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Assistance for Sailors Selected for Separation by the Enlisted Retention Board

"No one is eager to separate Sailors who voluntarily took an oath to serve our nation and our Navy. The Navy will provide additional transition services to affected Sailors to help build on their skills, success, and training acquired during their Navy careers to succeed in the civilian job market."

– Master Chief Petty Officer of the Navy Rick D. West

As a result of record-high retention and low attrition among active duty Sailors, the Navy conducted a focused Enlisted Retention Board (ERB) for 31 specific ratings that were more than 103% manned. The ERB was designed to balance the force in terms of seniority, experience and skills, and to improve overall advancement opportunity. In addition to the wide range of transition assistance benefits already afforded to Sailors who separate, the Navy is providing several enhanced transition assistance benefits to ERB separating Sailors.

Transition Assistance Benefits for All Sailors

- [Transition Assistance Program](#) (TAP) workshop, and other educational, financial and separation counseling programs are offered at Commander, Navy Installations Command's [Fleet and Family Support Centers](#).
- [Office of Civilian Human Resources](#) (OCHR) and the Naval Sea Systems Command (NAVSEA) ["Shipmates to Workmates"](#) initiative actively assists Sailors with job searches, resumes and applications for federal careers which could include Navy commands such as NAVSEA, NAVAIR, SPAWAR, NAVFAC and CNIC.
- Qualified Sailors are offered the opportunity to compete for a [Selected Reserve](#) quota.

All Sailors separating involuntarily are eligible for temporary duty for job hunting; [Transitional TRICARE coverage](#) for six months and the option to purchase health care coverage through the [Continued Health Care Benefit Program](#); commissary and exchange benefits for two years after separation; and involuntary separation pay.

Enhanced ERB Transition Assistance and Outreach

A reference guide of ERB-related benefits is available on the Navy Personnel Command (NPC) website <http://www.public.navy.mil/bupers-npc/boards/ERB/Pages/default2.aspx>.

- Targeted Outreach - ERB separating Sailors will receive individual assistance from the [Navy Reserve Career Transition Office](#) (CTO), OCHR Employment Information Center (EIC), "Shipmates to Workmates" program, and a contract outplacement service beginning in January 2012 which will provide pre-separation transition coaching, resume writing, job interview preparation and job search assistance.
- TAP attendance will be mandatory for all Sailors separating by the ERB.
- [Navy Credentialing Opportunities On-Line](#) (COOL) will approve waivers for Sailors with less than one year remaining on active duty to allow Sailors time to obtain civilian licenses and certifications aligned with their job or rating prior to their transition.
- Sailors assigned overseas or currently on deployment will be afforded a minimum of 60 days in the continental United States prior to separation to ease their transition into the civilian sector.

Key Messages	Facts & Figures
<ul style="list-style-type: none"> • Our people have served honorably. The Navy is committed to doing all it can to help ERB-affected Sailors transition. • Enhanced transition services aim to help ERB separating Sailors succeed in the civilian job market. • We must keep our Sailors as informed as possible regarding their benefits so they have the information needed to make the best decisions they can for themselves and their families. 	<ul style="list-style-type: none"> • The ERB reviewed the records of approximately 16,000 active duty Sailors from 31 specific ratings that are more than 103% manned. • Prior to the Aug. 15 deadline, Navy Personnel Command received roughly 2,000 applications for conversion to undermanned ratings. • Sailors and families can contact NPC at 1-866-U-ASK-NPC with their questions about the ERB and transition benefits.