Billet Based Distribution Activity Manning Manager Training

PERS-4013: updated 11 Feb 2016

Mission First… Sailors Always

BBD Basic Info

- **New capability which modernizes enlisted distribution processes and functionality**
  - Assigns sailors to billets, like officers
  - Modernizes distribution systems
  - Resides within CMS-ID framework (web-based)

- **Focused on improving the enlisted demand signal provided to distribution managers**
  - New tools for Activity Manning Managers
    » Replaces the EDVR
  - Greater efficiency for ISIC, TYCOM, MCA and NPC distribution managers

- **Minimal impact to individual Sailors**

Why Do We Need It?

- **Previous enlisted requisition system used the Navy Manning Plan (NMP) which was built to support SORTS readiness reporting**

  - Fair share distribution of available inventory

  - Did not provide accurate demand signal to support DRRS-N and Fit/Fill measured to (BA) from Activity Manpower Document

- **BBD provides a requisition which matches readiness requirements**

  - Updated priority algorithm determines "who gets advertised"

- **Allows for improved Fit, both rating and NEC/CNEC**

  - Necessary to support OFRP, especially Critical NEC Fit

  - Supports manning for all units to meet a minimum level of manning, not just focused on deployers

BBD Desired Effects

- **Transparency**
  - » Access to accurate/detailed enlisted manning information in one system
  - » Provides visibility to all alignments, vacant positions, and excess Sailors (including students and transients)
  - » Allows command and fleet level users to view basic and "deep-dive" reports

- **Timeliness**
  - » Allows fleet personnel managers access to the most current info available

- **Distribution Efficiency**
  - » Provides a **Quality of Alignment (QoA)** score for each alignment.
  - » System designed to improve QoA scores across the Navy over time.

- **Ease of Use**
  - » Eliminates the need for managing the cumbersome Enlisted Distribution Verification Report (EDVR); function will be handled via BBD
  - » More intuitive system for novice and expert personnel managers

What Does BBD Provide?

- **Functionality:**
  - Automatic alignment of all Sailors to billets (BIN displayed as BSC/UIC)
  - Manual alignment override capability
  - Billet level requisition
    - » All NECs and FACs visible
  - Fleet facing; development of various user roles

- **Reports:**
  - Detailed reports using canned and ad hoc capability
  - Special pay validation

- **Upgraded interface**
  - Flexibility for adding additional capability
  - Improved, more intuitive interface

Training and Implementation

- **Training Plan:**

  - BBD basic familiarization training has been ongoing for two years

  - BBD training for the upcoming deployment started in earnest Fall CY14
    - » Manning workshops, policy summits, Fleet visits, DCO events

  - Detailed training started in June (awaiting final EDVP Manual and User Guide)
    - » Fleet visits, DCO/DCS events, visits to NPC, on-line training aides/website

- **Implementation Plan:**

  - Command baseline setting for every Navy activity commenced November 2015
    - » All commands had a preliminary baseline alignment set,
    - » ~75% of commands responded with input into the baseline alignment

  - ***BBD deployed in Feb 2016***

Activity Manning Manager

Command daily/weekly/monthly tasks promulgated via the Enlisted Distribution Verification <u>Process</u> instruction

Anticipated tasks (not all inclusive):
- Review of billet and/or sailor changes (informational flags)
- Review of unaligned sailors
- Request manual re-alignments (contact PERS-4013)
- DNEC review
  - Will impact alignment of closed loop personnel, NEC Fit
- Review of prospective gain/loss report
- Review of gapped NEC reports
- Management of special pays
- Review PRD accuracy

How Can the Fleet Help?

- **Ensure Activity Manpower Documents are accurate.**

- **Review MPM articles and USFF/NPC Inst. 1300.1A.**
  - Make yourself knowledgeable in current processes

- **Complete PERSMARS and PERSMAR SITREPS on time**
  - Ensure DNECs are correct
  - Ensure NECs are awarded and show in system correctly
  - Fix incorrect or blank PRDs

- **Sailors review their info for accuracy (WNFY on BBD webpage)**

- **Engage with PERS-4013 Placement Coordinator**

- **Visit BBD webpage periodically for updates**

More Information

- **To find out more about BBD:**

  - Visit Billet Based Distribution page on NPC website:

    http://www.public.navy.mil/bupers-npc/enlisted/billet_based/Pages/default2.aspx

    » More info and training items will be added as we approach delivery

  - Contact your command's Placement Coordinator (PC) in PERS-4013

  - Contact your TYCOM N1 staff via your corresponding ISIC.