



# GUNNER'S MATE RATING ROADMAP

March 2012

## **CAREER ROADMAP**

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

The educational roadmap below will assist Sailors in the Gunner's Mate 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 Gunner's Mate?**

Gunner's Mate roadmaps are just what the name implies - a roadmap through the Enlisted Learning and Development Continuum from Gunner's Mate Seaman Recruit through Gunner's Mate Master Chief. The principal focus is to standardize a program Navy wide by featuring the existing skills of Gunner's Mates necessary to be successful in the Navy. The ultimate goal of a roadmap is to produce a functional and competent Gunner's Mate.

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

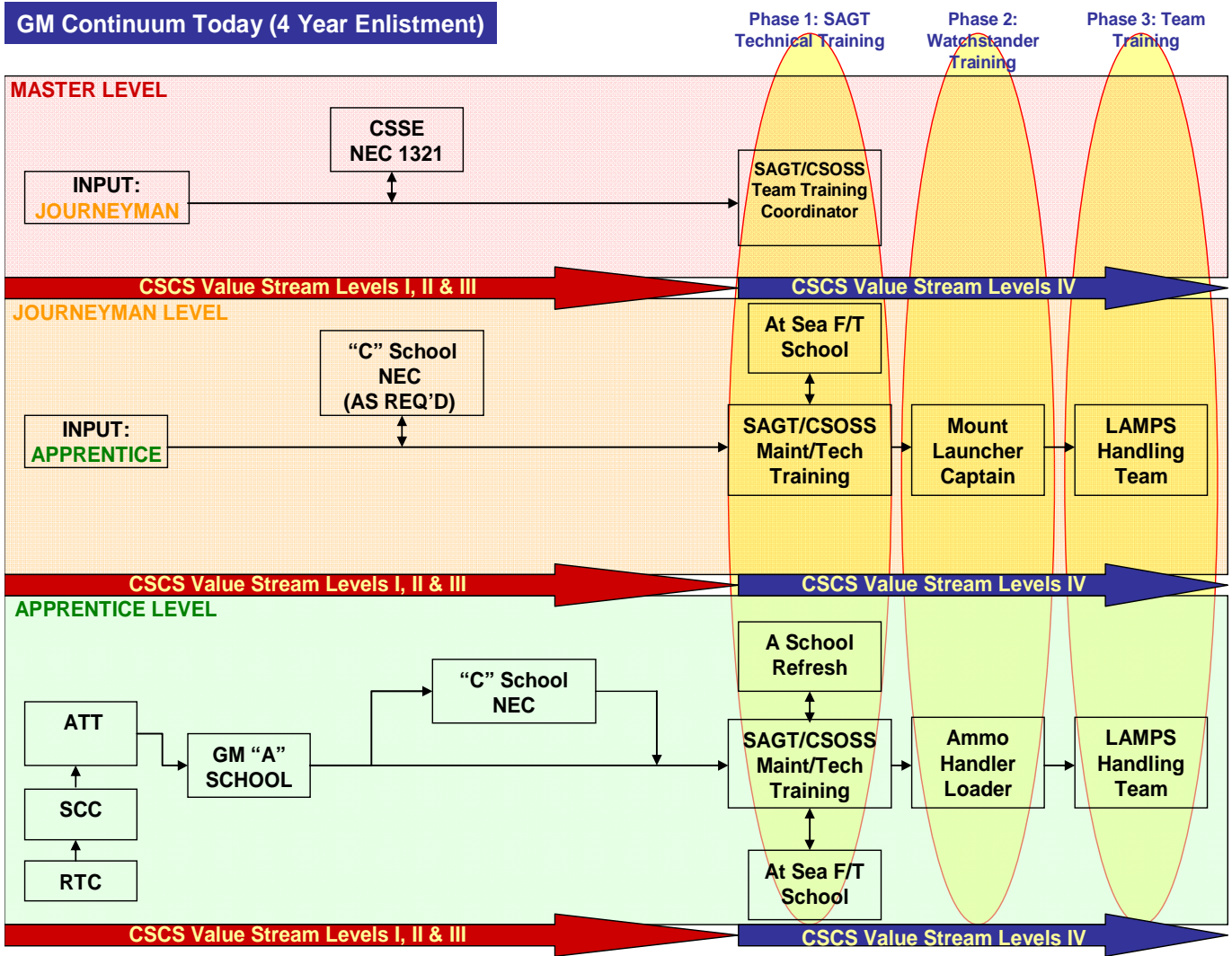
Enlisted Learning and Development Continuum is the formal title given to the curriculum and process building on the foundation of Sailorization beginning in our Delayed Entry Program through Recruit Training Command and throughout your entire career. The continuum combines skill training, professional 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 Gunner's Mate 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, Gunner's Mate "A" School at Great Lakes, Illinois, 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.

# GM Continuum Today (4 Year Enlistment)





## United States Navy Ethos

We are the United States Navy, our Nation's sea power – ready guardians of peace, victorious in war.

We are professional Sailors and Civilians – a diverse and agile force exemplifying the highest standards of service to our Nation, at home and abroad, at sea and ashore.

Integrity is the foundation of our conduct; respect for others is fundamental to our character; decisive leadership is crucial to our success.

We are a team, disciplined and well-prepared, committed to mission accomplishment. We do not waver in our dedication and accountability to our Shipmates and families.

We are patriots, forged by the Navy's core values of Honor, Courage and Commitment. In times of war and peace, our actions reflect our proud heritage and tradition.

We defend our Nation and prevail in the face of adversity with strength, determination, and dignity.

We are the United States Navy.



**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.**



## GUNNER'S MATE MASTER CHIEF

NAME \_\_\_\_\_

### SKILL TRAINING

(Schools, courses and assignments directly related to occupation)

#### REQUIRED SKILL TRAINING

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
Gunner's Mate "A" School	Great Lakes, IL	A-041-0010		

#### RECOMMENDED SKILL TRAINING

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
As Required by Billet				

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

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
As Required by Billet				

#### JOB DESCRIPTION

Coordinates and manages departmental ordnance safety program and the overhaul and repair of shipboard weapons systems; prepares operating budget and monitors expenditures; prepares periodic reports concerning equipment performance and maintenance; forecasts future requirements; establishes goals and objectives, plans, organizes, implements, and controls activities.

#### RECOMMENDED BILLET ASSIGNMENTS

Various

Other opportunities: Command Master Chief  
 Instructor/Facilitator  
 CMEO/EOA  
 CACO  
 Joint Assignments

RDC  
 3-M Coordinator  
 DAPA  
 Detailer  
 GWOT Support Assignments

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**PERSONAL AND PROFESSIONAL DEVELOPMENT (Completed at reporting 30 day Career Development Board)**

Command Address: \_\_\_\_\_ QD Phone Number: \_\_\_\_\_  
\_\_\_\_\_

Division Officer: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Command Master Chief: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Sponsor/Mentor: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Depart/Division Career Counselor: \_\_\_\_\_ Phone Number: \_\_\_\_\_

ADSD: \_\_\_\_\_ REPORT DATE: \_\_\_\_\_ EAOS: \_\_\_\_\_ PRD: \_\_\_\_\_ SEA / SHORE: \_\_\_\_/\_\_\_\_

HYT Date \_\_\_\_\_ Security Clearance Level \_\_\_\_\_ Date Last updated \_\_\_\_\_ Command INDOC complete \_\_\_\_\_

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**CAREER DEVELOPMENT BOARDS:** Use with OPNAVINST 1040.11(series) & Career Counselor Handbook  
Reason for Convening/Discussion Items: (Upon completion update (CIMS) Career Information Management System)

Reporting (within 30 days for active duty or three drill weekends for SELRES) (Date Conducted): \_\_\_\_\_

6 month progress check (Date Conducted): \_\_\_\_\_ 12 Months \_\_\_\_\_ 24 Months \_\_\_\_\_

36 Months \_\_\_\_\_ 48 Months \_\_\_\_\_ 60 Months \_\_\_\_\_ Special Program/Member Request \_\_\_\_\_

Correspondence Courses \_\_\_\_\_ Catalog of Courses \_\_\_\_\_

Commissioning Programs Applications (Conducted): \_\_\_\_\_ (prior to submission, command endorsement)  
Enlisted to Officer Commissioning Program Application & Administration Manual OPNAVINST 1420.1(series):

Medical Enlisted Commissioning Program (MECP) \_\_\_\_\_ Limited Duty Officer \_\_\_\_\_ Chief Warrant Officer \_\_\_\_\_

Physical Fitness Test Failure (Conducted): \_\_\_\_\_ Career Status Bonus (election message received) (Conducted): \_\_\_\_\_

HYT 24 months (Date): \_\_\_\_\_ HYT 12 months (Date): \_\_\_\_\_ HYT Waiver Date: \_\_\_\_\_ Approve/Disapprove

Transfer \_\_\_\_\_ Early Separation: \_\_\_\_\_ Fleet Reserve Retirement Options: \_\_\_\_\_

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



**Occupation (Federal Employer)**

<a href="#">0856 - Electronics Technical Series</a>
<a href="#">2606 - Electronic Industrial Controls Mechanic</a>
<a href="#">2608 - Electronic Digital Computer Mechanic</a>
<a href="#">2610 - Electronic Integrated Systems Mechanic</a>
<a href="#">4749 - Maintenance Mechanic</a>
<a href="#">6511 - Missile/Toxic Materials Handling</a>
<a href="#">6610 - Small Arms Repairing</a>
<a href="#">6641 - Ordnance Equipment Mechanic</a>
<a href="#">6656 - Special Weapons Systems Mechanic</a>
<a href="#">8255 - Pneudraulic Systems Mechanic</a>
<a href="#">9944 - Electronics Technician</a>

**Navy COOL:** The following certifications and licenses are applicable to the GM rating. They may require additional education, training or experience.

Target paygrade	Certifying Agency Web Site	Credential Title	Years Experience Required	Comp. date
E5	<a href="#">Anti Terrorism Accreditation Board (ATAB)</a>	<a href="#">Certified Anti-terrorism Specialist - Physical Security Manager (CAS-PSM)</a>	0	
E4	<a href="#">American Board for Certification in Homeland Security (ABCCHS)</a>	<a href="#">Certified in Homeland Security Level I (CHS-I)</a>	2	
E4	<a href="#">American Board for Certification in Homeland Security (ABCCHS)</a>	<a href="#">Certified in Homeland Security Level II (CHS-II)</a>	Level I Prereq	
E4	<a href="#">American Board for Certification in Homeland Security (ABCCHS)</a>	<a href="#">Certified in Homeland Security Level III (CHS-III)</a>	Level II Prereq	
E5	<a href="#">American Board for Certification in Homeland Security (ABCCHS)</a>	<a href="#">Certified in Homeland Security Level IV (CHS-IV)</a>	Level III Prereq	
E5	<a href="#">American Board for Certification in Homeland Security (ABCCHS)</a>	<a href="#">Certified in Homeland Security Level V (CHS-V)</a>	Level IV Prereq	
E4	<a href="#">American Society for Quality (ASQ)</a>	<a href="#">Quality Inspector Certification (CQI)</a>	2	
E5	<a href="#">American Society for Quality (ASQ)</a>	<a href="#">Certified Quality Technician (CQT)</a>	4	
E5	<a href="#">Board of Certified Safety Professionals (BCSP)</a>	<a href="#">Certified Safety Professional (CSP)</a>	4	
E5	<a href="#">Materials Handling and Management Society (MHMS)</a>	<a href="#">Certified Associate in Materials Handling (CAMH)</a>	4	
E6	<a href="#">Anti Terrorism Accreditation Board (ATAB)</a>	<a href="#">Certified Anti Terrorism Specialist (CAS)</a>	5	
E7	<a href="#">American Society for Quality (ASQ)</a>	<a href="#">Certified Manager of Quality/Organizational Excellence (CMO/OE)</a>	8	
E7	<a href="#">Anti Terrorism Accreditation Board (ATAB)</a>	<a href="#">Certified Master Anti-terrorism Specialist (CMAS)</a>	Trainers with experience in managing operations and conducting training.	

Visit Navy COOL <https://www.cool.navy.mil> for additional Credentials that you may qualify to earn; however funding may be limited to your GI bill or DANTES.

**USMAP (UNITED SERVICES MILITARY APPRENTICESHIP PROGRAM):**

	Comp. date
<a href="#">Electronics Mechanic</a>	
<a href="#">Electronics Mechanic (Any Industry)</a>	
<a href="#">Ordnance Artificer (Government Service)</a>	
<a href="#">Electronics Tester</a>	

Visit USMAP <https://usmap.cnet.navy.mil/usmapss/static/usmap.jsp> for additional information



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**STAY NAVY**

REENLIST / EXTEND: Request Chit/Form: \_\_\_\_\_ Guaranteed Assignment in Detailing (GUARD 2000): \_\_\_\_\_

Career Management System/Interactive Detailing (CMS/ID): \_\_\_\_\_

Medical/Dental Screening: \_\_\_\_\_ Command Recommendation (evaluation): \_\_\_\_\_ Bonus: \_\_\_\_\_ Ceremony: \_\_\_\_\_

**TRANSFER:**

<u>15 Months</u>	<u>12 Months</u>	<u>9 Months</u>	<u>6 Months</u>	<u>Orders Received</u>
Exception Family Member _____	EFM _____	CMS/ID _____	Accept Orders _____	Screening _____
CMS/ID _____	CMS/ID _____		Reverse Sponsor _____	Obligate _____
Continuous Overseas Tours (COT) _____			Relocation (FFSC) _____	Bonus _____
Overseas Tour Extension Incentive Program (OTEIP) _____			Medical/Dental _____	

For additional assistance in transfer and relocation, go to: <http://www.npc.navy.mil/CareerInfo/PerformtoServe>

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**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 _____	Official Record CD _____	PSD _____
Transition Planning _____	Relocation Services (FFSC) _____	Arrange Ceremony _____	MED/DEN _____
	Reserve Affiliation _____	Request Leave / PTDY _____	
	VA/DVA _____		

**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 or call the Virtual Education Center (VEC!!!))**

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

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

\*\*Various distance learning degree options are available using, Sailor and Marine Online Academic Advisor (SMOLAA)\*\*

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

(Credits to earn a degree - AA/AS: 60 SH/90 QH, BA/BS: 120 SH/180, QH, Master /Doctorate: Variable based on program)

Number of current credits \_\_\_\_\_ American Council on Education (ACE) recommended credits \_\_\_\_\_

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:  
 Center for Personal and Professional Development  
 Attn: Virtual Education Center  
 1905 Regulus Avenue, Ste. 234  
 Virginia Beach VA 23461-2009  
 Phone: 1-877-838-1659  
 Comm: 757-492-4684  
 FAX: 757-492-5095  
 DSN: 492-4684  
 Email: [VEC@navy.mil](mailto:VEC@navy.mil)

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

NCPACE \_\_\_\_\_ CLEP \_\_\_\_\_ DSST \_\_\_\_\_ TA \_\_\_\_\_ MGIB \_\_\_\_\_ Post 9/11 GIB \_\_\_\_\_

**MCPO REQUIRED NAVY PME:**

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
Required General Military Training (GMT)	Command Delivered			
DON/DOD Information Assurance Training	NKO	DOD-IAA-V8.0	1 Hour	
Trafficking in Persons Basic Awareness Training	NKO	jkddc-tip-1 US	4 Hours	
ATFP Level I Awareness for Service Members (CONUS)	NKO	CANSF-ATFP-CONUS-1.0	1 Hour	
ATFP Level I Awareness Training for Overseas Service Member (OCONUS)	NKO	CANSF-ATFP-OCONUS-1	1 Hour	
Fleet Business: The Navy Business and Fiscal Practices Course	NKO	CNL-FB-1.0	2 Hours	
Joint Professional Military Education (JPME)	War College	Military DON/ PME	40 Hours	
Senior Enlisted Academy (resident) or (blended)	Newport RI		6 or 2 weeks	
Chief’s Mess Training (CMT/LCC)	Command Delivered		Each Month	
ADAMS for Supervisors	Various Locations	S-501-0120	8 Hours	

**MCPO REQUIRED COMMUNITY PME:**

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

**MCPO RECOMMENDED NAVY PME:**

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
Primary Enlisted Professional Military Education (PEPME)	NKO	Military DON/ PME	20 Hours	
Primary Professional Military Education (Enlisted) Block 1 - Introduction	NKO	PPME-SENL-B1.v2		
Primary Professional Military Education (Enlisted) Block 2 - The Culture of the Navy	NKO	PPME-SENL-B2.v2		
Primary Professional Military Education (Enlisted) Block 3 - Governance of the Navy	NKO	PPME-SENL-B3.v2		
Primary Professional Military Education (Enlisted) Block 4 - How the Navy Thinks About War	NKO	PPME-SENL-B4.v2		
Primary Professional Military Education (Enlisted) Block 5 - How the Navy Plans its Operations	NKO	PPME-SENL-B5.v2		
Primary Professional Military Education (Enlisted) Block 6 - Technology in the Maritime Domain	NKO	PPME-SENL-B6.v2		
Primary Professional Military Education (Enlisted) Block 7 - PME Conclusion	NKO	PPME-SENL-B7.v2		
Joint Professional Military Education (JPME)	War College	Military DON/ PME	40 Hours	
Senior Enlisted Academy (resident) or (blended)	Newport RI		6 or 2 weeks	
Senior Enlisted Leadership Development Guide Culture	NKO			
	NKO or College Course	Foreign Language and Culture	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	CNRF-COOIC-1.0 /DoN	8 hours	
Guidance for Mobilization	NKO	CNRF-GMB-1.1 /DoN	4 hours	
Military Sealift Command 101	NKO	CNRF-MS101 /DoN 1.1	24 hours	
Non-Prior Service Accession Program	NKO	CNRF-NPSAP-2 /DoN 0	23 hours	

**RECOMMENDED COMMUNITY PME:**

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
As Required by Billet				

**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/>

**SENIOR LEADERS COLLECTION**

Title	Completed
The Second World War, Volume 1: The Gathering Storm <i>by Winston Churchill</i>	
1776 <i>by David McCullough</i>	
Aircraft Carriers at War: A Personal Retrospective of Korea, Vietnam, and the Soviet Confrontation <i>by James Holloway III</i>	
The Pursuit of Victory: The Life And Achievement of Horatio Nelson <i>by R. J. B. Knight</i>	
Goodbye, Darkness: A Memoir of the Pacific War <i>by William Manchester</i>	
Dying to Win: The Strategic Logic of Suicide Terrorism <i>by Robert Pape</i>	
The Great Wall at Sea: China's Navy Enters the Twenty-First Century <i>by Bernard D. Cole</i>	
The Art of the Long View: Planning for the Future in an Uncertain World <i>by Peter Schwartz</i>	
Scenarios: The Art of Strategic Conversation <i>by Kees van der Heijden</i>	
Moneyball: The Art of Winning an Unfair Game <i>by Michael Lewis</i>	
The Rise and Fall of Strategic Planning <i>by Henry Mintzberg</i>	

**RECOMMENDED COMMUNITY READING**

Title	Completed
Admiral John H. Towers – The Struggle for Naval Air Supremacy, Reynolds	
Authors at Sea, Shenk	
Decision and Dissent with Halsey at Leyte Gulf, Solberg	
Run Silent/Run Deep, Beach	
The First Team – Pacific Naval Air Combat from Pearl Harbor to Midway, Lundstrom	
The United States Sailors: A History, Simmons	
Victory at Sea – World War II in the Pacific, Dunnigan	

## **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
- Navy Enlisted Warfare Qualification Program OPNAVINST 1414.9 (series)
- Master Training Specialists (MTS) NETCINST 1500.2(series)
- Command Master Chief Program OPNAVINST 1306.2 (series)

### **Reenlistments and Extensions:**

- Agreement of Enlisted Naval Reservist, Inductees and Fleet Reservists to remain on Active Duty MILPERSMAN 1160-060
- Career Reenlistment Objectives (use latest CREO NAVADMIN)
- Extension of Enlistment MILPERSMAN 1160-040
- Overseas Tour Extension Incentives Program (OTEIP) MILPERSMAN 1306-300
- Consecutive Overseas Tours (COT) Leave Travel Entitlement Policy MILPERSMAN 1050-410
- 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:**

- 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:**

- Awards Manual (SECNAV 1650.1(Series))
- Change in Rank, Rate or Rating MILPERSMAN 1440-010 to 1440-050
- Department of the Navy Correspondence Manual (SECNAV M-5216.5 (Series))
- 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
- Naval Performance Evaluation System BUPERSINST 1610.10 (Series)
- 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)
- Operational Risk Management OPNAVINST 3500..39(series)