

**FY-15 SENIOR ENLISTED CONTINUATION BOARD (SECB)  
FREQUENTLY ASKED QUESTIONS**

**Q: Who is eligible for the (SECB)?**

A: The SECB will consider Active Component (AC) and Full-Time Support (FTS) E7-E9 personnel with at least 19 years of active service computed from their Active Duty Service Date as of 28 February 2014 and three years time-in-rate (TIR) as of 30 June 2014, and E7-E9 Selected Reserve (SELRES) and Voluntary Training Unit (VTU) personnel with at least 20 years of qualifying service as of 28 February 2014, and three years TIR as of 30 June 2014.

**Q: Who is ineligible for the SECB?**

A: Personnel who, as of 17 October 2014, have a NAVPERSCOM approved request to transfer to the Fleet Reserve or approved request to retire on or before 1 September 2015, will be exempt from the SECB. All requests must have final approval. Approved requests will not be modified subsequent to 17 October 2014. Personnel selected for Chief Warrant Officer (CWO) by the board held in January 2014 or selected by the FY-15 advancement boards are not eligible and shall not be considered. CWO selectees who subsequently decline appointment or are removed from the selection list prior to 23 September 2014 and meet all other SECB eligibility criteria will be considered.

**Q: Are there any other ineligible categories for the SECB?**

A: No.

**Q: Why is the Navy conducting a SECB this year with critical senior enlisted leadership manning issues in deploying forces?**

A: This board is part of the Navy's performance-based culture. It is meant to ensure our Sailors have the top quality leaders they deserve.

**Q: How will Sailors know if they are being considered by the board?**

A: Individual Sailors can view/download their own board eligibility profile sheets at the Navy Advancement Center page of Navy Knowledge Online after 29 August 2014. Once logged into NKO, Sailors should select "Navy Advancement Center" under the Career Management tab. There will then be an option to select "Senior Enlisted Continuation Board Eligibility Profile."

**FY-15 SECB FAQs CONT.**

**Q: How will commands know if Sailors in their command are being considered by the board?**

A: NETPDTTC will publish the names of eligible candidates after 29 August 2014 by posting them to the Navy Enlisted Advancement System (NEAS) website, which is accessible by command designated personnel.

**Q: What action is required by the command?**

A: Commands are directed to review for accuracy their SECB eligibility listing and re-verify weekly until 17 October 2014. If an eligible candidate is not listed, commands must submit name to PERS-802 requesting member be added to SECB eligibility list by 22 September 2014. For removing candidates from eligibility, commands must submit changes by email to PERS-802 NLT 17 October 2014. Point of contact can be found in NAVADMIN 180/14.

**Q: Will this board have quotas?**

A: No. This is a performance-based board.

**Q: How will the board decide which Sailors to continue?**

A: Documented misconduct and substandard or marginal performance will be the primary reason for which eligible Sailors are not continued. Refer to NAVADMIN 180/14 for the basic performance indicators that the board will consider.

**Q: Am I required to submit any applications, forms or statements to justify my continuation?**

A: Eligible candidates are responsible for ensuring their records are correct and up-to-date with the latest evaluations, awards and other appropriate information. Candidates are encouraged to review BUPERSINST 1430.16F, Chapter 12 and MILPERSMAN 1070-080 concerning selection board record review, selection board package submission, and OMPF corrections. Eligible candidates should review their enlisted permanent personnel record via the "Official Military Personnel File (OMPF) My Record" option on BUPERS Online (BOL) or by ordering a CD ROM of their complete record. If there are documents that candidates would like the board to review that are not viewable via "OMPF My Record," they must submit those documents, along with a cover letter to the Continuation Board President, to be reviewed by this board. Any documents the member has verified

**FY-15 SECB FAQs CONT.**

as missing from their OMPF may be submitted as a "letter to the board." Additional guidance is contained in NAVADMIN 180/14.

**Q: When is my letter to the board due?**

A: Candidates' letters to the board must be received by Navy Personnel Command's Customer Service Center by 6 October 2014.

**Q: Can my command submit correspondence or additional documentation on my behalf?**

A: No. Correspondence to the board must be originated by the eligible candidate and submitted under a cover letter in the format provided in BUPERSINST 1430.16F, Chapter 12. Correspondence to the board originated other than by the eligible candidates will not be accepted or considered.

**Q: When will the results of the board be released?**

A: Anticipate release of the board results in December 2014.

**Q: How will Sailors be notified if they have not been selected for retention?**

A: Commanding Officers will personally and confidentially notify those Sailors not selected for continuation. Notification Procedure details can be found at <http://www.public.navy.mil/bupers-npc/boards/enlistedcontinuation/Pages/default.aspx>.

**Q: I am the CO, XO or CMC and I do not have command access to BOL, is there another means for command leadership to receive the results?**

A: No. Commands will need to contact the BOL help desk at [mill\\_legacyhelpdesk@navy.mil](mailto:mill_legacyhelpdesk@navy.mil) or 1-800-951-NAVY/DSN 882-4717 for access. Help Desk Hours of Operation are Monday - Friday, 0600 - 1700 CST.

**Q: When will Sailors not selected to continue have to transfer to the fleet reserve or retired list?**

A: AC and FTS Sailors not selected to continue must transfer to the Fleet Reserve NLT 31 August 2015, unless (1) approved for up to a three month operational waiver by Deputy, Chief of Naval Personnel or (2) approved for a readiness appeal by Chief of Naval Personnel. SELRES and VTU Sailors not selected to

**FY-15 SECB FAQs CONT.**

continue must transfer to the Retired Reserve (with or without pay) NLT 1 September 2015, unless (1) approved for up to a three month operational waiver by Commander, Navy Reserve Forces Command (CNRFC N1) or (2) approved for a readiness appeal by Chief of Naval Personnel.

**Q: If I was not selected to continue do I have to submit a request to transfer to the fleet reserve or retired list?**

A: Yes. Sailors not selected to continue must submit a Fleet Reserve/retirement (with or without pay) request to PERS-8334 for AC and FTS and PERS-912 for SELRES and VTU NLT 15 March 2015 with an effective date no later than 31 August 2015 for AC/FTS, and 1 September 2015 for SELRES/VTU.

**Q: I was not selected to continue and have an approved fleet reserve or retirement date after 1 September 2015. Do I have to submit a new request?**

A: Yes. Sailors not selected to continue must submit a new Fleet Reserve or retirement request NLT 15 March 2015 for a Fleet Reserve or retirement date of 1 September 2015 or earlier.

**Q: If I was not selected to continue, am I eligible for a subsequent advancement board?**

A: No. Personnel not selected to continue are ineligible for further advancement consideration.

**Q: My command is losing a Chief as a result of the continuation board, when should we expect a replacement?**

A: Not all personnel losses will generate a requisition for a backfill. Personnel assigned in excess of NMP will not normally be backfilled. Additionally, personnel assigned in excess of paygrade allowance may generate requisitions at a lower paygrade level. The Enlisted Personnel Requisition System will generate requisitions based on NMP vacancies and will be filled based on Manning Control Authority (MCA) priorities. Commanding Officers or designated personnel are encouraged to communicate any manning shortages with their respective Placement Coordinator and their contact information is available on the cover page of the command Enlisted Distribution and Verification Report (EDVR).

**FY-15 SECB FAQs CONT.**

**Q: Will all the losses resulting from the continuation board be replaced?**

A: No. Losses may or may not generate a requisition for a replacement, based on the command's manning. Commanding Officers or designated personnel are encouraged to communicate any manning shortages with their respective Placement Coordinator and their contact information is available on the cover page of the command Enlisted Distribution and Verification Report (EDVR).

**Q: Should my command expect a named replacement for the CPO we will be losing?**

A: Not necessarily. If a requisition is generated for a replacement, and if it is prioritized by the Manning Control Authority to be advertised in CMS-ID for Sailor applications and detailer action, a replacement may be selected and identified during a CMS-ID cycle. Commands should monitor CMS-ID for applications being submitted for their commands, and rank/provide command comments on those applications for the detailers to consider when making their selections.

**Q: What should my command do to request a backfill?**

A: Commanding Officers or designated personnel are encouraged to communicate any manning shortages with their respective Placement Coordinator and their contact information is available on the cover page of the command Enlisted Distribution and Verification Report (EDVR). In some cases, commands may submit an Enlisted Manning Inquiry Report (EMIR) to provide specific manning concerns (reference MILPERSMAN 1306-108).

**Q: Does my command need to request a PRD adjustment for Sailors not selected to continue?**

A: No for AC/FTS Sailors not selected for continuation. They will have an estimated date of loss to the Navy (EDLN) applied to their record and if applicable, this will generate a requisition.

Yes for SELRES/VTU Sailors not selected for continuation. Commands will adjust the PRD.

FY-15 SECB FAQS CONT.

**Q: What Manpower Availability Status (MAS) code should be assigned to SELRES/VTU Sailors not selected to continue?**

A: Per RESPERS M-1001.5, members not selected to continue must be assigned MAS code "ACB".

**Q: Per NAVADMIN 180/14, Sailors not selected for continuation will have the unearned portion of their Critical Skills Retention Bonuses (CSRB) recouped. As a SELRES/VTU Sailor, does this apply to me?**

A: CSRB is not a Reserve program and does not apply to SELRES/VTU members. However, SELRES not selected for continuation shall have the unearned portion of any Selected Reenlistment Bonus recouped based on the date of transfer to the Retired Reserve or IRR/VTU.

**Q: I am a SELRES that has recently returned from mobilization and I was not selected to continue. However, I will reach my HYT date during the 6 months after mobilization while completing my Post-Deployment Health Reassessment (PDHRA). Will I be transferred into the VTU or will I be automatically granted a HYT waiver?**

A: Per MILPERSMAN 1160-120, SELRES who are not selected to continue and reach their High Year Tenure (HYT) gate while mobilized will be transferred to the VTU by the end of the month in which the HYT date occurred. These Sailors will be allowed to remain in the VTU up to six months beyond post-mobilization to ensure completion of mandatory PDHRA. After completion of PDHRA, Sailors will be transferred to the Retired Reserve (with or without pay).

**Q: I am a SELRES/VTU Sailor and was not selected to continue. What is the latest date I can execute/be tagged for mobilization orders?**

A: Once not selected to continue, the "ACB" MAS code will identify the member's status and he/she will no longer be eligible to execute or be tagged for new mobilization requirements. However, SELRES/VTU members with orders to or currently mobilized who are not selected to continue will be allowed to complete their mobilization tour and transfer following a maximum period of six months after demobilization. All Sailors currently on IAMM/GSA/OSA/Mobilization orders who are not selected to continue are directed to email PERS-833 at

**FY-15 SECB FAQs CONT.**

ENLISTED-POSTBOARD@navy.mil to complete an IAMM/GSA/OSA/Mobilization notification letter.

**Q: If I was not selected to continue can I still execute AT/ADT/ADSW orders?**

A: Yes, if funding is available. However, the member must complete the AT/ADT/ADSW orders in time to transfer to the Retired Reserve (with or without pay) NLT 1 September 2015.

**Q: I am a SELRES/VTU Sailor and was not selected to continue. How far in advance can I drill in Fiscal Year 2015 (FY-15)?**

A: Personnel not selected to continue and transferring to the Retired Reserve on 1 September 2015 are only authorized to complete 44 Inactive Duty Training (IDT) periods in FY-15.