

HRO BULLETIN

A NAVY REGION SOUTHWEST HUMAN RESOURCES OFFICE PUBLICATION

HRO-0003

October 2012

IPMS Annual Assessment Season is Here!

1. The TWMS tool is now open to accept annual assessments, ratings, and award recommendations. Employees, rating officials, and senior rating officials can now begin to input their assessments. A reminder that the tool does not contain spell check, so it is a best practice to draft assessments in Word and cut and paste in.
2. As a reminder, the deadlines for the evaluation and PARB process this fall are available [here](#). These were formally promulgated in CNICNOTE 12430 of 15 May 2012 and EXORD 12-16 of 21 May 2012.
3. A user guide for employees is available at:
https://g2.cnic.navy.mil/files/app?lang=en_US#/person/1393080031/file/32cc4fd8-49d9-422b-ac9c-9d68a03cac19
4. A user guide for rating officials and senior rating officials is available at:
https://g2.cnic.navy.mil/files/app?lang=en_US#/person/1393080031/file/fcf5806f-821e-4833-ad01-7d5051459ab4
5. N66 has completed a G2 dashboard for us that will allow you to track completion numbers (without PII). This tool is also available to supervisors, CO's, XO's, and anyone else who would like to track assessment completion. The site is at: <https://g2.cnic.navy.mil/solutions/IPMS>

The dashboard is pretty easy to navigate, but a full reference guide is available at:
<https://g2.cnic.navy.mil/help/train/Library/IPMS%20G2%20Reporting%20Tool%20Reference%20Guide.pdf>

Data can be viewed at region, installation, activity, and program levels. Please note that if your program codes are not yet in line with the Billet Standardization List, they may not display properly. This dashboard will allow your leadership to have easy access to reports on a daily basis (the information updates once a day from TWMS). Of course, IPMS administrators will still have access to the individual level data in the reports out of TWMS - this is only designed to be a snapshot view.

6. Still to come will be the tool for the PARBs to use while reviewing the appraisals and award recommendations. We will have this available in about 2 weeks and will conduct training on it for local PoCs and administrators as necessary.

Thank you very much for your efforts as we gear up for appraisal and PARB "season". Hopefully the new tools available with automation will allow this to be a smooth process!

For inquires please contact Karina D. Reyes at (619) 532-3557 or by e-mail at karina.reyes1@navy.mil.