

RAAUZYUW RUEWMCS0581 1031240-UUUU--RUENAVY RUENCGU RUHQCN.
ZNR UUUUU
R 121302Z APR 04
FM PTC EMAIL SYSTEM WASH DC
INFO RUENAVY/CNO EMAIL CUSTOMER//NAVY IPO/NAVINGEN WASHINGTON DC/
NAVAUDSVC/CNOONIPRDA//
R 121240Z APR 04 ZYB MIN
FM CNO WASHINGTON DC//N1//
TO NAVADMIN
BT
UNCLAS //N01080//
NAVADMIN 084/04
MSGID/GENADMIN/CNO WASHINGTON DC/N1/APR//
SUBJ/INDIVIDUAL PERSONNEL TEMPO (ITEMPO) PROGRAM UPDATE//
RMKS/1. REQUEST WIDEST DISSEMINATION TO ALL CO, XO, OIC, ADMIN/
PERSONNEL OFFICERS, AND ITEMPO COORDINATORS. THIS NAVADMIN
REITERATES CURRENT REQUIREMENTS AS WELL AS CHANGES TO THE ITEMPO
PROGRAM.
2. THE NEED FOR ACCURATE ITEMPO DATA CANNOT BE OVERSTATED. IT IS
ESSENTIAL THAT NAVY LEADERS BECOME PERSONALLY INVOLVED TO ENSURE THE
ACCURATE AND TIMELY REPORTING OF THIS DEPLOYMENT DATA.
A. ALL COMMANDS AND ACTIVITIES ARE REQUIRED TO CONTINUE
REPORTING ITEMPO EVENTS AND MANAGE THE ITEMPO PROGRAM FOR ALL
ASSIGNED SAILORS PER NAVADMINS 255/00, 068/01 AND 031/02. NO
COMMAND OR ACTIVITY IS EXEMPT FROM THIS REQUIREMENT.
B. ALL CO'S AND UNIT ITEMPO COORDINATORS SHALL CONDUCT REGULAR

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DETAILED REVIEWS OF THE ITEMPO COUNTERS FOR EACH MEMBER USING ITEMPO
DAILY FEEDBACK AND WEEKLY STATUS REPORTS SENT TO EACH UNIT'S MAILBOX
IN BUPERS ONLINE (BOL).
3. AS THIS PROGRAM CONTINUES TO EVOLVE, A NEW REQUIREMENT TO REPORT
THE DEPLOYMENT GEOGRAPHIC LOCATION FOR EACH SAILOR HAS BEEN
IDENTIFIED. THIS REQUIREMENT IS IN SUPPORT OF ROUTINE MILITARY
MEDICAL SURVEILLANCE ACTIVITY DURING MAJOR DEPLOYMENTS.
ACCORDINGLY, EVERY ITEMPO EVENT WILL REQUIRE THE INCLUSION OF A
"DUTY UIC." DUTY UIC INFORMATION WILL BE MATCHED WITH OPERATIONAL
UNIT DEPLOYMENT/SHORE INSTALLATION INFORMATION TO PROVIDE DOD WITH
THIS IMPORTANT LOCATION DATA.
4. THERE IS A DIFFERENCE BETWEEN DUTY UIC AND PERMANENTLY ASSIGNED
UIC. PERMANENTLY ASSIGNED UIC IS DEFINED AS THE UNIT TO WHICH THE
SAILOR IS PERMANENTLY ASSIGNED. DUTY UIC IS DEFINED AS THE UNIT
AT/IN WHICH A SAILOR IS ACTUALLY PERFORMING DUTY IN A DEPLOYED
STATUS (E.G., SHIP, SQUADRON, EMBARKED UNIT, SEABEE BATTALION) OR
TEMPORARY ADDITIONAL DUTY (TAD) ASSIGNMENT.
5. FOR SPECIFIC PROCEDURAL GUIDANCE (INCLUDING IMPLEMENTATION
TIMEFRAME, UPDATES, FAQs, EXAMPLES, ETC.), GO TO THE ITEMPO SECTION
OF EITHER THE NPC HOME PAGE (WWW.PERSNET.NAVY.MIL) OR BUPERS ONLINE

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(BOL) (WWW.BOL.NAVY.MIL).
6. FOR QUESTIONS REGARDING ITEMPO POLICY, CONTACT N130C AT
(703) 695-3316/DSN 225, EMAIL: NXAG_N13T4@NAVY.MIL.

7. FOR QUESTIONS REGARDING PROCEDURES, CONTACT THE ITEMPO HELP DESK
AT (901) 874-4717/DSN 882. EMAIL: ITEMPO@PERSNET.NAVY.MIL.
8. RELEASED BY VADM G. L. HOEWING, N1.//
BT

RAAUZYUW 0921423-UUUU--.

ZNR UUUUU

R 011423Z APR 04

FM CNO WASHINGTON DC//N1//

TO NAVADMIN

BT

UNCLAS //N01080//

NAVADMIN

CNP DECISION

APPROVED: _____

DISAPPROVED: _____

COMMENTS.

1. Include in ~~next~~ ^{next} ~~monthly~~ ^{monthly}

2. Do we have a process to ID ~~and~~ ^{and} ~~from~~ ^{from} all commands to comply?



MSGID/GENADMIN/CNO WASHINGTON DC/-/APR//

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A. ALL COMMANDS AND ACTIVITIES ARE REQUIRED TO CONTINUE REPORTING ITEMPO EVENTS AND MANAGE THE ITEMPO PROGRAM FOR ALL ASSIGNED SAILORS PER NAVADMINS 255/00, 068/01 AND 031/02. NO COMMAND OR ACTIVITY IS EXEMPT FROM THIS REQUIREMENT.

B. ALL CO'S AND UNIT ITEMPO COORDINATORS SHALL CONDUCT REGULAR DETAILED REVIEWS OF THE ITEMPO COUNTERS FOR EACH MEMBER USING ITEMPO DAILY FEEDBACK AND WEEKLY STATUS REPORTS SENT TO EACH UNIT'S MAILBOX IN BUPERS ONLINE (BOL).

3. AS THIS PROGRAM CONTINUES TO EVOLVE, A NEW REQUIREMENT TO REPORT THE DEPLOYMENT GEOGRAPHIC LOCATION FOR EACH SAILOR HAS BEEN IDENTIFIED. THIS REQUIREMENT IS IN SUPPORT OF ROUTINE MILITARY

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8. RELEASED BY VADM G. L. HOEWING, N1.//

BT

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NNNN



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

IN REPLY REFER TO

ACTION MEMO

23 March 2004

FOR: DEPUTY CHIEF OF NAVAL OPERATIONS (MANPOWER AND PERSONNEL)

FROM: RADM G. L. TALBOT, JR., Director, Military Personnel Plans and Policy Division (N13)

[Handwritten signature] 3/27/04

SUBJECT: ITEMPO NAVADMIN

- Release ITEMPO NAVADMIN (TAB A), announcing a new deployment location reporting requirement and reiterating the importance of ITEMPO data fidelity.
- USD(P&R) directed the Services to report individual deployment location information to support DoD health surveillance initiatives (TAB B).
 - To meet this requirement, Navy is expanding its ITEMPO reporting policies to include a "deployment duty UIC" data element.
 - New data element will be matched with unit deployment location information (by UIC) provided by N3/5 to the Defense Manpower Data Center (DMDC).
- Additionally, TAB A reiterates the importance of accurate ITEMPO reporting and validation to unit leaders.
- The delay in implementation is due to extensive software modification and testing.
- All websites and POC information has been verified.

COORDINATION: None.

Attachments:

As stated

Prepared by: CDR K. Reed, DCNO N130C, 614-5565

N1 _____
 N1B _____
 EA _____
 DEA _____ (I)
 N1S 34/1

CHOP	MCPON	PERS-7	PERS-33	00P	00L
DATE	<i>[Signature]</i> 10/06/03	<i>[Signature]</i>	<i>[Signature]</i> 1/6/27	<i>[Signature]</i> 9/30/03	<i>[Signature]</i> 9/30/03

[Handwritten notes]
 3/21/04
 04Ustaff-000946F

PERSONNEL AND
READINESS**UNDER SECRETARY OF DEFENSE
4000 DEFENSE PENTAGON
WASHINGTON, D.C. 20301-4000**

APR 10 2003

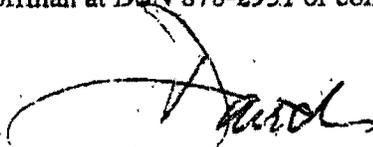
MEMORANDUM FOR VICE CHIEF NAVAL OPERATIONS**SUBJECT: Reporting of Personnel Data Supporting Contingencies and In-Theater Locations**

The ability to provide accurate reporting of Active Duty, Reserve and Guard members by contingency operation and location, to include in-theater location, remains a high priority of Secretary Rumsfeld and Secretary Principi. In addition, GAO is currently conducting an assessment (Code 350216) on DoD's Deployment Health Surveillance Program. Thank you for your support of the Defense Manpower Data Center (DMDC) Deployment and Mobilization Working Group held on 12-14 March 2003. The representatives you sent were very supportive to our efforts. Your continued support is imperative to ensure that the Department does not repeat the lessons learned from the previous Gulf War.

As a follow on to this initial meeting, thank you for providing the Navy Reserve mobilization data to DMDC weekly. Daily submissions would even better serve your sailors and their families. Your support in identifying operational location data that can be sent to DMDC is also critical. I recognize that your Operations community support, in coordination with CJCS and the Combatant Commands, will be required to provide detailed location data. Request your staff investigate the ability to associate personnel with the units that are tracked in the Operations community as a potential source for more detailed locations of members. It will greatly facilitate the Department's need to capture and maintain deployment information for health surveillance purposes, should this be viable. My staff is working with yours to address any security classification issues associated with this reporting requirement.

The DMDC is my custodian of this mobilization and deployment data. The information is used to determine a member's individual and family medical benefits and to support health surveillance activities during and post deployment. The Department of Veterans Affairs requires it to support military veterans and retirees, the Joint Chiefs of Staff for personnel asset visibility and the Office of Secretary of Defense for statistical analyses.

Your continued support of both the operational and personnel communities in working through this high visibility requirement is greatly appreciated. Let me know if you require my assistance justifying additional resources to make this happen. Changes required to your existing personnel systems to meet this requirement will be supported as "essential." My point of contact is Kris Hoffman at DSN 878-2951 or commercial (831) 583-2400.


David S. C. Chu

Reed, Katharine CDR

From: Buchschacher, Mary V
Sent: Friday, June 27, 2003 10:25
To: Reed, Katharine CDR
Subject: FW: ITEMPO NAVADMIN

Here is CIO's endorsement.

V/R,
 Mary

-----Original Message-----

From: Wikenheiser, David A
Sent: Friday, June 27, 2003 5:13
To: Buchschacher, Mary V; Higgs, Michael J
Cc: Evans, Doris; Sorce, John Joseph; Duley, Robert A CIV; Williams, Gale CIV; Higgs, Michael J; Wikenheiser, David A
Subject: RE: ITEMPO NAVADMIN

OK, BUPERS CIO. Dave W

-----Original Message-----

From: Buchschacher, Mary V
Sent: Thursday, June 26, 2003 15:16
To: Higgs, Michael J; Wikenheiser, David A
Cc: Evans, Doris
Subject: FW: ITEMPO NAVADMIN
Importance: High

Misters Wikenheiser and Higgs,

Please disregard the previously send message on this issue (Wed 25 Jun). Attached is the revised NAVADMIN announcing the "Duty UIC/location" data, which now needs to be tracked via ITEMPO. It also reiterates the need to track ITEMPO events, as well as to validate and clean up each unit's data. After reviewing, the fleet requirements are stated correctly and it does not pin us down to a particular implementation date (it also gives us room for minor system changes before implementation by referring the fleet to the ITEMPO homepage for directions on application usage and implementation dates).

Although the application was to be completed to begin functional testing by Tuesday by both SPAWAR ITC New Orleans and Wash detachment, there have been some delays. The Wash Detachment underestimated the amount of system changes involved both in the online and offline versions. (Also, N13 and Pers-3 have made a request for changes from their original Functional Requirements, which adds a couple of days for the screen changes.) Functional testing of the online application will begin today within a test environment. In today's teleconference there was discussion on delaying changes to the Offline application to include the ITEMPO 2 changes (N13 and Pers-3 must review the issue.)

Recommend we approve the NAVADMIN as it now is written.

V/R,
 Mary

-----Original Message-----

From: Reed, Katharine CDR
Sent: Thursday, June 26, 2003 12:16
To: Newcoste, Shawn G YNCS; Buchschacher, Mary V
Cc: Mcdonald, Michael L CIV
Subject: FW: ITEMPO NAVADMIN
Importance: High

6/27/2003

Senior, Mary,
Hopefully, the third time is the charm. Request chop on ESM.

K. A. REED
CDR USN
N130
Pay and Allowances
703.614.5565

-----Original Message-----

From: Mcdonald, Michael L CIV
Sent: Thursday, June 26, 2003 12:40
To: Reed, Katharine CDR
Subject: FW: ITEMPO NAVADMIN
Importance: High

Kathy,

Here's the NAVADMIN, V1.3, with all changes incorporated. I agree with Mary's comments below regarding grammar and modified the paragraph in question to reflect this. If you concur with this version, we need to get to the NPC folks for their chop as Jeri requests.

VR/Mike

-----Original Message-----

From: Buchschacher, Mary V
Sent: Thursday, June 26, 2003 9:04
To: Newcoste, Shawn G YNCS; Reed Kathy (E-mail); Mcdonald, Michael L CIV
Subject: RE: ITEMPO NAVADMIN

I agree with the addition of the word unit in paragraph #4, but think the original comma in the next sentence starting " While the inclusion....some units, this is necessary.." is the most grammatically correct format. Also, agree with the changes by CDR Reed. It makes our requirement to the fleet clearer.

Are we ready to get approval from our chain?

Thanks
V/R,
Mary

-----Original Message-----

From: Newcoste, Shawn G YNCS
Sent: Wednesday, June 25, 2003 16:18
To: Reed Kathy (E-mail); Mcdonald, Michael L CIV; Buchschacher, Mary V
Subject: FW: ITEMPO NAVADMIN
Importance: High

My input is attached. Enough for the policy message but I guess we still need to discuss offline on how this will work procedurally. Thanks.

V/R,

YNCS(SW) Shawn G. Newcoste
Navy ITEMPO Functional Manager for

Procedures and Pay (P33C)
NPC Military Training Coordinator
Comm: (901) 874-4890 DSN: 882-2640
Fax: (901) 874-2640 DSN: 882-2640

"ONE NAVY, ONE TEAM"

-----Original Message-----

From: Reed, Katharine CDR
Sent: Wednesday, June 25, 2003 13:40
To: Newcoste, Shawn G YNCS; Buchschacher, Mary V
Cc: Mcdonald, Michael L CIV
Subject: ITEMPO NAVADMIN
Importance: High

Senior, Mary,
How is this? VR KAR