

## OFFICER DATA INPUT RECORD

**Privacy Act Statement**

**AUTHORITY:** 10 U.S.C. 5013, Secretary of the Navy; 42 U.S.C. 10606 as implemented by DoD Instruction 1030.1, Victim and Witness Assistance Procedures; [SORN N01070-3](#), [SORN N07220-1](#), and E.O. 9397 (SSN), as amended

**PURPOSE:** To assist officials and employees of the Navy in the management, supervision and administration of Navy personnel (officer and enlisted) and the operations of related personnel affairs and functions.

**ROUTINE USES:** Used by the Personnel Office to manage personnel and to respond to internal data inquiries.

**DISCLOSURE:** Voluntary. However, failure to provide the requested information may result in inaccurate accounting of personal information, increased processing time of all personnel related matters, and the commands inability to construct accurate statistical profiles of all officers assigned.

**INSTRUCTIONS TO OFFICER:**

Complete below applicable information and return to Officer Personnel at time of check-in. If information does not apply leave the box empty. PRINT LEGIBLY

**PERSONAL INFORMATION**

1. SSN:	2. LAST NAME:	3. FIRST NAME:	4. MIDDLE INITIAL:
5. HOME ADDRESS:		6. CITY:	7. STATE:
8. ZIP CODE (+ 4):	9. GOVERNMENT HOUSING (Occupying): <input type="checkbox"/> YES <input type="checkbox"/> NO	10. HOME PHONE:	11. CELL PHONE:
12. OFFICER'S DATE OF BIRTH (MM-DD-YY):	13. OFFICER'S GENDER:	14. RELIGION (See table #1, page 3.):	15. ETHNIC CODE (See table #4, page 3.):
16. MARITAL STATUS (M, S, D, W):	17. NUMBER OF CHILDREN:	18. SPOUSE'S NAME:	19. IS SPOUSE MILITARY: <input type="checkbox"/> YES <input type="checkbox"/> NO
20. SPOUSE'S SERVICE (See table #3, page 3):	21. SPOUSE'S MILITARY RANK (See table #2, page 3):		

**MILITARY INFORMATION**

22. SERVICE (See table #3, page 3.):	23. RANK (See table #2, page 3.):	24. PAY GRADE (See table #2, page 3.):	25. DESIGNATOR/MOS:
26. SUBSPECIALTY CODES:	27. YEAR GROUP:	28. PERMANENT GRADE DATE OF RANK (MM,DD,YY):	29. LINEAL NO. (Leave Blank):
30. SOURCE (See table #5, page 3.):	31. FOREIGN OFFICER: <input type="checkbox"/> YES <input type="checkbox"/> NO	32. DATE REPORTED (MM,DD,YY):	33. PROJECTED ROTATION DATE (MM,DD,YY):
34. PREVIOUS DUTY STATION:		35. PREVIOUS DUTY BILLET TITLE:	
36. DIVISION (See table #6, page 4.):	37. DEPARTMENT (See table #6, page 4.):	38. OFFICE EXTENSION:	39. MAIL STOP NO. (See Table #6, Page 4):

EDUCATION INFORMATION			
40. COLLEGE 1:	41. MAJOR 1:	42. DEGREE 1:	43. DEGREE 1 YEAR:
44. COLLEGE 2:	45. MAJOR 2:	46. DEGREE 2:	47. DEGREE 2 YEAR:
48. COLLEGE 3:	49. MAJOR 3:	50. DEGREE 3:	51. DEGREE 3 YEAR:

LEAVE THE FOLLOWING INFORMATION BLOCKS BLANK

52. BILLET SEQUENCE CODE:	53. BILLET TITLE:		
54. BILLET DESIGNATOR:	55. BILLET SERVICE:		
56. BILLET RANK:	57. BILLET P-CODE:	58. BILLET UIC:	

<b>TABLE # 1 - RELIGION AND CODES:</b>		<b>TABLE # 2 - RANK AND PAY GRADE:</b>		<b>TABLE # 3 - SERVICE CODES:</b>	
RELIGION:	CODE:	RANK:	GRADE:	SERVICE;	CODE:
BUDDHIST	B	VADM	09	NAVY	USN
CATHOLIC	C	RADM	08	NAVAL RESERVE	USNR
ISLAMIST	I	RADM (L)	07	ARMY	USA
JEWISH	J	CAPT	06	AIR FORCE	USAF
MUHAMMADANISM	M	COL (USMC)	06	MARINE CORPS	USMC
PROTESTANT	P	COL (USAF)	06	JAPANESE NAVY	JN
OTHER	O	COL (USA)	06	FRENCH NAVY	FN
		CDR	05	ROYAL NAVY	RN
		LTCOL (USMC)	05	GERMAN NAVY	GN
		LTCOL (USAF)	05	CANADIAN AIR FORCE	CAF
		LTC (USA)	05	ITALIAN NAVY	IN
		LCDR	04	BRAZILIAN NAVY	BN
		MAJ (USMC)	04	ROYAL AUSTRALIAN NAVY	RAN
		MAJ (USAF)	04	MEXICAN NAVY	MN
		MAJ (USA)	04		
		LT	03		
		CAPT (USMC)	03		
		CAPT (USAF)	03		
		CPT (USA)	03		
		LTJG	02		
		1STLT (USMC)	02		
		1STLT (USAF)	02		
		1LT (USA)	02		
		ENS	01		
		2NDLT (USMC)	01		
		2NDLT (USAF)	01		
		2LT (USA)	01		
		CWO W4	W4		
		CWO W3	W3		
		CWO W2	W2		
		WO	W1		

  

<b>TABLE # 4 - ETHNIC GROUP CODES:</b>	
CODE:	GROUP:
1	SPANISH DESCENT
2	AMERICAN INDIAN
3	ASIAN-AMERICAN
4	PUERTO-RICAN
5	FILIPINO
6	MEXICAN-AMERICAN
7	ESKIMO
8	ALUET
9	CUBAN-AMERICAN
B	BLACK
C	CAUCASIAN
D	INDIAN
E	MELANISIAN
G	CHINESE
J	JAPANESE
K	KOREAN
L	POLYNESIAN
Q	OTHER PACIFIC ISLAND DESCENT
S	LATIN-AMERICAN WITH HISPANIC DESCENT
V	VIETNAMESE
W	HICRONESIAN
X	OTHER
Y	NONE
Z	UNKNOWN

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<b>TABLE # 5 - SOURCE CODES:</b>		<b>Table # 6 - DIV/DEPT CODES AND STOP NUMBERS</b>		
<b>CODE:</b>	<b>TITLE:</b>	<b>CODE:</b>	<b>DIVISION/DEPARTMENT:</b>	<b>STOP #:</b>
A	NAVAL ACADEMY	<b>SUPT</b>	<b>SUPERINTENDENT</b>	
B	AVIATION OFFICER	SUPT	SUPERINTENDENT STAFF	1A
C	NROTC REGULAR	SJA	STAFF JUDGE ADVOCATE	1F
D	NROTC CONTRACT STUDENT	PAO	PUBLIC AFFAIRS	1G
E	OFFICER CANDIDATE SCHOOL			
F	RESERVE OFFICER CANDIDATE	<b>COMDT</b>	<b>COMMANDANT OF MIDSHIPMEN</b>	
G	DIRECT APPOINTMENT: PROSPECTIVE MC, DC, CNC, JAGC, MSC	COMDT	COMMANDANT OF MIDSHIPMEN	3A
H	MILITARY ACADEMY	CMDT/STAFF	COMMANDANT STAFF	3A
I	AIR FORCE ACADEMY	BRIG OFF	BRIGADE OFFICERS	3A
J	MERCHANT MARINE ACADEMY	BAND	BAND	3A
K	USN INTEGRATION PROGRAM	MFSD	MIDN FOOD SERVICE DIVISION	3E
L	USN LIMITED DUTY OFFICER	NASAIL	NAVALACADEMY SAILING	5A
M	GRADUATES OF NESEP (SYS. ENGR.) COURSE "A"	CHAPLAIN	CHAPLAIN	6
N	MSC FORM ENLISTED BY PUBLIC LAW 337, 80TH CONGRESS	MIDN SUPPLY	MIDN SUPPLY	20A
O	GRADUATES OF NESEP (SCI. ENGR.) COURSE "B"	<b>PE</b>	<b>PHYSICAL EDUCATION</b>	
P	FLIGHT OFFICER	PE	PHYSICAL EDUCATION	4A
Q	RECALL FROM INACTIVE RESERVE	<b>PRODEV</b>	<b>PROFESSIONAL DEVELOPMENT</b>	
R	USN WARRANT OFFICER PROGRAM	PRODEV	PRODEV ADMIN SUPPORT	7A
S	COAST GUARD	LEAD/LAW	LEADERSHIP AND LAW	7B
T	OTHER	SEA/NAV	SEAMENSHIP & NAVIGATION	7C
		TRNG	TRAINING	7D
		PROPPROG	PROFESSIONAL PROGRAMS	7E
		<b>ACDEAN</b>	<b>ACADEMIC DEAN</b>	
		ACDEAN	ACADEMIC DEAN	1C
		ACCNTR	ACADEMIC CENTER	2C
		<b>E&amp;W</b>	<b>ENGINEERING AND WEAPONS</b>	
		E&W	ENGR & WPS ADMIN SUPPORT	11A
		AERO	AEROSPACE ENGR	11B
		MECH ENG	MECHANICAL ENGR	11C
		NAVSYS	NAVAL SYSTEMS ENGR	11D
		WPNSYS	WEAPONS & SYSTEMS ENGR	14A
		ELEC ENG	ELECTRICAL ENGR	14B
		<b>HUM/SS</b>	<b>HUMANITIES AND SOCIAL SCIENCES</b>	
		HUM/SS	HUMS & SOC. SCI.	12A
		ENGLISH	ENGLISH	12B
		HISTORY	HISTORY	12C
		LANGS	LANGUAGE STUDIES	10C
		ECONO	ECONOMICS	10D
		POLSCI	POLITICAL SCIENCE	10E
		<b>M&amp;S</b>	<b>MATHEMATICS AND SCIENCE</b>	
		M&S	MATH & SCI ADMIN SUPPORT	9A
		CHEM	CHEMISTRY	9B
		PHYSICS	PHYSICS	9C
		OCEANO	OCEANOGRAPHY	9D
		MATH	MATHEMATICS	9E
		COMPSCI	COMPUTER SCIENCE	9F
		<b>COS</b>	<b>CHIEF OF STAFF</b>	
		ACOS	ASST. CHIEF OF STAFF	1B
		SUPPLY	SUPPLY	20A
		PUB-WKS	PUBLIC WORKS	21A
		<b>ACOS</b>	<b>ASSISTANT CHIEF OF STAFF</b>	
		P&A	PERS & ADMIN	1E
		SECUR	SECURITY	18C
		FAMSVC	FAMILY SERVICE CENTER	23K
		<b>CBU-403</b>	<b>CBU-403</b>	
		CBU-403	CBU-403	23J
		<b>DEPMGT</b>	<b>DEPUTY FOR MANAGEMENT</b>	
		DEPMGT	DEPUTY FOR MANAGEMENT	1D
		COMPSVC	COMPUTER SERVICES	2A
		COMPT	COMPTROLLER	20F
		<b>ADMISS</b>	<b>DEAN OF ADMISSIONS</b>	
		ADMISS	ADMISSIONS	17A
		CGO	CANDIDATE GUIDANCE	17F
		NOM/APPT	NOMS & APPOINTMENTS	17G