



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

OPNAVINST 1220.1D
N133
3 Jun 09

OPNAV INSTRUCTION 1220.1D

From: Chief of Naval Operations

Subj: CHANGING OR REMOVING PRIMARY NAVY ENLISTED CLASSIFICATION
CODES FOR NUCLEAR PROPULSION PLANT OPERATORS

Ref: (a) NAVPERS 18068F
(b) BUPERSINST 1540.41B
(c) OPNAVINST 5355.3B
(d) SECNAVINST M-5510.30
(e) BUPERSINST 1900.8B

1. Purpose. To provide guidance for removing or changing Navy Enlisted Classification (NEC) Codes used to designate enlisted personnel trained as nuclear propulsion plant operators.

2. Cancellation. OPNAVINST 1220.1C.

3. Scope and Applicability. This instruction amplifies the information in references (a) and (b) and clarifies procedures to be used in submitting recommendations for removal or change of NECs used to identify enlisted personnel trained as nuclear propulsion plant operators. Reference (c) provides background for NEC code changes as a result of drug usage or alcohol dependence. NEC codes used to identify enlisted nuclear propulsion plant operators are defined in reference (a) and can be separated into six distinct categories; three operational, two supervisory, and one special.

a. Operational Category. NEC codes in this category are used to identify junior enlisted personnel with less than 6 years of naval service, have graduated from the Naval Nuclear Propulsion Program training pipeline, and are either serving aboard:

(1) Submarine or submarine designated - Nuclear Propulsion Plant Operator (3353, 3354, 3355 and 3356).

(2) Nuclear Powered Surface Warship or are not designated for submarine duty - Nuclear Propulsion Plant Operator (3383, 3384, 3385 and 3386).

3 Jun 09

(3) Trainee - Nuclear Propulsion Plant Trainee (9901). This category is used to identify students who have been recruited or who have otherwise volunteered for nuclear propulsion training in the Naval Nuclear Propulsion Program and have not yet graduated from the training pipeline. The nuclear propulsion plant operator NEC code change (9901 to 335X/338X) will be assigned upon completion of training and is not addressed in this instruction.

b. Supervisory Category. The following NECs identify enlisted personnel who are fully qualified by virtue of seniority, experience, watch qualification, and demonstrated proficiency to supervise the operation and maintenance of a:

(1) Submarine Nuclear Propulsion Plant - Nuclear Propulsion Plant Supervisor (3363, 3364, 3365 and 3366).

(2) Submarine Nuclear Propulsion Plant - Engineering Department Master Chief (3302). The engineering department master chief NEC will be used as a secondary NEC in conjunction with the primary NEC of nuclear propulsion plant supervisor.

(3) Surface Warship Nuclear Propulsion Plant - Nuclear Propulsion Plant Supervisor (3393, 3394, 3395 and 3396).

(4) Surface Warship Nuclear Propulsion Plant - Reactor Department Master Chief (3301). The reactor department master chief NEC will be used as a secondary NEC in conjunction with the primary NEC of nuclear propulsion plant supervisor.

c. Special Category. Submarine/Surface Warship - Nuclear Propulsion Plant Operator - Special Category (3359/3389). NEC codes in this category identify enlisted personnel who have qualified for an NEC in one of the operational or supervisory categories, but are not currently assigned to duty in connection with supervision, operation, and maintenance of a naval nuclear propulsion plant or assigned to instructor duty at a nuclear training command.

4. Action. Recommendations for change or removal of NECs for enlisted nuclear propulsion operators shall be submitted per this instruction to the Deputy Chief of Naval Operations (DCNO) (Manpower, Personnel, Training and Education) (MPTE) Nuclear Enlisted Program Manager (N133D) who will resolve and forward

NAVPERS 1221/6 Navy Enlisted Classification Change Request to Commander, Navy Personnel Command (COMNAVPERSCOM) Enlisted Submarine/Nuclear Assignments Branch (PERS-403). The following amplifying instructions provide specific guidance for submitting recommendations for changes to nuclear propulsion plant NECs:

a. Changing Categories. There are three basic situations involving changes between NEC categories: operator/supervisor NEC changes, submarine/surface NEC changes and operational or supervisor/special category changes.

(1) Operator/Supervisor NEC Changes

(a) The criteria for recommending a supervisor NEC (336X/339X) are:

1. Paygrade E-5 or above (if paygrade E-5, must have completed all military and professional requirements for E-6);

2. Demonstrated effective supervisory skills as determined by the individual's commanding officer;

3. Qualified surface warfare or submarines as appropriate;

4. Completed 6 or more years of active naval service based on Active Duty Service Date (ADSD);

5. Currently qualified on specified watchstations listed below:

NEC	Rank	Watchstation
3363	E-5/6	Reactor Operator, Shutdown Reactor Operator (SRO)
	E-7/8/9	Engineering Watch Supervisor (EWS)
3364	E-5/6	Electrical Operator, SRO
	E-7/8/9	EWS
3365	E-5/6	Engine Room Supervisor and Shutdown Roving Watch
	E-7/8/9	EWS
3366	E-5/6	Engineering Laboratory Technician (ELT), Engine Room Supervisor, Shutdown Roving Watch
	E-7/8/9	EWS

3393	E-5/6	Reactor Operator, SRO
	E-7/8/9	EWS, Propulsion Plant Watch Supervisor (PPWS)
3394	E-5/6	Propulsion Electrician, SRO
	E-7/8/9	EWS, PPWS (subparagraphs 4a(1)f and 4g amplify these requirements)
3395	E-5/6	Chief Reactor Watch, Shutdown Roving Watch or Chief Machinery Operator, Cold Iron Watch on all aircraft carrier, fixed wing, Nuclear Powered (CVN) ships.
	E-7/8/9	EWS, PPWS. For United States Ship (USS) ENTERPRISE (CVN 65), Chief Reactor Auxiliaries Operator is equivalent to Chief Reactor Watch.
3396	E-5/6	ELT and the following: Chief Reactor Watch, Shutdown Roving Watch or Chief Machinery Operator, Cold Iron Watch on all CVNs
	E-7/8/9	EWS, PPWS. For USS ENTERPRISE (CVN 65), Chief Reactor Auxiliaries Operator is equivalent to Chief Reactor Watch.

6. Must have a mark of 3.0 or better in the following trait categories on the most recent evaluation with a performance recommendation of promotable or better.

- a. Professional knowledge
- b. Quality of work
- c. Military bearing/character
- d. Personal job accomplishment/initiative
- e. Teamwork
- f. Leadership

(b) Recommendations shall be made via NAVPERS 1221/6, and include verification of items in subparagraphs 4a(1)(a)1 through 4a(1)(a)6, to include dates of qualifications and ADSD for time in service.

(c) When personnel with the supervisor NEC do not maintain the evaluation performance standards in subparagraph 4a(1)(a)6, proficiency or watchstation supervisory skills should be recommended for the operator (335X/338X) NEC or for nuclear

3 Jun 09

NEC removal. When changing a nuclear NEC from supervisor to operator, the commanding officer should take action to restore the supervisor NEC or conclude NEC removal is the appropriate action. If the commanding officer considers restoration of the supervisor NEC is not likely within a period of 2 to 3 months, he or she may, via NAVPERS 1221/6, either recommend NEC removal vice changing the supervisor NEC to an operator NEC, or request a waiver from DNCO (MPTE) (N133D) to maintain the operator NEC. The effective date of eligibility for the NEC change should be indicated in the recommendation. All NAVPERS 1221/6 recommendations for supervisor NEC codes should be signed by the commanding officer.

(d) DCNO (MPTE) (N133D) will accept recommendations from executive officers or reactor officers using by direction authority for routine changes.

(e) On each ship there may be a few singularly outstanding individuals who have clearly demonstrated their ability to be effective supervisors as evidenced by their qualification as EWS or PPWS prior to having 6 years active naval service. In order to recognize the exceptional performance of these individuals, commanding officers shall recommend a supervisor NEC (336X/339X) assignment waiver. Time in service waivers require the approval of DCNO (MPTE) (N133D). The request should recommend waiver of the 6-year active naval service requirement to an allowable minimum of 5 years active naval service. This recommendation will be limited to those individuals who, in addition to qualification as EWS or PPWS, meet the requirements of paygrade and enlisted performance evaluation grades specified in subparagraph 4a(1)(a).

(f) Members serving in supervisory nuclear billets (NEC 336X/339X) at commands where the specified watchstations do not exist are considered to have satisfied the watch qualification criteria if they were previously qualified on the required watchstations of subparagraph 4a(1)(a). Personnel who are advanced to chief petty officer while serving at these commands may continue to be eligible for NEC 336X/339X based on previous attainment of watchstation qualification required for paygrade E-6. In all cases, previous watchstation qualification must be documented in the member's service record.

3 Jun 09

(g) Members with NEC 336X/339X who are transferred to a nuclear powered ship and assigned in a supervisory nuclear billet will retain NEC 336X/339X for a maximum of 6 months. If the member has requalified on the applicable specified watchstations of subparagraph 4a(1)(a), NEC 336X/339X may be retained. If the member has not requalified in 6 months, the commanding officer is directed to recommend a change in NEC 336X/339X to 335X/338X or removal of NEC as appropriate.

(h) First class petty officers with NEC 336X/339X attached to nuclear powered ships who are advanced to chief petty officer will retain their NEC while completing qualification as EWS or PPWS.

(i) Members with NEC 3384, after qualifying the specified watchstations, may be designated by the commanding officer to pursue Load Dispatcher (LD) qualification. Once qualified as LD, individuals will maintain proficiency as LD as their senior-in-rate watchstation. Maintaining watchstation proficiency as SRO will not be required to maintain the 3394 NEC for those individuals qualified as LD.

(j) Newly reporting members with NEC 3394 will be assigned LD in lieu of SRO as their specified watchstation (in addition to EWS or PPWS for E-7/8/9 personnel). Newly reporting members with NEC 3384 will be assigned propulsion electrician and SRO as their specified watch station.

(k) Members with NEC 3359/3389 who are scheduled to be transferred to a nuclear powered ship are screened by DCNO (MPTE) (N133D), per reference (b). Based upon this screening, an operator or supervisor NEC will be assigned. Commanding officers should recommend NEC change to 335X/338X as a step toward possible NEC removal recommendation when personnel with 336X/339X are delinquent in requalification. (See subparagraph 4a(1)(c) for additional guidance).

(l) Commanding officers shall recommend NEC 335X/338X in the case of those members with NEC 336X/339X who are unable to maintain the necessary proficiency and leadership skills for continued assignment in senior nuclear power supervisor positions, but who are still considered satisfactory nuclear propulsion plant operators. Those personnel who are unable to regain the necessary proficiency and leadership skills

for supervisor positions may be considered for removal of their nuclear operator NEC 335X/338X. (See subparagraph 4a(1)(c) for additional guidance).

(2) Submarine/Surface NEC Changes. Circumstances that require disqualification from submarine duty due to medical reasons, but do not result in disqualification from occupational exposure to ionizing radiation or assignment to sea duty, shall result in a concurrent, but separate nuclear NEC change to the corresponding surface nuclear NEC. The command initiating submarine disqualification should also initiate the NEC change recommendation. A copy of the correspondence recommending submarine disqualification, medical documents stating qualification for occupational exposure to ionizing radiation, and sea duty shall be included with the request for NEC change and will be forwarded via the Type Commander (TYCOM) with submarine disqualification authority. The TYCOM will provide an endorsement and forward the recommendation to DCNO (MPTE) (N133D). Personnel volunteering to transfer from surface to submarine duty, or vice versa, will be processed per subparagraph 4b.

(3) Operational or Supervisor/Special Category NEC Changes.

(a) Assignment of NEC 3359/3389. NEC codes 3359/3389 identify enlisted personnel who have previously qualified for a nuclear propulsion plant NEC but are not currently authorized or assigned duty in connection with supervision, operation and maintenance of a naval nuclear propulsion plant or as an instructor at a nuclear training command. Specifically, these special category NECs permit the identification of those nuclear propulsion plant operators who have been assigned by COMNAVPERSCOM to non-nuclear billets within activities that may also have billets authorized for nuclear trained personnel. Personnel with NEC 3359/3389 shall specifically not be assigned to radiological control facilities (R-5 division), nuclear planning or quality assurance activities, nuclear repair divisions, or any other assignment associated with the operation, maintenance or supervision of a nuclear propulsion plant or assigned as an instructor at a nuclear training command.

(b) Per reference (c), Nuclear Propulsion Program personnel requiring alcohol rehabilitation (level III) treatment based on self or command referral (category D) will be assigned NEC code 3359/3389. Personnel in this category will be removed from propulsion plant duties immediately upon being identified as alcohol dependent, and the commanding officer will submit a recommendation to DCNO (MPTE) (N133D) for the 3359/3389 NEC code. All other categories of Nuclear Propulsion Program personnel diagnosed as alcohol dependent (category B or C) should be recommended for NEC code removal and, if applicable, disqualification from submarines, unless the command feels a disqualification waiver is warranted (category B).

(c) Limited duty personnel will be assigned a temporary NEC (3359/3389) until found fit for full duty. Limited duty is defined for this application as any medical or psychological condition which results in the member being found unfit for full duty, sea duty, submarine duty, or occupational exposure to ionizing radiation, as determined by cognizant medical authority (non-Undersea Medical Officers (UMOs) may make determination regarding fitness for full duty, but an UMO must make the determination of fitness for submarine duty and, a medical officer knowledgeable about the effects of ionizing radiation must make the determination of fitness for duty involving occupational exposure to ionizing radiation). Commands shall request assignment of the NEC 3359/3389 immediately upon being informed of a disqualifying condition by cognizant medical authority. When a member is assigned NEC 3359/3389, the member must concurrently be removed from all duties associated with the operation, supervision and maintenance of nuclear propulsion plant or as an instructor at a nuclear training command. Should a waiver of physical standards be requested, the member must retain NEC 3359/3389 during the processing of the waiver request.

(d) Assignment of NEC 3359/3389 is not to be used as a substitute for NEC removal because of lack of ability or unreliability. Personnel with an NEC of 3359/3389 will be considered as part of Navy's usable inventory of nuclear propulsion plant operators and are eligible for return to nuclear billets after DCNO (MPTE) (N133D) screening procedures described in reference (b) are completed. When assignment of a member to a non-nuclear billet is initiated:

3 Jun 09

1. DCNO (MPTE) (N133D) will initiate a change in NEC to 3359/3389 upon transfer of a nuclear propulsion plant operator to a non-nuclear billet at sea or ashore, or to duty under instruction including special college education programs.

2. The command to which the nuclear propulsion plant operator is attached at the time of receipt of orders to a non-nuclear billet shall make the following service record entry on NAVPERS 1070/613 Administrative Remarks (Page 13) at the time of transfer.

"(Rate/Name is being processed for change of NEC to 3359/3389. He/She shall not be reassigned to duty in connection with the supervision, operation and maintenance of a naval nuclear propulsion plant without prior approval by the DCNO (MPTE) (N133D); reference (b) applies."

(e) Reassignment or continuance of active nuclear propulsion plant operator or supervisor NECs to personnel serving in billets not associated with the operation of a nuclear propulsion plant:

1. Per reference (b), DCNO (MPTE) (N133D) screens the records of all nuclear propulsion plant operators completing tours of duty in assignments wherein proficiency as a nuclear propulsion plant operator cannot be maintained (i.e., in any billet other than in nuclear powered ships or land based prototypes) prior to assignment to duty involving nuclear propulsion plant operation. A periodic review will be conducted to determine if personnel away from an active nuclear propulsion plant operator billet have potential for future assignment to an active operator billet. For those personnel eligible to return, DCNO (MPTE) (N133D) will initiate NEC change from 3359/3389, if required, to the appropriate active nuclear propulsion plant operator or supervisor NEC at the time of reporting to an active nuclear billet. The effective date of the NEC change will be the date the member reports to the active billet.

2. Permanent change of station orders will require the command to which these personnel are attached at time of receipt of orders to make the following NAVPERS 1070/613 (Page 13) entry:

3 Jun 09

"Rate/Name is eligible for assignment to duty in connection with the supervision, operation, and maintenance of a naval nuclear propulsion plant. A change in NEC from _____ to _____ has been approved by the DCNO (MPTE) (N133D) and is being processed. The effective date of change in NEC will be the date of reporting to active billet."

3. Those personnel found unsuitable for reassignment as a nuclear propulsion plant operator will have all assigned nuclear NECs removed by DCNO (MPTE) (N133D). Notification of NEC removal will be made via naval message initiated by DCNO (MPTE) (N133D) and sent to the individual's current command. Reasons such as previous poor performance as a nuclear operator, poor supervisory skill, lack of achievement of supervisory qualifications, failure to maintain proficiency or demonstrated unreliability, are justification for NEC removal.

4. Personnel assigned NEC 3359/3389 will be screened by DCNO (MPTE) (N133D) prior to reassignment of an operator/supervisor NEC and to duty involving nuclear propulsion plant operation. To ensure the member is physically and psychologically qualified to be an operator/supervisor of a nuclear propulsion plant upon completion of a limited duty period, the following documentation must be submitted for review to DCNO (MPTE) (N133D) via the Immediate Superior in Command (ISIC) and TYCOM:

a. NAVMED 6100/1 Medical Board Report cover sheet which assigned the member to limited duty and all supporting documentation.

b. DD 2808 Report of Medical Examination with qualified or not qualified recommendations in block 74a for fitness for full duty and fitness for submarine duty (if applicable).

c. NAVMED 6470/13 Ionizing Radiation Exposure Examination with qualified or not qualified recommendations clearly documented for fitness for duty involving occupational exposure to ionizing radiation.

d. SF 600 Medical Record - Chronological Record of Medical Care which clearly and legibly states all of

the above qualifications will be acceptable in lieu of DD 2808 and NAVMED 6470/13 when signed by an UMO for submarine duty or a flight surgeon for CVN duty.

e. If the period of limited duty was based on a psychological problem, documentation forwarded for review must include a thorough history of the problem (stress reaction, personality disorder, suicidal ideation, etc.), treatment and resolution. Bureau of Medicine and Surgery will review all medical/psychological data as forwarded by the UMO or flight surgeon. DCNO (MPTE) (N133D) will notify COMNAVPERSCOM when the member is determined to be physically/psychologically qualified and eligible for reassignment to duty. When the member is eligible for reassignment, COMNAVPERSCOM will request proper availability be submitted. Upon return to duty, DCNO (MPTE) (N133D) will initiate a change from 3359/3389 to the appropriate active NEC.

5. Personnel assigned special NECs during alcohol rehabilitation (level III or IV) will forward, via their parent command, documentation supporting successful completion of level III or IV treatment with a NAVPERS 1221/6 directly to DCNO (MPTE) (N133D). After screening, DCNO (MPTE) (N133D) will initiate a change from 3359/3389 to the appropriate active NEC. Commands may submit the documents supporting NEC restoration following alcohol treatment via electronic mail, fax, naval message or telecopy direct to DCNO (MPTE) (N133D). DCNO (MPTE) (N133D) will notify the command (or ISIC if the ship is at sea) expeditiously, resolving restoration of the service member's active nuclear NEC and authorizing resumption of duties associated with the operation, maintenance or supervision of a naval nuclear propulsion plant. The individual command shall monitor the individual's progress during the after-care program.

b. Migration between Specialties

(1) Approval by DCNO (MPTE) (N133D) is required prior to assigning submarine personnel to surface warship nuclear billets, and vice versa. Approval of such recommendations will be considered on a case-by-case basis as determined by the needs of the service. Requests for such assignments shall clearly specify if a permanent NEC change is requested.

(2) ELTs. Changes from 3356, 3386, 3396 (ELT) to 3355, 3385, 3395 (Mechanical Operator) will normally not be approved.

c. NEC Removal. Removal of an NEC is an administrative action taken when a member's commanding officer considers the member no longer suitable for assignment to duties in the specialty represented by that NEC. A recommendation to remove an NEC shall not be submitted in lieu of appropriate disciplinary action. Since an NEC serves to identify a valued skill in the Navy's personnel inventory, requests from members for removal or change of nuclear NECs cannot be approved. Recommendations for removal of NECs identifying nuclear-trained enlisted personnel shall include sufficient information or justification concerning the recommendation. The information shall include the details and/or the specific description of events leading to the commanding officer's decision to recommend NEC code removal. Lack of motivation is not sufficient reason for removal of a nuclear NEC. In addition, a recommendation for removal of an individual's nuclear NEC shall be submitted when circumstances of demonstrated unreliability clearly indicate such a recommendation is necessary. Recommendations for removal of a nuclear propulsion plant operator or supervisor NEC should be submitted in the following cases:

(1) When personnel demonstrate they are unable to maintain proficiency as nuclear propulsion plant operators or supervisors while assigned to duty in connection with supervision, operation, and maintenance of nuclear propulsion plants, a recommendation for NEC removal shall be submitted. Failure to qualify within a reasonable period of time on all watchstations appropriate to a member's NEC and seniority in the nuclear propulsion plant to which assigned, or failure to requalify upon reassignment as required are also cause for NEC removal. Recommendations should include a brief summary of the individual's performance during shipboard training describing:

(a) The steps taken to evaluate and assist the member in qualifying or maintaining his proficiency; and

(b) Whether the member has performed the duties to the extent of the member's ability, and if not, what corrective measures have been taken (e.g., evaluations, advancement recommendations, letters of instruction, NAVPERS 1070/613 (Page 13 entries)).

3 Jun 09

(2) When personnel demonstrate a lack of reliability for assignment to duty in connection with supervision, operation, and maintenance of a nuclear propulsion plant due to a serious offense, repeated minor civil/military offenses, indebtedness, loss of eligibility for security clearance, and so forth, a recommendation for NEC removal shall be submitted. In the case an individual is convicted, in civil or military proceedings, of an offense classified as a felony, the submission of a recommendation for nuclear NEC removal is mandatory. Recommendations should include a summary of the individual's performance and action taken by the command (e.g., cancellation of security clearance, special evaluation, and recommendation for administrative discharge). The recommendation must also include the associated mast package as well as substantiate unreliability as a nuclear propulsion plant operator or supervisor and should clearly state why the individual is considered unreliable. When NEC removal is recommended for lack of reliability, commanding officers shall suspend access to classified information and report unfavorable information to the Director, Department of the Navy Central Adjudication Facility (DON CAF) in accordance with reference (d). Prior to initiating any Joint Personnel Adjudicating System (JPAS) incident reports required by reference (d), the commands shall contact the supervisor, special projects at DON CAF to ensure proper personnel receive required information to expedite processing of the request.

(3) When nuclear propulsion plant operators fail to qualify for the senior enlisted watchstation in the nuclear propulsion plant to which they are assigned within 6 months after being advanced to chief petty officer, recommendations for removal of nuclear NEC should include a summary of the individual's performance during shipboard training.

NOTE: Special circumstances (e.g., post-shakedown availability, selected restricted availabilities, medical or personnel issues) may arise where qualification cannot be completed within 6 months. In such cases, commanding officers may request an extension of qualification time of up to 6 months from DCNO (MPTE) (N133D). Requests should briefly include information on why qualification could not be achieved in the time period specified.

(4) In the case of nuclear-trained personnel identified as drug abusers, commanding officers will submit a recommendation for nuclear NEC removal. Submission by naval message (info ISIC for submarines) in lieu of NAVPERS 1221/6 is authorized. The recommendation must include the naval message identifying a positive sample, the drug which was abused, the method in which the abuse was detected (random urinalysis, command ordered urinalysis) and the commanding officer's statement that member is considered unreliable for supervision, operation and maintenance of naval nuclear propulsion plants due to having been identified as a drug abuser per reference (c).

(5) Whenever a recommendation has been made to remove the nuclear propulsion plant operator or supervisor NEC, the member shall not be assigned to duty in connection with supervision, operation, and maintenance of a nuclear propulsion plant until final action on the recommendation has been completed by COMNAVPERSCOM. When directed by the COMNAVPERSCOM, the following service record entry shall be made:

"NEC _____ has been removed. (Date/Name) is no longer eligible for assignment to duty in connection with supervision, operation, and maintenance of a naval nuclear propulsion plant. NEC code removal will result in the loss/recoupment of unearned Special Duty Assignment Pay and any applicable re-enlistment bonuses" Authority: COMNAVPERSCOM endorsement on NAVPERS 1221/6 of (Date)."

(6) All NAVPERS 1221/6 recommendations for NEC removal must be signed by the commanding officer. Recommendations for personnel assigned to submarines will be forwarded via the ISIC to DCNO (MPTE) (N133D). Recommendations for personnel assigned to surface ships will be signed by the commanding officer only and forwarded directly to DCNO (MPTE) (N133D). By direction authority signatures are not acceptable.

(7) Personnel who were previously nuclear trained and had their nuclear NEC codes removed will be required to submit a forced conversion package. The personnel must be removed from all present and future duties related to the operation, supervision, and maintenance of nuclear propulsion plants. Specifically, these personnel shall not be assigned to

radiological control divisions, nuclear repair divisions, nuclear planning divisions, or quality assurance divisions at nuclear repair activities.

(8) If the member will be administratively separated in conjunction with NEC removal, a personnel separation code specifying the reason for discharge will be recorded on the DD 214 Certificate of Release of Discharge from Active Duty in accordance with reference (e). Some example separation codes include: GFV - Medical Disability, Recommended by an Administrative Board; HFX - Personality Disorder, Non-Disabling, Administrative Board Waived; JKA - Pattern of Misconduct, Not entitled to Administrative Board; KPD - Alcohol Rehabilitation Failure, Voluntary Separation. The status of these actions shall be reported in the recommendation for removal of NEC.

d. Verification of Effective Nuclear Propulsion Plant Operator NEC. In cases of uncertainty on the part of commands with nuclear billets authorized regarding the current nuclear propulsion plant operator or supervisory NEC status of personnel, DCNO (MPTE) (N133D) should be contacted for clarification.

5. Records Management. Records created as a result of this instruction, regardless of media and format, shall be managed per Secretary of the Navy (SECNAV) Manual 5210.1 of November 2007.

6. Forms and Report Control

a. Forms

(1) SF 600 Medical Record - Chronological Record of Medical care is available electronically on the GSA Forms Website:

<http://www.gsa.gov/Portal/gsa/ep/formslibrary.do?formType=SF>.

(2) DD Form 2808 Report of Medical Examination is available electronically from the DoD Forms Website:

<http://www.dtic.mil/whs/directives/infomgt/forms/formsprogram.htm>.

(3) The following forms are available electronically from Naval Forms OnLine:

<https://navalforms.daps.dla.mil/web/public/home>.

(a) NAVPERS 1221/6 Navy Enlisted Classification Change Request.

(b) NAVPERS 1070/613 Administrative Remarks.

(4) NAVMED 6100/1 Medical Board Report Cover Sheet is available through Medical Board Online Tracking System (MedBOLTT) accessible at <https://medboltt.med.navy.mil/>.

(5) NAVMED 6470/13 Medical Record - Ionizing Radiation Medical Examination is available electronically from the "Forms" tab at:
<http://navymedicine.med.navy.mil/default.cfm?selTab=Directives>.

b. Reports. Reports contained within this instruction are exempt from report control symbols per SECNAV Manual 5214.1.



M. E. FERGUSON, III
Vice Admiral, U.S. Navy
Deputy Chief of Naval Operations
(Manpower, Personnel, Training
and Education)

Distribution:

Electronic only, via Department of the Navy Issuances Web site
<http://doni.daps.dla.mil/>