



Navy Counselors Association, Inc. National Headquarters

P.O. Box 15233, Norfolk, VA 23511-0233

NEWS FLASH

From the Vice President NCCS(AW) J. L. Rawls

<http://www.usnca.org/>

New dates for our 24th Annual Symposium!

****24-28 September 2012****

[Memphis Marriott Downtown](#)

250 North Main Street

Memphis, Tennessee 38103

We have a new Community Advisor!

The Deputy Chief of Naval Personnel has been designated to serve as the Navy Counselor (Less CRF) Community Advisor. The Bureau of Naval Personnel, Military Community Management (BUPERS-3) shall act as the technical advisor for the NC rating and Navy Enlisted Classification Codes (NEC) 9588 and 9592 community.

Nominations for our Associations Board of Directors (BOD)!

We re looking for members of the association to assist in the counsel of our new community advisor. The board of directors will establish diversity and continuity during the change of offices. The association is seeking nominations for 7 active members to join the BOD. If you are interested these are the following positions available, help us make a difference in our community.

Position - Term

- (2) Lifetime member - 5 years / 3 years
- (1) Retired Lifetime Member-2 years
- (1) Command Master Chief Petty Officer - 2 years
- (1) Senior Chief Petty Officer - 3 years
- (1) Chief Petty Officer - 2 years
- (1) First Class Petty Officer - 3 years

****Deadline for submissions – 16 December 2011. Email nominations to NCC(AW) Maria S. Tapia chieftapia16@gmail.com**

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*****Don't forget to LIKE us on our Facebook Page****

<https://www.facebook.com/pages/Navy-Counselors-Association/156709797741430>





DEPARTMENT OF THE NAVY
 OFFICE OF THE CHIEF OF NAVAL OPERATIONS
 2000 NAVY PENTAGON
 WASHINGTON, D.C. 20350-2000

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 Ser N13/276
 04 Oct 11

MEMORANDUM FOR THE RECORD

Subj: PERFORM-TO-SERVE (PTS) QUOTA MANAGEMENT PLAN BUSINESS
 RULES

1. Effective 1 October 2011, the following Perform-to-Serve (PTS) quota management business rules will apply to the monthly PTS quota management plan. Perform-to-Serve (PTS) quota management business rules dated 1 Apr 11 are hereby cancelled.

a. An expiration date will be assigned to each PTS Quota.

b. For PTS in-rate quotas: Any action that changes a Sailor's End of Active Obligated Service (EAOS or EAOS as extended) date will constitute utilization of a PTS quota or a decision by the Sailor to not reenlist as authorized.

c. For PTS conversion quotas: Any action which changes a Sailor's Current Enlistment Date (CED) will constitute utilization of a PTS quota.

d. Separation quotas will remain in the PTS system until the Sailor has effected separation or the Sailor is reset by the cognizant Community Manager.

e. Enlisted Community Managers (ECM) are authorized to use the locally developed Quota Management Tool (QMT) for the planning and execution of PTS quotas. This is in lieu of the current PTS Quota Plan, but does not alleviate the need for monthly reporting, and approval by N13.

f. ECMs are authorized to phase manning changes over a maximum of three years, including year of execution, in order to respond to reductions or increases in Enlisted Programmed Authorizations (EPA).

g. To provide reenlistment opportunity in every rating, ECMs are authorized to grant PTS quotas to the top performers in each rating, by year group, per cycle, not to exceed 20% of the

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RULES

total FY eligibles. Top performers will be determined by the rack-n-stack algorithm.

h. In-rate quotas will be granted to qualified Sailors advanced via the Navy-wide Advancement Exam within 12 months of SEAOS. Sailors who have previously indicated intent to separate either directly or by failing to OBLISERV must contact their Enlisted Community Manager via their chain of command to request a PTS quota. Sailors advanced via the Command Advancement Program (CAP) will not receive an automatic in-rate quota.

2. All stakeholders will continue to closely monitor the PTS Quota Management Plan on a monthly basis to ensure community health, while staying within end strength controls.


A. M. KURTA

A Message from the Career Transition Office:**A Seamless Affiliation with the Navy Reserve -
By way of SELRES PTS and ECTP**

Since November 24, 2009, the Career Transition Office has been assisting Sailors with their transition to the Navy Reserves from the active component.

The primary objectives of the CTO is to make the transition to the Navy Reserves as smooth as possible for Sailors, and ensure every transitioning Sailor is aware of the benefits of affiliating and continuing their Navy career.

With the assistance of a Transition Assistant, TA, and Command Career Counselor the process of Navy Reserve affiliation has never been easier. The 1ST step is to ensure you (CCC's) have requested and have received a SELRES PTS quota or your Sailor has been approved for the Early Enlisted Career Transition Program ECTP. These are the only Sailors that are authorized to be affiliated into the Navy Reserve by way of the CTO.

Once your Sailor has a SELRES PTS or ECTP approval you must contact the CTO immediately and begin to communicate with the Transition Assistant. TA's are Sailors with SELRES experience assigned to NPC PERS 97 to assist you and your Sailor with their transition. TA's are assigned based on geographic location of the Sailor and will walk the Sailor thru the process from start to finish. Along with contacting the CTO, as soon as possible after approval; the timely completion and submission of the Reserve Affiliation Checklist and CTO

Contact Information Sheet will greatly enhance your Sailors transition experience.

These 2 documents are crucial to the efficiency and timeliness of your Sailors affiliation. Once the RAC and CIS are completed and received by the CTO the TA will ensure any contracts that need to be completed are done, DD 214's and all the paperwork required to affiliate the Sailor is submitted for processing. Along with processing the required documents for affiliation the TA is also your Sailors POC for Navy Reserve information and can answer any questions regarding they may have including:

- Pay
- SGLI
- TRICARE Reserve Select
- MGIB-SR/Post 9/11 GI Bill
- Reserve Bonus
- Reserve participation requirements

The Career Transition Office will be in contact with the Command Career Counselor, the Sailors separation clerk and routinely check on the Sailor and their progress (even while the Sailor is on terminal leave).

If you have any questions or need to speak with a TA or the CTO please call or email:

Email: cto.enlisted@navy.mil
CTO Officer: 1-901-874-4192
CTO Enlisted: 1-901-874-4108
CTO Fax: 1-901-874-2186
DSN 882



PERSONNEL AND
READINESS

OFFICE OF THE UNDER SECRETARY OF DEFENSE
4000 DEFENSE PENTAGON
WASHINGTON, D.C. 20301-4000

SEP 30 2011

MEMORANDUM FOR ASSISTANT SECRETARY OF DEFENSE FOR RESERVE AFFAIRS
ASSISTANT SECRETARY OF THE ARMY
(MANPOWER AND RESERVE AFFAIRS)
ASSISTANT SECRETARY OF THE NAVY
(MANPOWER AND RESERVE AFFAIRS)
ASSISTANT SECRETARY OF THE AIR FORCE
(MANPOWER AND RESERVE AFFAIRS)

SUBJECT: Release of Updated Pre-separation Counseling Checklist (DD Form 2648) for Active Component Service Members and Transition Assistance Program Checklist (DD Form 2648-1) for Deactivating/Demobilizing National Guard and Reserve Service members

Effective October 1, 2011, the updated versions of DD Form 2648, "Pre-separation Counseling Checklist, and DD form 2648-1, Transition Assistance Program (TAP) Checklist for Reserve Component, shall be implemented by all Military Departments. All personnel conducting pre-separation counseling shall be required to use the updated forms.

In addition, separate TAP Quarterly and Annual Reports will be generated as of October 1, 2011. One report will be for the updated DD Form 2648 and the other will be for the updated DD Form 2648-1.

DoD has also developed very detailed standardized scripts with core competencies and standards for each item on the forms. The scripts are not to be read verbatim; however personnel conducting pre-separation counseling will ensure they cover all content contained in the scripts. The new scripts go into effect October 1, 2011.

The Office of Wounded Warrior Care and Transition Policy is offering limited classroom training on the new scripts and forms. Your respective Military Department TAP Managers have already received their training seat quotas and the class dates.

As you know, TAP is mandated by Title 10, Chapter 58, United States Code. DoD is responsible for the content and delivery of mandatory Preseparation Counseling/Transition Counseling and appropriate certification on DD Forms 2648/11. TAP counseling must take priority over other non-legislative activities. TAP is a collaborative program implemented in conjunction with our partners at the Department of Labor and the Department of Veterans Affairs.

There is an unprecedented high level of interest in TAP by members of Congress and DoD senior leadership who are actively involved in monitoring and improving TAPs and services. As with any change, adjustments will be required; therefore, I ask that any recommendations or comments pertaining to TAP policy be forwarded to my office by your respective Military Departments.

I am confident that the Military Departments will adopt the new forms and scripts and that you will continue to provide an ever evolving and improved TAP to our men and women in uniform and their spouses.

Questions regarding these procedures should be addressed to Mr. Ron Horne. He can be reached at ronald.horne@osd.mil or at (703) 428-7650.



John R. Campbell
Deputy Assistant Secretary of Defense
Wounded Warrior Care and Transition Policy

Attachments:

1. DD Form 2648 TEST, JAN 2011
2. DD Form 2648-1 TEST, JAN 2011

cc:

Acting Assistant Secretary of Labor
Veterans Employment and Training Service
Principal Deputy Under Secretary for Benefits
Department of Veterans Affairs
Director Health, Safety, and Work-Life
United States Coast Guard
Chief of Work-Life, U.S. Coast Guard
Chief, Program Management Division
DMDC-West
Director, National Learning Center
University of Colorado, Denver



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Nov. 7, 2011

Assistance for Sailors Selected for Separation by the Enlisted Retention Board

“No one is eager to separate Sailors who voluntarily took an oath to serve our nation and our Navy. The Navy will provide additional transition services to affected Sailors to help build on their skills, success, and training acquired during their Navy careers to succeed in the civilian job market.”

– Master Chief Petty Officer of the Navy Rick D. West

As a result of record-high retention and low attrition among active duty Sailors, the Navy conducted a focused Enlisted Retention Board (ERB) for 31 specific ratings that were more than 103% manned. The ERB was designed to balance the force in terms of seniority, experience and skills, and to improve overall advancement opportunity. In addition to the wide range of transition assistance benefits already afforded to Sailors who separate, the Navy is providing several enhanced transition assistance benefits to ERB separating Sailors.

Transition Assistance Benefits for All Sailors

- [Transition Assistance Program](#) (TAP) workshop, and other educational, financial and separation counseling programs are offered at Commander, Navy Installations Command's [Fleet and Family Support Centers](#).
- [Office of Civilian Human Resources](#) (OCHR) and the Naval Sea Systems Command (NAVSEA) [“Shipmates to Workmates”](#) initiative actively assists Sailors with job searches, resumes and applications for federal careers which could include Navy commands such as NAVSEA, NAVAIR, SPAWAR, NAVFAC and CNIC.
- Qualified Sailors are offered the opportunity to compete for a [Selected Reserve](#) quota.

All Sailors separating involuntarily are eligible for temporary duty for job hunting; [Transitional TRICARE coverage](#) for six months and the option to purchase health care coverage through the [Continued Health Care Benefit Program](#); commissary and exchange benefits for two years after separation; and involuntary separation pay.

Enhanced ERB Transition Assistance and Outreach

A reference guide of ERB-related benefits is available on the Navy Personnel Command (NPC) website <http://www.public.navy.mil/bupers-npc/boards/ERB/Pages/default2.aspx>.

- Targeted Outreach - ERB separating Sailors will receive individual assistance from the [Navy Reserve Career Transition Office](#) (CTO), OCHR Employment Information Center (EIC), “Shipmates to Workmates” program, and a contract outplacement service beginning in January 2012 which will provide pre-separation transition coaching, resume writing, job interview preparation and job search assistance.
- TAP attendance will be mandatory for all Sailors separating by the ERB.
- [Navy Credentialing Opportunities On-Line](#) (COOL) will approve waivers for Sailors with less than one year remaining on active duty to allow Sailors time to obtain civilian licenses and certifications aligned with their job or rating prior to their transition.
- Sailors assigned overseas or currently on deployment will be afforded a minimum of 60 days in the continental United States prior to separation to ease their transition into the civilian sector.

Key Messages

- Our people have served honorably. The Navy is committed to doing all it can to help ERB-affected Sailors transition.
- Enhanced transition services aim to help ERB separating Sailors succeed in the civilian job market.
- We must keep our Sailors as informed as possible regarding their benefits so they have the information needed to make the best decisions they can for themselves and their families.

Facts & Figures

- The ERB reviewed the records of approximately 16,000 active duty Sailors from 31 specific ratings that are more than 103% manned.
- Prior to the Aug. 15 deadline, Navy Personnel Command received roughly 2,000 applications for conversion to undermanned ratings.
- Sailors and families can contact NPC at 1-866-U-ASK-NPC with their questions about the ERB and transition benefits.