DEERS/RAPIDS Project Office Bulletin

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Navy DEERS/RAPIDS Project Office, Bureau of Naval Personnel, BUPERS 262
http://www.npc.navy.mil/CommandSupport/PayPersSupport/
https://www.dmdc.osd.mil/vois/

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DEERS/RAPIDS Project Office Bulletin

Welcome to 2009! Last year brought many changes to DEERS and RAPIDS, and this year is expected to be filled with many more. The RAPIDS 7 update was a major hurdle that was finally completed for all sites, with the exception of deployable workstations.

This month we have a note concerning full-time students and common misconceptions. There is also a note about USCIS, DEA, and U.S. Marshalls. Last, there is some information about the volunteer tokens, the civil service retiree card, and SSN reduction.

Please feel free to contact the Project Office with suggestions or ideas for future articles. SSMs are encouraged to use this bulletin as part of their SSM/VO training program.

Full-time Students

Full-time students are children over 21, but less than 23 years of age, who attend an accredited institution of higher learning full-time and depend on their sponsor for over 50% support. The 50% support requirement is met by annotating in Block 89 of the DD 1172 that the sponsor is providing over 50% support. The sponsor's signature on the DD 1172 is their acknowledgement of this statement.

The requirement that the student is enrolled full-time is normally met by a letter from the school registrar. This requirement can also be met by a letter from a clearinghouse that prepares these letters for the school. Lastly, the requirement can be met by a print out from the schools web site showing that the student is enrolled full-time. The print out may or may not have the registrar's signature.

The student's end date should be set to either the expected graduation date of the letter, or the day before the student's 23rd birthday, whichever is sooner. Schools will normally only certify the semester that the student is currently enrolled. The end date should never be set to the end of the semester, unless the end of the semester is also the expected graduation date.

If the student turns 21 during the summer break, then the student must show that they were enrolled full-time in the previous term, and enrolled in the next term after the break.

The POC for this is the Assistant Navy Project Officer. Contact information is on the last page of this bulletin. BUPERSINST 1750.10B, table 4.4 refers.

USCIS, DEA, and U.S. Marshalls in DEERS

In 2007 and 2008 DHRA coordinated waivers between the Department of Defense and several other agencies to allow CAC issuance to some of their federal employees, even though they do not require logical access. This is a very limited population from the Department of Homeland Security/U.S. Citizenship and Immigration Services, the Department of Justice/Drug Enforcement Agency, and U.S. Marshalls. DMDC has input their data and overseas assignments into DEERS according to the stipulations of the signed waiver. Their verification status reads "Not Verifiable." Many of their CACs are up for renewal and a few have had a problem getting CACs.

"Both questions must be answered yes to issue the CAC."

Each Other Federal Agency civilian sponsor has an overseas assignment on their DEERS record. They are not emergency essential civilians. RAPIDS will prompt the VO for two questions: 1) Do they require logical access; and 2) Do they have an 1172-2? Both questions must be answered yes to issue the CAC. They have been instructed to carry a copy of their 1172-2 along with their photo ID. Here's the basic info for the VO or SSM:

- The site does not need a signature card for the 1172-2 verifier. DMDC entered the data and has the signature card.

- The sponsor does not need a SPOT LOA – they are neither a contractor nor emergency essential.

- VOs should rescan the identity documentation since in most cases it was not available to DMDC or they were entered before documents were required.

The POC for this issue is the Navy DEERS/RAPIDS Project Officer. Contact information is on the last page of this bulletin.

Volunteer Tokens – Do Not Issue Cards

A recent policy memorandum was signed by the Undersecretary of Defense (Personnel and Readiness) authorizing a pilot program for an alternate token for volunteers. The token can be issued via the RAPIDS workstation. It will not contain a picture so it will not be able to be used to enter the base. The token will be issued on the same cardstock as a CAC, but will not be a CAC.

None of the branches of service have issued policy or guidance concerning what volunteer populations will be eligible to receive the card. RAPIDS will not have the capability to issue these cards until RAPIDS 7.4 has been released. RAPIDS sites should not issue this card to any volunteer until further policy or guidance has been promulgated by the Service Project Officer.

The POC for this is the Assistant Navy Project Officer. Contact information is on the last page of this bulletin.

Civil Service Retiree Cards

The RAPIDS 7.3 software has the functionality to produce a DoD civilian retiree card. A DoD civilian retiree may be eligible for a DoD civilian retiree card if their retiree record is in DEERS and the personnel category has been verified by the civilian personnel pay system. DEERS records have been updated for eligible populations with the exception of DoD Non-Appropriate Funds (NAF) civilian retirees and U.S. Coast Guard retirees.

Sites will not be able to create the record if it is not already in DEERS. The retiree must contact the Civilian Benefits Information Line by email at benefits@cpms.osd.mil or by phone at (703) 696-6301.

"Sites will not be able to create the record if it is not already in DEERS."

Civil service employees that have a current civil service record in DEERS can have their civilian retiree record created by the site. The employee must have a copy of an SF 50 that shows they are retiring with the retirement date. The VO can then end the civil service record for retirement to create the civil service retiree record. The SF 50 must be scanned into RAPIDS.

Chipless cardstock is required to produce a DoD civilian retiree card. Sites may request chipless cardstock using the CAC Consumables Order Form dated December 2008. The Navy Project Office is having an initial shipment of the stock sent to all Navy sites. Once the stock has been ordered, the SSM will receive an e-mail with more information concerning cardstock. Do not submit request for chipless stock directly to DMDC.

Chipless cardstock will have to be individually fed into the smartcard printers. DoD Civilian Retiree cards SHALL NOT be printed on the CAC cardstock with the integrated circuit chip.

The POC for this is the ILP, Cardstock, and Web Based Training Coordinator. Contact information is on the last page of this bulletin. The RAPIDS 7.3 User Guide, page 125, provides step by step instruction on how to issue the DoD civilian retiree card.

SSN Reduction – Effective Immediately

SSMs and VOs shall always check the "Do not print SSN" checkbox when this option is presented in RAPIDS. This checkbox shall be specifically selected when issuing family member ID cards. RAPIDS 7.4 will automatically remove the SSN from family member ID cards.

"This checkbox shall be specifically selected when issuing family member ID cards."

By the end of calendar year 2009, all SSNs will be removed from the printed surface of all ID cards, with the exception of Geneva Conventions ID cards. The Geneva Conventions ID cards will retain the last four digits of the SSN.

During calendar year 2012, SSNs embedded in barcodes will be removed from all DoD ID cards. This means that any applications that read the SSN from the barcode will have to be modified prior to 2012.

The POC for this is the Assistant Project Officer. Contact information is on the last page of this bulletin. The RAPIDS 7.3 User Guide, page 79, can be referenced for step-by-step instructions.

Navy DEERS/RAPIDS Contacts

All numbers commercial. DSN is 882-xxxx.

Navy DEERS/RAPIDS Project Officer	BUPERS 262	(901)874-4862
Assistant Project Officer/Policy	BUPERS 262	(901)874-3467
ILP, Cardstock, Web Based Training	BUPERS 262	(901)874-3462
RAPIDS Equipment/SSM Updates/RAPIDS Transition to NMCI/RAPIDS 7 Upgrade Coordinator	BUPERS 262	(901)874-3056
Reserve RAPIDS Equipment/SSM Updates	Commander, Navy Reserve Forcers Command	(757)318-3263 DSN: 253

Navy Database Corrections

All numbers commercial. DSN for (901) area code is 882.

Active Duty, Full Time Support, Reserve, Retired with Pay	BUPERS 262	(901)874-2366 Fax: 2640
Navy Dependents, 100% DAV	BUPERS 262	(901)874-4653 Fax: 2766
Former Spouse Coordinator, Navy Dependents	BUPERS 262	(901)874-3362 Fax: 2766
INCAP Coordinator, Navy Dependents	BUPERS 262	(901)874-3360 Fax: 2766
Reserve Retiree, PDRL/TDRL	BUPERS 262	(901)874-4653 Fax: 2766
Navy Civil Service	HRSD Randolph AFB	(210)652-4646 DSN: 487

Other Service Contacts

Contractor Verification System (CVS)(Navy)		CNIC	(888)264-4255 Option 2
Army	(703)607-9128/9192	Army Reserve	(800)318-5298
Air Force	(210)565-2089	Air Force Reserve	(703)588-6002
Marine Corps	(703)784-9529	Marine Corps Reserve	(504)678-1299
Coast Guard	(202)475-6394/5400	Coast Guard Reserve	(202)267-2257
Army National Guard	(703)607-9129	Air National Guard	(703)607-1239
NOAA	(301)713-3444	PHS	(240)453-6038

NAVY PERSONNEL COMMAND
Bureau of Naval Personnel

Bureau of Naval Personnel
BUPERS 262
5720 Integrity Drive
Memphis, TN 38055-0000