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EXPEDITIONARY SCREENING CHECKLIST

NAVPERS 1300/22 applies to all personnel mobilizing or filling a IAMM/OSA/GSA, group (i.e. established commissioned RC units) or individual processing, RC and AC. Complete within 30 days of receipt of orders. Commanding Officers must report suitability via BOL.

NAVMED 1300/4 Medical/Dental Expeditionary Screening shall be retained in member's medical record. Member shall arrive at the NMPS with NAVPERS 1300/21 (Medical Suitability certification), Medical/Dental Record, and this Expeditionary Screening Checklist (NAVPERS 1300/22)

1. MEMBER NAME (Last, First, MI)	2. RANK/RATE	3. RTN	4. IAMM/OSA/GSA/RC Mob/Other

PART I: PAY/PERSONNEL READINESS

Responses in shaded areas must be explained in Commanding Officer's Endorsement.

Responses in blocks with an Asterisk (*) indicated automatic disqualifiers.

1. PAY AND PERSONNEL READINESS (NOTE: ADSW personnel are to be pre-screened by the member's supporting NOSC/RC Unit utilizing OPNAVINST 1001.20C enclosure (3). The NMPS should verify members only with the items that coincide with OPNAVINST 1001.20C. These items are denoted with a dot to the left of the row on NAVPERS 1300/22 and NAVMED 1300.4.)

• a. RC ONLY: Member has documentation to support any claim for delay/exemption.	◯ Yes	◯ No	◯ N/A
• b. Has member been deployed within 6 months prior to the start of this IA assignment?	◯ Yes	◯ No	◯ N/A
• c. ENLISTED ONLY: Member has minimum 3 months OBLISERV remaining (AC EAOS / RC EREN) beyond this IA assignment.	◯ Yes	◯ No	◯ N/A
• d. IAMM ONLY: PRD is at least 2 months after schedule return (extend PRD as necessary).	◯ Yes	◯ No	◯ N/A
• e. Member has access to DFAS "MyPay" online account (mypay.dfas.mil).	◯ Yes	◯ No	◯ N/A
• f. Member has active Government Travel Charge Card (GTCC). NOTE: If member arrives without a GTCC, none will be issued.	◯ Yes	◯ No	◯ N/A
All of the following conditions must be met to mark "Yes" (unless "N/A" for GSA) 1) Member's APC will retain GTCC account for duration of IA assignment. Member is eligible for mission critical status. Mark "N/A" if member selected for GSA. 2) Member understands "Mission Critical" status is not automatically applied to GTCC. Status is applied IAW DOD 7000.14-R, Vol. 9 Ch. 3 and eBUSOPSOFFINST 4650.1A. 3) Member understands it is his/her responsibility to remain in contact with home activity APC during deployment WRT travel card issues. 4) If GTCC is placed in "Mission Critical" Status, Member understands that maximum status length is 180 days. Any balance (or portion of balance) greater than 60 days past due must be paid in full before the end of the 180-day Mission Critical window. If unpaid, the account is subject to late fees, suspension, cancellation, and revocation by the GTCC vendor, and the Member is subject to adverse credit reporting by the GTCC vendor. 5) Member with card has received GTCC training and understands the card holder responsibilities IAW DOD 7000.14R, Vol. 9, Ch. 3. 6) Member without card has been financially **counseled** and has enough cash or a personal credit card to support berthing and food costs associated with IA assignment. 7) Member without card and required funding will receive 80% advanced per diem for the number of days in training. Member understands policies and procedures associated with advanced per diem. 8) Has NMCMPS been updated to reflect whether or not member was issued a GTCC and if GTCC was activated.	◯ Yes	◯ No	◯ N/A
• g. Member has CAC validity for projected length of deployment.	◯ Yes	◯ No	◯ N/A
1) Member's pin verified as valid.	◯ Yes	◯ No	◯ N/A
2) Member PKI verified for 3 certificates (i.e. encryption, ID, and signature).	◯ Yes	◯ No	◯ N/A
3) Default certificate set to signature.	◯ Yes	◯ No	◯ N/A

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h. Has member failed 2 PFAs in past 3 years AND failed most recent PFA? NOTE: Failure of BCA is also considered to be a failure of the PFA.	◯ Yes *	◯ No	
i. Member's CFL has reviewed member's PRIMS record.	◯ Yes	◯ No	
One of the following conditions must be marked "Yes" Per NAVADMIN 334/10, starting 1 Nov 2010 the Overseas Contingency Operation (OCO) Support Assignment replaced Enlisted GSA. Officers will continue to satisfy IA tasking through the GSA process.			
1) (IAMM/OSA/RC Mobs) CFL has retained in Parent Command's PRIMS Account and has selected "IA Option"	◯ Yes	◯ No	◯ N/A
2) (IAMM/OSA/RC Mobs) CFL has detached member in PRIMS from Parent Command (if desired by ULDUTSTA).	◯ Yes	◯ No	◯ N/A
3) (GSA) CFL has transferred member's PRIMS Account to Expeditionary Combat Readiness Center as indicated in orders.	◯ Yes	◯ No	◯ N/A
j. Security Clearance verified, annotated and signed on original orders.	◯ Yes	◯ No	◯ N/A
1) Security clearance and investigation verified as correct, current, and will not expire during this IA assignment on JPAS. (NOTE: For clearance renewals, an initiated PR (Periodic Review) and PSQ (Personal Security Questionnaire) submitted is sufficient. For initial clearances, an interim is sufficient unless otherwise specified by the billet sourcing agent (USFF). JPAS must indicate PR/Interim Clearance.)	◯ Yes	◯ No	◯ N/A
2) Member has copy of JPAS report.	◯ Yes	◯ No	◯ N/A
3) ISOPREPS must be completed and submitted on the Personnel Recovery Management (PRMS) SIPR Web site http://prmsglobal.prms.af.smil.mil IAW the Foreign Clearance Guide (FCG). To determine if an ISOPREP is required for the country identified as the member's ULTDUSTA (Requirement for all SOUTHCOM assignments) access the FCG at https://www.fcg.pentagon.mil/fcg.cfm. ISOPREPS requirements by country can be determined by selecting the specific country identified as members ULDUTSA from the drop menu at the top of the page and then reviewing section III.A.	◯ Yes	◯ No	◯ N/A
4) Country Clearance completed no later than 10 days prior to travel, if applicable using Aircraft and Personnel Automated Clearance System (APACS) https://apacs.dtic.mil/apacs (Requirement for all SOUTHCOM assignments).	◯ Yes	◯ No	◯ N/A
k. RC ONLY: Member has reviewed www.dod.mil/ra for eligibility of Reserve Income Replacement Program (RIRP); has supporting documents necessary for RIRP; and has completed required forms to submit to NOSC.	◯ Yes	◯ No	◯ N/A
l. RC ONLY: Member has 3 voided personal checks or deposit slips displaying bank information for direct deposit.	◯ Yes	◯ No	◯ N/A
m. RC ONLY: Member has bank account information (name, address, telephone, routing number, account number) for each desired allotment.	◯ Yes	◯ No	◯ N/A
n. RC AND SINGLE GSA/OSA SAILORS ONLY: Member has copy of current mortgage, lease or rental agreement and one month's average utility bill in hand.	◯ Yes	◯ No	◯ N/A
o. RC ONLY: Member has reviewed address on mobilization orders. If incorrect, member has provided NOSC with documents to correct address on mobilization orders.	◯ Yes	◯ No	◯ N/A
p. Member has reviewed, updated, and verified all information for Page 2, DEERS, and SGLI.	◯ Yes	◯ No	◯ N/A
1) Member and dependents enrolled in TRICARE.	◯ Yes	◯ No	◯ N/A
2) Member has copy of Page 2 (NAVPERS 1070/602 & SGLI).	◯ Yes	◯ No*	◯ N/A

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q. ENLISTED ONLY: Member's record has been reviewed by their ESO for advancement exam eligibility. If eligible, the ESO has made arrangements for testing prior to deployment or upon return deployment (at next available Navy-Wide Exam Cycle). Review will include verification that member has at least one eval with Performance Mark Average in current paygrade.	◯ Yes	◯ No	◯ N/A
r. INCONUS ASSIGNMENTS ONLY: Member has vehicle registration and insurance documents if orders authorize POV travel.	◯ Yes	◯ No	◯ N/A
s. Member has documentation for any special pay qualifications(s) and entitlement(s). NOTE: If member is eligible for special pays, arrangements have been made for submission of contracts expected to be due during the duration of the IA.	◯ Yes	◯ No	◯ N/A
t. Is member eligible for Flight Pay? NOTE: If yes, recommend member receive annual flight physical up to 6 months prior to birth month (per section 8.8.2.1, OPNAVINST 3710.7 series) to ensure adequate flight physical coverage during IA assignment.	◯ Yes	◯ No	
u. If member is NOT currently entitled to BAH: Orders will be provided to Personal Property Office for review of non-temporary storage entitlement. NOTE: Members entitled to BAH may contact their order writer to change entitlement to non-temporary storage vice BAH if desired.	◯ Yes	◯ No	◯ N/A
v. Member has applied for a no-fee government passport (if directed by orders). For all HOA personnel include COMOROS, ERITREA, ETHIOPIA, KENYA, SEYCHELLES, SOMALIA, SUDAN, TANZANIA, UGANDA and YEMEN as destinations.	◯ Yes	◯ No	◯ N/A
Health Care Providers only (MC/DC/NC/MSC/Other Credentialed Providers)			
1) Member has copy of current state license.	◯ Yes	◯ No *	
2) Member has copy of (BLS) Basic Life Support Certification.	◯ Yes	◯ No	
3) Member has copy of Advanced Cardiac Life Support (ACLS) Certification.	◯ Yes	◯ No	◯ N/A
4) Member has copy of Credentials (Note: Available by contacting Ph: 904.542.6905)	◯ Yes	◯ No *	
5) Member has copy of PALS (Pediatric Advance Life Support) Certification.	◯ Yes	◯ No	◯ N/A
6) Member has copy of Advanced Trauma Life Support (ATLS) Certification.	◯ Yes	◯ No	◯ N/A
7) Member has POC with Commands Professional Affairs Office (NOTE: CPAO provides copy of privilege sheets).	◯ Yes	◯ No	
8) Member has printout of current ICTB from CCQS.	◯ Yes	◯ No	
9) Member has signed copy of privilege sheets. (NOTE: Receive from Professional Affairs Office of command member is supporting).	◯ Yes	◯ No	◯ N/A

Member has successfully completed all pay and personnel expeditionary checklist items.

Name of Command IA Coordinator or Admin Officer of Parent Command or NOSC	DATE	Signature of Command IA Coordinator or Admin Officer of Parent Command or NOSC

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2. LEGAL READINESS

a. Member has been counseled regarding the importance of a will.	◯ Yes	◯ No	
b. Page 2 has been updated to reflect the location of current will.	◯ Yes	◯ No	
c. RC ONLY: Pre-mobilization legal briefing conducted.	◯ Yes	◯ No	
d. Member has been counseled regarding Power of Attorney.	◯ Yes	◯ No	

Member has successfully completed all legal readiness expeditionary screening items.

Name of Legal Officer or Designee	DATE	Signature of Legal Officer or Designee

PART II: COMMAND REVIEW

Responses in shaded areas must be explained in Commanding Officer's Endorsement.

Responses in blocks with an Asterisk (*) indicated automatic disqualifiers.

1. COMMANDER'S REVIEW

a. This IA assignment breaks ITEMPO deployment limits as outlined in OPNAVINST 3000.13C. Mark N/A for OSA/GSA or if the member is a volunteer. (NOTE: Members who have follow-on sea duty orders subsequent to an OSA/GSA assignment will be considered volunteers for those orders and will automatically be waived for dwell/ITEMPO requirements outlined in OPNAVINST 3000.13C.)	◯ Yes	◯ No	◯ N/A
b. IAMM ONLY: Is member's PRD less than 2 months post-IA completion? This can be answered "NO" if action has been taken to adjust PRD 2 months beyond IA assignment return date.	◯ Yes	◯ No	
c. ENLISTED ONLY: Has member refused to obligate sufficient service (OBLISERV) to complete three months beyond the prescribed IA assignment? NOTE 1: Ensure member extends or reenlists. Page 13 entries for OBLISERV are prohibited. For SRB issues, see the current NAVADMIN. If required, HYT waiver has been approved. NOTE 2: If member refuses to obligate, in addition to disqualification, Sailors shall submit 1306/7 to adjust member's PRD to EAOS, if not already matched.	◯ Yes *	◯ No	
d. Has member been convicted of any civilian offense(s) (civil or criminal) or illegal drug or alcohol incidents within the last 24 months (pre-service review included for first-term); or have involvement in any ongoing civil or criminal action; or in violation of the Lautenberg Amendment? NOTE 1: For those members with alcohol incidents only, and who have completed an education or early intervention program, this question can be answered "no". NOTE 2: RC members who are going through a divorce and desire not to mobilize as a result of an alleged personal hardship must request a mobilization delay, deferment or exemption utilizing the special cases board procedures outlined in OPNAVINST 1740.4.D	◯ Yes *	◯ No	
e. Is the member involved in an open Family Advocacy Program (FAP) case that is still under investigation or for which treatment is still ongoing? NOTE: Any case/cases that has/have been adjudicated "closed" shall not be considered disqualifying.	◯ Yes *	◯ No	

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f. Does local FAP representative have a reason to NOT favorably endorse member for this IA assignment? (For single parents and military couples with dependents only).	◯ Yes	◯ No	
g. FOR SINGLE PARENTS AND MILITARY COUPLES WITH DEPENDENTS ONLY: Does member meet family care requirements in accordance with OPNAVINST 1740.4D? (NOTE: Being a single parent is not an automatic disqualifier. RC members who are unable to mobilize because of an inability to execute a Family Care Plan should request a mobilization special cases board per OPNAVINST 3060.7B & OPNAVINST 1740.4D).	◯ Yes	◯ No	◯ N/A
1) Member has a copy of NAVPERS 1740/6 Department of the Navy Family Care Plan Certificate.	◯ Yes	◯ No *	
h. Does member have a history of unsatisfactory or below standard performance (i.e. any mark below 3.0) in the last 2 years? (NOTE: If the mark of below 3.0 is related to PFA failure please check "NO".)	◯ Yes *	◯ No	
1) Member has a copy of FITREPS/EVALS from last two years?	◯ Yes	◯ No *	◯ N/A
i. If member has been subject to NJP or court martial in the past two years, did the offense prove that member's judgment is questionable and thus a high risk for IA assignment success? NOTE: If offense was a single, isolated act of poor judgment that would not prove to be a risk during an IA assignment it shall not be considered disqualifying and a "No" response should be given.	◯ Yes *	◯ No	◯ N/A
j. Is member qualified/eligible for billet clearance requirements?	◯ Yes	◯ No	
k. FOR AC/FTS ENLISTED ONLY: Member is an E3-E6 with less than or equal to 14 years of service and is within 15 months of (EAOS). (Refer to NAVADMIN 352/10). NOTE 1: The preferred Fleet Ride PTS application submission method is web input via the PTS Navy Personnel Command (NPC) Web site https://fleetride.sscno.nmci.navy.mil/ NOTE 2: PTS screening and approval is a pre-requisite for OSA selection, unless the current SEAOS date is set beyond the end of OSA estimated return date plus three (3) months. Be advised that the PTS NAVADMIN (161/09 &128/10) were superseded by NAVADMIN 352/10.	◯ Yes	◯ No	
1) Has member received a PTS reservation to OBLISERV for OSA/IAMM?	◯ Yes	◯ No	◯ N/A
2) Will the Sailor require a PTS reservation while on OSA/IAMM or upon returning?	◯ Yes	◯ No	◯ N/A
l. Is the member currently in the process of being administratively separated from the Navy? NOTE 1: For officers, show-cause/BOI/notification procedures pending IAW SECNAVINST 1920.6C. NOTE 2: For enlisted, ADSEP Board or notification procedures IAW MILPERSMAN 1900 series.	◯ Yes *	◯ No	
m. Is the member currently in the process of being administratively separated from the Navy?	◯ Yes	◯ No	
n. ENLISTED ONLY: Is the member HYT? NOTE: If member becomes HYT after receipt of IAMM/OSA orders, PERS will evaluate on a case-by-case basis.	◯ Yes	◯ No	
1) Will the member have a minimum of 4 months between estimated return date and mandatory HYT separation date? NOTE 1: Requests to waive 4 month minimum transition time will be evaluated on a case-by-case basis. NOTE 2: Per OPNAVINST 1900.2B, complete the DD-2648 (2648-1 for Reserve component), Pre-separation Counseling Checklist prior to IAMM/OSA to ensure mandatory pre-separation activities (TAP, excess leave/permissive TDY, etc.) are granted prior to the separation date.	◯ Yes	◯ No *	◯ N/A

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o. OCONUS BASED SAILORS ONLY: Does the parent command agree to host the OSA Sailor's dependents while the member is TAD on OSA assignment IAW local SOFA rules? (Refer to NAVADMIN 334/10) NOTE 1: If the command cannot host the dependents due to SOFA, the member must be eligible for a designated-place move via ITDY orders for their dependents. Inform the PERS OSA detailing cell of this situation and the family's intentions during the negotiation phase. NOTE 2: If member desires to move his/her family back to a CONUS location during the OSA deployment, or if particular SOFA rules do not allow member to keep dependents in present location while TAD on OSA deployment, the member may qualify for a designated-place move via ITDY orders.	◯ Yes	◯ No	◯ N/A
p. Member has a copy of Exam Worksheet (if applicable). (NAVADMIN 336-07)	◯ Yes	◯ No	◯ N/A
q. RC ONLY: Member has a copy of most recent DD214.	◯ Yes	◯ No	
Items R, S, and T will be completed within 60 days of member's expected deployment.			
r. GSA AND RC ONLY: Member has detaching individual EVAL/FITREP for this PCS/mobilization. NOTE: Members on IAMM/OSA orders will receive concurrent reports from their theater commander.	◯ Yes	◯ No	
s. Member has reviewed, updated, and verified all information for NAVPERS 1070/602 DEERS and SGLI.	◯ Yes	◯ No	
t. Member's travel arrangements have been made by parent command via SATO to first destination. Centrally Billed Account (CBA, order accounting data) is to be used for funding. NOTE: Travel should NOT be billed to member's individual GTCC.	◯ Yes	◯ No	
1) Member briefed on travel arrangements. Rental vehicles are not authorized unless specifically stated in orders.	◯ Yes	◯ No	
2) First receiving command POC (identified on orders) has been notified of member's arrival information (date, time, flight number, etc.).	◯ Yes	◯ No	
2. TRAINING READINESS			
Member has been instructed that the following items must be completed within 60 days of deployment.			
a. Member completed below training (via NKO) and has printed completion certificates.	◯ Yes	◯ No	
1) M16 Weapon Safety CANS-M16WS-1.0	Date Completed:		
2) CENSECFOR Operator Training - M9 Service Pistol CSF-M9-020	Date Completed:		
3) ATFP Level I Awareness Training for Service Members (CONUS) CANSF-ATFP-OCONUS-1.0	Date Completed:		
4) ATFP Level I Awareness Training for Overseas Service Members (OCONUS) CANSF-ATFP-OCONUS-1.0	Date Completed:		
5) Introduction to the Navy's Fraternization Policy CPPD-GMT-INFP-1.0	Date Completed:		
6) Introduction to the Navy's Sexual Conduct Policy CPPD-GMT-INSCP-1.0	Date Completed:		
7) IA Pre-Deployment Suicide Awareness Training USFFC-ISP-1.0	Date Completed:		
8) Operations Security - The Next Generation CPPD-GMT-OSTNG-1.0	Date Completed:		
9) IA Pre-Deployment Sexual Assault Training USFFC-SAVI-1.0	Date Completed:		

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Member has been instructed that the following items must be completed within 60 days of deployment.

10) Introduction to the Stress Response Continuum and Suicide Awareness	CPPD-GMT-ISRCSA-1.0	Date Completed:
11) Cold Weather Injuries	NPDC-CWI-1	Date Completed:
12) Hot Weather Injuries	NPDC-HWI-1	Date Completed:
13) SAEDA Briefing	PDC-SAEDA-1	Date Completed:
14) United States Army Values	NPDC-USAV-1	Date Completed:
15) Trafficking in Persons Basic Awareness Training	JKDDC-TIP-1	Date Completed:
16) SERE 100 LEVEL B - CODE OF CONDUCT COURSE (NOTE: SERE 100 LEVEL - Code of Conduct Course is located directly below the Individual Augmentee Prerequisite Training link located on NKO.)		Date Completed:

b. Member briefed IAW NAVADMIN 094/08 to be compliant with NAVY PTU standards by 01OCT08. Member has two gold shirts and two blue shorts with reflective Navy markings. Member has running shoes and white socks.	◯ Yes	◯ No	
3. FAMILY READINESS			
a. Member's family has been provided the IA Family Handbook.	◯ Yes	◯ No	
b. Member's family has been provided contact information for Parent Command IA Coordinator and Ombudsman.	◯ Yes	◯ No	
c. Member's family has member's complete name, rank, SSN, RTN, and command name and contact information for emergency purposes.	◯ Yes	◯ No	
d. Family members have been familiarized with the Navy Family Accountability and Assessment System (NFAAS) website (navyfamily.navy.mil).	◯ Yes	◯ No	
e. Member has updated "INFO" tab of NFAAS.	◯ Yes	◯ No	
f. Exceptional Family Member Program (EFMP). Member is enrolled in the EFMP; i.e. member has family members identified with medical, mental health or special educational requirements of a chronic nature (six months or longer)? NOTE: Enroll in EFMP when required per OPNAV 1754.2C. Enrollment should be done in a timely manner once a condition is identified and enrollment forms are completed. For further information on EFMP, visit www.npc.navy.mil/CommandSupport/ExceptionalFamilyMember .	◯ Yes	◯ No	◯ N/A
g. RC ONLY: Member has statement from licensed physician for any incapacitated family member(s) over 21 years of age or enrollment documentation of dependent student 18-23.	◯ Yes	◯ No	◯ N/A
h. Member has verified DEERS enrollment and ID Cards of all eligible dependents. If member has a dependent child over the age of 18, member has documentation of full-time student enrollment or disability. Valid ID Card(s) do not expire prior to deployment completion or arrangements have been made to update ID Cards during deployment.	◯ Yes	◯ No	
i. Member and family member(s) have completed the Fleet and Family Support Center Pre-Deployment Brief.	◯ Yes	◯ No	

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ENLISTED ONLY
CMC/COB/SEA EXPEDITIONARY SCREENING CHECKLIST ENDORSEMENT

On the basis of all available information, ☐ I DO ☐ I DO NOT RECOMMEND this member for Expeditionary Assignment.

CMC/COB/SEA (PRINTED NAME, RANK)	CMC/COB/SEA SIGNATURE	DATE

COMMANDING OFFICER'S EXPEDITIONARY SCREENING CHECKLIST ENDORSEMENT

CO'S REQUIRED COMMENTS ON SHADED AREA RESPONSES (INCLUDE LINE NUMBER):

MEMBER ☐ IS ☐ IS NOT SUITABLE FOR EXPEDITIONARY ASSIGNMENT.

Commanding Officer (PRINTED NAME, RANK)	Commanding Officer SIGNATURE	DATE

PRIVACY STATEMENT: The authority to request this information is contained in 5 USC 301 Departmental Regulations. The information will be used to assist officials and employees of the Department of the Navy in determining your future duty assignment.

Completion of the form is mandatory except for duty and home phone numbers.

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