



# Naval Aircrwoman Avionics (AWV)



## RATING ROADMAP

02 March, 2010

## **CAREER ROADMAP**

### **Seaman Recruit to Master Chief Roadmaps**

The educational roadmap below will assist Sailors in the Naval Aircrewman Avionics community through the process of pursuing professional development and advanced education using various military and civilian resources e.g. PQS program; SMART Transcript; NKO (E-Learning); Navy College; etc. Successful leadership is the key to military readiness and will always require a high degree of technical skill, professional knowledge, and intellectual development.

### **What is a Career Roadmap for Naval Aircrewman Avionics?**

Naval Aircrewman Avionics roadmaps are just what the name implies – a roadmap through the Enlisted Learning and Development Continuum from Naval Aircrewman Helicopter Seaman Recruit through Naval Aircrewman Master Chief. The principal focus is to standardize a program Navywide by featuring the existing skills of Naval Aircrewman Avionics necessary to be successful in the Navy. The ultimate goal of a roadmap is to produce a functional and competent Naval Aircrewman Avionics.

### **What is the Enlisted Learning and Development Continuum?**

Enlisted Learning and Development Continuum is the formal title given to the curriculum and process building on the foundation of Sailorization beginning in our Delayed Entry Program through Recruit Training Command and throughout your entire career. The continuum combines skill training, professional education, well-rounded assignments, and voluntary education. As you progress through your career, early-on skill training diminishes while professional military education gradually increases. Experience is the ever-present constant determining the rate at which a Sailor trades skill training for professional development.

### **Do Sailors have to follow the Roadmap?**

Yes. The Naval Aircrewman Avionics roadmap includes the four areas encompassed by the Continuum in Professional Military Education to include; Navy Professional Military Education, Joint Professional Education, Leadership and Advanced Education.

Some training and education is mandatory (Recruit Training, Naval Aircrew Candidate School, and Naval Aircrewman Avionics “A” School at Naval Air Station Pensacola FL, NKO (E-Learning, etc...)). Some may be directed by your chain of command (Microsoft Excel and PowerPoint courses), and the remainder is voluntary (NKO, E-Learning, college courses, etc.). Sailors are advised to seek out mentors, including your Command Master Chief, Senior Enlisted Advisor, Leading Chief Petty Officer, Leading Petty Officer and Command Career Counselor, and to make use of your Base Navy College or Education Office vast resources. All are uniquely qualified to help you along the way.



**I am a United States Sailor.**

**I will support and defend the Constitution of the United States of America and I will obey the orders of those appointed over me.**

**I represent the fighting spirit of the Navy and those who have gone before me to defend freedom and democracy around the world.**

**I proudly serve my country's Navy combat team with Honor, Courage and Commitment.**

**I am committed to excellence and the fair treatment of all.**



**NAVAL AIRCREWMAN AVIONICS (AWV) SECOND CLASS  
(Journeyman)**

NAME \_\_\_\_\_

**SKILL TRAINING**

(Schools, courses and assignments directly related to occupation)

**REQUIRED SKILL TRAINING**

Course Title	Course Location	CIN/CSE ID ACE ID	Course Length	Date Completed
Naval Aircrewman Candidate School	NAS Pensacola, FL	C-050-1500	25 days	
AWAT	NAS Pensacola, FL	C-100-2021A	8 days	
ATT	NAS Pensacola, FL		30 days	
AWV A-1 School	NAS Pensacola, FL	C-050-2011	55 days	

**RECOMMENDED SKILL TRAINING**

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
NMT	NAS Pensacola, FL	A-500-1000		
PFM	NAS Pensacola, FL	A-950-0080		

**NAVY ENLISTED CLASSIFICATION CODE (NEC) OPPORTUNITIES**

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
8284 Aviation Electronic Warfare Operator		N/A		
8228 E-6B Communications Operator	Tinker AFB, Oklahoma City, OK	CIN: E-050-0413 (P/L)	184 days	
8229 E-6B In-flight Technician	Tinker AFB, Oklahoma City, OK	CIN: E-050-0414 (P/L)	233 days	
8265 P-3/C-37 Flight Communications Operator		N/A		
8284 Aviation Electronic Warfare Operator	NAS Whidbey, IS	E-050-3022 (P/L)	167 days	
8361 Unmanned Aerial Vehicle (UAV) Systems Organizational Maintenance Technician	NAS Whiting Field, FL	C-690-0646 (AT/AE/AWV)	61 days	
9401 EP-3E In-flight Technician	NAS Whidbey, IS	C-050-3020 (P/L)	119 days	
9402 P-3C Update III ASUW Improvement Program (AIP) In-Flight Technician	NAS Jacksonville, FL	D-050-1202 (P/L) D-050-1130 (P/L) D-050-1143	25 dsys 269 days	
8362 Unmanned Aerial Vehicle (UAV) External Pilot	NAS Whiting Field, FL	C-104-0641 C-104-0642		
8363 Unmanned Aerial Vehicle (UAV) Internal Pilot	NAS Whiting Field, FL	C-104-0642		

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**JOB DESCRIPTION**

**Aircrewmen Avionics (AWV)** are members of a fixed wing integrated tactical aircrew aboard maritime patrol/reconnaissance, and command and control aircraft. Personnel are knowledgeable of all avionics systems, safety equipment, emergency procedures, and aircraft equipment that contribute directly to the squadron's aircrew qualification and readiness. Perform primary in-flight and ground duties as aircraft In-flight Technicians, ELINT Specialists and Airborne Communicators who maintain and operate aircraft systems. In addition, they perform Aircrew administration, Flight/Ground training, ordnance handling duties, Joint Special Warfare operations, and CMS handling. The Air Warfare Avionics System Specialist must have a final secret security clearance and be eligible to obtain higher security clearance as required.

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**RECOMMENDED BILLET ASSIGNMENTS**

**8228 E-6B Communications Operator** - Performs duties as in-flight E-6B communications system operator. Is knowledgeable of naval communications procedures and cryptographic materials, aircraft systems, emergency procedures, and in-flight equipment on E-6B aircraft.

**8229 E-6B In-flight Technician** - Performs duties as an E-6B In-Flight Technician and Communications Systems Operator while independently deployed. Is knowledgeable in strategic communications, CMS materials, and all aircraft/mission avionics systems.

**8265 P-3/C-37 Flight Communications Operator** - Performs in-flight duties as a flight communications operator. Is knowledgeable of aircraft communications procedures, flight communications equipment and emergency procedures

**8284 Aviation Electronic Warfare Operator** - Operates EW equipment in P-3 and EP-3 aircraft

**8361 Unmanned Aerial Vehicle (UAV) Systems Organizational Maintenance Technician** - Performs organizational level maintenance on UAV systems and support equipment.

**9401 EP-3E In-flight Technician** - Performs and supervises pre-flight, in-flight, and post-flight duties in the operation, troubleshooting and organizational level maintenance on COMM/NAV, ESM and special mission avionics systems. Assists EWCC and EWAC as required.

**9402 P-3C Update III ASUW Improvement Program (AIP) In-Flight Technician** - Performs in-flight duties of fault isolation and component repair of the P-3C Update III Anti-surface Warfare Improvement Program avionics equipment at the organizational level.

**8362 Unmanned Aerial Vehicle (UAV) External Pilot** - UAV External Pilot directly controls the flight of the UAV during launch and recovery operations by visual reference to the UAV.

**8363 Unmanned Aerial Vehicle (UAV) Internal Pilot** - Operates and navigates UAV during the enroute, mission, and return phase of flight.

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**PERSONAL AND PROFESSIONAL DEVELOPMENT (to be filled in at reporting Career Development Board)**

Ultimate Duty Station Sponsor: \_\_\_\_\_ Command Indoctrination Course: \_\_\_\_\_  
Phone Number/Address \_\_\_\_\_ Command Indoctrination Coordinator: \_\_\_\_\_

Mentor: \_\_\_\_\_ Career Counselor \_\_\_\_\_  
Phone Number/Location: \_\_\_\_\_ / \_\_\_\_\_ Phone Number/Location \_\_\_\_\_ / \_\_\_\_\_

ADSD: \_\_\_\_\_ REPORT DATE: \_\_\_\_\_ EAOS: \_\_\_\_\_ PRD : \_\_\_\_\_ SEA / SHORE: \_\_\_\_\_ / \_\_\_\_\_  
PAYGRADE E5 (3 years time in service required for paygrade E-6) SECURITY CLEARANCE \_\_\_\_\_  
Elig Advancement Date: \_\_\_\_\_ Rating Courses: \_\_\_\_\_ Number of times up: \_\_\_\_\_  
Three NON SELECT - Career Development Board date: \_\_\_\_\_ Date Advanced: \_\_\_\_\_ HYT Date: \_\_\_\_\_

Advancement Center:      Bibliography for Advancement Study  
   Advancement Handbooks  
   Correspondence Courses  
   Catalog of Courses  
   Enlisted Advancement Exam Strategy Guide  
   Profile Sheets  
   Exam Discrepancy List  
   Visit Navy Advancement Website: <https://www.advancement.cnet.navy.mil>

## Eligible Commissioning Programs:

Seaman to Admiral 21(STA-21)  
Naval Academy  
Naval Academy Preparatory School (NAPS)  
Officer Candidate School (OCS)  
Medical Enlisted Commissioning Program (MECP)

Reference: Enlisted to Officer Commissioning Program Application & Administration Manual OPNAVINST 1420.1(series)

**Career Management Calendar:** <https://www.nko.navy.mil/portal/careermanagement/home/careermanagementcalendar>

**NOTE:** Once you go to this address, you will be prompted to login to NKO and then it will automatically load the calendar.

## RECORD REVIEW CHECK LIST

Review your Official Record to see what documentation, qualifications, etc. may be missing or requiring an update. This is a great opportunity to meet with your Mentor, Leading Petty Officer or Leading Chief Petty Officer to understand the importance of keeping your record up-to-date. Check the following three major sections to verify your Official Record:

a) **BUPERS Online** BUPERS Online (<https://www.bol.navy.mil>) is your main tool to ensure your record is up to date and helps you to be proactive in making the most of your promotion opportunity. You should review your;

1) **Web Enabled Record Review (WERR)** All active duty and reserve personnel having a BOL account, a CAC (with appropriate certificates) and a CAC-enabled computer can now view their Official Military Personnel File (OMPF) online by selecting the web enabled record review option on the BOL main menu page. WERR is the preferred method of obtaining OMPF information to eliminate the unnecessary time-lags caused by waiting days or weeks to receive a requested CD ROM.

2) **If Deployed:** Click on “**Request Record on CD**” to order your Official Military Personnel File (OMPF). This must be accomplished four to six months before a board convenes, which will allow time for delivery and updating of your record if required.

3) Check your **Performance Summary Record (PSR)** and **Enlisted Summary Record (ESR)** on <https://www.bol.navy.mil> click on “ODC, OSR, PSR, ESR” link

b) **Electronic Service Record (ESR)** Self-Service ESR: This can be viewed at (<https://nsips.nmci.navy.mil>) or on the Navy Standard Integrated Personnel System (NSIPS) ESR server onboard ship.

c) **Electronic Training Jacket (ETJ)** Log-on to Navy Knowledge Online (NKO) and review your entire ETJ making sure that each section is correct. If not click on "Data Problems" on bottom of each page which will guide you on how to make corrections or updates.

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## CAREER DEVELOPMENT BOARDS:

Reporting \_\_\_\_\_ (within 30 days)

6 Month progress check \_\_\_\_\_

Advancement 6 MOS Prior to Exam \_\_\_\_\_ PNA 3 times \_\_\_\_\_ Failed \_\_\_\_\_ Non Select 3 times \_\_\_\_\_

Selection Board Ineligible \_\_\_\_\_ Standard Score of 40 and Below \_\_\_\_\_

Commissioning Programs Applications: \_\_\_\_\_ (prior to submission, command endorsement)

HYT: 24 months \_\_\_\_\_ 12 months \_\_\_\_\_ HYT Waivers \_\_\_\_\_

Rating Conversion \_\_\_\_\_ Rating Reversion \_\_\_\_\_

Navy Formal Training Schools Request (“A”/“C” etc) \_\_\_\_\_

Drilling Reservists \_\_\_\_\_

Active Duty for Special Work (ADSW) \_\_\_\_\_

Education \_\_\_\_\_ (prior to establishing Education Plan with NCO)

PTS \_\_\_\_\_ (15 months prior to EAOS) (6 months – if not approved)

Early Separation \_\_\_\_\_

F/R Retire Options \_\_\_\_\_  
CSB \_\_\_\_\_ (when election message received)  
Every Physical Fitness Test Failure \_\_\_\_\_  
At members own request \_\_\_\_\_  
Other \_\_\_\_\_

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**QUALIFICATIONS AND CERTIFICATIONS**

SHIP FF \_\_\_\_\_ AVIATION FF \_\_\_\_\_  
DC \_\_\_\_\_ ADV DC \_\_\_\_\_ DCTT \_\_\_\_\_  
3M 301 \_\_\_\_\_ 302 \_\_\_\_\_ 303 \_\_\_\_\_ 304 \_\_\_\_\_

WATCH STANDING: MOOW \_\_\_\_\_ POOW \_\_\_\_\_  
Rating Specific Department Qualifications: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Personal Qualification Standards: Rating: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Other: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Advanced: ESWS \_\_\_\_\_ EAWS \_\_\_\_\_ SCW \_\_\_\_\_ SS \_\_\_\_\_ DV \_\_\_\_\_ EXW \_\_\_\_\_  
OTHER \_\_\_\_\_

**Verify electronic training jacket (ETJ) and Sailor/Marine American Council on Education Registry Transcript (SMART) by logging into your Navy Knowledge Online (NKO).**

The following civilian occupations are similar to the Naval Aircrewman Avionics Rating. For more information about these occupations, visit NAVY COOL at <https://www.cool.navy.mil>.

**CERTIFICATIONS:**

[Navy COOL](#)

- Civilian Equivalents (Pending Navy COOL review)
- National Certification (Pending Navy COOL review)
- Embedded Certifications (Pending Navy COOL review)
- Advanced/Specialized and Other Certifications (Pending Navy COOL review)
- Federal Licensure (Pending Navy COOL review)
- Embedded Federal Licenses (Pending Navy COOL review)
- Advanced/Specialized and Other Federal Licenses (Pending Navy COOL review)
- State Licensure (Pending Navy COOL review)
- Apprenticeship (Pending USMAP review)

**[USMAP \(UNITED SERVICES MILITARY APPRENTICESHIP PROGRAM\):](#)**

You can browse <https://usmap.cnet.navy.mil/usmapss/static/usmap.jsp> for information on this program

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**STAY NAVY**  
**VISIT YOUR CAREER COUNSELOR**

15 MONTH CDB \_\_\_\_\_

**REENLIST / EXTEND:**

Request Chit/Form\_\_\_\_\_ Perform to Serve (PTS)\_\_\_\_\_ Selective Conversion and Reenlistment (SCORE)\_\_\_\_\_ Reserve Selective Conversion and Reenlistment (RESCORE)\_\_\_\_\_ Selective Training and Reenlistment (STAR)\_\_\_\_\_ Guaranteed Assignment in Detailing (GUARD2000)\_\_\_\_\_ School as a Reenlistment Incentive\_\_\_\_\_ Career Management System (CMS/ID)\_\_\_\_\_ Medical/Dental \_\_\_\_\_ Command Recommendation (eval)\_\_\_\_\_ Bonus \_\_\_\_\_ Ceremony\_\_\_\_\_ Complete ARGUS Survey \_\_\_\_\_ **Access survey at <http://www.npc.navy.mil> and clicking on the BOL link on the right-hand side or by going directly to <https://www.bol.navy.mil>. Once logged in to BOL, the ARGUS survey can be accessed from the main BOL menu.**

**FLEET RIDE:**

Fleet RIDE is designed for Fleet use in support of Perform to Serve (PTS). Fleet RIDE assists Fleet Career Counselors, Enlisted Community Managers (ECMs), and CREO personnel with reclassification and career guidance by providing the best match of a Fleet Sailor’s qualifications and interests to meet Navy requirements for rating assignment/conversions.

- View and update all Sailor attribute data/rating eligibility criteria and force shaping tools within the Fleet RIDE database
- Qualify the Sailor to view eligibility for any and All ratings
- View and add career counselor notes
- Request applicable data transfer to conversion packages (PTS Spreadsheet) with no retyping of data
- Fleet RIDE, in the PTS conversion process, contributes to the balance of Navy Rating skill mix and helps improve:
  - Community Management
  - Career opportunities for Sailors
  - Fleet readiness
  - Conversion process by reducing time and errors
  - Command CDB/PDBs process
  - Sailor-NC career counseling

**TRANSFER:**

15 MOS	12 MONTHS	9 MOS	6 MONTHS	ORDERS REC
PTS_____	PTS_____	PTS_____	Accept Orders_____	Screening_____
EFM_____	EFM_____	CMS/ID____	Reverse Sponsor_____	Obligate_____
CMS/ID_____	CMS/ID_____	SRB_____	Relocation (FFSC)____	Bonus_____
COT_____	OTEIP_____			Medical/Dental_____
	SRB_____			

**SEPARATING/RETIRE**

<u>18 -12 months</u>	<u>6 months</u>	<u>90 days</u>	<u>30 days</u>
Attend TAP/RTAP_____	MED/DEN _____	Copy of Records_____	Copy of Records _____
Complete DD2648PSD_____	Relocation _____	Microfiche CD_____	PSD_____
NKO Course (CNET12423) _____	Relocation Services (FFSC) _____	Arrange Ceremony_____	MED/DEN _____
Transition Planning_____	Reserve Affiliation_____	Complete Argus Survey_____	
	VA/DVA_____	Request Leave / PTDY _____	

**PROFESSIONAL MILITARY EDUCATION**

(Resident and non-resident coursework designed to enhance a Sailor’s general military professional knowledge and abilities)

**EDUCATION: (Prior to considering any pursuit of off duty education or program enrollment VISIT YOUR NAVY COLLEGE OFFICE!!!)**

Education Plan Completed\_\_\_\_\_ (Navy College Office)  
 Current Education Level\_\_\_\_\_

Degree Goal\_\_\_\_\_

Distance Learning-Sailor and Marine Online Academic Advisor (SMOLAA ) \_\_\_\_\_

Goal Date: AA/AS \_\_\_\_\_ BA/BS \_\_\_\_\_ Master \_\_\_\_\_ Doctorate \_\_\_\_\_



Number of current credits \_\_\_\_\_  
 American Council on Education (ACE) recommended credits \_\_\_\_\_  
 (Credits for degree - AA/AS: 60 SEM 90 QTR BA/BS: 120 SEM-180 QTR Master /Doctorate: based upon discipline)  
 SOCNAV Agreement \_\_\_\_\_ SMART Transcripts \_\_\_\_\_ HS Transcripts \_\_\_\_\_ College  
 Transcripts \_\_\_\_\_  
 Date Degree Obtained: AA/AS \_\_\_\_\_ BA/BS \_\_\_\_\_ Master \_\_\_\_\_ Doctorate \_\_\_\_\_

For entry into SMART, Send official transcripts to:  
 Navy College Center  
 VOLED Detachment, N211  
 Center for Personal and Professional Development  
 6490 Saufley Field Road  
 Pensacola, FL 32509-5204

**VOLUNTARY EDUCATION**

(Study guides and exam preparations and practice test located on NKO)

Academic Skills \_\_\_\_\_ NCPACE \_\_\_\_\_ CLEP \_\_\_\_\_ DANTES \_\_\_\_\_ TA \_\_\_\_\_ MGB \_\_\_\_\_

**E5 REQUIRED NAVY PME:**

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
Required General Military Training (GMT)	NKO			
Driving for Life	NKO	CPD-DFL-01 / US	5 Hours	
DON/DOD Information Assurance Training	NKO	DOD-IAA-V5.0 / DOD	1 Hour	
Trafficking in Persons Basic Awareness Training	NKO	jkddc-tip-1 US / US DON	4 Hours	
ATFP Level I Awareness for Service Members (CONUS)	NKO	CANSF-ATFP- CONUS-1.0 / DON	1 Hour	
ATFP Level I Awareness Training for Overseas Service Member (OCONUS)	NKO	CANSF-ATFP- OCONUS-1	1 Hour	
Petty Officer First Class Selectee Leadership Course-Phase One	Command Delivered	CPPD-LEAD09-003	3 x 4 Hour Modules	
Petty Officer First Class Selectee Leadership Course-Phase Two	Command Delivered	CPPD-LEAD09-003	5 x 2 Hour Modules	
Leadership Currency Course (LCC)	Command Delivered		20 Hours	
ADAMS for Supervisors	Various Locations	S-501-0120	8 Hours	

**E5 REQUIRED COMMUNITY PME:**

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
None				

**E5 RECOMMENDED NAVY PME:**

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
Basic Enlisted Professional Military Education (IEPME)	NKO	Military DON/ PME	20 Hours Total	
Block 1 Basic EPME - Introduction	NKO	EPME-BASIC-B1		
Block 2 Basic EPME - Navy History and Heritage	NKO	EPME-BASIC-B2		
Block 3 Basic EPME - The Navy Professional	NKO	EPME-BASIC-B3		
Block 4 Basic EPME - Organization and Guidance	NKO	EPME-BASIC-B4		
Block 5 Basic EPME - Planning	NKO	EPME-BASIC-B5		
Block 6 Basic EPME - Regional Expertise and	NKO	EPME-BASIC-B6		

Cultural Awareness				
Block 7 Basic EPME - Technology for the Warfighter	NKO	EPME-BASIC-B7		
Block 8 Basic EPME - Conclusion	NKO	EPME-BASIC-B8		
Navy Career Tools (Tutorials & Support)	NKO	NAVAIR-NCT-001	2 hours	
Navy Reserve Fundamentals for Active Duty Course	NKO	NAVRESFOR-NRF-2.0	10 hours	
Nutrition	NKO	NMHCI2107V2.1	1 hour	
ORM All Navy Fundamentals	NKO	CPD-GMT07-011	1 hour	
College/Certification Testing Programs Reviews	NKO			
Culture	NKO or College Course	Foreign Language and Culture	45 hrs	
Communication	College Course		45 hrs	
Eng 101	College Course		45 hrs	
Eng Reading	College Course		45 hrs	
Eng Writing	College Course		45 hrs	
Geography	College Course		45 hrs	
History	College Course		45 hrs	
Humanities	College Course		45 hrs	
Language and Literature Study Guides	College Course		45 hrs	
Math	College Course		45 hrs	
Physical Sciences	College Course		45 hrs	
Social Sciences	College Course		45 hrs	
Speech	College Course		45 hrs	

### **Courses With Recommended Reserve Points:**

Click this link for an Excel file of all Navy E-Learning courses offering "RECOMMENDED" reserve points. **NOTE:** Commander Navy Reserve Forces (CNRF) N7 determines the number of reserve points awarded for completion of a course taken on Navy E-Learning. This listing should only be used as a guide and is subject to change by direction of CNRF N7. **Navy E-Learning has no control over how many, if any, reserve points are eventually awarded for the completion of a course. All questions concerning the award of reserve points should be directed to CNRF N7.**  
<https://file-lms-cont01.nko.navy.mil/training/Courses With Recommended Reserve Points.xls>

### **RECOMMENDED RESERVE PME:**

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
NROWS Orders Administration Course	NKO	R-500-0140/02PG /DoN	8 hours	
Naval Reserve Center Commanding Officer Officer In Charge	NKO	CNRFC-COOIC-1.0 /DoN	8 hours	
Guidance for Mobilization	NKO	CNRFC-GMB-1.1 /DoN	4 hours	
Military Sealift Command 101	NKO	CNRFC-MS101 /DoN 1.1	24 hours	
Non-Prior Service Accession Program	NKO	CNRFC-NPSAP-2 /DoN 0	23 hours	

### **RECOMMENDED COMMUNITY PME:**

Course Title	Date Completed
BUPERSINST 1326.4, ADMINISTRATION OF ENLISTED FLIGHT ORDERS, CAREER ENLISTED FLYER INCENTIVE PAY (CEFIP), AND HAZARDOUS DUTY INCENTIVE PAY (HDIP) FOR AERIAL FLIGHT; CHAP 4, 19	
COMNAVAIRFORINST 4790.2A, NAVAL AVIATION MAINTENANCE PROGRAM (NAMPP); APP E; CHAP 5, 6, 7, 9, 10, 12, 15, 20	
EKMS 1A, PHASE 4 CMS POLICY AND PROCEDURES FOR NAVY ELECTRONIC KEY	

MANAGEMENT SYSTEM TIERS 2 & 3; ANNEX L; SEC 510, 520, 540	
JOINT PUB 3-50, PERSONNEL RECOVERY	
NAVAIR 00-25-100, NAVAL AIR SYSTEMS COMMAND TECHNICAL MANUAL PROGRAM; WP WP 002 00	
NAVAIR 00-80T-101, NAVAIR 00-80T-101 NATOPS SURVIVAL MANUAL; PART 2, 3	
NAVAIR 00-80T-113, AIRCRAFT SIGNALS NATOPS MANUAL; CHAP 2	
NAVAIR 00-80T-96, U.S. NAVY SUPPORT EQUIPMENT COMMON BASIC HANDLING & SAFETY MANUAL; WP 005 00	
NAVAIR 01-1A-35, MAINTENANCE INSTRUCTIONS ORGANIZATIONAL, INTERMEDIATE, AND DEPOT AIRCRAFT FUEL CELLS AND TANKS	
NAVAIR 01-1A-509-1, CLEANING AND CORROSION CONTROL, VOLUME I, CORROSION PROGRAM AND CORROSION THEORY; CHAP 2, 3	
NAVAIR 01-1A-509-2, CLEANING AND CORROSION, VOLUME II, AIRCRAFT; CHAP 9	
NAVAIR 01-1A-509-3, CLEANING AND CORROSION CONTROL, VOLUME III, AVIONICS AND ELECTRONICS; CHAP 6	
NAVAIR 01-75EPS-1.1, PARTIAL NATOPS FLIGHT MANUAL NAVY MODEL EP-3E AIRCRAFT; CHAP 3, 8	
NAVAIR 01-75PAC-1.1, P-3A/B/C NFO/AIRCREW NFM; CHAP 4	
NAVAIR 01-75PAC-75, AIRBORNE WEAPONS/STORES LOADING MANUAL, NAVY MODEL P-3 AIRCRAFT; CHAP 2, 19	
NAVAIR 13-1-6.5, AVIATION-CREW SYSTEMS RESCUE AND SURVIVAL EQUIPMENT; CHAP 9	
NAVAIR A1-E6AAB-NFM-200, SUPPLIMENTAL NATOPS FLIGHT MANUAL NAVY MODEL E-6B AIRCRAFT; CHAP 18	
NAVEDTRA 14009, AVIATION ELECTRICIAN`S MATE 3 & 2; CHAP 1, 2, 4, 6	
NAVEDTRA 14029, AVIATION ELECTRONICS TECHNICIAN 2 (INTERMEDIATE); CHAP 5, 6	
NAVEDTRA 14173, NEETS, MODULE 01--INTRODUCTION TO MATTER, ENERGY, AND DIRECT CURRENT; CHAP 1, 3	
NAVEDTRA 14174, NEETS, MODULE 02--INTRODUCTION TO ALTERNATING CURRENT AND TRANSFORMERS; CHAP 3	
NAVEDTRA 14179, NEETS, MODULE 07--INTRODUCTION TO SOLID-STATE DEVICES AND POWER SUPPLIES; CHAP 2	
NAVEDTRA 14185, NEETS, MODULE 13--INTRODUCTION TO NUMBER SYSTEMS AND LOGIC CIRCUITS; CHAP 1, 3	
NAVEDTRA 14188, NEETS, MODULE 16--INTRODUCTION TO TEST EQUIPMENT; CHAP 3	
NAVEDTRA 14190, NEETS, MODULE 18--RADAR PRINCIPLES; CHAP 2	
NAVEDTRA 14194, NEETS, MODULE 22--INTRODUCTION TO DIGITAL COMPUTERS; CHAP 2, 3	
NAVEDTRA 14340, AVAITION ELECTRICITY & ELECTRONICS--UNDERSEA WARFARE; CHAP 1	
NTP-3, NAVAL TELECOMMUNICATIONS PROCEDURES TELECOMMUNICATIONS USER`S MANUAL; CHAP 2	
NTTP 3-07.2.1, ANTITERRORISM/FORCE PROTECTION; CHAP 1, 2, 5; GLOSSARY	
OPNAVINST 1542.7, CREW RESOURCE MANAGEMENT PROGRAM	
OPNAVINST 3500.39, OPERATIONAL RISK MANAGEMENT; ENCL 1	
OPNAVINST 3710.7, NATOPS GENERAL FLIGHT AND OPERATING INSTRUCTIONS; CHAP 3, 7, 8, 10, 11; GLOSSARY	
SECNAV M-5510.36, DEPARTMENT OF THE NAVY INFORMATION SECURITY PROGRAM; CHAP 2, 7	
SECNAV M-5510.30, DEPARTMENT OF THE NAVY PERSONNEL SECURITY PROGRAM; APP A	
NAVEDTRA 14218, AIRCREW SURVIVAL EQUIPMENTMAN 2; CHAP 5	
NAVEDTRA 14217, AIRCREW SURVIVAL EQUIPMENTMAN 1 & C; CHAP 5	

## COLLEGE COURSES AND DEGREES (See Education Section)

You are recommended to contact your local Navy College Counselor to map your college roadmap for a college degree. Here you will review with a counselor your previous college credits, SMART transcript and provide you guidance in the degree of your choice and steps which you need to take for completion of your goal.

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## NAVY PROFESSIONAL READING PROGRAM:

The purpose of the Navy Reading Program is to facilitate the professional and personal development of all sailors, seaman to admiral, active and reserve. Simply reading for pleasure is certainly encouraged, but the NPRP will facilitate reading material that may help develop skills and abilities that can be helpful in both your professional and personal lives.

<http://www.navyreading.navy.mil/>

## LEADING PETTY OFFICERS COLLECTION

Title	Completed
American Government, by Robert A. Heineman, Steven A. Peterson, and Thomas H. Rasmussen	
Billy Budd and Other Stories, by Herman Melville	
The Caine Mutiny, by Herman Wouk	
The Crisis of Islam: Holy War and Unholy Terror, by Bernard Lewis	
The Last Stand of the Tin Can Sailors: The Extraordinary World War II Story of the U.S. Navy's Finest Hour, by James D. Hornfischer	
Not a Good Day to Die: The Untold Story of Operation Anaconda, by Sean Naylor	
Shackleton's Way: Leadership Lessons From the Great Antarctic Explorer, by Margot Morrell and Stephanie Capparell	
The Sheriff: America's Defense of the New World Order, by Colin S. Gray	
The Tipping Point: How Little Things Can Make a Big Difference, by Malcolm Gladwell	
To the Shores of Tripoli: The Birth of the U.S. Navy and Marines, by A.B.C. Whipple	
Victory at Yorktown: The Campaign That Won the American Revolution, by Richard M. Ketchum	
D-Day, June 6, 1944 The Climactic Battle of World War II, by Stephen E. Ambrose	
The Elephant and the Dragon, by Robyn Meredith	

## RECOMMENDED COMMUNITY READING

Title	Completed
The Age of Orion – The Lockheed P-3 Story, by David Reade	
Adak – The rescue of Alfa Foxtrot 586, by Andrew C. A. Jampoler	
My Life as a Spy , by John A. Walker	
The Hunt For Red October, by Tom Clancy	
Stalking the Red Bear – The True Story of a U.S. Cold War Submarine's Covert Operations Against the Soviet Union, by Peter Sasgen	
Stealth Boat – Fighting The Cold War in a Fast Attack Submarine, by Gannon McHale	
Blind Man's Bluff – The Untold Story of American Submarine Espionage, by Sherry Sontag	
Thirteen Days – A Memoir of the Cuban Missile Crisis, by Robert F. Kennedy	
Janes – Fighting Ships	
Janes – Marine Propulsion	
Janes – All of the World's Aircraft	
Janes – Underwater Warfare Systems	

## REFERENCES

### Navy Enlisted Learning and Development Programs:

- Learning and Development Roadmap for Enlisted Sailors, OPNAVINST 1500.77(series)
- Navy Retention and Career Development Program, OPNAVINST 1040.11(series)
- Career Counselor Handbook, NAVPERS 15878
- Command Sponsor and Indoctrination Program OPNAVINST 1740.3(series) (Sponsor assigned within 10 days of orders received / Indoctrination completed as soon as possible and practicable but NLT 90 days)
- Command Sponsorship of Dependents at Overseas Duty MILPERSMAN 1300-150 to 1300-210
- Guaranteed Assignment Retention Detailing Program GUARD 2000, MILPERSMAN 1306-1002/1004
- Enlisted Surface Warfare Specialist Qualification (ESWS) OPNAVINST 1414.1(series)
- Enlisted Aviation Warfare Specialist (EAWS) Qualification Program OPNAVINST 1414.2(series)
- Diving Salvage Warfare Specialist (DSWS) Qualification OPNAVINST 1414.3(series)
- Enlisted Naval Special Warfare Combatant-Craft Crewman (SWCC) OPNAVINST 1414.5(series)
- Enlisted Explosive Ordnance Disposal Warfare Specialist (EWS) Qualification OPNAVINST 1414.8(series)
- Enlisted Expeditionary Warfare (EXW) Specialist Qualification Program OPNAVINST 1414.7(series)
- Navy Enlisted Fleet Marine Force Warfare Specialist (FMF) OPNAVINST 1414.4(series)
- Submarine Service (SS) COMSUBLANT/PACINST 1552.16(series) / MILPERSMAN 1200-010
- Seabee Combat Warfare Specialist (SCWS) OPNAVINST 1410.1(series)
- Master Training Specialists (MTS) NETCINST 1500.2(series)

### Reenlistments and Extensions:

- Agreement of Enlisted Naval Reservist, Inductees and Fleet Reservists to remain on Active Duty MILPERSMAN 1160-060
- ARGUS Career Milestone Tracking System OPNAVINST 1040.10(series)
  - (Prior to every reenlistment, separation and retirement)
- Career Reenlistment Objectives (use latest CREO NAVADMIN)
- Extension of Enlistment MILPERSMAN 1160-040
- Perform to Serve (PTS) MILPERSMAN 1440-060
- Reenlistment Ceremony MILPERSMAN 1160-020
- Reenlistment Leave MILPERSMAN 1050-040
- Required Counseling upon Enlistment and Reenlistment MILPERSMAN 1160-031
- Selective Conversion and Reenlistment (SCORE) Program MILPERSMAN 1160-090
- Selective Reenlistment Bonus (Use Latest SRB NAVADMIN)
- Selective Training and Reenlistment (STAR) Program MILPERSMAN 1160-100
- School as a Reenlistment Incentive MILPERSMAN 1306-1006

### Fleet Reserve and Retirements:

- ARGUS Career Milestone Tracking System OPNAVINST 1040.10(series) (Prior to every reenlistment, separation and retirement)
- Casualties and Survivor Benefits (SBP) MILPERSMAN 1770 to 1770-250
- Disability Retirement MILPERSMAN 1850-020 to 1850-040
- Fleet Reserve and Retirement MILPERSMAN 1800-010 to 1800-070
- Household Goods and Personal Property (PCS and Retirees) MILPERSMAN 4050-010 to 020
- Permissive Temporary Duty (PTDY) MILPERSMAN 1320-220
- Transition Assistance Management Program OPNAVINST 1900.2(series) (Initiate a DD-2648-1 NLT 90 Days Prior to Separation and attend workshop 12 months prior to separation/Fleet Reserve/Retirement date)

### Enlisted Administrative Separations:

- Alcohol Rehabilitation Failure MILPERSMAN 1910-152
- Drug Abuse MILPERSMAN 1910-146
- Early release to further education MILPERSMAN 1910-108
- Enlisted Administrative Separation Policy MILPERSMAN 1910-010 to 1910-812
- Fraudulent Enlistment MILPERSMAN 1910-134
- High Year Tenure (HYT) AC MILPERSMAN 1160-120 / RC 1160-130
- Misconduct (various reasons) MILPERSMAN 1910-138/140/142

- Parenthood and Pregnancy SECNAVINST 1000.10(series) & MILPERSMAN 1910-124
- Personality Disorder MILPERSMAN 1910-122
- Physical Fitness Assessment Failure MILPERSMAN 1910-170
- Serious Offense MILPERSMAN 1910-142
- Unsatisfactory Performance MILPERSMAN 1910-156

**Advancement & Service Schools:**

- Advancement BUPERSINST 1430.16(series)
- Accelerated Advancement MILPERSMAN 1430-010
- Enlisted to Officer Commissioning Program Application & Administration Manual OPNAVINST 1420.1(series)
- Service Schools 1306-600/602/604/608
- Class “A” School & Rating Entry Requirements MILPERSMAN 1306-618
- Retesting with the Armed Forces Classification Test version of the Armed Services Vocational Aptitude Battery (ASVAB) MILPERSMAN 1236-010
- Professional Apprenticeship Tracks Program (PACT) NAVADMIN 318/07

**Education:**

- Joint Chiefs Professional Military Education (PME) Manual 1805.01
- Navy Voluntary Education Program (Navy Campus) OPNAVINST 1560.9(series)
- Tuition Assistance Management Controls NAVADMIN 161/07 / NETC LTR Execution Guidelines 1560 Ser N00178, Aug 07
- Navy Credentialing Program OPNAVINST 1540.56
- Uniformed Services Military Apprenticeship Programs OPNAVINST 1560.10(series)

**Other Quick References:**

- Change in Rank, Rate or Rating MILPERSMAN 14440-010 to 14440-050
- Drug and Alcohol Prevention Control Program OPNAVINST 5350.4(series)
- Exchange of Duty (SWAPS) MILPERSMAN 1306-700
- First Term Personnel Assignment Policy MILPERSMAN 1306-126
- Individual Augmentation (IA) Policy and Procedures OPNAVINST 1001.21(series)
- Military Couple and Single Parent Assignment Policy MILPERSMAN 1300-1000
- Military Pay MILPERSMAN 7220-010 to 7220-390
- Overseas tour Extensions MILPERSMAN 1300-310
- Physical Readiness Program OPNAVINST 6110.1(series) / MILPERSMAN 6100-6199
- Reassignment for Humanitarian reasons (HUMS) MILPERSMAN 1300-500
- Standard Policy and Procedures for the Active Duty for Special Work (ADSW) & 1 year Recall Program OPNAVINST 1001.20(series)