

ENLISTED DUTY PREFERENCES

PRIVACY ACT STATEMENT The authority to request this information is contained in 5 USC 301 Department Regulations. The principal purpose of the information is to enable you to make known what you want for a future duty assignment. The information will be used to assist officials of the Department of the Navy in determining your future duty assignment. Completion of the form is mandatory, failure to provide required information may result in no consideration of your desires for a future duty assignment.

<input type="text"/> Social Security Number	RatingRate _____	Date Submitted (YYMMDD) _____	<input type="text"/> UIC	COMMAND/DIVISION CAREER COUNSELOR'S INITIALS _____
<input type="text"/> Last Name (First five letters in blocks)	<input type="text"/> First Name	<input type="text"/> M.I.		

 -Rank in order of desirability (1, 2, 3)

Sea Overseas Shore
 -Indicate whether LOCATION (L) or TYPE duty (T) is more important.

S E A	1st Choice	2nd Choice	3rd Choice
	Location <input type="text"/> Duty/Activity type <input type="text"/>	Location <input type="text"/> Duty/Activity type <input type="text"/>	Location <input type="text"/> Duty/Activity type <input type="text"/>

O V E R S E A	1st Choice	2nd Choice	3rd Choice
	Location <input type="text"/> Duty/Activity type <input type="text"/>	Location <input type="text"/> Duty/Activity type <input type="text"/>	Location <input type="text"/> Duty/Activity type <input type="text"/>

S H O R E	1st Choice	2nd Choice	3rd Choice
	Location <input type="text"/> Duty/Activity type <input type="text"/>	Location <input type="text"/> Duty/Activity type <input type="text"/>	Location <input type="text"/> Duty/Activity type <input type="text"/>

School Preferences: <input type="text"/> (Write in school or code from TRANSMAN, Chapter 25, e.g., HM LAB or 3393)	Volunteer <input type="checkbox"/>	Last Deployment: When returned <input type="text"/> Mo. <input type="text"/> Yr. Length <input type="text"/> Mos. Where <input type="text"/> Location Code
Duty willing to extend for: Duty type (Code) <input type="text"/> Location (Code) <input type="text"/>		DEPLOYMENT LOCATION CODES: 7FLT - 7th Fleet MEST - Mid-East MED - Mediterranean INDO - Indian Ocean CARB - Caribbean SOAM - South America NEUR - North Europe ANT - Antarctic

Career Intentions: <input type="checkbox"/> Code: Place one of these in block at left	R - Reenlist at EAOS P - Ext onboard Present Duty Station E - Extension at EAOS	U - Uncertain D - Discharge at EAOS F - Fleet Reserve/Retire	<input type="text"/> Number of months for desired ext/treen.
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Marriage/Dependents (Ages) STATUS <input type="checkbox"/> M - Married <input type="checkbox"/> S - Single <input type="checkbox"/> D - Divorced <input type="checkbox"/> W - Married, Spouse Working <input type="checkbox"/> P - Single Sponsor	Location Code <input type="text"/>	Primary Dependents <input type="text"/> M F <input type="text"/> M F <input type="text"/> M F Ages 0-4 Ages 5-11 Ages 12+	Secondary Dependents <input type="text"/> No. <input type="text"/> Location Code	Military Spouse SSN (Navy) Branch of Service (Other) <input type="text"/>
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Quarters Information: Present Duty Station <input type="text"/> Types: H - Home G - Gov't Qtrs A - Apt M - Mobile Home	Own/Rent <input type="text"/> (O or R)	Other Area <input type="text"/> (Type)	Own/Rent <input type="text"/> (O or R)	Location Code <input type="text"/>	Household Effects Press dusta wgt. <input type="text"/> (in thous. of pounds)	Other loc-wgt <input type="text"/>	Location Code <input type="text"/>
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REMARKS (Space between each word)

Signature

INSTRUCTIONS

This form is to be completed ten months prior to prospect rotation date (PRD) or EAOS, whichever is sooner, and whenever preferences change. Chapter 25 of the Enlisted Transfer Manual lists type-of-duty localities which can be requested. (See OPNAVINST 3110.14 series for the homeport of any ship.) Also, listed on the bottom of this page are the most frequently used location and type-of-duty codes.

1	2	3	4	5	6	7	8	9	R	M	8611125	12345
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J	O	H	N	S	O	N	R	U	D	O	L	F	J
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1	2	3	←	..Order of desirability (1,2,3)
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Sea L	Overseas L	Shore T	←	..LOCATION (L) or TYPE (T)
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CA SAN FRANCISCO	L	F	O	CA CONCORD	L	C	E	CA STOCKTON	L	S	P		
NAVAL STATION	N	S	T	A	NAVAL WPN STA	N	W	S	COMM ACTY	C	S	T	A

PRINT OR TYPE USING BLACK OR BLUE INK. DO NOT USE GREEN INK.

1. General Information. Provide social security number, name and date, in the blocks provided. Be sure to carefully print/type the first, five letters of your last name in the shaded blocks. See Figure (1).

2. Preferences. Provide a priority for which type of duty you consider most desirous (sea, oversea, or shore) by placing a 1, 2, or 3 in the priority block; 1 indicates most desired, 3 the least desired. Write in plain English the location and type duty desired and then include the code for each location and type duty in the shaded blocks following. Use Chapter 25 of the ENL TRANSMAN or the codes provided for your convenience at the bottom of this page. If you consider either location or type of duty more important than the other, indicate your preference by printing an "L" or "T" in the block provided.

3. School Preference and Duty Willing to Extend for. You may use plain language in the blocks provided, e.g., COBAOL-PRG or AN/SPS-10. Or, provided the specific school code from TRANSMAN Chapter 25, e.g., 3393 or 3309. Note that you can denote two courses in the 9 blocks if you use the codes, e.g., 3393-3309. Write in and encode your preferences for any duty you're willing to extend for.

4. Career Intentions and Deployment Codes. Use the appropriate codes for career intentions and volunteer duty. Volunteer duty is optional and may be left blank. Provide, if applicable, when you last returned from a deployment using a numerical month and year, e.g., 07 77 for JUL 1977, and the special location code. If not applicable, leave blank.

5. Personal Consideration/Family Items. Indicate marital status using the M.S.D.W. or P code.

in REMARKS section. For military spouse, include rank/rate and current duty station. If Navy, indicate SSN in space provided, or if other than Navy, indicate branch of service. Indicate location of dependent(s) and the number of children in the categories of age (0-4), 5-11, 12+) and (M/F). Use zeros where necessary.

0-4	5-11	12+
M F	M F	M F
0 1	0 1	0 1

Use location codes from TRANSMAN or the bottom of this form. Also, provide secondary dependents information if applicable. Indicate present duty station quarters type and whether you own or rent. If you own or rent in another area, indicate this in the block labeled "Other Area." If known, indicate the weight of household goods in thousands of pounds, e.g., 0 61 for 6,000 lbs. If any of your household effects are stored elsewhere, indicate the

weight and location. Household goods less than 1000 lbs. but greater than 300 lbs should be indicated by 0 1 for 1000 lbs.

6. Remarks. List any additional information which may be useful in determining your next duty assignment, such as; expected date of delivery if wife is pregnant; handicapped dependent, and areas where treatment facilities are known to exist; family limitations, etc. NENEP, NEDEP, BOOST, STAR, SCORE, WARRANT OFFICER, LDO, PEP, GUARD, etc. List any skills, other than NEC's in which you are qualified. Personnel of the following ratings should consult Chapter 2 of the TRANSMAN for additional instructions; EO, CM, SW UT, MU.

MOST COMMONLY USED LOCATION AND TYPE-OF-DUTY CODES

(Refer to TRANSMAN for Additional Codes)

ALA ALASKA	CUB CUBA	INA ITALY NAPLES	PHS PHILIPPINE IS SUBIC BAY
ADA ALASKA ADAK	PWD DC WASHINGTON	JAA JAPAN	PUR PUERTO RICO
ANT ANTARCTICA	DGO DIEGO GARCIA	JAT JAPAN ATSUGI	CNE RI NEWPORT
AUS AUSTRALIA	ENG ENGLAND	OKI JAPAN OKINAWA	SCO SCOTLAND
AZO AZORES	ELO ENGLAND LONDON	JSA JAPAN SASEBO	SED SCOTLAND EDZELL
CVO BAHAMAS	GJL FL HOMESTEAD	JYS JAPAN YOKOSUKA	SIC SICILY
BER BERMUDA	GJK FL JACKSONVILLE	KOR KOREA	GCE SC CHARLESTON
LAL CA ALAMEDA	GKE FL KEY WEST	HNO LA NEW ORLEANS	SPA SPAIN
KCK CA CHINA LAKE	GMY FL MAYPOINT	CBS MAINE BRUNSWICK	SRT SPAIN ROTA
LCE CA CONCORD	GOR FL ORLANDO	PGH MD FORT MEADE	GME TN MEMPHIS
KIM CA IMPERIAL BEACH	GPE FL PENSACOLA	PPA MD PATUXENT RIVER	HTX TX TEXAS CITY
LLF CA LEMORE	FRA FRANCE	MID MIDWAY ISLAND	HRV TX BEEVILLE
KLB CA LONG BEACH	GRE GREECE	GGU MS GULFPORT	HCC TX CORPUS CHRISTI
KLO CA LOS ANGELES	GRA GREECE ATHENS	GMG MS MERIDIAN	HDA TX DALLAS
LVB CA MARE ISLAND	GAL GEORGIA ATLANTA	MOR MOROCCO	HGA TX GALVESTON
LMO CA MOFFETT FIELD	GER GERMANY	LFA NEVADA FALLON	HKI TX KINGSVILLE
LOA CA OAKLAND	GUM GUAM	ELA NJ LAKEHURST	FLI VA LITTLE CREEK
KPS CA POINT MUGU	QTH HAWAII	DNY NY NEW YORK CITY	FNO VA NORFOLK
KUE CA PORT HUENEME	BPT HAWAII BARBERS PT.	NEZ NEW ZEALAND	FOA VA OCEANA
KSD CA SAN DIEGO	ICE ICELAND	NEW NEWFOUNDLAND	FPO VA PORTSMOUTH
LFO CA SAN FRANCISCO	IGL IL GLENVIEW	NOR NORWAY	FDN VA VIRGINIA BEACH
CAA CANADA	ICK IL GREAT LAKES	MPS OREGON PORTLAND	WAL WALES
IDN COLORADO DENVER	IRE IRELAND	EPA PA PHILADELPHIA	MBR WA BREMERTON
DMN CONN GROTON	ITA ITALY	PHI PHILIPPINE ISLANDS	MSE WA SEATTLE

ADCM ADMINISTRATIVE COMMAND	AFPD MILITARY POLICE	EXCH NAVAL EXCHANGE	PERSONNEL EXCHANGE PROGRAM
AIRC AIRCREWMAN	CBE MOBILE CONSTRUCTION BATT	PEP RECRUIT COMPANY CMDR	RECRT RECRUITER
CBJ AMPHIB CONST BATTALION	MOTU MOBILE TECHNICAL UNIT	RCC RECRUIT TRAINING CENTER	SVCRA SERVICE CRAFT
CLAS CLASSIFICATION	NAF NAVAL AIR FACILITY	SRF SHIP REPAIR FACILITY	SHYD SHIPYARD
CSTO COMMISSARY STORE	NARU NAVAL AIR RESERVE UNIT	STF STAFF	SUBB SUBMARINE BASE
CSTA COMMUNICATIONS ACTY	NAS NAVAL AIR STATION	SUP SUPPLY	WPNS WEAPONS
DUS DIVER/UDT/SEAL	NAD NAVAL AMMUNITION DEPOT		
FMSG FLT MAINT ASSIST GROUP	DATC NAV DEVEL & TRAINING CEN		
GDTY GENERAL DUTY	NFC NAVAL FACILITY		
HRDP HUMAN RESOURCES DEV PROGRAM	USNH NAVAL HOSPITAL		
INDU INDEPENDENT DUTY	RSCN NAVAL RESERVE CENTER		
INST INSTRUCTOR DUTY	NSTA NAVAL STATION		
MAAM MAAG/MISSION	NTC NAVAL TRAINING CENTER		
NRMC MEDICAL CENTER	NWS NAVAL WEAPONS STATION		
NSFA MISC SUPPORT ACTY	WSED NAVAL WEATHER SERV DET		

FOR SHIPS & SQDS, USE TYPE: DD, CVN, CLG, FFG, ARS, AOE, LPD, AE, VP, VA, HSL, HC, ETC.