



DEPARTMENT OF THE NAVY
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OPNAVINST 1500.77
N15
14 Dec 09

OPNAV INSTRUCTION 1500.77

From: Chief of Naval Operations

Subj: LEARNING AND DEVELOPMENT ROADMAP FOR ENLISTED SAILORS

1. Purpose. To establish policy for the development, utilization and maintenance of the Learning and Development Roadmaps (LaDRs) for enlisted Sailors. LaDR supports all enlisted active and reserve component military members and is a valuable tool for recruiting, advancement and retention.

2. Background. Navy total force strategic vision addresses the need to anticipate Navy warfighting needs; identify associated personnel capabilities; and recruit, develop, manage and deploy Sailors in an agile and cost-effective manner. The LaDR supports this vision and provides a tool Sailors can use as they seek to accomplish both professional and personal goals in their Navy careers. LaDRs are a valuable tool for counseling and shall be used as leaders guide the development of our Sailors.

3. Policy

a. The LaDR is a comprehensive career guide for enlisted personnel listing learning and development objectives, and milestones for the completion of these objectives by paygrade and rating.

b. LaDRs will be used to:

- (1) Align required skills with individual career goals.
- (2) Aid recruiters and serve as an informational resource, giving applicants a guide for success in their prospective rating.
- (3) Provide Sailors a well-defined path to advancement, complete with directions for using required and recommended resources.
- (4) Improve retention through career counseling and deck-plate leadership.

c. LaDRs will be reviewed annually and updated as required.

4. Action

a. Deputy Chief of Naval Operations, (Manpower, Personnel, Training and Education) (CNO (N1)) shall:

(1) Provide overall policy and resources for the execution of the enlisted learning and development strategy.

(2) Establish metrics and performance measures that assess the effectiveness of the program to include Sailor feedback, impact to Sailor workday, level of effort required to complete objectives, success rates, and impact to advancement and retention.

b. Fleet Commanders/Type Commanders/Training Commanders shall:

(1) Ensure distribution of LaDRs to every enlisted paygrade at all commands and encourage participation by leadership and Sailors alike.

(2) Review and provide feedback to Naval Education Training Command (NETC) for validity and relevance of resource information.

c. NETC shall:

(1) Act as the executive agent for the LaDR program and ensure LaDRs are introduced to Sailors after classification at Recruit Training Command.

(2) Manage the development, approval, and implementation of all LaDRs.

(3) Coordinate with organizations both within and external to Navy total force (Navy medicine, Manpower Personnel Training and Education Command and Navy Nuclear Power Training Command) in the integrated development of LaDRs.

(4) Ensure required and recommended skill training is identified for display within future Sailor competency models.

(5) Monitor metrics to assess program effectiveness and provide annual feedback to Director, Total Force Acquisition, Education, and Training Division (OPNAV (N15)).

(6) Ensure annual reviews are conducted and LaDRs updated as required.

d. Commander, Navy Personnel Command shall:

(1) Coordinate with NETC in the development of all LaDRs.

(2) Provide data to support formal metrics and performance measures as requested by NETC.

e. Commander, Navy Recruiting Command shall:

(1) Update the Delayed Entry Program (DEP) section of Navy Knowledge Online (NKO) as required.

(2) Provide DEP start guide to all DEP personnel.

(3) Mentor and train DEP personnel.

f. Commanding officers and officers in charge shall:

(1) Ensure all Sailors are provided access to the current LaDR.

(2) Provide information and counseling that encourages Sailors to make maximum use of all programs and opportunities in their LaDR.

(3) Ensure Sailors submit official college transcripts or other course personnel qualification standards (PQS) documentation to their command, or certifying organization for inclusion into their Sailor/Marine American Council on Education Registry Transcript (SMART), electronic service record (ESR) and electronic training jacket (ETJ).

g. Command Leadership Team, consisting of the commanding officer, executive officer, command master chief/senior enlisted leader and senior enlisted personnel shall:

14 Dec 09

(1) Ensure Sailors appearing before the career development board have their LaDR reviewed.

(2) Advise and counsel Sailors on the significance of personal and professional development to job performance and career development.

(3) Encourage Sailors to pursue professional credentials, advanced education, and qualifications.

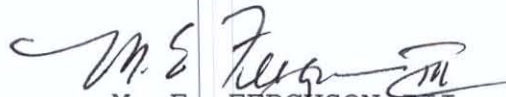
h. Sailors shall:

(1) Use the LaDRs as a guide to career development and success.

(2) Provide relevant feedback on the LaDR via chain-of-command and NKO Enlisted Learning and Development Strategy page.

(3) Submit official college transcripts and any other course PQS documentations to their command, or certifying organization for inclusion into their SMART, ESR, and ETJ.

5. 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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