

## MILPERSMAN 1306-606

### QUOTA TYPES AND PROCUREMENT

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1. **Definitions of Types of Quotas.** Types of quotas assigned to attend service schools are as follows:

a. **Temporary Additional Duty under Instruction (TEMADDINS).** These quotas are assigned only for members ordered to course(s) of instruction of less than 20 weeks duration, when it is appropriate the member be returned to the originating command. If a valid billet will exist at the current command for the member upon completion of training, the assignment will normally be made on a TEMADDINS quota.

b. **Temporary Duty under Instruction (TEMDUINS).** Members assigned quotas to course(s) of instruction of less than 20 weeks duration in connection with a permanent change of station (PCS) are assigned to their ultimate permanent duty station in one of two ways:

(a) **Transfer directives, which indicate the ultimate duty station, will be assigned upon completion of schooling.** These members are transferred for TEMDUINS and are made available upon completion of schooling for further assignment by Navy Personnel Command (NAVPERSCOM).

(b) **Transfer directives which include a permanent duty station.** These members are transferred upon completion of schooling to the permanent duty station included in the transfer directives.

c. **Duty under Instruction (DUINS).** All members assigned quotas to a course(s) of instruction of 20 weeks duration or longer are transferred for DUINS, which is considered a PCS. Upon completion of schooling these members are assigned a new permanent duty station by NAVPERSCOM.

d. **Determination in Change of Status from TEMDUINS to DUINS.**

(1) Orders to a course scheduled for less than 20 weeks constitute a temporary assignment. In some instances, unforeseen delays will extend a scheduled course beyond 20 weeks. The possibility of unforeseen delays does not change the fact the orders, based upon the scheduled length of the course, constitute a temporary assignment.

(2) Temporary duty allowances are no longer payable after receipt of an order modification to DUINS, as this constitutes a PCS. NAVPERSCOM is the determining authority for cases not covered by the above paragraph.

2. **Rotation Credit while Attending Course of Instruction.**

Rotation credit while attending a course of instruction shall be determined on the basis of type duty assigned while under instruction as follows:

a. **TEMADDINS.** Rotation credit continues to accrue in the same category as PCS.

b. **TEMDUINS.** No credit for rotation credit.

c. **DUINS.** Rotation credit is determined utilizing previous duty assignment as follows:

(1) For members reporting for DUINS from activities classified as **shore duty** for rotation, the course of instruction is considered to be a continuation of their shore tour.

(2) For members reporting for DUINS from activities classified as **sea duty** for rotation, the course of instruction receives no rotation credit (exception - combined schooling of 18 months or more is considered shore duty).

3. **Quota Procurement.** Quota procurement is as follows:

a. **TEMADDINS Quota Assignment.** Fleet activities may request TEMADDINS quotas per type commander's instructions. For quotas controlled by NAVPERSCOM, Shore Special Programs Assignment Branch (PERS-4010), see para. 3d of this article.

b. **TEM DUINS Quota Assignment.** TEM DUINS quotas for "A" and "C" schools may be requested for members being reassigned when training is required by new duty station.

c. **DUINS Quota Assignment.** Members are normally assigned to "C" schools on a DUINS basis upon normal rotation from shore duty to sea duty, or as a reenlistment incentive per MILPERSMAN 1306-1000.

d. **NAVPERSCOM Quota Control Assignment.**

(1) TEMADDINS school requests for which NAVPERSCOM (PERS-4010) exercises quota control shall be submitted to NAVPERSCOM (PERS-4010) per appropriate type commander instructions, with an information copy to NAVPERSCOM, Enlisted Personnel Readiness and Support Branch, (PERS-4013).

(2) Requests for DUINS and TEM DUINS courses are submitted directly to NAVPERSCOM (PERS-4010) via NAVPERS 1306/7 (Rev. 1/03), Enlisted Personnel Action Request. All quota requests shall contain the following information:

(a) Last three evaluations.

(b) Armed Services Vocational Aptitude Battery (ASVAB) scores.

(c) Correspondence or college course completion.

(d) Statement identifying if member participated in the last Navy-wide advancement examination, and for what rating.

(e) Any specific waivers required as outlined in MILPERSMAN 1306-602.

(f) For returnable quotas, command E3/E4 navy manning plan (NMP) and current on board must be specified for the rating requested.

(g) Name, rate, last 4 digits of social security number, Navy Enlisted Classification (NEC), Sea Duty Commencement Date/Projected Rotation Date, as appropriate, and Expiration of Active Obligated Service (EAOS) (as extended) of the candidate.