



NAVY PERSONNEL COMMAND FORCE WEEKLY

12 - 16 January 2015

Career progression, community management, personnel matters, and general information from Navy Personnel Command Force Master Chief, FORCM(SW/AW/EXW) Leland E. Moore

HUMANITARIAN REASSIGNMENTS

PERS-40HH is the responsible office for all Enlisted HUMS requests; MILPERSMAN Article 1300-500 is the governing reference for HUMS reassignment. Please review the references and scan your requests to MILL_Pers-40HUMS@navy.mil. Packages can also be mailed to Commander, Navy Personnel Command (Attn: PERS-40HH), 5720 Integrity Drive, Millington, TN 38055-4000. It is not necessary to mail requests if submitted via email. Learn more here:

http://www.public.navy.mil/bupers-npc/enlisted/detailing/Documents/humanitarian_reassignments.pdf.

CPC TOPS TRAINING AND HELPFUL TIPS

Follow this link for common tips and help when utilizing TOPS.

[http://www.public.navy.mil/bupers-npc/career/toolbox/Documents/5%20Tips%20\(V2-N2%20TOPS\).pdf](http://www.public.navy.mil/bupers-npc/career/toolbox/Documents/5%20Tips%20(V2-N2%20TOPS).pdf).

This quick guide can help you with common problems!

PERS-8 VIDEO MESSAGING IS COMING SOON

We are beginning a video campaign in conjunction with PERS-8 and we would like to know what questions and issues you are running into with regards to boards, separations, and retirements. Please let us know so we can highlight issues and better inform the Fleet.

GI BILL REMINDER

Before transferring your Post-9/11 GI Bill benefits, review the obligated service requirements incurred. Visit www.public.navy.mil/bupers-npc/career/education/GIBill/Pages/default.aspx, and read the NAVADMINS 203/09 and 235/11 for more information. By choosing to transfer your benefits to a dependent, you may incur additional service requirements; please take the time and read the information before transferring your benefits.

FAMILY CARE POLICY UPDATED

NAVADMIN 281/14 announced several changes to the Family Care Policy, read and heed the NAVADMIN: <http://www.public.navy.mil/bupers-npc/reference/messages/Documents/NAVADMINS/NAV2014/NAV14281.txt>. Point of contact is Mr. William K. Harris, OPNAV N170C, at (901) 874-4413/DSN 882 or via e-mail at navy.familycareplan@navy.mil.

JANUARY CMS/ID

The January CMS/ID application window opens Friday, 9 January 2015 at 1800 CST and will close Monday, 19 January 2015 at 0500 CST. Command comments can also be made any time before 22 January 2015.

MAINTAINING ACCURATE PERSONNEL RECORDS

The following link contains invaluable information and serves as a quick reference guide to help you maintain accurate records. It contains several links to Pay/Personnel SOPs, and other helpful sites. Please utilize it as a quick reference. [http://www.public.navy.mil/bupers-npc/career/toolbox/Documents/Plain%20Talk%20-%20Accurate%20Personnel%20Records%20\(AUG%202014\).pdf](http://www.public.navy.mil/bupers-npc/career/toolbox/Documents/Plain%20Talk%20-%20Accurate%20Personnel%20Records%20(AUG%202014).pdf)

QUOTE OF THE WEEK

"An optimist stays up until midnight to see the new year in. A pessimist stays up to make sure the old year leaves."

~Bill Vaughan