



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

IN REPLY REFER TO
OPNAVINST 1223.1B
NODAC
16 August 1993

OPNAV INSTRUCTION 1223.1B

From: Chief of Naval Operations

Subj: NAVY ENLISTED OCCUPATIONAL CLASSIFICATION SYSTEM (NEOCS)

Ref: (a) NAVPERS 15560C, Naval Military Personnel Manual
(b) NAVPERS 18068F, Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards
(c) OPNAVINST 1000.16G

Encl: (1) Glossary: Terms Frequently Associated with the Navy Enlisted Occupational Classification System
(2) Rating Structure Control and Responsibility
(3) NEC Control and Responsibility
(4) NEOCS Board Overview

1. Purpose. To identify responsibilities and requirements for development, control, maintenance, and review of the Navy Enlisted Occupational Classification System (NEOCS). This instruction is a complete revision and should be reviewed in its entirety.

2. Cancellation. OPNAVINST 1223.1A.

3. System Definition. NEOCS is the method the Navy uses to identify enlisted personnel skills and the requirements associated with these skills. The system forms the basis for actions taken concerning enlisted personnel planning, manpower management, procurement, training, promotion, distribution, assignment, and mobilization. See enclosure (1) for common terms used in conjunction with NEOCS.

4. Background. NEOCS consists of (1) the Enlisted Rating Structure and (2) its supplement, the Navy Enlisted Classification (NEC) structure. Special qualifications further complement both the Enlisted Rating Structure and NEC structure. These special qualifications, found in reference (a), identify and define requirements for specialized mission areas which cross broad occupational fields, e.g., submarine qualifications.



0 5 7 9 L D 0 5 6 9 5 3 0

16 AUG 1993

a. The Enlisted Rating Structure consists of ratings (general, service, emergency) and rates (paygrades) that provide a framework for enlisted career development and advancement from paygrades E-1 through E-9. The Enlisted Rating Structure is the primary administrative means for classifying, identifying, and reporting enlisted personnel. The Enlisted Rating Structure provides for:

(1) A single, integrated structure for the regular Navy and Naval Reserve. This structure serves both peacetime and wartime needs and eliminates the need for extensive expansion and conversion of the classification system upon mobilization.

(2) Specialization at appropriate levels in order to meet expanding technology, reduce training time, and improve the use of first enlistment personnel.

(3) Senior petty officers with broad military and technical qualifications.

b. The NEC structure supplements the Enlisted Rating Structure by identifying a non-rating wide skill/knowledge/aptitude/qualification that must be documented to identify both people and billets for management purposes. Volume II of reference (b) contains a more detailed explanation of the NEC structure.

5. Responsibilities Associated with NEOCS

a. Under Title 10 U.S.C. 6013, the Secretary of the Navy may establish or disestablish enlisted grades and ratings as necessary for the proper administration of the Navy and Marine Corps.

b. The Deputy Chief of Naval Operations (DCNO) (Manpower and Personnel) (MP) (N1) is the principal advisor to the Chief of Naval Operations (CNO) on manpower and personnel (MP) policy matters in consonance with the programming and appraisal of Navy's total force MP programs. N1 approves service ratings and NEOCS policy and systems control guidance.

c. The Chief of Naval Personnel (CHNAVPERS) manages and administers the NEOCS structure to provide a basis for manpower and personnel management and administration in the Navy.

16 AUG 1993

d. Enclosures (2) and (3) outline responsibilities of various organizational elements within the Office of the Chief of Naval Operations (OPNAV) and the Bureau of Naval Personnel (BUPERS) for NEOCS matters, including the enlisted rating and NEC structures.

e. Reference (c) outlines responsibilities for rating and NEC code primary and technical advisors.

6. Navy Enlisted Occupational Classification System (NEOCS) Board

a. The NEOCS Board assists CNO and CHNAVPERS in policy guidance and system control for NEOCS. The NEOCS Board consists of permanent members representing organizational elements involved in their respective areas of enlisted personnel and manpower management.

b. The NEOCS Board serves as the central control point for changes to the enlisted occupational classification system. It reviews change proposals in terms of overall system direction and makes recommendations as appropriate. The Board authorizes administrative actions which change enlisted rating and NEC structures. Enclosure (4) is an overview of the NEOCS Board objectives, authority, and composition.

7. System Change. Volumes I and II of reference (b) provide guidelines for establishing or changing an enlisted rating and for effecting changes to the NEC coding system.

8. Changes. Submit changes to this instruction via the Executive Secretary, NEOCS Board for staffing to permanent board members.

9. Report. The reporting requirement contained in enclosure (3) is exempt from reports control by SECNAVINST 5214.2B.



S. F. GALLO

Assistant Deputy Chief of Naval
Operations (Manpower & Personnel)

OPNAVINST 1223.1B
16 AUG 1993

Distribution:

SNDL A5 (BUPERS)
21A (Fleet Commanders in Chief)
23C3 (COMNAVRESFOR)
FH1 (CHBUMED) (BUMED 25, only)
FKA1 (Systems Commands)
FT1 (CNET)
N093, N095, N1, N4, N6, N7, N16, N86, N87, N88

Copy to:

SNDL A2A (Department of the Navy Staff Offices)
(JAG, only)
22A (Fleet Commanders)
24 (Type Commanders)
41A (COMSC)
C25A (OPNAV Support Activity Detachment)
(Ft. Ritchie, only)
C55A (Bureau of Naval Personnel Detachment)
(NODAC, only) (50 copies)
E2F (DFAS Washington, DC)
FE1 (COMNAVSECGRUCOM)
FG1 (COMNAVCOMTELCOM)
FJA9 (EPMAC)
FJA10 (NAVMAC)
FJB1 (COMNAVCRUITCOM)
FKA8F (Program Managers) (DIRSSPO, only)
FKM12 (NAVPEOFF)
FS1 (COMNAVINTCOM)
FT2 (CNATRA)
FT5 (CNTECHTRA)

SECNAV/OPNAV Directives Control Office
Washington Navy Yard, Bldg. 200
Washington, DC 20374-5074 (25 copies)

Stocked:

Naval Aviation Supply Office
ASO Code 103
5801 Tabor Avenue
Philadelphia, PA 19120-5099 (25 copies)