



DEPARTMENT OF THE NAVY
OFFICE OF THE CHIEF OF NAVAL OPERATIONS
2000 NAVY PENTAGON
WASHINGTON, DC 20350-2000

OPNAVINST 1040.10
PERS-00RW
7 MAY 01

OPNAV INSTRUCTION 1040.10

From: Chief of Naval Operations
To: All Ships and Stations (less Marine Corps field addressees not having personnel attached)
Subj: ARGUS CAREER MILESTONES TRACKING SYSTEM
Ref: (a) OPNAVINST 5300.8B
(b) SECNAVINST 5211.5D

1. Purpose. To establish policy and regulations for Navy participation in the Argus Career Milestones Tracking System.

2. Background. Retention of quality trained personnel is paramount to the future of Navy. Information on influences affecting retention behavior must be gathered and analyzed to support compensation, personnel, and policy decisions. Argus has been developed to gather specific data from Navy personnel at important career milestones and to provide Navy leadership with Fleet direct information to influence future quality of service improvements back to the member.

3. Information. The information gathered will be available to all Navy command levels to assist in the development of personnel policies. Individual social security numbers (SSNs) are used for authentication/legitimacy of the questionnaire taker to prevent unauthorized participants, and to support statistical analysis of retention behavior by groups (year groups, force/Fleet, command, etc.). SSNs will not be used to associate questionnaire responses with individual members.

4. Action

a. Per references (a) and (b), all Navy commands including naval components assigned to joint commands will offer assigned personnel the opportunity to complete the Argus questionnaire at designated career milestones identified below:

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(1) Enlisted Personnel

- (a) Acceptance of advancement (frocking);
- (b) Reenlistment;
- (c) Extension of obligated service (greater than 11 months);
- (d) Execution of PCS orders (completed at detaching command);
- (e) Return to active duty;
- (f) Change of status to and from limited duty;
- (g) Retirement;
- (h) Separation from active duty (voluntary and involuntary);
- (i) Transfer from active duty Naval Service to Naval Reserve, National Guard, or another service; or
- (j) Command discretion (Individual or command-wide basis). Commands choosing to use the command-wide option should first contact NAVPERSCOM (PERS-13) at (901) 874-4656/DSN 882 or E-mail: p13h@persnet.navy.mil.

(2) Officer Personnel

- (a) Acceptance of promotion;
- (b) Execution of PCS orders (completed at departing command);
- (c) Resignation;
- (d) Completion of active duty service obligation to include retirement;

- (e) Separation from naval service (voluntary and involuntary);
- (f) Return to active duty;
- (g) Change of status to and from limited duty;
- (h) Transfer from active duty Naval Service to Naval Reserve, National Guard, or another Service; or
- (i) Command discretion (Individual or command-wide basis). Commands choosing to use the command-wide option should first contact NAVPERSCOM (PERS-13) at (901) 874-4656/DSN 882 or E-mail: p13h@persnet.navy.mil.

b. Commands should educate their sailors that the function of the questionnaire is to capture feedback from individual members on quality of service received and quality of life related issues. They should be aware that the results of their input will directly impact future Navy policy decisions. Upon completion of the questionnaire, a certificate can be printed by the Argus system to assist in record keeping for commands and to be presented to a servicing Personnel Support Detachment (PSD) or personnel office. A random award system has been implemented by Morale Welfare and Recreation to award questionnaire participation

c. PSDs will include certification that personnel had the opportunity to complete Argus as a checklist item for processing any of the actions listed in paragraphs 4.a. and b. Primary responsibility for offering the opportunity to participate in Argus remains with the individual's parent command. Navy Veterans (NAVETs) and Other Service Veterans (OSVETs) will be given the opportunity to complete the questionnaire at Recruit Training Command, NAVET indoctrination course, or other point of entry.

d. Service members should be encouraged to complete the entire survey. At a minimum, service members should complete the demographics portion of the Argus questionnaire.

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5. Report. Reporting requirements contained in this instruction are exempt from reports control per SECNAVINST 5214.2B.

6. Form. Argus questionnaire is accessible electronically on website <http://Argus.nprdc.navy.mil> and will be available in personal computer (PC) format later in FY-01.

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