING PETTY OFFICERS, SEVERAL KEY PLAYERS ENSURE THE SUCCESS OF THE CDB.

These players include the Command Career Counselor (CCC), department CC, division CC, unit CC, LPO, mentor, and Educational Services Officer. Each board member has their own responsibilities. However, they share one very important responsibility, and that is to set the tone for the CDB.

Prior to conducting a CDB, the CCC/DCC/Unit CC must:

1. Log into the Career Information Management System (CIMS) and download a list of Sailors that have CDBs due.
2. While in CIMS, counselors must click on those Sailors with upcoming CDBs and print:
 - a. Member data summary
 - b. Exam profile sheets
 - c. Individual Career Development Plan (ICDP) (previous CDB info)
 - d. Rating conversion options (if applicable)
3. Schedule an appropriate private space suitable to conduct CDBs.
4. Publish the CDB schedule via: Plan of the Day/Week/Month, flight schedule, and email (all CPOs).
5. Identify and notify the CDB board members and Sailors of the time and location.

During the CDB, it's important for board members to communicate with the Sailor. Let them know their goals are important to the command and the command will support them. In addition to topics on the ICDP, the list below provides some of the recommended topics for discussion at the CDB.

1. The Sailor's background (personal history, where they were born, where they were raised and by whom). Explain what a CDB is to all newly reporting Sailors.
 - a. Page 2 and SGLI verification (Servicemembers' Group Life Insurance)
 - b. Sailors' health and welfare (where they live, berthing, etc.)
2. Command mission, vision, guiding principles, and Sailor expectations (hair cut, shoes shined, on time, etc.).
3. Advancement requirements, opportunity and eligibility.
4. Educational status/aspirations, GI Bill/Tuition Assistance.
5. Rating conversion or "C" school selection.
 - a. Armed Services Vocational Aptitude Battery (ASVAB) scores
 - b. Rating conversion (CIMS - (if applicable))
6. Perform to Serve
7. High Year Tenure (HYT)
8. Total Sailor concept
 - a. Collateral Duties
 - b. Command Involvement
 - c. Community Service
 - d. Physical Fitness
9. Mentorship
 - a. What it is and do they have one

Counselor's responsibilities during the CDB include:

1. Document CDB minutes, members, comments, Sailor and board recommendations, and Commanding Officer/Executive Officer comments in CIMS. Once the CMC/SEL/LCPO has reviewed them, log back into CIMS and ensure the minutes are verified so the tracker will update the CDB as completed.
2. Ensure the division chief and the Sailor are given a copy of the ICDP. This is to be used for tracking the Sailor's progress towards achieving their goals.

An effective career development program is the result of a coordinated effort of the entire chain of command. For further guidance on conducting CDBs, refer to NAVPERS 15878 and CDB Training Video Navy CDB 2010, IML:No443-09-0009. The video is located on the CNRFC N15 webpage, under the Career Development Board header in the left column.

ENLISTED RATINGS

The Navy's enlisted occupational system of today is a product of continuing evolution during the Navy's 237 years of existence. Ratings evolve as new techniques are introduced. Robert Fulton could be said to be the father of our engineering ratings, and also responsible for the disestablishment of the Sailmaker rating, for when steam came, sails went, and the Sailmaker rating followed. Guglielmo Marconi, with a new invention, could be considered responsible for the Radioman rating which is now Information Systems Technician; and the Wright brothers could be called the fathers of the aviation ratings.

After 237 years of evolution, today's Navy enlisted rating structure still plays a key role in career development, while serving as a basis for training programs, detailing, advancement, and simply keeping tabs on several hundred thousand Navy Sailors.

AN**AIRMAN****SN****SEAMAN****FN****FIREMAN****CN****CONSTRUCTIONMAN****HN****HOSPITALMAN****AB****Aviation Boatswain's Mate
(Equipment, Fuel, Handling)**

Aviation Boatswain's Mates are responsible for the quick and safe launching and recovering of Navy aircraft from land or ships. They prepare and fuel aircraft prior to take-off and after landing. They also work with the flight deck catapult systems and arresting gear and direct air traffic on the flight and hangar decks.

**AC****Air Traffic Controller**

Air Traffic Controllers perform duties similar to civilian air traffic controllers and play a crucial role in the effective use of Navy airpower throughout the world in operational and training environments. ACs assist in the safe, orderly and speedy flow of air traffic in the area of responsibility.

**AD****Aviation Machinist's Mate**

Aviation Machinist's Mates are responsible for keeping Navy aircraft powerplants and related systems in top operational condition. Aircrew volunteers perform in-flight duties in various types of Navy aircraft.

**AE****Aviation Electrician's Mate**

Aviation Electrician's Mates are aircraft electricians. They maintain a wide range of electrical and navigation equipment in aircraft. AEs are trained in computers to support this state-of-the-art equipment. Aircrew volunteers perform various in-flight duties in turbojet, propeller aircraft and helicopters.



AG

Aerographer's Mate

Aerographer's Mates are the Navy's meteorological and oceanographic experts trained in the science of meteorology and physical oceanography. AGs use instruments that monitor weather characteristics such as air pressure, temperature, humidity, wind speed and direction. They distribute this data to aircraft, ships and shore activities.



AM

Aviation Structural Mechanic

Aviation Structural Mechanics maintain all aircraft parts such as wings, fuselage, tail, control surfaces and landing gear. Aircrew volunteers from this rating perform in-flight duties in various types of aircraft. AMs may also volunteer to fly as Navy aircrew. Aircrew perform numerous in-flight duties and operate aircraft systems in turbojet, helicopter or propeller aircraft.



AO

Aviation Ordnanceman

Aviation Ordnancemen are responsible for keeping Navy aircraft armament and ordnance delivery systems in top operational condition. Their duties include handling, stowing, issuing and loading of munitions and small arms.



AS

Aviation Support Equipment Technician

Aviation Support Equipment Technicians are responsible for keeping Navy aircraft ground support equipment in top operational condition. They are responsible for maintaining gas and diesel engine powered equipment. They also maintain liquid and gaseous oxygen and nitrogen systems at Naval Air Stations and aboard carriers.



AT

Aviation Electronics Technician

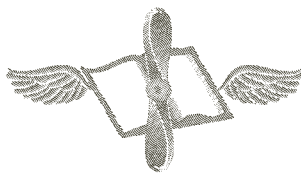
Aviation Electronics Technicians repair some of the most advanced electronic systems in the world. ATs troubleshoot electronic weapons and aviation systems on Navy aircraft. Navy aircrew volunteers fly in various types of Navy aircraft, from helicopters to jets.



AW

Naval Aircrewman

Naval Aircrewmen operate airborne radar and electronic equipment used in detecting, locating and tracking submarines. AWs also operate equipment used in anti-surface, mine and electronic warfare and play key roles in search-and-rescue and counter-narcotics operations.



AZ

Aviation Maintenance Administrationman

Aviation Maintenance Administrationmen perform a variety of clerical, administrative and managerial duties necessary to keep aircraft maintenance activities running efficiently. AZs also plan, coordinate and perform inspections on aircraft and related equipment.



PR

Aircrew Survival Equipmentman

Aircrew Survival Equipmentmen are responsible for packing and maintaining parachutes, life rafts, life jackets, oxygen-breathing equipment, air-sea rescue equipment, personal flight gear and keeping other aviation survival gear in proper working condition.


BM**Boatswain's Mate**

Boatswain's Mates train, direct and supervise others in marlinspike, deck, and boat seamanship. They ensure upkeep of the ship's external structure, rigging, deck equipment and boats. They serve in or are in charge of damage-control parties and gun crews. They are also responsible for the use and maintaining of equipment used to load and offload cargo, ammunition, fuel and general stores.

CS**Culinary Specialist**

Culinary Specialists are cooks, bakers and dining area and living quarters managers. CSs are needed on every shore base and ship in the Navy. Navy CSs provide food services for admirals and senior government executives, and run the White House Mess for the president of the United States.

CT**Cryptologic Technician**

Cryptologic Technicians control access to classified materials, translate foreign-language transmissions, operate radio direction-finding equipment, employ electronic countermeasures, and install, service, and repair special electronic and electro-mechanical equipment. CTs require special security clearances.

EOD**Explosive Ordnance Disposal Technician**

Explosive Ordnance Disposal Technicians render safe all types of ordnance: conventional, unconventional, improvised, chemical, biological and nuclear. EOD technicians also perform underwater location, identification and recovery (or disposal) of foreign and domestic ordnance. At times, they are called upon to support military and civilian law enforcement agencies.

ET**Electronics Technician**

Electronics Technicians are responsible for electronic equipment used to send and receive messages, detect enemy planes and ships and determine target distance. ETs maintain, repair, calibrate, tune and adjust electronic equipment used for communications, detection and tracking, recognition and identification, navigation and electronic countermeasures.

FC**Fire Controlman**

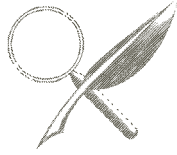
Fire Controlmen maintain combat ship weapons systems control mechanisms. They are responsible for the operation, care and repair of electronic and hydraulic equipment, ensuring accurate fire control of guided missiles and surface gunfire control systems, radar, tracking computers, weapons' targeting systems, gyroscopes and rangefinders.

FT**Fire Control Technician**

Fire Control Technicians maintain and operate high-tech electronic equipment used in submarine combat, control, sonar, navigation and communications. Their duties include operating advanced electronics equipment, computers and communications systems. They specialize in the use and maintenance of electronic, digital and fiber optic systems.

GM**Gunner's Mate**

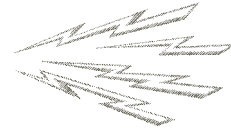
Gunner's Mates are responsible for the operation and maintenance of guided-missile launch systems, gun mounts and other ordnance equipment, as well as small arms and magazines. GMs work with electrical and electronic circuitry and mechanical, hydraulic and pneumatic systems.



IS

Intelligence Specialist

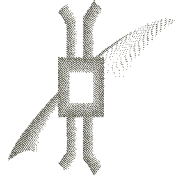
Intelligence Specialists are involved in collecting, analyzing, interpreting and reporting intelligence data. ISs break down information of all types to determine its usefulness in military planning. From this data, they prepare materials that describe the features of strategic and tactical areas and events all over the world.



IT

Information Systems Technician

Information Systems Technicians operate and maintain the Navy's global satellite telecommunications system, mainframe computers, local and wide-area networks and micro-computer systems.



LN

Legalman

Legalmen are trained legal aides who assist professionals in the field of law. LNs process claims to conduct court and administrative hearings related to courts-martial and non-judicial hearings. They maintain documents and legal reference libraries and provide tax return assistance, voter registration regulations, veterans' benefits and more.



LS

Logistics Specialist

Logistics Specialists ensure all repair parts and general supplies for the ship, squadron or shore base are accurately ordered, received and issued throughout their command. LSs maintain budget records for funding used to resupply the unit and they learn warehousing, accounting, inventory management and transportation skills. LSs also distribute all official and personal mail within the Navy's postal system.



MA

Master-at-Arms

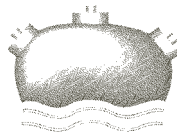
Masters-at-Arms provide Navy ships and commands with force protection/anti-terrorism specialists who assist in maintaining good order and discipline, law enforcement and security. MAs enforce orders and regulations, make apprehensions, conduct investigations/interrogations and prepare records and reports that may be used in a judicial setting.



MC

Mass Communication Specialist

Mass Communication Specialists are public affairs and visual information experts. They present the Navy story to Navy and civilian audiences through numerous media formats. They produce photographs, video, print/broadcast journalism news and feature stories for military and civilian newspapers, magazines, TV and radio stations.



MN

Mineman

Minemen perform their duties at sea aboard minesweepers assisting in the detection and neutralization of underwater mines. Ashore, MNs test, assemble and maintain underwater explosive devices and test various electronic components ensuring proper repair and operation. They are also responsible for safe storage, handling and loading of mines for transporting.



MT

Missile Technician

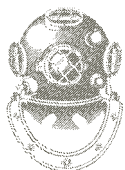
Missile Technicians perform organizational and intermediate-level maintenance on ballistic missile weapons systems. They operate and maintain ballistic missile fire control systems, guidance subsystems, and missile and launcher/tube groups along with all ancillary equipment. They operate and perform maintenance and test strategic weapons systems.

MU**Musician**

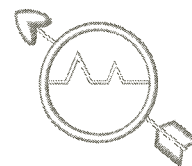
Musicians play and/or sing in official Navy bands and in special groups, such as jazz and dance bands and small ensembles. MUs give concerts and provide music for military ceremonies, religious services, parades, receptions and dances.

NC**Navy Counselor**

Navy Counselors offer vocational guidance on an individual and group basis to Navy personnel aboard ships and at shore facilities, and to civilian personnel considering enlisting in the Navy. NCs assess the interests, aptitudes, abilities and personalities of individuals to ascertain career possibilities for Navy personnel.

ND**Navy Diver**

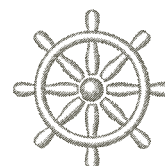
Navy Divers perform underwater salvage, repair, maintenance and submarine rescue and support Special Warfare and Explosive Ordnance Disposal while operating a variety of diving equipment. They also maintain and repair diving systems.

OS**Operations Specialist**

Operations Specialists function as plotters and maintain combat information center strategic and tactical information displays. OSs operate surveillance, altitude radars and associated equipment. They serve as helicopter and fixed-wing jet aircraft air traffic controllers, interpret/evaluate presentations and tactical situations and make recommendations during watch conditions.

PS**Personnel Specialist**

Personnel Specialists provide enlisted people with information and counseling related to Navy occupations, opportunities for general education and job training, requirements for promotion, and rights and benefits. They maintain pay and personnel records of military personnel, determine military pay, travel entitlements, and deductions. They prepare the financial/accounting reports related to individual pay and travel transactions and operate associated accounting systems.

QM**Quartermaster**

Quartermasters stand watch as assistants to officers of the deck and the navigator, serve as helmsmen, perform ship control and are bridge watchstanders. They maintain navigational instruments, keep correct navigational time, render honors and ceremonies, and oversee operations of tugs, self-propelled barges and other yard and district craft.

RP**Religious Program Specialist**

Religious Program Specialists manage and execute the Command Religious Program which accommodates the religious ministry requirements of Navy and Marine Corps personnel and their families; support the delivery of care as part of the Religious Ministry Teams (RMT); advise leadership on morale, ethical decision-making and conflict resolution; and provide force protection for RMTs.

SB**Special Warfare Boat Operator**

Special Warfare Boat Operators pilot fast speedboats on rivers or open ocean while performing high speed, maximum range or all-weather insertion/extraction of Special Operations Forces. SBs participate in maritime interdiction operations, tactical swimmer operations, intelligence collection, deception operations and coastal patrol.



SH

Ship's Serviceman

Ship's Servicemen manage and operate shipboard retail and service activities. SHs oversee operations of ships' stores, vending machines and video games, barber shops, laundry and dry cleaning facilities and tailor shops.



ST

Sonar Technician

Sonar Technicians operate sonar systems, underwater fire-control systems and supporting equipment on surface ships such as frigates, destroyers and cruisers. STGs (surface) and STSs (submarines) use advanced equipment to detect, analyze and locate targets of interest for undersea surveillance and aid in safe navigation and search-and-rescue operations.



SO

Special Warfare Operator

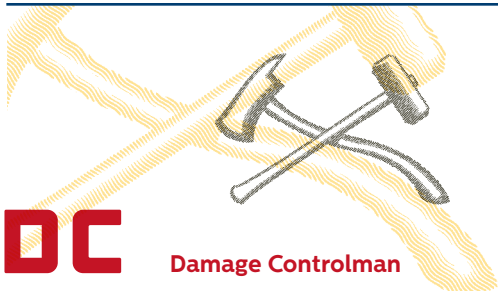
Special Warfare Operators are Navy SEALs trained to jump from high-altitude aircraft and open their parachutes at low proximity. Jumping from helicopters traveling 30 knots at 30 feet over the water with no parachute, Special Warfare Operators carry out direct action raids, conduct reconnaissance and secure beachheads for invading amphibious forces.



YN

Yeoman

Yeomen perform administration and clerical duties. YNs type, organize files and operate office equipment such as computers and copying machines. YNs also type business and social letters, directives, forms and reports, and order and distribute departmental supplies.



DC

Damage Controlman

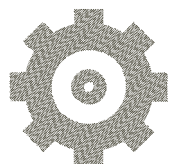
Damage Controlmen do the work necessary for damage control, ship stability, firefighting, fire prevention, and chemical, biological and radiological (CBR) warfare defense. DCs also instruct personnel in the methods of damage control and CBR defense, and repair damage control equipment and systems.



EM

Electrician's Mate

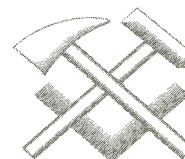
Electrician's Mates are responsible for the operation of a ship's electrical power systems, lighting, electrical equipment and appliances. EMs install, operate, adjust and provide routine maintenance and inspections of ships' electrical equipment.



EN

Engineman

Enginemen operate, service and repair internal combustion engines used to power some of the Navy's ships and most of the Navy's small crafts. ENs work with diesel engines, operate and maintain electro-hydraulic controllable pitch propeller systems, steering engines, refrigeration and air conditioning systems, air compressors, desalinization plants and small auxiliary boilers.



HT

Hull Maintenance Technician

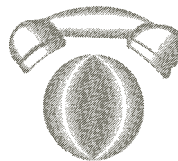
Hull Maintenance Technicians do the metal work necessary to keep all types of shipboard structures and surfaces in good condition. HTs also maintain shipboard plumbing and marine sanitation systems, repair small boats, operate and maintain ballast control systems and manage the quality assurance program.

GS**Gas Turbine System Technician**

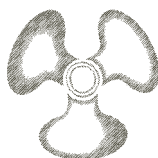
Gas Turbine System Technicians are responsible for all gas turbine engines. They maintain propulsion machinery, including gears, shafting and controllable pitch propellers, control systems, electrical and electronic circuitry and alarms.

**IC****Interior Communications Electrician**

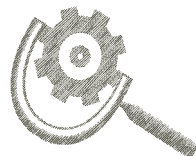
Interior Communications Electricians install, maintain and repair the equipment needed for interior communications within shore facilities and ships. These communication systems include public address systems, phone systems, alarm systems, engine telegraphs, ship's gyrocompass, the rudder position indicator, audio-visual equipment for ships' TV entertainment systems and advanced navigation equipment.

**MM****Machinist's Mate**

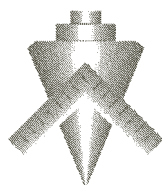
Machinist's Mates operate and maintain steam turbines and reduction gears used for ship propulsion and auxiliary machinery. This includes turbo-generators, pumps, oil purifiers, electro-hydraulic steering engines, elevators, refrigeration plants, air conditioning systems, compressed gas producing plants and desalinization plants.

**MR****Machinery Repairman**

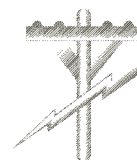
Machinery Repairmen are skilled machine tool operators who make replacement parts and repair and overhaul ship's engines and auxiliary systems. MRs also work on deck equipment including winches, hoists, condensers and heat exchange devices and occasionally operate main propulsion and auxiliary machinery and perform machine shop repair duties.

**BU****Builder**

Builders make up a large segment of the Navy's Construction Force. They work as carpenters, plasterers, roofers, concrete finishers, masons, painters, bricklayers and cabinet makers.

**CE****Construction Electrician**

Construction Electricians build, maintain and operate power production facilities and electrical distribution systems. CEs also install, maintain and repair telephone and high/low voltage electrical power distribution, fire alarms, internal public address systems and telephone systems.

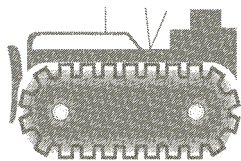
**CM****Construction Mechanic**

Construction Mechanics repair and maintain heavy construction and automotive equipment such as buses, dump trucks, bulldozers, rollers, cranes, backhoes, pile drivers and other heavy equipment and vehicles. CMs also prepare detailed maintenance records, acquire repair parts and maintain cost control data.

**EA****Engineering Aide**

Engineering Aides provide construction engineers with necessary information to develop final construction plans. EAs conduct surveys for roads, airfields and buildings. They perform soil tests and prepare topographic and hydrographic maps. They also perform land surveys for sewers, water lines, drainage systems and underwater excavations.

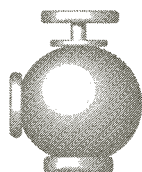




EO

Equipment Operator

Equipment Operators are construction workers who operate heavy transportation and construction equipment such as trucks, bulldozers, backhoes, graders, forklifts, cranes and asphalt equipment.



UT

Utilitiesman

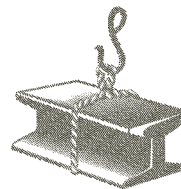
Utilitiesmen supervise and perform tasks involved in the installation and maintenance of plumbing, steam, compressed air, and fuel storage and distribution systems. UTs maintain air conditioning and refrigeration equipment, as well as sewage collection and disposal facilities.



HM

Hospital Corpsman

Hospital Corpsmen perform duties in the prevention and treatment of disease and injury. They assist health care professionals in providing medical and dental care to Navy personnel and their families. Serving with the Marine Corps, they render emergency medical treatment on the battlefield.



SW

Steelworker

Steel Workers rig and operate special equipment used to move or hoist structural steel, structural shapes and similar equipment. SWs erect and dismantle steel bridges, piers, buildings and storage tanks. They are skilled in arc welding, MIG, TIG and gas welding.



THE HISTORY OF OUR RATING SYMBOLS

According to historical records the early Navy took its time about identifying ratings by the symbols so familiar today. Not until 1841, in the Regulations of the Secretary of the Navy, were distinguishing marks prescribed. At that time, Boatswain's Mates, Gunner's Mates, Carpenter's Mates, Ship's Stewards, and Ship's Cooks, were to wear an eagle and anchor on the right sleeve. Quartermasters, Quartergunners, Captains of Fore-Castle, Corporals and Captains of the Hold were to wear the same device on the left sleeve. Specialty marks were added to the enlisted uniform for the first time in 1866. They consisted of the tools or instruments used in performing specific duties. The Master-at-Arms, the police officer of the ship, wore the star of authority, a white five-pointed star; the Quartermaster a double marine glass; and the Gunner's Mate two crossed cannons. Now, within the Bureau of Naval Personnel, the Permanent Naval Uniform Board approves new specialty marks for new ratings.

CENTER FOR PERSONAL AND PROFESSIONAL DEVELOPMENT

THE CENTER FOR PERSONAL AND PROFESSIONAL DEVELOPMENT (CPPD) DEVELOPS THE NAVY'S WORKFORCE BY PROVIDING EDUCATION AND TRAINING OPPORTUNITIES THAT BUILD PERSONAL, PROFESSIONAL AND LEADERSHIP COMPETENCIES IN SUPPORT OF MISSION READINESS.

As a center of excellence, CPPD's vision is to inspire Sailors, their families and DoD personnel to unparalleled levels of personal and professional achievement.

Through a variety of programs and services, CPPD teaches Sailors to assess risk and apply critical thinking skills to make sound personal and professional decisions. It additionally develops instructors by creating solid foundational teaching skills and inspiring the confidence to deliver world-class training to the fleet.

CPPD's leadership training is delivered multiple times throughout a Sailor's career via command-delivered enlisted leadership training material and officer leadership courses in a schoolhouse setting, giving maritime professionals the tools to lead with courage, respect and trust, and mentor future leaders to do the same.

Specialized Programs

The Command Drug and Alcohol Programs Advisor (DAPA) course (CIN: S-501-0100) is five days in length offered at CPPD learning sites. The command DAPA oversees drug

and alcohol prevention training, assists Sailors with referrals to counseling and treatment resources, and advises the commanding officer (CO) on drug and alcohol program requirements and resources.

The Command-Managed Equal Opportunity (CMEO) course (CIN: A-050-0009) is four days in length offered at CPPD learning sites. The CMEO monitors the climate of the command, handles grievance procedures, and is the principle advisor to the CO for equal opportunity issues.

The Command Training Team Indoctrination (CTTI) course (CIN: A-050-0001) is four days in length and offered at CPPD learning sites and via CPPD Reserve component (RC) mobile training teams. This course trains command training team members to conduct the Navy Pride and Professionalism/Command Indoctrination workshops and equal opportunity training.

Prevention Programs

The Personal Responsibility and Values: Education and Training (PREVENT) (CIN: S-501-0150) course is three days in length and offered at CPPD learning sites or through CPPD RC mobile training teams. PREVENT offers Sailors 18-25; an opportunity to consider, discuss, and reflect upon important personal choices and the potential consequences of their decisions. Graduates leave with four individually developed action plans, which serve as catalysts for deck plate leadership to follow up on when the Sailor returns to the command.

The Alcohol and Drug Abuse Managers/Supervisors (ADAMS) for Supervisors (CIN: S-501-0120) is a one day command-delivered course that provides supervisors with the skills and knowledge to be role models in the prevention of alcohol and drug abuse. Students learn how to document evidence of substandard performance or misconduct, refer individuals to their command DAPA, and assist in fulfilling aftercare responsibilities. Attendance is recommended every five years to stay abreast of the latest policies.

The Alcohol and Drug Abuse Managers/Supervisors (ADAMS) for Leaders (CIN: S-501-0130) is a four-hour seminar that provides the risk management tools needed to evaluate command climate for abuse, provide prevention education, and establish command policies to reduce alcohol and drug incidents. This course is designed for COs, officers in charge, executive officers (XO), department heads who

are lieutenant commanders or commanders, and command master chiefs. ADAMS for Leaders is offered on drill weekends at NOSCs by CPPD RC mobile training teams.

Enlisted Leadership Training

Command Delivered Enlisted Leadership Training: There are four command-delivered enlisted leadership courses which are required to be completed by petty officers, and chief petty officer selectees prior to frocking. These courses empower commands to provide structured leadership training at the deck plates. This allows commands to outline a path for success and provide mentoring opportunities for leaders and Sailors. All command delivered content can be found at Navy Knowledge Online under the Leadership tab. Commands are required to document selectees' completion of training using the Fleet Training Management Planning System (FLTMPS) Learning Event Completion Module (LECF). Training Officers needing access to the LECF can obtain it by calling the FLTMPS help desk at 1-866-438-2898 (toll free) or 850-452-1867 or 922-1867 (DSN) or by emailing ntmps.support@navy.mil

Officer Leadership Training

The Division Officer Leadership Course (DIVOLC) (CIN: P-7C-0100) is a five day required course for officers filling division officer billets. Upon completion of the course the student will have a foundation of how to deal with people, develop subordinates, and maintain positive career progression and growth.

Department Head/Advanced Officer Leadership Course (DHLC/AOLC) (CIN: P-7C-0101): The DHLC is the five-day version of the course provided for active component officers. The AOLC is a two-day version provided specifically for RC officers. This course examines the broader role of a department head with an emphasis on upper level management and accountability. Upon completion of the course the student will have a basic foundation of how to deal with people, develop subordinates, and maintain positive career progression. DHLC is offered at CPPD learning sites and by mobile training teams; AOLC is offered on drill weekends at NOSCs by CPPD RC mobile training teams.

The Senior Officer Leadership Course (SOLC) (CIN: A-7C-0612) is two days in length for RC officers in leadership positions of non-commissioned units. The purpose of the course is to instill or reiterate core leadership competencies. The overarching theme is to establish a command philosophy to communicate the command's vision and set priorities for their Sailors to accomplish the mission. SOLC is offered as part of the Navy Reserve Unit Management Course (NRUM) and at select NOSCs.

The Prospective Commanding Officer Course (PCO) (CIN: P-1B-0004) and Prospective Executive Officer Course (PXO) (CIN: P-1B-0005) is a two week course for officers en

By providing the best tools, opportunities and solutions, in conjunction with the most effective training delivery, the Center for Personal and Professional Development fosters an environment where every member of the Navy community can achieve their maximum potential.

route to their first CO/XO tour. It is held at the Command Leadership Course in Newport, R.I. RC officers who have screened for command and are assigned to commissioned units will mirror the active force leadership training continuum requirements.

Additional Products and Services Available Through CPPD

Thirty six Navy College Offices provide a full spectrum of academic counseling services, outreach briefings, academic testing, oversight of voluntary education programs and on-base program management to naval personnel at major naval installations worldwide. Navy College and other educational programs can be found at www.navycollege.navy.mil

ACTIVE DUTY PAY CHART

Pay Grade	YEARS OF SERVICE														
	<2	2	3	4	6	8	10	12	14	16	18	20	22	24	26
COMMISSIONED OFFICERS															
O-10	-	-	-	-	-	-	-	-	-	-	-	15,913	15,991	16,323	16,903
O-9	-	-	-	-	-	-	-	-	-	-	-	13,918	14,118	14,408	14,913
O-8	9,848	10,170	10,384	10,444	10,711	11,157	11,262	11,685	11,807	12,172	12,700	13,187	13,512	13,512	13,512
O-7	8,183	8,563	8,739	8,878	9,132	9,382	9,671	9,959	10,249	11,157	11,925	11,925	11,925	11,925	11,985
O-6	6,065	6,663	7,100	7,100	7,127	7,433	7,473	7,473	7,898	8,649	9,090	9,530	9,781	10,034	10,527
O-5	5,056	5,696	6,090	6,164	6,410	6,557	6,881	7,118	7,425	7,895	8,118	8,339	8,590	8,590	8,590
O-4	4,362	5,050	5,387	5,462	5,775	6,110	6,528	6,853	7,079	7,209	7,284	7,284	7,284	7,284	7,284
O-3	3,835	4,348	4,693	5,117	5,361	5,631	5,805	6,091	6,240	6,240	6,240	6,240	6,240	6,240	6,240
O-2	3,314	3,774	4,347	4,494	4,586	4,586	4,586	4,586	4,586	4,586	4,586	4,586	4,586	4,586	4,586
O-1	2,877	2,994	3,619	3,619	3,619	3,619	3,619	3,619	3,619	3,619	3,619	3,619	3,619	3,619	3,619
COMMISSIONED OFFICERS WITH MORE THAN FOUR YEARS ENLISTED OR WARRANT OFFICER ACTIVE DUTY SERVICE															
O-3E	-	-	-	5,117	5,361	5,631	5,805	6,091	6,332	6,471	6,659	6,659	6,659	6,659	6,659
O-2E	-	-	-	4,494	4,586	4,732	4,979	5,169	5,311	5,311	5,311	5,311	5,311	5,311	5,311
O-1E	-	-	-	3,619	3,865	4,008	4,154	4,297	4,494	4,494	4,494	4,494	4,494	4,494	4,494
WARRANT OFFICERS															
W-5	-	-	-	-	-	-	-	-	-	-	-	7,048	7,405	7,672	7,967
W-4	3,964	4,264	4,386	4,507	4,714	4,919	5,126	5,440	5,714	5,974	6,188	6,396	6,701	6,952	7,239
W-3	3,619	3,770	3,925	3,976	4,138	4,457	4,789	4,945	5,126	5,313	5,648	5,874	6,010	6,154	6,349
W-2	3,203	3,506	3,599	3,663	3,871	4,194	4,354	4,511	4,704	4,854	4,991	5,154	5,261	5,346	5,346
W-1	2,812	3,114	3,195	3,367	3,571	3,870	4,011	4,206	4,398	4,550	4,689	4,858	4,858	4,858	4,858
ENLISTED															
E-9	-	-	-	-	-	-	4,789	4,897	5,034	5,195	5,357	5,617	5,837	6,069	6,423
E-8	-	-	-	-	-	3,920	4,094	4,201	4,330	4,469	4,720	4,848	5,065	5,185	5,481
E-7	2,725	2,974	3,088	3,239	3,357	3,559	3,673	3,876	4,044	4,158	4,281	4,329	4,487	4,573	4,898
E-6	2,357	2,594	2,708	2,819	2,935	3,197	3,299	3,495	3,555	3,600	3,651	3,651	3,651	3,651	3,651
E-5	2,160	2,304	2,416	2,530	2,707	2,894	3,046	3,064	3,064	3,064	3,064	3,064	3,064	3,064	3,064
E-4	1,980	2,081	2,194	2,305	2,403	2,403	2,403	2,403	2,403	2,403	2,403	2,403	2,403	2,403	2,403
E-3	1,787	1,900	2,015	2,015	2,015	2,015	2,015	2,015	2,015	2,015	2,015	2,015	2,015	2,015	2,015
E-2	1,700	1,700	1,700	1,700	1,700	1,700	1,700	1,700	1,700	1,700	1,700	1,700	1,700	1,700	1,700
E-1	1,516	1,516	1,516	1,516	1,516	1,516	1,516	1,516	1,516	1,516	1,516	1,516	1,516	1,516	1,516

E-1 with less than four months: 1,379.00

Amounts are rounded to the nearest dollar.

Effective Jan. 1

DRILL WEEKEND PAY CHART

Pay Grade	YEARS OF SERVICE														
	<2	2	3	4	6	8	10	12	14	16	18	20	22	24	26
COMMISSIONED OFFICERS															
O-10	-	-	-	-	-	-	-	-	-	-	-	2,122	2,132	2,176	2,254
O-9	-	-	-	-	-	-	-	-	-	-	-	1,856	1,882	1,921	1,988
O-8	1,313	1,356	1,385	1,393	1,428	1,488	1,502	1,558	1,574	1,623	1,693	1,758	1,802	1,802	1,802
O-7	1,091	1,142	1,165	1,184	1,218	1,251	1,289	1,328	1,366	1,488	1,590	1,590	1,590	1,590	1,598
O-6	809	888	947	947	950	991	996	996	1,053	1,153	1,212	1,271	1,304	1,338	1,404
O-5	674	759	812	822	855	874	917	949	990	1,053	1,082	1,112	1,145	1,145	1,145
O-4	582	673	718	728	770	815	870	914	944	961	971	971	971	971	971
O-3	511	580	626	682	715	751	774	812	832	832	832	832	832	832	832
O-2	442	503	580	599	611	611	611	611	611	611	611	611	611	611	611
O-1	384	399	483	483	483	483	483	483	483	483	483	483	483	483	483
COMMISSIONED OFFICERS WITH MORE THAN FOUR YEARS ENLISTED OR WARRANT OFFICER ACTIVE DUTY SERVICE															
O-3E	-	-	-	682	715	751	774	812	844	863	888	888	888	888	888
O-2E	-	-	-	599	611	631	664	689	708	708	708	708	708	708	708
O-1E	-	-	-	483	515	534	554	573	599	599	599	599	599	599	599
WARRANT OFFICERS															
W-5	-	-	-	-	-	-	-	-	-	-	-	940	987	1,023	1,062
W-4	528	569	585	601	629	656	684	725	762	797	825	853	893	927	965
W-3	483	503	523	530	552	594	639	659	683	708	753	783	801	821	847
W-2	427	467	480	488	516	559	580	602	627	647	665	687	701	713	713
W-1	375	415	426	449	476	516	535	561	586	607	625	648	648	648	648
ENLISTED															
E-9	-	-	-	-	-	-	639	653	671	693	714	749	778	809	856
E-8	-	-	-	-	-	523	546	560	577	596	629	646	675	691	731
E-7	363	397	412	432	448	475	490	517	539	554	571	577	598	610	653
E-6	314	346	361	376	391	426	440	466	474	480	487	487	487	487	487
E-5	288	307	322	337	361	386	406	409	409	409	409	409	409	409	409
E-4	264	277	293	307	320	320	320	320	320	320	320	320	320	320	320
E-3	238	253	269	269	269	269	269	269	269	269	269	269	269	269	269
E-2	227	227	227	227	227	227	227	227	227	227	227	227	227	227	227
E-1	202	202	202	202	202	202	202	202	202	202	202	202	202	202	202

E-1 with less than four months: 184.00

Amounts are rounded to the nearest dollar.

Effective Jan. 1

FUNERAL HONORS

NAVY CASUALTY'S SOLE MISSION IS TO RENDER PROMPT AND COMPASSIONATE ASSISTANCE TO NAVY FAMILIES DURING AND AFTER THEIR TIME OF NEED.

DoD Instruction 1300.15 states:

4.1. Commanders at all levels must support paying a final tribute to comrades in arms, and must respond expeditiously and sensitively to requests for military funeral support. Rendering military funeral honors reflects the high regard and respect accorded to military service and demonstrates military professionalism to the Nation and the world.

4.2. The provision of military funeral honors is designated a total force mission. Active-duty personnel and Reserve component members, including members of the National Guard in Title 32 status, may perform this mission.

Services Provided for Military Funeral Honors:

- The law mandates the rendering of military funeral honors for an eligible veteran if requested by the family.
- The honor guard detail for burying an eligible veteran will consist of at least two members of the Armed Forces.
- One member of the detail will be a representative of the deceased veteran's parent service.

The honor detail will perform a ceremony that includes folding and presenting the flag to the next of kin and playing Taps.

Those Eligible for Military Funeral Honors:

- Military members on active duty or in the selected Reserve.
- Former military members who served on active duty and departed under conditions other than dishonorable.
- Former military members who completed at least one term of enlistment or period of initial obligated service in the selected Reserve and departed under conditions other than dishonorable.
- Former military members discharged from the selected Reserve due to a disability incurred or aggravated in the line of duty.

Navy Casualty Personnel Phone Numbers:

Toll free: 800-368-3202
Commercial: 901-874-2501
DSN: 882-2501

Navy Casualty's mailing address:

Bureau of Naval Personnel
Casualty Assistance Division (N135C)
5720 Integrity Dr.
Millington, TN 38055-6210

For more information on the Navy's Funeral Honors program, contact the Casualty Assistance Calls Officer at your Navy Operational Support Center, or visit: www.NPC.NAVY.mil/commandsupport/casualtyassistance.



GTCC GUIDELINES

SO YOU'VE READ THE INSTRUCTIONS,
HOW DO THEY APPLY TO YOU; WHAT ARE
THESE PROCEDURES THAT YOU HAVE TO
ADHERE TO AND HOW WILL THEY AFFECT
YOU WHEN TRAVELING?

The Facts

The travel card is used for "Official Travel" only, any other use is unauthorized. This is not a personal credit card and should not be treated as such. Credit card activity is monitored by agency program coordinators (APCs) and all unauthorized use is reported to the commanding officer.

While on travel the card will be used for all travel related expenses to include: airline tickets, rental cars, lodging, meals, tolls and parking.

Buying food at a retail store is authorized, however, if you also buy that newly released movie, clothes, CD's and other non-travel related items, this becomes misuse and abuse of the card. Itemized transactions on your statement are reviewed by APCs.

Individual cardholders are responsible for payment in full of the undisputed amounts due in the monthly billing statement from the card contractor.

– Defense Travel Management Office,
GTCC webpage

The Basics

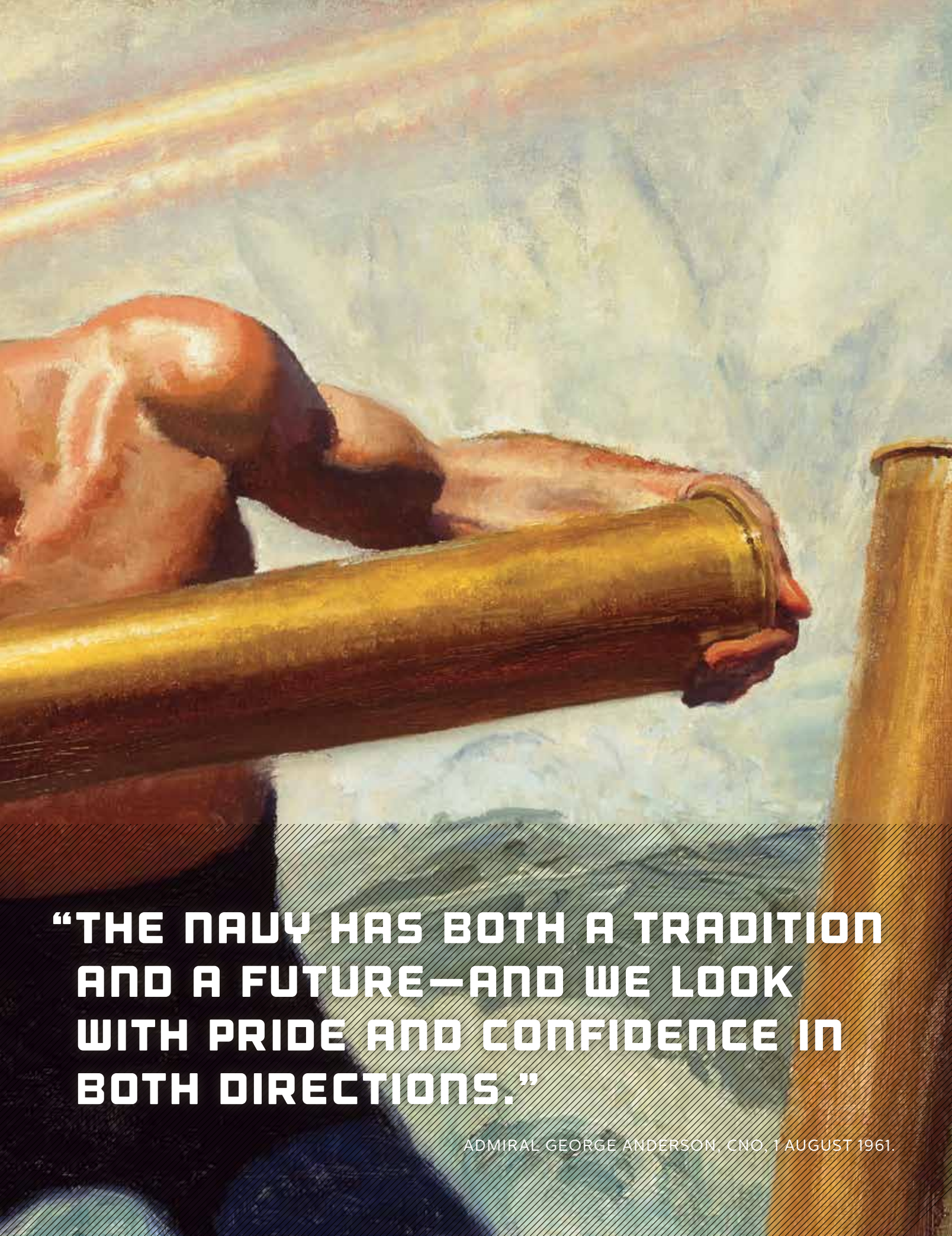
- Complete cardholder training prior to using the card.
- Verify receipt of the card by activating either online or by phone.
- Submit your claim for reimbursement within five business days after the completion of travel, the earlier the better.
- Keep copies of all your receipts and claims you have submitted. Claims rejected at no fault of the member are eligible to have late fees reimbursed by the government.

- If you receive your reimbursement to your direct deposit account, notify your APC and immediately make payment to the card issuer for the total amount due.
- Split-Disbursement is mandatory if submitting manually or through the Defense Travel System (DTS)/Navy Order Writing System. Review your statement to verify you have claimed the correct amount for payment to the card. If there is any doubt, contact the card issuer for the amount due at the time you submit your claim. Have your APC verify the amount due at the time of submission as well.
- Notify the card issuer if you change your mailing address or telephone number. This can be done by calling the phone number on the back of the card, online (if you have registered an account with at the card issuer's website) or by providing the information to your APC.
- Notify the card issuer and your APC if your card has been lost, stolen or compromised.
- Online banking, most of us already do it; if you register and create an online account for your GTCC you can add the GTCC account to your online banking list. This will allow you to make payments if you over spend on the travel card. You can also get account balances when it comes time to submit your claims.
- Make sure you are trained on the use of Defense Travel System to prevent errors and delays to the liquidation of your claims. Your Navy Operational Support Center travel department will assist.

The travel card is a privilege which may be taken away and negatively affect your readiness and ability to accomplish the mission.



MCLELLAND BARCLAY



**“THE NAVY HAS BOTH A TRADITION
AND A FUTURE—AND WE LOOK
WITH PRIDE AND CONFIDENCE IN
BOTH DIRECTIONS.”**

ADMIRAL GEORGE ANDERSON, CNO, 1 AUGUST 1961.

RETIREMENT POINTS

EVERY RESERVIST EARNS POINTS TOWARDS RETIREMENT.

The more points you have, the more money you will see in your retirement check. You can access your Annual Retirement Points Record (ARPR) at www.bol.navy.mil under the ARPR/ASOSH heading. When you get into your record, look it over and if it is correct, print and file it. By keeping these on file, you can track your points. If a problem comes up in the future, you'll have documentation to help straighten it out.

Notes pertaining to Reserve retirements include:

Reserve Sailors can be credited with up to 130 inactive points an anniversary year effective Oct. 30, 2007.

Qualified Reserve Sailors can start receiving retirement pay earlier than age 60. Effective Jan. 29, 2008, each 90-day aggregate of active duty completed in a fiscal year allows a member to begin receiving retired pay three months earlier than age 60. Medical benefit eligibility remains at age 60.

PERS-91 will review a member's record and establish a retired-pay eligibility date at the time the member is transferred to the Retired Reserve.

So how do you earn the points that could get you the bigger retirement check? In the following ways:

- One point for each day served on active duty in any status to a maximum of 365 a year (366 in a leap year).
- One point for every drill period. Two points are the maximum for any calendar day.
- One point for each day conducting military funeral honors.
- One point for every three hours of nonresident instruction or correspondence courses.
- Fifteen points are given each year as "membership points" for being in a Reserve status.

A qualifying year:

The day you enter Reserve status is considered your anniversary date. From that date you must earn a minimum of 50 points a year in order to have a "qualifying year" toward retirement. As long as you do not have a break in service, your anniversary date will remain the same even if you transfer from active to inactive status and back.

A non-qualifying year:

A non-qualifying year (one in which you do not earn at least 50 points) counts toward your total time in service, but not retirement. Points earned in a non-qualifying year also count toward the final point total.





CALCULATING RETIREMENT PAY:

Formula for retirement pay is:

$$P/360 \times .025 \times B = \text{monthly retirement pay}$$

P = total number of retirement points

B = base pay of the grade which you retired (use pay scale in the year you turn 60 years old).

Estimate what your base pay will be in the year you turn 60 years old by using an assumed annual increase rate.

You will need to know how many points you have and may earn to determine your potential earnings at age 60.

Example:

A retired chief turns 60 years old in 2013 and he has 22 years of service in the Navy Reserve. He has earned a total of 4,500 points.

His 2013 monthly base pay is \$4,487.

$$4,500/360 = 12.5$$

$$12.5 \times .025 = .3125$$

$$.3125 \times \$4,487 = \$1,402$$

He will be paid \$1,402 per month at age 60.

Adjust the base pay to reflect the annual increase to figure out the formula each year.

OUTREACH CALENDAR

Navy Reserve Sailors serve in all 50 states, and in many states Reserve Sailors are the only Navy presence. The following list provides Reserve Sailors an opportunity to attend Navy events in their community. In many cases Navy Reserve support is important to the event's success. If an event is happening in your neighborhood, contact your chain of command to determine if there is an opportunity for Navy Reserve support and/or participation.

january

1/25-27	Raleigh, N.C.	Returning Warrior Workshop
1/25-27	Palm Springs, Calif.	Returning Warrior Workshop

february

2/8-10	Atlanta	Returning Warrior Workshop
2/8-10	Nashville, Tenn.	Returning Warrior Workshop
2/22-24	Portland, Ore.	Returning Warrior Workshop

march

3/11-19	Savannah, Ga.	Navy Week
3/15-17	Phoenix	Returning Warrior Workshop
3/16	NAF El Centro, Calif.	Blue Angels Air Show
3/23-24	NAS Key West, Fla.	Blue Angels Air Show



april

4/1-7	Tampa, Fla.	Navy Week (Blue Angels Air Show)
4/13-14	NAS Corpus Christi, Texas	Blue Angels Air Show
4/20-21	Vidalia, Ga.	Blue Angels Air Show
4/22-28	San Antonio	Navy Week
4/27-28	MCAS Beaufort, S.C.	Blue Angels Air Show
4/29-5/5	Bossier-Shreveport, La.	Navy Week (Blue Angels Air Show)



may

5/3-5	Pittsburgh	Returning Warrior Workshop
5/6-12	Jackson, Miss.	Navy Week (Blue Angels Air Show)
5/17-19	San Antonio	Returning Warrior Workshop
5/17-19	Kansas City, Kan.	Returning Warrior Workshop
5/18-19	Seymour Johnson AFB, N.C.	Blue Angels Air Show
5/20-26	Little Rock, Ark.	Navy Week
5/23-30	New York	Fleet Week
5/25-26	Lynchburg, Va.	Blue Angels Air Show
5/27-6/2	Rockford, Ill.	Navy Week (Blue Angels Air Show)
5/31-6/2	Sacramento, Calif.	Returning Warrior Workshop

OUTREACH CALENDAR

continued

june

6/8-9	Ocean City, Md.	Blue Angels Air Show
6/10-16	Indianapolis	Navy Week (Blue Angels Air Show)
6/21-23	Seattle	Returning Warrior Workshop
6/24-7/4	Pittsburgh	Navy Week
6/24-7/5	Rhode Island	Navy Week (Blue Angels Air Show)

july

7/6-7	Evansville, Ind.	Blue Angels Air Show
7/12-14	New Orleans	Returning Warrior Workshop
7/13	Pensacola Beach, Fla.	Blue Angels Air Show
7/15-21	Minneapolis, Minn.	Navy Week
7/26-28	Baltimore	Returning Warrior Workshop
7/27-28	Hillsboro, Ore.	Blue Angels Air Show
7/31	Seattle	Seafair Parade of Ships

august

8/3-4	Seattle	Blue Angels Air Show
8/5-11	Fargo, N.D.	Navy Week (Blue Angels Air Show)
8/9-11	Madison, Wis.	Returning Warrior Workshop
8/19-25	Kansas City, Mo.	Navy Week (Blue Angels Air Show)
8/23-25	Palm Springs, Calif.	Returning Warrior Workshop
8/31-9/1	NAS Patuxent River, Md.	Blue Angels Air Show

september

9/7-8	Eau Claire, Wis.	Blue Angels Air Show
9/14-15	Brunswick, Maine	Blue Angels Air Show
9/16-22	Oklahoma City	Navy Week
9/21-22	NAS Oceana, Va.	Blue Angels Air Show
9/28-29	NAS Point Mugu, Calif.	Blue Angels Air Show



october

10/5-6	Miramar, San Diego, Calif.	Blue Angels Air Show
10/7-13	Albuquerque, N.M.	Navy Week
10/11-14	San Francisco	Fleet Week (Blue Angels Air Show)
10/14-21	Dallas/Fort Worth, Texas	Navy Week (Blue Angels Air Show)
10/21-27	Raleigh, N.C.	Navy Week
10/25-27	Baltimore	Returning Warrior Workshop
10/26-27	NAS Jacksonville, Fla.	Blue Angels Air Show

november

11/1-2	NAS Pensacola, Fla.	Blue Angels Homecoming Air Show
11/1-3	San Jose, N.M.	Returning Warrior Workshop
11/22-24	Seattle	Returning Warrior Workshop

december

12/6-8	Jacksonville, Fla.	Returning Warrior Workshop
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VA HOME LOANS

THE U. S. DEPARTMENT OF VETERANS AFFAIRS (VA) HOME LOAN PROGRAM HELPS VETERANS FINANCE THE PURCHASE OF HOMES WITH FAVORABLE LOAN TERMS AND AN INTEREST RATE USUALLY LOWER THAN OTHER TYPES OF MORTGAGE LOANS.

For VA housing loan purposes, the term “veteran” includes certain members of the selected Reserve, active duty and certain categories of spouses.

A VA-guaranteed loan is made by private lenders (such as banks, savings and loans or mortgage companies) to eligible veterans to purchase a home, condominium or manufactured homes.

With a VA guarantee, lenders get a mortgage legal document that pledges a property to the lender as security for payment of a debt with a competitive interest rate. The lender is protected against loss up to the amount of the guarantee if you fail to repay the loan.

Specifically, a VA home loan can help veterans:

- Buy a home or residential condominium
- Build a home
- Repair, alter or improve a home
- Refinance an existing home loan
- Buy a manufactured home with or without a lot
- Buy and improve a manufactured home lot
- Install a solar heating or cooling system or other weatherization improvements

- Purchase and improve a home simultaneously with energy efficient improvements
- Refinance an existing VA loan to reduce the interest rate
- Refinance a manufactured home loan to acquire a lot

There are other VA home loan safeguards:

- The VA may suspend from the loan program those who take unfair advantage of veteran borrowers. They can also suspend lenders who decline to sell a new home or make a loan to an eligible veteran of good credit because of race, color, religion, sex, disability, family status or national origin.
- The builder of a new home is required to give the purchasing veteran a one-year warranty that assures the home has been constructed to VA-approved plans and specifications. A similar warranty must be given for new manufactured homes.
- In cases of new construction completed under VA or U. S. Department of Housing and Urban Development inspection, the VA may pay or otherwise compensate the borrower for correction of structural defects seriously affecting livability. Assistance must be requested within four years of the home loan guarantee.
- The borrower obtaining a VA loan may only be charged the fees and other charges prescribed by the VA as allowable.
- The borrower can prepay the entire loan or any part not less than the amount of one installment or \$100 without penalty.

A VA guaranteed loan is not a gift. It must be repaid, just as you must repay any money you borrow. The VA guarantee, which protects the lender against loss, encourages the lender to make a loan with terms favorable to the veteran. If you fail to make the payments agreed, you may lose your home through foreclosure and accordingly lose the time and money you had invested in it. If the lender does take a loss, VA must pay the guaranty to the lender, and the amount paid by VA must be repaid by you.

SERVICE MEMBERS CIVIL RELIEF ACT:

Veteran borrowers may be able to request mortgage relief pursuant to the Service Members Civil Relief Act (SCRA). In order to qualify for certain protections available under the act the obligation must have originated prior to their current period of active military service. SCRA may provide a lower interest rate for up to one year, and provide forbearance, or prevent foreclosure or eviction up to nine months from the period of military service.

Assistance to Veterans with Guaranteed home loans:

The VA has loan technicians in eight Regional Loan Centers and two special servicing centers who work with a lending institution to explore all options to avoid foreclosure.

Veterans with VA Guaranteed loans can call **1-877-827-3702** to reach a VA loan specialist.

WARRIOR AND FAMILY SUPPORT

WARRIOR AND FAMILY SUPPORT'S FOCUS IS TO MANAGE THE OMBUDSMAN PROGRAM, THE COMMAND INDIVIDUAL AUGMENTEE COORDINATOR (CIAC) PROGRAM AND ALL YELLOW RIBBON EVENTS FOR THE NAVY RESERVE. THE YELLOW RIBBON PROGRAM HAS THREE STAGES: PRE-DEPLOYMENT, DEPLOYMENT, REINTEGRATION.

Pre-deployment: "An ounce of prevention is worth a pound of cure," is a familiar expression. It is especially true in regard to deployment readiness training (DRT). DRTs provide information and resources to ensure Sailors, families or designated representatives are ready for the rigors of deployment. They also provide time for attendees to mingle and get to know each other for additional support. Attendees of DRTs learn about every cycle of a separation. DRTs also help ease anxieties concerning support for family members or designated representatives while the Sailor is away from home. A deployed Sailor will be more focused on the mission if they know their family or designated representative is taken care of back home. Participation at DRTs is mandatory for all Reservists who will deploy within the next 18 months. DRTs may also be attended by any Navy Reserve member, designated representative, and children of Reserve Sailors.

DRTs also help ease anxieties concerning support for family members...a deployed Sailor will be more focused on the mission if they know their family or designated representative is taken care of back home.

Deployment: During a Sailor's mobilization, families have an amazing asset in their ombudsmen. The ombudsman is the link between the command and the Navy family. This is especially true for deploying members where the ombudsman is the primary point of contact between the families at

home and the command. Command sponsored ombudsmen help service members and their families prepare for issues before, during and after a deployment.

A CIAC is a key component of an individual augmentee's support; they act as a mentor, an advocate and a professional source of help and information for the IA Sailor and their family before, during and after an IA assignment.

CIACs should be an E-7 or above, preferably with IA experience. CIACs should always work in conjunction with their command ombudsman to provide the very best support possible to the IA Sailor and his or her family.

Reintegration: After returning from mobilization, Sailors and their families may attend a Returning Warrior Workshop (RWW). RWWs are a weekend getaway designed to assist Sailors and their guest through the time following deployment. They are designed to help families have a healthy reintegration into civilian life. RWW is an important part of the DoD Yellow Ribbon Reintegration Program.

A post-mobilized Sailor and a guest may attend RWWs on active duty for training orders. A guest may include any adult member of a Sailor's support network.

The event is held at a three-diamond hotel away from military bases and every day distractions. Civilian business casual attire is required. The goal is to give loved ones a chance to reconnect. All lodging, meals, conference fees, and miscellaneous expenses are covered at the RWW and include: dinner Friday night, three meals on Saturday, and a breakfast and lunch on Sunday.

Warriors are reimbursed for privately owned vehicle travel expenses up to 400 miles from home of record so that one guest may accompany.

THRIFT SAVINGS PLAN

THE THRIFT SAVINGS PLAN (TSP) IS A FEDERAL GOVERNMENT-SPONSORED RETIREMENT SAVINGS AND INVESTMENT PLAN.

The TSP is a defined contribution plan, meaning the retirement income you receive from your TSP account will depend on how much you contributed during your working years and the earnings on those contributions.

TSP offers the same type of savings and tax benefits many private corporations offer their employees through 401(k) plans.

What are the immediate benefits of making tax-deferred contributions to the TSP?

Tax-deferred contributions are “before-tax” contributions. The money you contribute is taken out of your pay before federal taxes and, in almost all cases, state income taxes are withheld. Therefore, the amount used to calculate your taxes is smaller, benefitting you. That’s an advantage over deposits to a regular savings account.

Your TSP contributions are excluded from the taxable income reported on the IRS Form W-2 Wage and Tax Statement you receive from your service each year. Thus, you do not report them on your annual federal tax return. This advantage does not affect your salary of record for other

federal benefits or taxes, such as uniformed services retired pay, Social Security or Medicare.

By paying less current income tax, you have more take-home pay than you would if you had saved an equal amount that was not excluded from taxable income. Suppose you earn \$30,000 a year and you are in the 15-percent tax bracket. If you contribute 5 percent each month (or \$1,500 per year) to your TSP account, you will save \$225 in federal taxes. If you had simply deposited the \$1,500 in a regular savings account, you would have owed \$225 in federal taxes.

Your tax savings will be even greater if the state in which you live (or of which you are considered a legal resident) allows you to exclude TSP contributions from taxable income, as most states do.

What are the long-term benefits of tax-deferred contributions?

By participating in the TSP, you defer (that is, postpone) paying federal taxes on the money you contribute until you withdraw the funds from your TSP account. In addition, over the years, the money in your account will accrue

By participating in the TSP, you defer (that is, postpone) paying federal taxes on the money you contribute until you withdraw the funds from your TSP account. In addition, over the years, the money in your account will accrue earnings.

earnings. These earnings are also tax-deferred. This means you do not pay income taxes on your TSP account contributions and earnings until you receive the money, which is usually after retirement (when your tax bracket may be lower).

Deferring the payment of taxes means more money stays in your account, working for you. The longer your money is invested, the greater the benefit of tax-deferred earnings.

What are the major features of the TSP?

You may elect to contribute any percentage (one to 100) of your basic pay. However, your annual tax deferred dollar total cannot exceed the Internal Revenue Code limit, of \$17,500 for 2013. If you contribute to the TSP from your basic pay, you may also contribute from one to 100 percent of any incentive pay or special pay you receive (including bonus pay), up to the limits established by the Internal Revenue Code.

THE TSP OFFERS THE FOLLOWING:

- Immediate member contributions
- Before-tax savings and tax-deferred investment earnings
- Daily valuation of accounts
- Low administrative and investment expenses
- Transfers into the TSP from other eligible retirement plans or traditional IRAs and eligible employer plans
- A choice of investment funds
- Ability to make contribution allocations daily
- Ability to make interfund transfers daily
- Loans from your own contributions and attributable earnings while you are in service
- Catch-up contributions for participants age 50 or older
- In-service withdrawals for financial hardship or after you reach age 59 1/2
- Portable benefits and a choice of withdrawal options after you separate from service
- Ability to designate beneficiaries for your account balance

Starting contributions

To start contributing to the TSP, download the TSP Election Form (TSP-U-1) at www.tsp.gov. Complete the form to show what percentage of basic pay, incentive pay, special pay or bonus pay you want to contribute and submit it to your service. You must elect to contribute from basic pay in order to contribute from incentive or special pay, including bonus pay.

The chosen amount is deducted from your pay until you submit another Form TSP-U-1 to stop or change the amount. Also, if you elect to contribute from a bonus, your initial election will remain in effect and cover any future installments of that bonus or any other bonus to which you become entitled. If this is not what you intend, you will need to terminate your bonus election once the contribution from the current bonus is complete.

Changing the amount of contribution

If you want to change the amount of your contributions from basic, incentive or special pay, submit Form TSP-U-1 to your Reserve pay clerk (or use your service's electronic version, if one is available).

If you want to change the amount of your contributions from bonus pay, submit Form TSP-U-1 to your service at any time (or use your service's electronic version, if one is available).



POST 9/11 GI BILL

THE POST-9/11 GI BILL OFFERS SOME NEW BENEFITS TO ELIGIBLE RESERVISTS AND NATIONAL GUARD MEMBERS, INCLUDING:



- Tuition and fees (paid directly to the school)
- A housing allowance (based on the ZIP code where the school is located)
- Funds for books and supplies (up to \$1,000 a year)
- Longer period to exercise benefit (15 years from the release date following a minimum of 90 days on active duty)

For many eligible participants, the Post-9/11 GI Bill is a better alternative than other education-benefit programs. The best program for an individual depends on several factors, including the type of education or training they plan to take and the amount of money and benefits received under each program.

If you are eligible and wish to receive benefits under the Post-9/11 GI Bill, and are eligible for another version of the GI Bill as well, you are required to make an irrevocable choice of which benefits you wish to receive. If you are now eligible for two education benefits, you may be able to change which benefit you draw, depending on your eligibility.

For example, if you are eligible for the Post-9/11 GI Bill and the Selected Reserve GI Bill, you can earn a degree in electrical engineering at a community college using the Post-9/11 GI Bill. You may then enroll in an apprenticeship program with the electrician's union under the Selected Reserve GI Bill and receive journeyman certification.

Factors to consider:

- In some locations, the costs of college and housing (for which you would receive payment through the Post-9/11 GI Bill) are less than the payment you would receive under the Montgomery GI Bill.

- In some states, veterans do not have to pay tuition at selected state colleges. The Post-9/11 GI Bill may then pay only the housing benefit and the book stipend. Your payments under other GI Bill programs such as the Active-Duty GI Bill may be higher in these cases.
- If you are eligible for a college fund under other GI Bill programs, you will continue to receive your college fund payments. Rather than receiving them monthly, you will be paid a lump sum payment each quarter, semester or term you are enrolled.
- If you participated in the \$600 buy-up under the Montgomery GI Bill or Reserve education assistance program, you will not receive that additional benefit under the Post-9/11 GI Bill.

TIME TO THINK ABOUT GI BILL TRANSFERABILITY?

Before you apply to transfer benefits ensure you have the minimum qualifying service of 90 days of aggregate service for partial benefits, (36 months for full benefits) since September 11, 2001. Qualifying service includes active duty, full-time support, mobilization, presidential recall, ADSW and ADT time.

To transfer benefits, you also need to have served at least six years and agree to serve another four years at the time of application.

If you are currently in the Individual Ready Reserve, which includes a voluntary training unit, you are not eligible to transfer benefits.

If you are currently retirement eligible some or all of the four additional years may be waived.

Retirement eligible between Aug 2011 and Jul 31, 2012, requires three additional years at the time of application.

Retirement eligible between Aug 2010 and Jul 31, 2011, requires two additional years at the time of application.

Retirement eligible between Aug 2009 and Jul 31, 2010, requires one additional year at the time of application.

Retirement eligible before Aug 2009, NO additional years are required.

But you need to decide quickly, because on Aug 1, 2013, EVERYONE will need to obligate four years at the time of application.

To transfer benefits to dependents they need to be enrolled in DEERS. Once transferred, spouses are eligible to use the benefit immediately; dependent children cannot use the benefit until you have completed ten years of service.

If you have any questions about the program or eligibility, contact cnrfc_post911gibill@navy.mil or 1-800-621-8853.

SERVICE MEMBERS' GROUP LIFE INSURANCE

SERVICE MEMBERS' GROUP LIFE INSURANCE (SGLI) IS A PROGRAM OF LOW COST GROUP TERM LIFE INSURANCE FOR ACTIVE DUTY SERVICE MEMBERS, READY RESERVISTS, NATIONAL GUARD MEMBERS, CADETS AND MEMBERS OF THE FOUR SERVICE ACADEMIES AND MEMBERS OF THE RESERVE OFFICER TRAINING CORPS.

Since SGLI is term insurance, it does not have cash or loan values and it does not pay dividends.

Reservists from all services and National Guard members who are assigned to a unit and are scheduled to perform at least 12 periods of inactive duty creditable for retirement purposes receive full-time coverage 365 days of the year. They are also covered for 120 days following separation or release from duty.

Part-time coverage is provided for Reservists or National Guard members who do not qualify for the full-time coverage. Part-time coverage generally applies to Reservists and National Guard members who drill only a few days a year.

A common example is members of the Individual Ready Reserve who attend one-day call-ups, commonly referred to as "musters."

SGLI coverage is available in \$50,000 increments up to \$400,000. Currently the cost is 6.5 cents for \$1,000 of insurance, regardless of the member's age. Maximum coverage of \$400,000 will cost the insured \$312 annually.

You may designate any person, firm, corporation or legal entity (including your own estate individually or as a trustee) as principal or contingent beneficiary. Note: State divorce decrees, separation agreements or other state court or municipal court documents are not binding on the determination of a beneficiary.

Married service members should be aware if they name a beneficiary other than their spouse or child, their spouse will be notified by the Department of Defense that a change has been made. The only exceptions to this rule are if:

1. the spouse has already been notified of the change, and
2. the spouse was not the beneficiary in the election prior to the current beneficiary change.

Family Service Members' Group Life Insurance (FSGLI) is a program extended to the spouses and dependent children of members insured under the SGLI program.

FSGLI provides a maximum of \$100,000 of insurance coverage for spouses and \$10,000 for dependent children. This is not to exceed the amount of SGLI the insured member has in force. Spousal coverage is issued in increments of \$10,000.

Cost of FSGLI is based on the age of the member's spouse.

CURRENT SGLI PREMIUM RATE

Coverage Amount	Monthly Premium Rate	TSGLI Premium	Total Monthly Premium Deduction
50,000	\$3.25	\$1.00	\$4.25
100,000	\$6.50	\$1.00	\$7.50
150,000	\$9.75	\$1.00	\$10.75
200,000	\$13.00	\$1.00	\$14.00
250,000	\$16.25	\$1.00	\$17.25
300,000	\$19.50	\$1.00	\$20.50
350,000	\$22.75	\$1.00	\$23.75
400,000	\$26.00	\$1.00	\$27.00

TRICARE RESERVE SELECT

TRICARE RESERVE SELECT (TRS) IS A PREMIUM-BASED HEALTH PLAN AVAILABLE FOR PURCHASE BY SELECTED RESERVE SAILORS (SELRES), EXCLUDING IRR AND VTU, WHO ARE NOT ELIGIBLE FOR NOR ENROLLED IN FEDERAL EMPLOYEE HEALTH BENEFIT PLANS.

The premiums are \$51.62 a month for individual coverage and \$195.81 a month for family coverage.



Under TRS, members receive comprehensive coverage with access to TRICARE-authorized providers and military treatment facilities on a space-available basis. Members pay fewer out-of-pocket costs when choosing a provider in the TRICARE network. TRS offers extremely low annual deductibles and cost-share along with a catastrophic cap of \$1,000 deductible maximum for each family. A variety of inpatient, outpatient and clinical preventative services are covered as well as emergency services.

New for 2013: All premiums must be paid by either recurring electronic funds transfer from financial institutions or recurring credit/debit card. No written checks will be accepted.

TRS also offers survivor coverage for up to six months after the death of a service member. The TRICARE network consists of three regional domestic contractors and one overseas contractor.

Many SELRES members do have other healthcare options offered by private-sector employers. The coverage offered under TRS is similar to TRICARE Standard or Extra. Costs to consider are family coverage versus single coverage, co-payments, prescription drug programs, catastrophic caps and which health care plans are accepted by the member's (and family's) preferred doctors and hospitals.

Purchasing TRS is a three-step process that is done through the Guard and Reserve Web portal.

Step One: Service member logs onto www.dmdc.osd.mil/appj/reservetricare and completes the TRS request form DD Form 2896-1.

Step Two: Print and sign the form.

Step Three: Submit the completed form along with premium payment to the regional contractor.

The mailing information for the appropriate regional contractor will auto populate once your form is complete and you request it to print. Coverage begins on the first day of the first or second month, whichever the member chooses, after the postmark date of the DD Form 2896-1. Members should contact the regional contractor for information or assistance on purchasing TRS coverage, premium billing questions, obtaining healthcare services, claims or covered benefits. The information about coverage under these plans can be found at www.tricare.mil.

TRICARE policies and benefits are governed by public law and changes are made as public law is amended. Contact your regional contractor or local TRICARE Service Center for current updates. For more information on TRICARE or the Health Insurance Portability and Accountability Act Notice of Privacy Practices, go to www.tricare.mil.

Reserve Affairs
<http://ra.defense.gov>

Guard/Reserve Portal Address
www.dmdc.osd.mil/appj/trs/index.jsp

TRICARE
www.tricare.mil

TRICARE Mail Order Pharmacy
877-363-1303

TRICARE Retail Network Pharmacy
877-363-1303
www.express-scripts.com/TRICARE

TRICARE WEST

Regional Contractor:

TriWest Healthcare Alliance Corp. (TriWest) (Expires 3/31/13)

888-TRIWEST (888-874-9378) www.triwest.com

UnitedHealth Group (Effective April 1, 2013)

(800) 328-5979 www.unitedhealthgroup.com

Alaska, Arizona, California, Colorado, Hawaii, Idaho, Iowa (excluding Rock Island Arsenal area), Kansas, Minnesota, Missouri (excluding the St. Louis area), Montana, Nebraska, Nevada, New Mexico, North Dakota, Oregon, South Dakota, Texas (the southwestern corner, including El Paso), Utah, Washington and Wyoming.

TRICARE NORTH

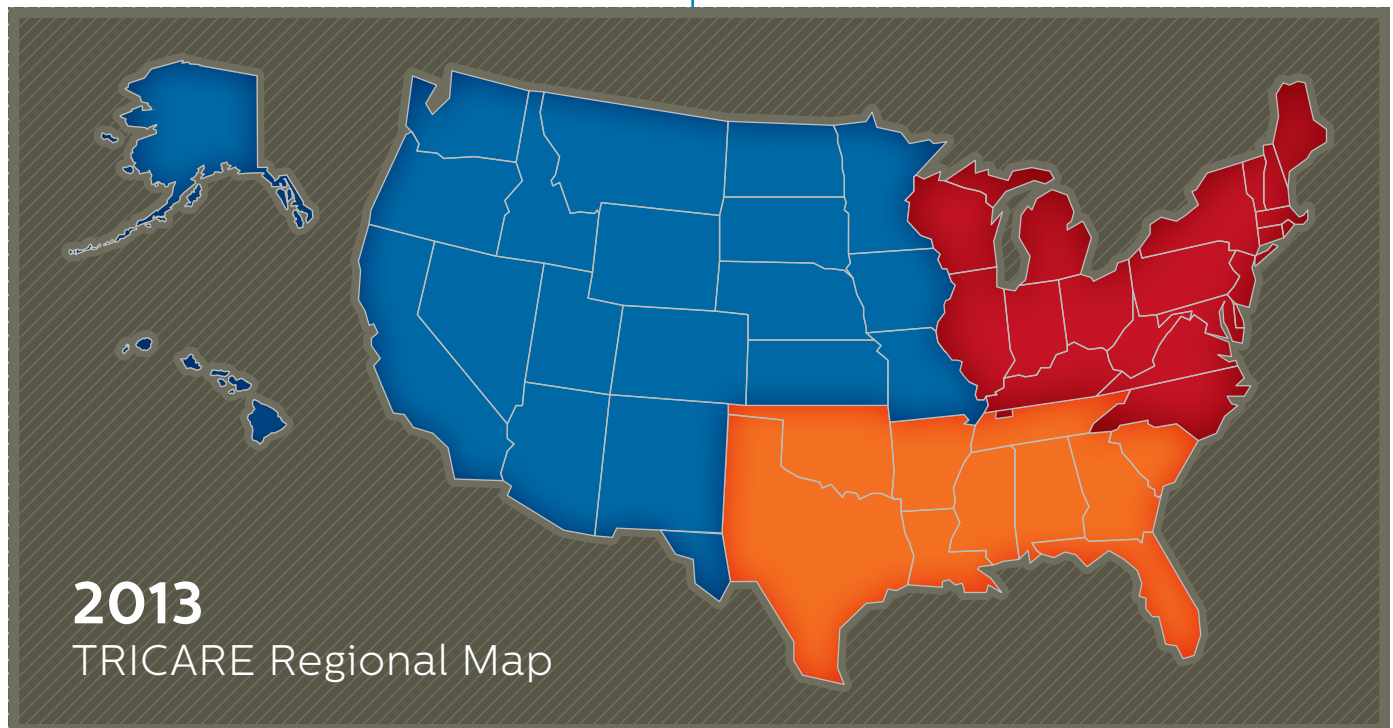
Regional Contractor:

Health Net Federal Services, LLC (Health Net)

877-TRICARE (877-874-2273)

www.healthnetfederalservices.com

Connecticut, Delaware, the District of Columbia, Illinois, Indiana, Kentucky, Maine, Maryland, Massachusetts, Michigan, New Hampshire, New Jersey, New York, North Carolina, Ohio, Pennsylvania, Rhode Island, Vermont, Virginia, West Virginia, Wisconsin and portions of Iowa (Rock Island Arsenal area), Missouri (St. Louis area) and Tennessee (Ft. Campbell area).



TRICARE SOUTH

Regional Contractor:

Humana Military Healthcare Services, Inc.

(Humana Military)

877-298-3408 or 800-444-5445

www.humana-military.com

Alabama, Arkansas, Florida, Georgia, Louisiana, Mississippi, Oklahoma, South Carolina, Tennessee (excluding the Ft. Campbell area) and Texas (excluding the El Paso area).

TRICARE OVERSEAS

Regional Contractor:

Humana Military Healthcare Services, Inc.

(Humana Military)

877-298-3408 or Overseas: 888-777-8343

www.humana-military.com or

Overseas: www.tricare.mil/overseas

The TRICARE overseas areas include TRICARE Europe, TRICARE Latin America and Canada (TLAC), and TRICARE Pacific. The TRICARE South Region contractor, Humana Military, handles enrollment, billing and customer support services for these overseas areas.

RESERVE UNIFORM REQUIREMENTS FOR ENLISTED MALE E1-E6



UNIFORM ITEM	INITIAL ISSUE	SUPPLEMENTAL ISSUE*
Bag, Duffle, Nylon	1	
Ball Cap	1	
Belt, Black, w/Silver Tip	1	1
Belt, White, w/Silver Tip	1	1
Blouse, Navy Working Uniform	2	2
Blousing Straps	1	1
Boots, 9"	1	
Buckle, Silver	1	1
Cap, Garrison, Unisex	1	
Cap, Knit, Blue	1	
Cap, 8 Points, Navy Working Uniform	1	1
Coat, All Weather (Raincoat)	1	
Collar Devices, Silver (E2 Through E6)	1	
Coverall	1	1
Coverall, Collar Devices, Embroidered, Gold/Red	1	1
Drawers, Cotton, Brief	6	2
Gloves, Leather, Black	1	
Hat, White Service	1	1
Jumper, Service Dress Blue (Poly/Wool)	1	
Jumper, Service Dress White (CNT)	1	1
Liner, Fleece, Navy Working Uniform	1	
Mock Turtle Neck	1	
Name Tape, Coverall	1	1
Neckerchief, Black	1	
Overcoat (Peacoat)	1	
Parka, Navy Working Uniform	1	
PT Shirt	1	1
PT Short	1	1
Rating Badge, Blue, Serge (Jumper)	1	
Rating Badge, Gold, Serge (Jumper)	1	
Rating Badge, White, CNT (Jumper)	1	1
Rating Badge, Peacoat	1	
Service Stripes, Blue, Serge	1	
Service Stripes, Gold, Serge	1	
Service Stripes, White, CNT	1	1
Shirt, Khaki	1	1
Shoes, Dress Black	1	
Socks, Nylon/Cotton, Black	6	
Socks, Cush Sole, Boot	5	
Sweater, Wool, Blue	1	
Towel, Bath, White	2	2
Trouser, Service Dress Blue (13 Button)	1	
Trouser, Service Dress White	1	1
Trouser, Service Uniform	1	1
Trouser, Navy Working Uniform	2	2
Undershirt, White, Cotton	2	2
Undershirt, Blue, Cotton, Navy Working Uniform	3	2
U. S. Navy Tape, Coverall	1	1

**Issued if on active duty for more than six months*

RESERVE UNIFORM REQUIREMENTS FOR ENLISTED FEMALE E1-E6

UNIFORM ITEM	INITIAL ISSUE	SUPPLEMENTAL ISSUE*
Bag, Duffle, Nylon	1	
Ball Cap	1	
Belt, Black, w/Silver Tip (Male/NWU)	1	1
Belt, White, w/Silver Tip	1	1
Blouse, Navy Working Uniform	2	2
Blousing Straps	1	1
Boots, 9"	1	
Buckle, Silver	1	
Buckle, Silver (Male/NWU)	1	1
Cap, Garrison, Unisex	1	
Cap, Knit, Blue	1	
Cap, 8 Points, Navy Working Uniform	1	1
Coat, Service Dress, Blue	1	
Coat, All Weather (Raincoat)	1	
Collar Devices (E2 through E6)	1	
Coverall	1	1
Coverall, Collar Devices, Embroidered, Gold/Red	1	1
Gloves, Leather, Black	1	
Hat, Service, W/2 Crowns	1	
Insignia, Service Hat	1	
Jumper, Service Dress White (CNT)	1	1
Liner, Fleece, Navy Working Uniform	1	
Mock Turtle Neck	1	
Name Tape, Coverall	1	1
Neckerchief, Black	1	
Neck Tab	1	
Overblouse, Khaki	1	1
Overcoat (Peacoat)	1	
Parka, Navy Working Uniform	1	
PT Shirt	1	1
PT Short	1	1
Rating Badge, Blue, SDB Gabardine	1	
Rating Badge, Gold, SDB Gabardine	1	
Rating Badge, White, CNT (Jumper)	1	1
Rating Badge, Peacoat	1	
Service Stripes, Blue, SDB Gabardine	1	
Service Stripes, Gold, SDB	1	
Service Stripes, White, CNT	1	1
Shirt, Short Sleeve, White	1	
Shoes, Black Service Oxford	1	
Slacks, Service Dress, CNT, White	1	1
Slacks, Service Dress, Poly/Wool, Blue	1	
Slacks, Service Uniform, Blue	1	1
Socks , Nylon/Cotton, Dress	6	
Socks, Cush Sole, Boot	5	
Sweater, Wool, Blue	1	
Towel, Bath, White	2	2
Trouser, Navy Working Uniform	2	2
Undershirt, White , Cotton	2	2
Undershirt, Blue, Cotton, Navy Working Uniform	3	2
U. S. Navy Tape, Coverall	1	1

*Issued if on active duty for more than six months



TUTORING

RESERVE COMPONENT MILITARY FAMILIES HAVE ACCESS TO FREE, ONLINE TUTORING

Members of the National Guard and Reserve services and their families can now receive online tutoring and homework assistance from Tutor.com at no charge.

This free service is now available to all Reserve component members and their families, regardless of duty status, said the acting assistant secretary of defense David McGinnis. Prior to the program's enhancement, Guard and Reserve families could only access the service while mobilized.

“This is perfect! Thank you for this service — it gives me another resource to utilize when I am on deployment and my daughter needs help with her math homework. Thank you!”

— NAVY PARENT

The availability of the program is the result of a collaborative effort between the Department of Defense (DoD) Yellow Ribbon Program and DoD's Morale, Welfare and Recreation Library Program.

The program allows kindergarten through high school students, as well as adult students, the opportunity to interact with a live tutor online anytime for help with homework, exam preparation and other academic assistance.

“Tutor.com is really helpful. After about a week of using tutor.com, I've seen improvements in my math grade. Math is very confusing for me, and tutors on tutor.com actually take time to explain it to me. Thanks tutor.com!” – Navy Student, Grade 5.

Students using tutor.com are matched with an expert in the required subject area. These experts include certified teachers, college professors, graduate students and other professionals.

Student and tutors interact in a secure online classroom, where they can chat, draw on a shared whiteboard, upload files and browse the Internet together. Every session is anonymous and no personal information is shared between the tutor and student.

For information, visit <http://www.tutor.com/military> or call (703) 571-3180.



NETWORKING AND THE NAVY

THE NAVY RESERVE WANTS TO KEEP RESERVE SAILORS UP TO DATE ON THE LATEST NEWS AND POLICY CHANGES FROM AROUND THE WORLD.

To do this, we're using the Internet to get messages out to Sailors, families and friends.

The Navy Reserve Homeport is designed as a one-stop shop for Reserve Sailors to access programs like the Navy Reserve Order Writing System, the Defense Travel System and Navy Operational Support Center homepages. Before Reserve Sailors even log in to the private side there is a wealth of information available at their keyboard. The public side has the latest photos and video clips from leadership; stories and photos from around the force; links to help Reserve Sailors with health and wellness, deployment checklists and TNR magazine. Many of these links are not available on the private side of the Homeport.

www.navyreserve.navy.mil

Reserve Sailors can subscribe to email updates using the Reserve Updates link in the left menu or the little red envelope on the top right hand side of the homeport. These links allow anyone to subscribe to receive Navy Reserve information. Subscribers manage their own subscriptions and choose to sign up for the opportunities list, communities of interest, regional news and more. Reserve Sailors can use their civilian email address or military email address when signing up.

<https://public.govdelivery.com/accounts/USNRFC/subscribers/new>

For quick updates of information check out Navy Reserve Twitter. As a Navy Reserve Twitter follower you will receive trending messages to stay up to date on the latest news and policy changes.

twitter.com/navy_reserve

The Navy Reserve community has also expanded to Facebook. On Facebook the Reserve fan community offers a photo library and daily posts about the great things Reserve Sailors are doing around the world. Fans are encouraged to ask questions and take part in helping other Reserve Sailors answer their career questions. Fans can join a conversation with our family members or

respond to questions from our Sailors of the future who are still considering enlisting.

www.facebook.com/U.S.NavyReserve

To find a more robust photo collection of Navy Reserve photos visit our Flickr photostream. Here photos are uploaded from Reserve exercises, Navy Operational Support Center activities and community relation events.

www.flickr.com/photos/usnavyreserve

The Navy Reserve has even started posting on Youtube.

www.youtube.com/user/NavyReserveVideo

Our final online product to communicate with the Navy Reserve Force is a Blog written by Commander, Navy Reserve Forces Command Rear Adm. Bryan Cutchen. Read about his insights from his travels and hot topics concerning the Reserve Force. By adding your own comments to the blog posts you have a direct communication line to Navy Reserve leadership.

commandernavyreserveforcescommand.blogspot.com

Social media is an important vehicle in delivering information for many members of the Reserve Force and the Navy Reserve is trying to grow this communication method. Improvements are implemented regularly to increase the value of information being released through various forms social media such as the ones listed above. Users are encouraged to participate in these sites and give feedback to help improve the experience for all.



LEGAL ASSISTANCE

ALTHOUGH LEGAL ASSISTANCE IS AVAILABLE TO RESERVISTS AND THEIR DEPENDENTS WHILE ON ACTIVE-DUTY ORDERS, A MOBILIZED RESERVIST IS ELIGIBLE FOR CONTINUED LEGAL ASSISTANCE AFTER DEMOBILIZATION.

This entitlement is available when mobilized for more than 30 days.

It provides legal assistance to Reservists and dependents after release from active duty, for at least twice the length of active duty, subject to the availability of legal resources.

As resources permit, Reservists on active duty for single periods of 29 days or less may be provided legal assistance in emergency cases. The same applies to family members.

To enhance readiness of Reserve personnel for mobilization, legal counseling and assistance may be provided.

Service is normally available regarding deployment briefings and assistance, family law, consumer law, estate planning counseling and military rights and benefits.

Reservists preparing for mobilization or deployment may receive legal briefings prior to beginning their duty. Upon completion of a deployment or mobilization, Reserve Sailors are eligible for demobilization briefings. Pre-mobilization assistance normally consists of drafting and updating wills, advance medical directives and powers of attorney. Other assistance may be provided if it relates to recall or mobilization.

Navy legal services offices can provide counseling and advice concerning divorce, dissolution and annulment, child custody, paternity, adoption and family care plans. Other areas of advice and counseling may also be available.

Legal services may also be provided in a number of ways concerning consumer law. Navy lawyers are able to counsel and advise on bankruptcy matters, credit issues, contract landlord and tenant issues and contract review (excluding real estate).

Reservists can find advice concerning the Uniformed Services Civil Relief Act or the Uniformed Services Employment and Reemployment Rights Act by visiting a legal services office. During a visit to a legal services office Reservists can also find services for powers of attorney, notary and immigration and naturalization counseling.

MISSION STATEMENT

The Navy Judge Advocate General's Corps provides solutions, from a military perspective, to legal issues involving military operations, organization, and personnel, wherever and whenever such solutions are required, with primary focus on operations, accountability, Sailor legal readiness, and Navy legal readiness.

CORE CAPABILITIES

Operations

Legal issues affecting a commander's ability to conduct military operations or lead and administer a military force.

Accountability

Conduct and accountability of military personnel, including maintenance of good order and discipline through military justice advice and services, standards of conduct and ethics, and the investigations leading to accountability decisions.

Sailor Legal Readiness

The most effective and efficient ways to ensure the readiness of military personnel and their families through provision of legal assistance services.

Navy Legal Readiness

Organization and maintenance of the Navy including, but not limited to, recruiting, training, organization, equal opportunity, military rights and benefits, freedom of expression, military personnel promotions, nominations, retirements, claims and litigation.

EMPLOYER SUPPORT AND USERRA

THE UNIFORMED SERVICES EMPLOYMENT AND REEMPLOYMENT RIGHTS ACT (USERRA) ESTABLISHES RIGHTS AND RESPONSIBILITIES FOR MEMBERS OF THE GUARD AND RESERVE AND THEIR CIVILIAN EMPLOYERS.

USERRA affects employment, reemployment, employment benefits and retention in employment when employees serve or have served in the uniformed services.

Employer Support of the Guard and Reserve (ESGR) informs and educates service members and their civilian employers regarding their rights and responsibilities governed by USERRA. ESGR does not have statutory authority to enforce, but serves as a neutral, free resource to employers and service members. ESGR's ombudsmen mediate issues relating to compliance with USERRA.

Statutory Authority: Congress provided the statutory authority for investigating alleged violations of USERRA to the U.S. Department of Labor (DoL). If the DoL finds an employer has likely violated USERRA and is unable to secure voluntary compliance, the DoL may refer the case to the U.S. Department of Justice for legal action against the employer.

Employers: The law applies to all public and private employers in the United States regardless of size. Providing the service member meets all criteria, USERRA requires employers to provide the following:

- Allow employees to participate in military service
- Reinstatement of health insurance

- Prompt reinstatement into job following military service
- Training or retraining of job skills
- Accumulation of seniority, including pension benefits
- Protection against discrimination

Service Members: If the employee is absent from a position of civilian employment by reason of service in the uniformed services, he or she is eligible for reemployment under USERRA by meeting the following criteria:

- The employer had advance notice of the employee's service
- The employee returns to work in accordance with USERRA guidelines
- The employee has not been separated from service with a disqualifying discharge or under other than honorable conditions

Reemployment Timetable: To be eligible for protection under USERRA, the service member must report back to work or apply for reemployment within the following guidelines:

- | | |
|--------------------------|--|
| • 1-30 days of service | Report next scheduled work day* |
| • 31-180 days of service | Apply within 14 days following completion of service |
| • 181+ days of service | Apply within 90 days following completion of service |

* After 8 hours rest plus normal travel time from the military training site to the place of civilian employment.

Ombudsman Services: The ESGR ombudsman services program provides information, counseling and mediation of issues relating to compliance with USERRA. ESGR ombudsmen are neutral parties in resolving disputes between civilian employers and their employees serving in the Guard and Reserve. If unable to facilitate a resolution, parties are notified of the option to seek assistance through the DoL/Veteran's Employment and Training Service for investigation and the option to seek private legal counsel.

USERRA Questions: ESGR's national customer service center is available from 8 a.m. to 6 p.m. (EST), Monday through Friday by calling 800-336-4590, option 1. Access an ESGR USERRA Assistance Request Form located at www.esgr.mil or send questions via email to USERRA@osd.mil.

INSPECTOR GENERAL

THE NAVY RESERVE OFFICE OF THE INSPECTOR GENERAL (IG) PLAYS A CRITICAL ROLE IN HELPING THE NAVY RESERVE MAINTAIN THE HIGHEST LEVEL OF INTEGRITY AND PUBLIC CONFIDENCE.

In a nutshell, the IG acts as the conscience of the Navy Reserve.



The IG inquires and reports on matters which affect the discipline and efficiency of the Navy. Matters which are appropriate for the IG to look into may be broadly placed under the heading of fraud, waste, abuse and mismanagement.

The IG is committed to:

- Providing candid, objective and uninhibited internal analysis and independent advice
- Emphasizing integrity, ethics, efficiency, discipline and readiness—afloat and ashore
- Performing with the highest standards of ethical leadership;
- Being an advocate of quality of service for Sailors, Marines, civilian employees and their families
- Always exercising fairness, impartiality, and timeliness in accomplishing their mission

The IG's office is not always the most appropriate place to initiate a complaint or voice a concern.

Typically, the chain of command and the Informal Resolution System (military) or

the Alternative Dispute Resolution system (civilian) act as the model for resolving conflict and reporting violations and improprieties. Alternative methods for seeking redress and filing a complaint include the following:

- Request for Redress*
- Filing a U.S. Navy Regulations Article 1150, Redress of Wrong Committed by a Superior*
- Filing a UCMJ Article 138, Complaints of Wrongs against the Commander*
- Filing a NAVPERS 1626/7, Report and Disposition of Offenses (better known as a Report Chit)
- Communicating with Elected Officials
- Filing a NAVPERS 5354/2, Navy Equal Opportunity Formal Complaint Form**

Generally, a complaint should be submitted within 90 days of the date of the alleged wrongdoing. Exceptions to the time limit may be considered if the complainant is able to demonstrate a reason for the delay, such as extraordinary circumstances or unforeseen delays. If the complaint involves allegations of reprisal, it should be reported within 60 days.

A complainant may volunteer their name, request confidentiality, or wish to remain anonymous. If you request confidentiality, the IG will make every effort to protect your identity from disclosure; however, confidentiality is not guaranteed since disclosure may be required during the investigation or in the course of corrective action.

If you file your complaint anonymously, the IG will not know who you are. This sometimes presents a problem because the IG cannot contact you to request additional information or give you the results of the investigation.

The Naval IG website can be accessed at: www.ig.navy.mil.

A helpful tool on the website is the How to Resolve a Complaint (A-Z) link. The site provides definitions, cites applicable instructions, highlights related statutes and regulations, and provides guidance on how to report a violation or complaint.

Sailors, civilians and their leaders are encouraged to contact the IG for assistance, guidance and advice. Contact the Office of the Inspector General at (866) 237-2298, or email at NWOR_NAVRESFORHOTLINE@navy.mil.

** Should be done with legal assistance*

*** Should be done with the assistance of a Command Managed Equal Opportunity Manager or an Equal Opportunity Advisor*

NAVY MARINE CORPS RELIEF SOCIETY

FOUNDED IN 1904, THE NAVY-MARINE CORPS RELIEF SOCIETY IS A PRIVATE NON-PROFIT CHARITABLE ORGANIZATION.



It is sponsored by the Department of the Navy and operates nearly 250 offices ashore and afloat at Navy and Marine Corps bases throughout the world. The Society was incorporated in the District of Columbia and has its headquarters in Arlington, Virginia. It is managed by a Board of Directors

whose members are active duty or retired members of the Naval Services, or spouses of active duty or retired members of the Naval Services.

The mission of the Navy-Marine Corps Relief Society is to provide, in partnership with the Navy and Marine Corps, financial, educational, and other assistance to members of the Naval Services of the United States, eligible family members, and survivors when in need; and to receive and manage funds to administer these programs.

The Society provides financial assistance to eligible recipients in the form of:

- Interest-free loans and grants to meet emergency needs
- Needs-based scholarships and interest-free loans for educational purposes

In addition, the Society offers the following services:

- Budget Counseling Services
- Food Lockers at some locations
- Infant Layettes - "junior seabags" and Budget for Baby Seminars
- Thrift Shops
- Visiting Nurse Services

The Society can help:

- Active duty and retired active and Reserve component Navy and Marine Corps personnel
- Eligible family members of the personnel listed above to include active and Reserve component personnel who died on active duty or in a retired status
- Reservists on extended active duty greater than 30 days
- Indigent mothers (65 years or older) of deceased servicemembers who have limited resources and no family to provide for their welfare
- Ex-spouses "20-20-20" (unremarried former spouses whose marriage to a servicemember lasted for at least 20 years while the servicemember was on active duty)

The Society enjoys an active partnership with the Navy and Marine Corps and benefits extensively from the active involvement of the command structure at the bases where the Society maintains a presence.

Although sponsored by the Department of the Navy, the Society is a non-profit organization whose programs are totally funded by charitable contributions. The work of the Society is supported by an annual fund drive conducted by the Navy and Marine Corps, and by a direct mail campaign of the Navy and Marine Corps retired community.

Both fund drives are conducted under the auspices of the Secretary of the Navy. All contributions are returned to clients in the form of relief or educational assistance. Overhead expenses are covered by proceeds from the Reserve Fund established during World War II.

Contributions to the Society are deductible under Section 170(b)(1)(a) of the IRS Code. The Society is exempt from Federal income tax under Section 501(c)(3) of the Code.

NAVY READING

Accelerate your mind

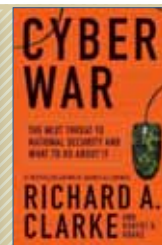
The books and additional publications of interest in the Navy Professional Reading Program were selected by the Program's advisory group based on criteria for the program.

The selection of these books and publications should not be construed as an explicit or implicit endorsement by the U.S. Navy for these particular books and publications, or the authors' or publishers' views or interpretations. Authors and publishers may submit other books for consideration for inclusion on future program lists to Accelerate Your Mind, Naval War College, 686 Cushing Road, Newport, RI 02841-1207.

ESSENTIAL READING

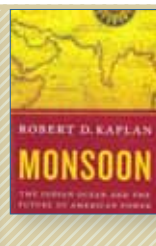
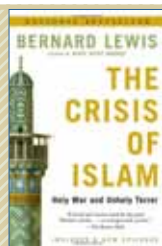
WARFIGHTING FIRST

- 1812, The Navy's War
- Seal of Honor: Operation Red Wings and the Life of LT Michael Murphy
- Shield and Sword: The United States Navy and the Persian Gulf War
- Cyber War: The Next Threat to National Security and What to do About It
- The Gamble: General David Petraeus and the American Military Adventure in Iraq
- Wake of the Wahoo: The Heroic Story of America's Most Daring WW II Submarine, USS Wahoo



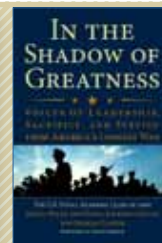
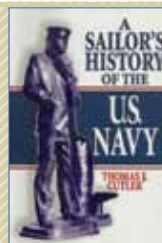
OPERATE FORWARD

- The Crisis of Islam: Holy War and Unholy Terror
- Monsoon: The Indian Ocean and the Future of American Power
- Neptune's Inferno: The U.S. Navy at Guadalcanal
- Red Star over the Pacific: China's Rise and the Challenge to U.S. Maritime Strategy
- "Execute Against Japan": The U.S. Decision to Conduct Unrestricted Submarine Warfare
- The Man From Pakistan: The True Story of the World's Most Dangerous Nuclear Smuggler



BE READY

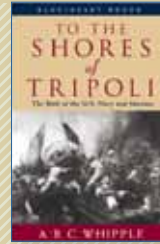
- A Sailor's History of the U.S. Navy
- The Morality of War
- Navigating the Seven Seas
- Wired for War: The Robotics Revolution and Conflict in the 21st Century
- In the Shadow of Greatness: Voices of Leadership, Sacrifice, and Service from America's Longest War
- Time Management from the Inside Out: The Foolproof System for Taking Control of Your Schedule and Your Life



RECOMMENDED READING

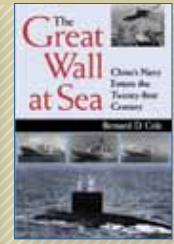
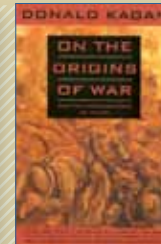
WARFIGHTING FIRST

- Six Frigates: The Epic History of the Founding of the U.S. Navy
- Starship Troopers
- The Second World War, Volume 1: The Gathering Storm
- The Seventh Angel
- To the Shores of Tripoli: The Birth of the U.S. Navy and Marines
- Tried by War: Abraham Lincoln as Commander in Chief
- The Art of the Long View: Planning for the Future in an Uncertain World
- Shackleton's Way: Leadership Lessons from the Great Antarctic Explorer



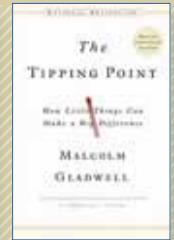
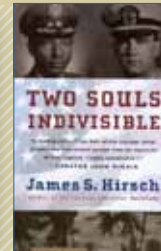
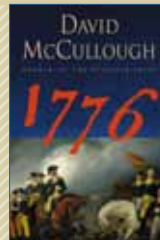
OPERATE FORWARD

- The Sand Pebbles
- With the Old Breed: At Peleliu and Okinawa
- On the Origins of War: And the Preservation of Peace
- One Hundred Years of Sea Power: The U. S. Navy, 1890-1990
- The Great Wall at Sea: China's Navy in the Twenty-First Century
- The Elephant and the Dragon: The Rise of India and China and What It Means for All of Us
- The Last Stand of the Tin Can Sailors: The Extraordinary World War II Story of the U.S. Navy's Finest Aircraft Carriers at War:
- A Personal Retrospective of Korea, Vietnam, and the Soviet Confrontation Hour



BE READY

- 1776
- Integrity
- Two Souls Indivisible
- Leadership: The Warrior's Art
- Master and Commander
- The Innovator's Dilemma: The Revolutionary Book That Will Change the Way You Do Business
- The Tipping Point: How Little Things Can Make a Big Difference
- Longitude: The True Story of a Lone Genius Who Solved the Greatest Scientific Problem of His Time



"I find television very educating. Every time somebody turns on the set, I go into the other room and read a book."

- GROUCHO MARX

ACRONYMS

A

AA - Authorized Absence
AAFES - Army and Air Force Exchange Service
ABSC - Active Billet Sequence Code
AC - Active Component
ADSW - Active Duty for Special Work
ADT - Active Duty Training
AO - Area of Operations
AOI - Area of Influence
AOR - Area of Responsibility
APG - Advanced Pay Grade
AT - Annual Training
ATP - Additional Training Period

B

BUDS - Basic Underwater Demolition School
BUMED - Bureau of Medicine and Surgery

C

CACO - Casualty Assistance Calls Officer
CAI - Cross-Assigned In
CAO - Cross-Assigned Out
CEC - Civil Engineering Corps
CFC-A - Coalition Forces Command - Afghanistan
CFL - Command Fitness Leader
CHC - Chaplain Corps
CITF - Criminal Investigative Task Force
CJSOTF - Combined Joint Special Operations Task Force
CJTF - Combined Joint Task Force
COB - Close of Business
COLA - Cost of Living Allowance
CMS/ID - Career Management System Interactive Detailing
CNAFR - Commander, Naval Air Force Reserve
CNIC - Commander Navy Installations Command
CNR - Chief of Navy Reserve
CNRC - Commander Navy Recruiting Command
CNRFC - Commander, Navy Reserve Forces Command
COMRATS - Commuted Rations
CONUS - Inside the Continental United States
COCOM - Combatant Commander
CSG - Carrier Strike Group

D

DECA - Defense Commissary Agency
DCO - Direct Commission Officer
DDS - Direct Deposit System
DFAC - Dining Facility

DEERS - Defense Eligibility Enrollment Reporting System
DEMOB - Demobilization
DFAS - Defense Finance and Accounting System
DOD - Department of Defense
DRT - Deployment Readiness Training
DTS - Defense Travel System

E

ECRC - Expeditionary Combat Readiness Center
EOS - Expiration Of Service
ESG - Expeditionary Strike Group
ESGR - Employer Support of the Guard & Reserve
ET - Equivalent Training
ETA - Estimated Time of Arrival
ETD - Estimated Time of Departure

F

FOB - Forward Operating Base
FOUO - For Official Use Only
FTS - Full Time Support

G

GTCC - Government Travel Credit Card

I

IA - Individual Augmentee/Information Assurance
IADT - Initial Active Duty Training
IAP - In Assignment Processing
IDC - Information Dominance/Independent Duty Corpsman
IDTT - Inactive Duty Training Travel
IED - Improvised Explosive Device
IG - Inspector General
IMAPMIS - Inactive Manpower and Personnel Management Information System
IRR - Individual Ready Reserve
ISAF - International Security Assistance Force

J

JCS - Joint Chiefs of Staff
JRB - Joint Reserve Base
JSOC - Joint Special Operations Command
JSOTF - Joint Special Operations Task Force
JTF GTMO - Joint Task Force Guantanamo Bay
JTF HOA - Joint Task Force Horn of Africa

M

MCAG - Maritime Civil Affairs Group
MESF - Maritime Expeditionary Security Force

MILPERSMAN - Military Personnel Manual
MIUW - Mobile Inshore Undersea Warfare
MOB - Mobilization
MRE - Meals Ready-to-Eat
MTT - Military Transition Teams

N

NAF - Naval Air Facility
NAS - Naval Air Station
NAT - New Accession Training
NAVELSG - Navy Expeditionary Logistics Support Group
NAVSTA - Naval Station
NAVET - Navy Veteran
NCO - Non-Commissioned Officer
NCS - National Call to Service
NEC - Navy Enlisted Classification (or Code)
NECC - Navy Expeditionary Combat Command
NEX - Navy Exchange Service
NMPS - Navy Mobilization Processing Site
NOBC - Navy Officer Billet Classification (or Code)
NOE - Notice Of Eligibility
NOSC - Navy Operational Support Center
NPQ - Not Physically Qualified
NR - Navy Reserve
NRIP - Navy Reserve Intelligence Program
NROTC - Naval Reserve Officer Training Corps
NROWS - Navy Reserve Order Writing System
NRWS - Navy Reserve Web Site
NSA - Naval Support Activity
NSIPS - Navy Standard Integrated Personnel System

O

OCNR - Office of the Chief Navy Reserve
OCONUS - Outside Continental United States
OCS - Officer Candidate School
OIC - Officer In Charge
OJT - On the Job Training
OLA - Office of Legislative Affairs
OPNAV - Office of Chief of Naval Operations
OPSEC - Operational Security
OPTEMPO - Operational Tempo
ORM - Operational Risk Management
OSO - Operational Support Officer

P

PAYPERSMAN - Navy Pay and Personnel Procedures Manual
PCS - Permanent Change of Station
PFA - Physical Readiness Assessment
POC - Point of Contact
POV - Privately Owned Vehicle
PRC - Presidential Reserve Call-up
PRD - Projected Rotation Date

PRIMUS - Physician Reservists in Medical Universities and Schools
PRT - Physical Readiness Test / Provincial Reconstruction Team
PSD - Personnel Support Detachment

R

RBSC - Reserve Billet Sequence Code
RC - Reserve Component
RCC - Reserve Component Command
RCCPDCS - Reserve Component Common Personnel Data System
RCHB - Reserve Cargo Handling Battalion
RESFORON - Reserve Force Squadron
RESPERSMAN - Navy Reserve Personnel Manual
RHS - Reserve Headquarters System
RIAC - Reserve Intelligence Area Commander
RIPO - Reserve Intelligence Program Officer
RTB - Reserve Transition Benefits
RTSS - Reserve Training Support System
RUAD - Reserve Unit Assignment Document
RUIC - Reserve Unit Identification Code
RWW - Returning Warrior Workshop

S

SAU - Squadron Augment Unit
SELRES - Selected Reservist
SNCO - Staff Non-Commissioned Officer
SOP - Standard Operating Procedure

T

TOC - Tactical Operations Center
TRUIC - Training Reserve Unit Identification Code
TSP - Thrift Savings Plan

U

UA - Unauthorized Absence
UCMJ - Uniform Code of Military Justice
UMA - Uniform Maintenance Allowance
USC - United States Code

V

VTU - Volunteer Participation Unit
VTU - Volunteer Training Unit

Y

YRPS - Yellow Ribbon Program Specialists

ACTIVATION AND MOBILIZATION CHECKLIST

REQUIRED DOCUMENTS FOR YOU AND YOUR FAMILY.

• PAY/DIRECT DEPOSIT/ALLOTMENT

- ☐ Voided personal check or deposit slip (displaying bank address/telephone, bank routing/account numbers).
- ☐ Bank account information (bank address/telephone, bank routing/account numbers) for each desired allotment.
- ☐ Copy of current mortgage(s) (with principal/interest/tax/insurance breakdown) and documentation of one month's average utilities, OR copy of house or apartment rental agreement and documentation of one month's average utilities.
- ☐ Copy(s) of current child support agreement(s).
- ☐ If [Medical Corps (MC), Dental Corps (DC), Medical Service Corps (MSC) (Clinical), Nurse Corps (NC)] certified copies or proof of the following:
 - Current license/certificate – Current BCLS, ACLS, PALS, etc.
 - Current demographic information if MC – Internship
 - Residency – Board certification in specialty or board certification qualifications.

• SERVICE RECORD/PSD

- ☐ Certification of discharge/separation (DD-214) for all former periods of active duty.
- ☐ Your birth certificate or passport (for those deploying OUTCONUS).
- ☐ Birth, adoption or guardianship certificates for family members.
- ☐ Social Security Numbers for self and family members.
- ☐ Certified copy of marriage certificate for present marriage.
- ☐ Certified copies of documentation terminating any previous marriage (divorce/annulment/spouse's death certificate).
- ☐ Certification of full-time enrollment for self and college-age dependents from school registrar.
- ☐ Signed statement from licensed physician for dependent parent/children over twenty-one years of age who are incapacitated.
- ☐ Current DON Family Care Plan Certification (NAVPERS 1740/6).
- ☐ Verify emergency Contact Information on Electronic Service Record.

• LEGAL

- ☐ Location of current valid will.
- ☐ Copy of current power(s) of attorney.
- ☐ Documentation to support potential legal issues, such as loss of college tuition assistance, loss of security deposit on lease, loss of employee medical benefits.
- ☐ Social Security Numbers for self and family members.

• SECURITY CLEARANCE

- ☐ Certified copy of naturalization papers.
- ☐ Names/addresses of personal/professional references (minimum of three each required).
- ☐ Names/addresses/dates of employment for the past ten years (or since graduation from high school).
- ☐ Names/addresses/dates of high school and college.
- ☐ Addresses and dates of all previous residences.
- ☐ Names/dates/places of birth for your parents and your spouse's parents.

• MEDICAL

- ☐ Verify Defense Eligibility Enrollment Reporting System (DEERS) information for self and family members.
- ☐ Copy of most recent eyeglass prescription and extra set of eyeglasses. (**NOTE Contact lenses may not be authorized depending upon duty assignment.)
- ☐ Extra hearing aid/batteries.
- ☐ Documentation of significant medical/dental conditions not documented in military medical/dental records.
- ☐ Copy of prescription(s) issued by physician (or other documentation of approved medications). Minimum 90 days supply of medications.
- ☐ Documentation to support enrollment of exceptional family member in available Navy/DOD programs.
- ☐ Documentation of enrollment in TRICARE SELRES Dental Program (TSRDP).

Complete appropriate Medical Screening documents:

- ☐ NAVMED 1300/4, Expeditionary Medical and Dental Screening for Individual Augmentee and Support Assignments to Overseas Contingency Operations
- ☐ NAVMED 1300/5 – 11, Area of Responsibility theater-specific medical screening forms
- ☐ NAVPERS 1300/21, Medical Suitability Certification
- ☐ NAVPERS 1300/22, Expeditionary Screening Checklist

• PERSONAL

- ☐ Driver's license (to support issuance of government license.)
- ☐ For those authorized POV travel, vehicle registration/insurance documentation.
- ☐ Documentation to support any claim delay and/or exemption.
- ☐ Completed and mailed application for registration and absentee ballot. Federal Post Card Application (FPCA, SF 76), Federal Write In Ballot (FWAB, SF 186).

** NOTE: If requirements listed above for Service Record/PSD and Security Clearance are reflected in your service record, you need not bring additional documents.

NAVY RESERVE TRAVEL AND PAY PROCESSING CHECKLIST

WHAT YOU NEED TO KNOW.

• MESSING AND BERTHING

Verify whether you will be reimbursed for commercial or government berthing and messing:

- ☐ A Berthing Endorsement or Certification of Non-Availability (CNA) is required for reimbursement of commercial lodging expenses (hotel costs). If a CNA is not provided on your itinerary and you are directed to stay in government berthing, you must stay in government quarters or obtain a CNA endorsement from the local berthing authority.
- ☐ Verify government messing availability/non-availability at check-in. If messing is directed but not available, endorsement or order modification is required for meal reimbursement.

• SELRES PAY AND ALLOWANCE (for AT and ADT orders)

Upon reporting for duty, submit to that Command's local PSD:

- ☐ Orders with Command Endorsements (Note: Orders must be imprinted with the word "ORIGINAL").
- ☐ Completed and signed ACDUTRA PAY AND ALLOWANCE CHECKLIST (requirement varies by PSD).
- ☐ Electronic Funds Transfer (EFT) Certificate.

• SELRES TRAVEL CLAIM CHECKLIST (for all orders: AT, ADT and IDTT)

Submit the following to your Reserve Activity within five (5) working days of completing travel:

- ☐ Completed Travel Voucher DD 1351-2 with ORIGINAL signature.
- ☐ Copy of endorsed orders.
- ☐ Second copy of endorsed orders (only required for IDTT processing).
- ☐ Receipts for lodging (regardless of amount) and all reimbursable expenses. Credit card receipts are not acceptable for rental cars—actual rental car receipts are required.
- ☐ Copy of SATO Travel Itinerary (if travel incurred).
- ☐ Completed Direct Deposit "verification" form with Electronic Funds Transfer (EFT) data.
- ☐ Certification of Non-Availability (CNA) for commercial lodging/meals from the BEQ/BOQ (if SATO has not already provided this on your Itinerary).
- ☐ Reserve Activity Authorizing Officer (AO) approval.

NOTE: Incomplete Travel Claims can result in returned or incomplete payment!

To minimize errors on your Travel Claims, see detailed instructions for your PSD and global forms at <http://www.pasd.navy.mil>.

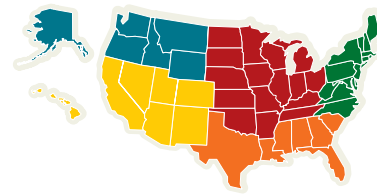
REF: JFTR VOL 1 and JTR VOL 2 / DODFMR VOL9 U2510

Endorsed and approved by: PSAs LANT, WEST, PAC and EUR



RC PHONE DIRECTORY

If any information in this Navy Reserve RC Phone Directory is in error, please Email the editor at james.vorndran@navy.mil with the correction.



Commander,
Naval Air Force Reserve
San Diego, CA
619-767-7379

VP-62
(904) 542-4461
VP-69
(360) 257-6969

Fleet Logistics, Support Wing
(817) 825-6438

VR-1
(240) 857-3410

VR-51
(808) 257-3289

VR-53
(240) 857-9029

VR-54
(504) 678-3061

VR-55
(805) 989-8755

VR-56
(757) 433-4065

VR-57
(619) 545-6920

VR-58
(904) 542-2380 x110

VR-59
(817) 782-5411

VR-61
(360) 257-6595

VR-62
(904) 542-8557

VR-64
(609) 754-1890

ETD Pacific
808-448-9278

ETD Sigonella
011-39-095-86-5289

Tactical Support Wing
(817) 782-5295

VAQ-209
(240) 857-7828

VAW-77
(504) 390-6288

VFA-204
(504) 678-3491

VFC-12
(757) 433-4919

VFC-13
(775) 426-3644

VFC-111
(305) 293-2654

HSC-85
(619) 545-7218

HSC-84
(757) 445-0861

HSL-60
(904) 270-6906

VP-30 SAU
(904) 542-3060

VAQ-129 SAU
(360) 257-2276

VAW-120 SAU
(757) 444-5072

VFA-125 SAU
(559) 998-1841

HSC-3 SAU
(619) 545-5372

VFA-106
(757) 433-9081

VFA-122
(559-998-3482

Operational Support
Offices and Reserve Force
Operations Allied Command
Transformation (NATO)
(757) 747-4071

Expeditionary Strike
Group Seven
011-81-98-954-1605

Bureau of Medicine
and Surgery
(202) 762-3211

Center for Naval Aviation
Technical Training
(850) 452-9700

Comptroller of Navy
(202) 685-7000

Defense Intelligence Agency
(202) 231-4044

Defense Logistics Agency
(866) 204-4850

Destroyer Squadron Two
(757) 444-1452

Employer Support of the
Guard and Reserve (ESGR)
(800) 336-4590

Expeditionary Strike Group Two
(757) 462-7403 x 110

Expeditionary Strike
Group Three
(619) 556-1470

First Naval
Construction Division
(757) 462-8225 x 222

Fleet Activities Chinhae, Korea
011-82-55-540-2852

Fleet and Industrial Supply
Center Jacksonville, Fla.
(904) 542-1000 x144

Fleet and Industrial
Supply Center Norfolk, Va.
(757) 443-1610

Fleet and Industrial Supply
Center Pearl Harbor, Hawaii
(808) 473-7928

Fleet and Industrial Supply
Center San Diego, Calif.
(619) 556-6234

Fleet Air Mediterranean
011-39-081-568-4184

Fleet Forces Command
(757) 836-3644

Fleet Intelligence
Training Center Pacific
(619) 524-5814

Headquarters
US Marine Corps
DSN: 278-9360

Joint Chiefs of Staff
(703) 693-9753
(703) 695-1033

Chief of Navy Reserve
(703) 693-5757

Office of the
Chief of Navy Reserve
(703) 693-5757

Commander Navy Reserve
Forces Command
(757) 445-8500

Force Equal Opportunity
Advisor and EO Hotline
Chief Steven Sawyer
1-877-822-7629
(757) 322-5679

Naval District Washington RCC
(240) 857-4880

Region Mid-Atlantic RCC
(757) 444-7295

Avoca, Pa.
(570) 457-8430

Baltimore, Md.
(410) 752-4561

Bangor, Maine
(207) 974-1301

Buffalo, N.Y.
(716) 807-4769

Charlotte, N.C.
(704) 598-0447

Earle, N.J.
(732) 866-7288

Ebensburg, Pa.
(814) 472-5083

Eleanor, W. Va.
(304) 586-0326

Erie, Pa.
(814) 866-3073

Fort Dix, N.J.
(609) 562-1567

Greensboro, N.C.
(336) 254-8671

Harrisburg, Pa.
(888) 879-6649

Lehigh Valley, Pa.
(610) 264-8823

Long Island, N.Y.
(631) 264-2532

Manchester, N.H.
(603) 537-8023

New London, Conn.
(860) 625-3208

Newport, R.I.
(401) 841-4550

New York City, N.Y.
(718) 892-0312

Norfolk, Va.
(757) 318-4500

Pittsburgh, Pa.
(412) 673-0801

Plainville, Conn.
(860) 747-4563

Quincy, Mass.
(617) 753-4600

Raleigh, N.C.
(866) 635-8393

Richmond, Va.
(804) 271-6096

Roanoke, Va.
(866) 527-6595

Rochester, N.Y.
(585) 247-6858

Schenectady, N.Y.
(518) 399-2134

Syracuse, N.Y.
(315) 455-2441

White River Junction, Vt.
(802) 295-0050

Wilmington, Del.
(302) 998-3328

Wilmington, N.C.
(910) 777-2510

Region Southeast RCC
(904) 542-2486 x123

Amarillo, Texas
(866) 804-1627

Atlanta, Ga.
(678) 655-5925

Augusta, Ga.
(706) 733-2249

Austin, Texas
(512) 458-4154

Bessemer, Ala.
(205) 497-2600

Charleston, S.C.
(843) 743-2620

Columbia, S.C.
(803) 751-9251

Columbus, Ga.
(706) 322-4670

Corpus Christi, Texas
(361) 728-5506

El Paso, Texas
(915) 565-3993

Fort Worth, Texas
(817) 782-1800

Greenville, S.C.
(864) 423-5889

Gulfport, Miss.
(866) 502-1271

Harlingen, Texas
(956) 425-0404

Houston, Texas
(832) 380-7400

Jacksonville, Fla.
(904) 542-3320

Meridian, Miss.
(601) 679-3610

Miami, Fla.
(305) 628-5150

New Orleans, La.
(504) 678-8205

Orlando, Fla.
(407) 240-5939 x 2117

Pensacola, Fla.
(850) 452-1341

Puerto Rico
(787) 707-2324

San Antonio, Texas
(210) 225-2997

Shreveport, La.
(318) 746-9657

Tallahassee, Fla.
(850) 576-6194

Tampa, Fla.
(813) 828-1971

Waco, Texas
(254) 776-1841

West Palm Beach, Fla.
(561) 687-3960

Region Midwest RCC
1-847-688-4916

Akron, Ohio
(330) 491-3450

Battle Creek, Mich.
(269) 968-9216

Chattanooga, Tenn.
(423) 698-8955

Chicago, Ill.
(847) 688-3760

Cincinnati, Ohio
(513) 221-0138

Columbus, Ohio
(614) 492-2888

Decatur, Ill.
(217) 875-1733

Des Moines, Iowa
(515) 285-5581

Detroit, Mich.
(586) 239-6148

Fargo, N.D.
(701) 232-3689

Green Bay, Wis.
(920) 336-2444

Indianapolis, Ind.
(317) 924-6389

Kansas City, Mo.
(816) 923-2341

Knoxville, Tenn.
(865) 545-4720

Little Rock, Ark.
(501) 771-0880

Louisville, Ky.
(502) 375-3329

Madison, Wis.
(608) 249-0129

Memphis, Tenn.
(901) 874-5256

Milwaukee, Wis.
(414) 744-9764

Minneapolis, Minn.
(612) 713-4600

Nashville, Tenn.
(615) 267-6345/6352

Oklahoma City, Okla.
(405) 733-1052

Omaha, Neb.
(402) 232-0090

Peoria, Ill.
(309) 697-5755

Rock Island, Ill.
(309) 782-6084

Saginaw, Mich.
(989) 754-3091

Sioux Falls, S.D.
(605) 336-2402

Springfield, Mo.
(417) 869-5721

St. Louis, Mo.
(314) 263-6490

Toledo (Perryburg), Ohio
(419) 666-3444

Tulsa (Broken Arrow), Okla.
(918) 279-3700

Wichita, Kan.
(316) 683-3491

Youngstown, Ohio
(330) 609-1900

Region Southwest RCC
(619) 532-1842

Alameda, Calif.
(510) 814-2605

Albuquerque, N.M.
(505) 853-6289

Denver, Colo.
(720) 847-6205

Fort Carson, Colo.
(719) 526-2964

Guam
(671) 339-6724

Las Vegas, Nev.
(702) 632-1455

Lemoore, Calif.
(559) 998-3778

Los Angeles, Calif.
(323) 980-7131

Moreno Valley, Calif.
(951) 656-1199

North Island, Calif.
(619) 545-2610

Pearl Harbor, Hawaii
(808) 471-0091

Phoenix, Ariz.
(602) 484-7292

Ventura County, Calif.
(805) 982-6106

Reno, Nev.
(775) 971-6289

Sacramento, Calif.
(916) 387-7100

Salt Lake City, Utah
(801) 736-4200

San Diego, Calif.
(858) 537-8040

San Jose, Calif.
(408) 294-3070

Tucson, Ariz.
(520) 228-6289

Region Northwest RCC
(425) 304-3338

Anchorage, Alaska
(907) 384-6525

Billings, Mont.
(406) 248-2090

Boise, Idaho
(208) 422-6236

Cheyenne, Wyo.
(307) 773-6500

Everett, Wash.
(425) 304-4777

Helena, Mont.
(406) 449-5725

Kitsap, Wash.
(360) 627-2203

Portland, Ore.
(503) 285-4566

Spokane, Wash.
(509) 327-3346

Springfield, Ore.
(541) 915-2391

Whidbey Island, Wash.
(360) 257-2922

Joint Transformation
Command for Intelligence
(757) 836-7000

Judge Advocate General
(202) 685-5190

Logistics Group Western Pacific
011-65-6750-2645

Marine Forces Reserve
(504) 678-1290

Strategic Sealift
Readiness Group
(800) 535-2580

Military Sealift Fleet Reserve
Support Command
(202) 685-5155

Mine and Anti-submarine
Warfare Command San Diego
(619) 524-0114

Naval Air Force US Atlantic
Fleet
(757) 444-2928

Naval Air Forces/Naval Air
Force US Pacific Fleet
(619) 545-2017

Naval Construction Forces
Command
(757) 462-3658

Naval District Washington
Headquarters
(202) 369-7683

Naval Education and
Training Command
(850) 452-4000

Naval Facilities
Engineering Command
(202) 685-9499

Naval Health Care
Newport, RI
(401) 841-3771

Naval Hospital
Bremerton, Wash.
(360) 475-4000

Naval Hospital
Camp Lejeune, N.C.
(910) 451-3079

Naval Hospital
Camp Pendleton, Calif.
(760) 725-1288

Naval Health Clinic
Charleston, S.C.
(843) 743-7000

Naval Health Clinic
Great Lakes, Ill.
(847) 688-4560

Naval Hospital
Jacksonville, Fla.
(904) 542-7300

Naval Hospital
Lemoore, Calif.
(559) 998-4481

Naval Hospital Naples Italy
011-39-081-811-6000/1

Naval Hospital
Oak Harbor, Wash.
(360) 257-9500

Naval Hospital Pensacola, Fla.
(850) 505-6601

Naval Hospital
Yokosuka, Japan
011-81-46-816-5137

Naval Inspector General
Hotline
(800) 522-3451

Naval Medical Center
Portsmouth, Va.
(757) 953-5000

Naval Medical Center
San Diego, Calif.
(619) 532-6400

Navy Medicine Manpower
Personnel Training and
Education Command
(301) 295-2333

Naval Meteorology
and Oceanography Command
(228) 688-4384

Naval Network
Warfare Command
(540) 653-5001

Naval Network Warfare
Command
(757) 417-6750

Naval Operational
Logistics Support Center
(717) 605-5790

Chief of Naval Operations
(703) 697-5664

Naval Operations Office of the
Chief of Chaplains
(504) 678-1394

Naval Operations
Office of Naval Intelligence
(504) 678-1394

Naval Personal Development
Command
(757) 444-2996

Naval Sea Systems Command
(202) 781-1748

Naval Training Support Center
Great Lakes, Ill.
(847) 688-3536

Naval Special Warfare Command
(619) 437-2848

Naval Special Warfare
Operational Support Group
(619) 522-3232

Naval Station Rota Spain
011-34-956-82-2222

Naval Supply Systems
Command
(717) 605-3565

Naval Support Activity, Bahrain
011-973-39-14-6793

Naval Surface Force
US Atlantic Fleet
(757) 836-3057

Naval Surface Forces/Naval
Surface Force US Pacific Fleet
(619) 437-2950

Naval War College
(401)-841-3304

Navy Criminal Investigation
Service Espionage Hotline
(800) 543-6289

Navy Emergency Preparedness
Liaison Officer Program
(504) 678-4264

Navy Expeditionary Combat
Command
(757) 462-4316

Navy Expeditionary
Logistics Support Group
(757) 887-7639

Navy Information Operations
Command(NIOC) Maryland
(301) 677-0817

NIOC Misawa, Japan
011-81-3117-66-2834

NIOC Norfolk, Va.
(757) 417-7112

NIOC Pensacola, Fla.
(850) 452-0400

NIOC San Diego, Calif.
(619) 545-9920

Navy Net-Centric Warfare
Group
(240) 373-3125

Navy Installations Command
(202) 433-3200

Navy Munitions Command
(757) 887-4834

Navy Personnel Command
1-877-807-8199

Navy Region Europe, Africa,
and Southwest Asia
011-39-081-568-6777
DSN: 314-626-6777

Navy Region Guam
(671) 355-1110

Navy Region Southeast
(904) 542-2324

Navy Region Hawaii
(808) 473-4505

Navy Region Japan
011-81-46-816-3155

Navy Region Korea
011-822-7913-7251

Navy Region Mid-Atlantic
(757) 322-2800

Navy Region Singapore
011-65-67-50-2531

Navy Region Hawaii
(808) 473-1168

Navy Region Midwest
(847) 688-2884

Navy Region Northwest
(360) 315-5123

Navy Region Southwest
(619) 532-2925

Navy Support Activity,
Washington, D.C.
(202) 433-3963

Office of Naval Intelligence
(301) 669-5557

Office of Naval Research
(703) 696-5031

Puget Sound Naval Shipyard
(360) 476-7683

Sealift Logistics Command
Atlantic
(757) 443-5758

Sealift Logistics Command
Europe
011-39-081-568-3568

Sealift Logistics Command
Pacific
(619) 524-9600

Space And Naval Warfare
Systems Command
(619) 524-7323

Commander Submarine Force
US Atlantic Fleet
(757) 836-1341

Commander Submarine Force
US Pacific Fleet
(808) 473-2517

Submarine Group Nine
(360) 396-6530

Submarine Group Ten
(912) 573-3733

Submarine Group Two
(860) 694-5683

Submarine Squadron Eleven
(619) 553-8641

US Africa Command
011-49-711-729-4484

US Central Command
(757) 836-4180

US European Command
011-49-711-680-113

US Fifth Fleet
011-973-724-383

US Fleet Forces Command
(757)-836-4180

US Joint Forces Command
(757) 836-6555

US Naval Forces Africa
011-39-081-568-4634

US Naval Forces Alaska
(907) 463-2248

US Naval Forces Central
Command
011-973-724-383

US Naval Forces Europe
011-39-081-568-4634

US Naval Forces Japan
011-81-46-816-1110

US Naval Forces Korea
011-822-7913-5795

US Naval Forces Marianas
(671) 339-7133

US Naval Forces Southern
Command
(904) 270-7354 x4304

US Naval Special Warfare
Command
(619) 522-2825

US Northern Command
(719) 554-5920

US Pacific Command
(808) 477-9138

US Pacific Fleet
(808) 474-8415

US Second Fleet
(757)443-9850

US Seventh Fleet
011-81-6160-43-7440 x4090

US Sixth Fleet
011-39-081-568-4634

US Southern Command
(305) 437-1261

US Strategic Command
(402) 294-0246

US Third Fleet
(619) 767-4296

US Transportation Command
(618) 229-8269

Navy Reserve Intelligence
Command

Reserve Intelligence
Command Hdqtrs.
Fort Worth, Texas
(817) 782-7107

Navy Intelligence Reserve
Region Northwest
(360) 315-6001

Navy Intelligence Reserve
Region Southeast Det New
Orleans
(504) 678-3411

Navy Intelligence Reserve
Region Southeast - Ft. Worth
(817) 782-6464

Navy Intelligence Reserve
Region Southwest -
Jacksonville
(877) 882-7396

Navy Intelligence Reserve
Region Southwest San Diego
(800) 873-4139

Navy Intelligence Reserve
Region Southwest Det Denver
(720) 847-6240

Navy Intelligence Reserve
Region Midwest
(847) 688-6273

Navy Intelligence Reserve
Region Midwest Det
Minneapolis
(847) 688-6273

Navy Intelligence Reserve
Region Southeast Det Atlanta
(678) 655-6380

Navy Intelligence Reserve
Region Mid-Atlantic
(757) 444-1352

Navy Intelligence Reserve
Region Washington
(240) 857-7878

Navy Intelligence Reserve
Region Midwest Det Millington
(847) 688-6273

Navy Intelligence Reserve
Region Midwest Det Detroit
(847) 688-6273

Navy Expeditionary Combat
Command
(757) 462-4316

Explosive Ordnance Disposal
Group One
(619) 437-3700

Explosive Ordnance Disposal
Group Two
(757) 462-8453

First Naval Construction
Division
(757) 462-3658

Naval Construction Forces
Command
(757) 462-3658

Maritime Expeditionary
Security Force

Maritime Expeditionary
Security Group One
(619) 437-9808

Maritime Expeditionary
Security Group Two
(757) 396-0513

Chief of Naval Air Training

CAOSO
(361) 961-3386

CNRF CNATRA/FRS PM
(757) 322-6751

SUBMISSION GUIDELINES

PHOTO SUBMISSIONS

Due 5th of the month. High-resolution 300 dpi photos. Set camera on the highest setting (TIFF, FINE and/or HQ). Shoot photos of action supporting the story. Posed shots or “grip-n-grins” are the least desirable. If the story is about people receiving awards, show us what they do that garnered said award. Send us the original image. Do NOT tinker with it in Photoshop™ or other image-editing software. We will edit it to fit into our page layout requirements. Include outline information identifying the subjects and what they’re doing in the photo. Also credit the photographer.

STORY SUBMISSIONS

Due 5th of the month. Monthly columns: at least 500 words. More is okay, we’ll edit it. Feature stories: at least 600-700 words and need supporting photos. Feature-based stories will compel the reader to read the entire story. We do not want a straight-news story written in inverted pyramid newspaper style.

QUESTIONS AND SUGGESTIONS

Please contact the editor at james.vorndran@navy.mil or call (757) 322-5624



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