



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

OPNAVINST 1430.4B  
N13

**FEB 05 2009**

OPNAV INSTRUCTION 1430.4B

From: Chief of Naval Operations

Subj: NAVY RECRUITER MERITORIOUS ADVANCEMENT PROGRAMS

Ref: (a) COMNAVCRUITCOMINST 1430.7A  
(b) Recruiter Incentives Decision Paper approved by  
CNP 15 Feb 93 (NOTAL)  
(c) BUPERSINST 1430.16F  
(d) OPNAVINST 6110.1H

1. Purpose. To formalize policy on the meritorious advancement programs for the Commander, Navy Recruiting Command (COMNAVCRUITCOM) Enlisted Recruiter of the Year (EROY) program and Recruiter Command Advancement Program (RCAP).

2. Cancellation. OPNAVINST 1430.4A

3. Background. The EROY program was established to recognize one outstanding Active Component (AC) and one Reserve Component (RC) recruiter based on their production attainment and overall contribution to the Navy recruiting mission. The Navy RCAP was established by Chief of Navy Personnel and Chief of Navy Reserve to provide meritorious promotion opportunities for AC and RC recruiters and recruiting support personnel, and to increase the quantitative and qualitative accessions into the AC and RC. EROYs and RC recruiting personnel will be advanced under the authority of this instruction. AC recruiting personnel will be advanced per references (a) and (b).

4. Eligibility for EROY

- a. Must be in paygrades E6 and below.
- b. Must meet required Time-in-Rate (TIR) for advancement to the next higher paygrade per reference (c).
- c. Must pass the latest Physical Fitness Assessment (PFA) and meet the health and physical readiness requirements outlined in reference (d).

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d. COMNAVCRUITCOM may issue supplemental instructions establishing selection criteria.

5. Eligibility for RCAP

a. Must be in paygrades E6 and below.

b. Must meet required TIR for advancement to the next higher paygrade per reference (c).

c. E6 and below candidates must have passed the most recent Navy-wide advancement examination.

d. E7 candidates must be selection board eligible from most recent Navy-wide cycle.

e. Must pass the latest PFA and meet the health and physical readiness requirements outlined in reference (d).

f. Career Recruiting Force (CRF) (Navy Enlisted Classification (NEC) 2186) personnel are excluded with the exception of those personnel selected for conversion to CRF within the current fiscal year.

6. Action

a. COMNAVCRUITCOM shall manage the Navy EROY and RCAP programs and will:

(1) Establish a recruiting personnel incentive system to determine those most deserving of meritorious advancement.

(2) Forward to Navy Personnel Command, PERS-812 (Reserve Enlisted Career Programs), selection for AC and RC EROY for issuance of advancement authorization. The Chief of Naval Personnel will issue the appropriate authority.

(3) Request the number of authorized quotas for RC recruiting personnel from Bureau of Naval Personnel, BUPERS-3210 (full time support enlisted community manager), no later than 1 October of each year. The total number of quotas will not exceed the total number of recruiting districts.

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(4) Submit the top RC recruiting personnel to PERS-812 who satisfactorily meet all eligibility requirements as set forth in references (a), (c), and (d) no later than 31 December of each year for advancement authorization.

(5) Ensure command inspections include a review of advancements authorized under the provisions of this instruction.

b. Commanding officers will:

(1) Ensure recruiting personnel nominated for meritorious advancement meet all eligibility requirements as set forth in references (a) through (d).

(2) Forward AC and RC recruiting personnel nominated for meritorious advancement to COMNAVCRUITCOM N1 per dates delineated in reference (a).

(3) Advance RC candidates to approved higher paygrade per authorization letter promulgated by PERS-812.

(4) Advance AC candidates to approved higher paygrade per reference (a).

(5) Ensure RCAP candidates advanced to paygrade E4 or E5 have a TIR date of 1 January and an effective date of 16 January of the following calendar year.

7. Records Management. Records created as a result of this instruction, regardless of media and format, shall be managed in accordance with Secretary of the Navy Manual 5210.1.



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