



# Command Individual Augmentee Coordinator Brief



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**NAVY PERSONNEL COMMAND**  
Bureau of Naval Personnel





# *What is a CIAC?*

- *The Command Individual Augmentation Coordinator (CIAC) is a key component of IA Sailor and Family support*
- *Acts as a mentor, an advocate, and a professional source of help and information for the IA Sailor and their Family before, during, and after an IA assignment*



# ***Does My Command Need a CIAC?***

- All Navy commands with Sailors departing on IA assignments, currently on an IA assignment, or having returned from an IA assignment within the past nine months must have a CIAC designated in writing by the CO or OIC, as directed by NAVADMINs 293/08 and 099/09***
- This applies to all AC Commands and commissioned RC Commands with a Unit Identification Code (UIC)***
- For other RC Units, each Navy Operational Support Center (NOSC) must have a designated CIAC to support mobilized reservists and their Families, as well as any AC/FTS Staff and their Families assigned to the NOSC***



# ***Who Should be the CIAC?***

- ***CIAC should be an E-7 or above, preferably with IA experience***
- ***All commands must have at least one CIAC. Large Commands may assign more according to their needs***
- ***Assignment of Civilian personnel who are in a position to exercise sufficient authority, is authorized when no suitable military member is available***



# Objectives

- ***Understand the definition of an IA, the various types of IA assignments, and the uniqueness of an IA Deployment***
- ***Define Parent Command and Command IA Coordinator roles and responsibilities***
- ***Understand the importance of NFAAS and the role it plays in tracking IA Sailor and Family support***
- ***Identify IA Sailor/Family support resources during each phase of deployment***



# *What is an IA?*

- *Individual Augmentees (IAs) are Sailors who are filling individual billet requirements for various combatant commanders around the world in support of Overseas Contingency Operations*
- *In contrast to a Sailor that deploys with a ship, squadron or unit, an IA Sailor leaves their assigned unit or command to deploy individually or with a small group*
- *As an IA, Sailors serve as ambassadors for our Navy and gain Joint Coalition and interagency experience*



# IA Statistics

- *At any given time, there are approximately 14,000 Sailors in the IA pipeline, either with orders, in training, or deployed*
- *Active Component Sailors make up about 60% of the IA force today and 40% are Reserve Component Sailors*
- *Most IAs are concentrated in the CENTCOM (Iraq, Afghanistan, Kuwait, Bahrain) and AFRICOM (Horn of Africa) AORs – but there are also IAs serving in other regions to include but not limited to Germany, the Philippines, Cuba, and Japan*
- *Current statistics can be found on the Navy IA Facebook page ([www.facebook.com/NavylA](http://www.facebook.com/NavylA))*



# *Four Types of IA Assignments*

- *IAMM - Individual Augmentee Manpower Management Assignment*
- *OSA - Overseas Contingency Operations Support Assignment*
- *GSA - Global Support Assignment\**
- *RC Mob - Mobilized Reserve Personnel*

*\*GSA is an option available for Officers only as of 1 November 2010*



# *IAMM Assignments*

- *Individual Augmentee Manpower Management Assignment (IAMM)*
  - *Active Duty fill temporary duty assignments*
  - *IAMM Sailors remain attached to their current/parent commands while carrying out TAD orders*
  - *Sailors return to their parent commands upon completion of their IA orders*
  - *Assignments vary in length from a few months to a year or more*

*Process and procedures are outlined in the IAMM Business Rules (NAVADMIN 332/10 – IA GRAM #10)*



# OSA Assignments

- **Overseas Contingency Operations Support Assignment (OSA)**
  - *Sailor selects "OSA PREFERENCE" option in CMS/ID 9-12 months prior to current PRD*
  - *Sailors are eligible to negotiate with regular rating detailer for follow-on PCS orders to be executed after completion of IA assignment*
  - *OSA Sailors remain attached to their current/parent commands while carrying out IA orders & return to their parent commands upon completion of their IA orders*
  - *Assignments vary in length from a few months to a year or more*

***Process and procedures are outlined in the OSA Business Rules for Enlisted Personnel (NAVADMIN 334/10 – IA GRAM #8)***



# GSA Assignments

- **Global Support Assignment (GSA)**

- **Sailors can negotiate with their detailers for a GSA assignment when they are within their PRD window**
- **Sailors “detach” from their current command to execute GSA orders; they will then transfer to their next PCS assignment once they return from their GSA tour**
- **GSA Sailors continue to receive traditional Parent Command support and Family support from their detaching command. This includes NFAAS accountability.**

**Process and procedures are outlined in the Officer GSA Business Rules (NAVADMIN 333/10 – IA GRAM #9)**



# ***RC Mobilization***

- ***Reserve Component Mobilization***
  - ***Mobilization Assignment Status (MAS) code is entered as VOL (volunteer) in NSIPS with approved request from member through Chain of Command***
  - ***Sailor remains in a volunteer status until the code is changed***
  - ***RC Commissioned Units are on rotational schedule***
  - ***NOSC is considered the Parent Activity responsible for Sailor, Family and NFAAS entries. Reservists return to NOSC's after re-deployment for deactivation prior to going on leave***



# *Types of Missions*

- *Administrative Support – Provide pay and personnel support to assigned U.S. Navy personnel*
- *Civil Affairs – Working within communities to build strong relationships*
- *Public Works and Support Operations – Build and repair water and electrical plants and systems in support of U.S. operations and civilian communities*
- *Reconstruction Operations – Constructing new and repairing existing infrastructure such as roads, utility lines, power plants, buildings, etc.*
- *Force Protection – U. S. Camp protection, building security, personnel (VIP) protection and security*



# ***IA Deployment Uniqueness***

- ***Typically assigned combat support and combat service support roles***
- ***Does not deploy with regular Navy Unit***
- ***U. S. Army basic combat skills training***
- ***Assignment length***
- ***Non-traditional homecomings***
- ***May be at shore duty or sea duty when selected***
- ***May deploy TAD or PCS***
- ***Expanded Family support systems available***



# IA Cycle

- **Command & Sailor notified**
- **Completes NAVPERS 1300/22 (Administrative) and NAVMED 1300/4 (Medical) IA Expeditionary Screening Checklists. Other official Joint/Theater training requirements are posted on NKO**
  - Navy IA ([www.ia.navy.mil](http://www.ia.navy.mil))
  - NKO ([www.nko.navy.mil](http://www.nko.navy.mil))
- **In-Process at NMPS**
- **Combat skills training/additional mission-specific training**
  - ECRC ([www.ecrc.navy.mil](http://www.ecrc.navy.mil))
- **In-brief for Boots on Ground at Reception, Staging, Onward movement and Integration (RSOI) point for TAD location**
- **Warrior Transition Program in theater prior to re-deployment (\*not all Sailors attend WTP – dependent on BOG location)**
- **Out-Process at NMPS and then return to parent command.**



# Major Stakeholders

- **USFF - U. S. Fleet Forces Command**
  - *Executive Agent for the IA Continuum*
  - *Provides streamlined, standardized execution of Navy IA policy and procedures*
- **NECC - Navy Expeditionary Combat Command**
  - *Oversees Command or Unit expeditionary combat forces*
- **ECRC - Expeditionary Combat Readiness Command**
  - *Provides oversight for GSA assignments during deployment, ensures reach-back, re-deployment and Family support with coordination of Parent (detaching) Command*
  - *Ensures effective processing, equipping, training, certification of all IA's and mission training tracks.*



# Major Stakeholders (continued)

- **NMPS - Navy Mobilization Processing Site**
  - *In/Out-processes IAs*
  - *Verifies Sailors are ready to deploy – processing takes 4-7 days*
  - *Four Processing Sites (Norfolk, San Diego, Port Hueneme and Gulfport)*
- **U. S. Army - Combat Skills Training**
  - *Approximately 3 weeks*
  - *All IAs receive basic combat skills training; Some receive additional mission specific training*
  - *Topics: Weapons qualifications, Convoy operations, Urban operations, Code of conduct, Combat Life Saver and Cultural awareness*



# ***Top Administrative IA Issues***

- 1. Order Compliance (read completely)***
- 2. CENTCOM / other AOR Medical readiness standards***
- 3. Adjudicated Security Clearance***
- 4. Official Passport as required by orders (e.g. HOA)***
- 5. Government Travel Credit Card (GTCC) (Mission Critical Status)***
- 6. Training completion on NKO***
- 7. Wills and Power of Attorney***
- 8. Incomplete PRIMS record***



# ***Parent Command Responsibilities***

## ***Pre-Deployment Phase***

***Ensure initial screening requirements in the Expeditionary Screening Checklist (Administrative, Medical & Dental) are completed and reported in BUPERS ONLINE within 30 days of receiving orders.***

***Additional requirements as stated in orders may include:***

- ***Government Travel Credit Card (GTCC)***
- ***Security clearance requirement as defined in orders***
- ***Sufficient obligated service and high year tenure matters are resolved prior to execution of orders***
- ***Verify possession of required passports***
- ***Dependant care certificate and Family care plan, as required***
- ***Common Access Card (CAC)***
- ***Advancement examination worksheets/exams for transfer to appropriate ECRC Det, NAVCENT CTF-IA Forward Headquarters***



# ***Parent Command Responsibilities***

## ***Pre-Deployment Phase (Continued)***

- ***Complete required personnel action requests (1306), such as Selective Reenlistment Bonus (SRB), Projected Rotation Date (PRD) adjustments, orders, special programs, etc.***
- ***Ensure CIAC and IA Sailor are aware of individual responsibility to maintain information in NFAAS and DEERS systems at all times throughout deployment***
- ***Complete a Pre-Deployment Health Assessment (DD 2795) within 60 days of their expected reporting date to the NMPS for in-processing.***
- ***DD 2795 must be completed prior to executing leave (AC members) to include any required medical follow up and entry into Medical Readiness Reporting System (MRRS)***
- ***Command Fitness Leader places Sailor in IA status in PRIMIS***
- ***BCA should be recorded in PRIMIS***
- ***Complete a command leadership consultation***



# ***Parent Command Responsibilities***

## ***Training Phase***

- 1. Monitor and maintain up to date Sailor and Family information in NFAAS System***
- 2. Contact monthly with IA Sailors and Families plus, coordinate any required action for issue resolution***
- 3. For IAMM, OSA and RC Mob Sailors***
  - a. Maintain role of GTCC APC***
  - b. Maintain administrative responsibility for security clearances***
- 4. For GSA Sailors ONLY***
  - a. ECRC will assume role of GTCC Agency Program Coordinator (APC) upon completion of NMPS processing***
  - b. Also, ECRC has administrative responsibility for security clearances upon completion of NMPS processing***



# ***Parent Command Responsibilities***

## ***Boots-On-Ground (BOG) Phase***

- 1. Monitor and maintain Sailor and Family information in NFAAS System***
- 2. Contact Sailor monthly and document in NFAAS***
- 3. Contact Family as specified in initial interview***
  - ✓ Daily***
  - ✓ Every week***
  - ✓ Every 2 weeks***
  - ✓ Every month***
  - ✓ Every 2 months***
  - ✓ Every 3 months***
  - ✓ Emergencies only***



# ***Parent Command Responsibilities***

## ***IA Family Support***

- 1. Maintain monthly communication with IA Family throughout deployment as desired by Family***
- 2. Provide Command Ombudsman and/or FRG support to IA Families***
- 3. Include IA Families in appropriate command functions***
- 4. Ensure IA Family data is maintained and any changes are updated in NFAAS***
- 5. Comply with Family support procedures as outlined in IA Gram 08-03, in the event that an IA Family relocates prior to, or during the IA deployment***



# **CIAC's Role**

## **Pre-deployment Phase**

- ***Sailor preparation is primary responsibility***
- ***Primary / alternate notified and begin medical screen***
- ***Reads and explains orders with Sailor***
- ***Provides Sailor a Family Handbook***
- ***Encourages Sailor/Family to attend pre and post-deployment readiness briefings***
- ***Maintains / updates command social roster with IA data***
- ***Ensures Sailor updates Family contact info in NFAAS***
- ***Provides Sailor/Family with Ombudsman contact info***
- ***Informs chain of command of issues***
- ***Directs Sailor to provide command with contact info for any Intermediate-stop (I-stop)***
  - ✓ ***Includes final in-theater command***



# **CIAC's Role**

## **Boots-On-Ground (BOG) Phase**

### ***During Deployment***

- ***Contacts command IAs at least monthly via telephone or e-mail***
- ***Works closely with command Ombudsman and/or Fleet and Family Individual Deployment Support Specialist (IDSS)***
- ***Informs CO or chain of command of issues***
- ***Ensures in-theater contact info obtained***



# **CIAC's Role**

## **Re-Deployment Phase**

- ***Encourage Family to attend pre-reunion briefings***
  - ***Fleet and Family Support Center (FFSC)***
- ***Arranges welcome home event***
- ***Personally welcomes IA Sailors back to command***
- ***Acknowledge IA's return by command***
- ***Aware of reintegration issues and referral resources***



# Command Ombudsman

- *As a Command program, provides a link between the Command and the Family*
- *Informed of the unique aspects of IA assignments*
- *May maintain monthly contact with IA Family members*
- *Informs IA Families about resources*
- *Keeps IA Families on command correspondence such as newsletters, telephone trees, social rosters, etc.*
- *Trained member of the Command and aware of reintegration issues and referral resources*



# ***Navy Family Accountability & Assessment System (NFAAS)***

## ***Designating a CIAC in NFAAS***

- Contact the Commanding Officer's Representative (COR)***
- Establish CIAC access to IA records (Requires COR approval)***
- Assign CIAC to each IA record***
- Update CIAC contact information on each IA record***
- Insert requested contact intervals for Family***
- Document contacts with Sailor and Sailor's Family***

***<https://www.navyfamily.navy.mil>***



# NFAAS Homepage

## NFAAS | NAVY FAMILY ACCOUNTABILITY and ASSESSMENT SYSTEM

### NFAAS Login Page

**Navy Military, Civilians, OCONUS Contractors, and their Families**  
To update your contact information and account (muster)

[Click Here](#)

Includes Active Duty, all Reservists, Navy Civilian Employees, NAF and NEX Employees, and their Family Members, as well as OCONUS Contractors affected by an event.

Note: IRR Reservists and contractors in the Continental U.S. can NOT login at this time.

**Login Problems**  
If you have problems accessing NFAAS, [click here](#) to send an email for assistance. Please include your name, phone number and UIC (if possible) in order for us to contact you. Please, do **NOT** include SSN/DOB.

### All Navy Support, Authorized Personnel and Staff

(must have been granted access by command)

[Click Here](#)

**CIAC Low bandwidth**  
(CAC Required for Access)

To perform duties for COR, Command & Regional Admin, Personnel Accountability, Analysis & Reporting, Case Management, IA Support & tracking and other related tasks.

### What is NFAAS?

Navy Family Accountability and Assessment System (NFAAS) standardizes a method for the Navy to account, manage, and monitor the recovery process for personnel and their families affected and/or scattered by a wide-spread catastrophic event. The NFAAS provides valuable information to all levels of the Navy chain of command, allowing commanders to make strategic decisions which facilitate a return to stability.

NFAAS allows Navy Personnel to do the following:

- ✓ Report Accounting Status
- ✓ Update Contact/Location information
- ✓ View Reference Information

Designating a CIAC



# Command IA (Tab)

**NFAAS** NAVY FAMILY ACCOUNTABILITY and ASSESSMENT SYSTEM Logout

Home | Command | **Command IA** | UIC Admin | Personnel | Cmd IA/GSA | Accounting | Reports | Reference | My Info | Upload | Help

Cmd IA Introduction  
Cmd Reference Library  
**Cmd IA Coord Admin**  
CIAC Lookup  
CO Rep Lookup  
IDSS Lookup  
UIC Lookup Page  
UIC Hierarchy Search

### Command IA Coordinator (CIAC) Introduction

**Welcome to the NFAAS Support System**

CIACs have access to both Privacy Act Information and Personally Identifiable Information (PII); all care should be given to protect this data. In order for you to be visible as the CIAC to IDSSs, you **MUST** assign the Family Record to yourself so they can see your name and contact info.

**Below are some key tasks and the steps to perform them:**

**Review IAs for your command(s):** \_\_\_\_\_

1. Click the **Cmd IA/GSA** tab.
2. Enter any search criteria and then click **Find**.
3. Click on the desired [File Link](#) for more details.

**Assign yourself as a CIAC for IA/GSA families in your command(s):** \_\_\_\_\_

1. Click the **Cmd IA/GSA** tab.
2. Choose your command's UIC from the "Family Support UIC" menu and then click **Find**.
3. On the Action drop-down menu, choose "Set Cmd IA Coord"
4. On the popup window, select your name and then click **OK**.
5. Repeat for each IA/GSA file you are the CIAC for.

**View IA reports** \_\_\_\_\_

1. Click the **Reports** tab.
2. See the reports on the right side of the page: **Individual Augmentee Reports**.
3. Click the link for the desired report. Some reports may require additional information.
4. Click the **Report** tab to return to the main Reports page.

- **Commanding Officer Representatives (CORs) can access the Command IA tab to designate Command IA Coordinators (CIACs)**



# Command IA (Tab) enter UIC

**NFAAS** NAVY FAMILY ACCOUNTABILITY and ASSESSMENT SYSTEM

Logout

Home Command **Command IA** UIC Admin Personnel Cmd IA/GSA Accounting Reports Reference My Info Upload Help

Cmd IA Introduction  
Cmd Reference Library  
Cmd IA Coord Admin  
CIAC Lookup  
CO Rep Lookup  
IDSS Lookup  
UIC Lookup Page  
UIC Hierarchy Search

**Manage Command IA Coordinators**

Manage CIACs for UIC:  Show CIACs

Last Name (starts with)  First Name (starts with)  Assigned UIC  SSN (Full or Last 4 + Name)

Results Per Page: 50 Find Reset To add a CIAC, enter their name and/or Assigned then click **Find**.

Action	Paygrade	Name	Assigned UIC	Phone	Email	Made CIAC on	By Whom
--------	----------	------	--------------	-------	-------	--------------	---------

**CIACs (pronounced like "kayaks") have the following capabilities in NFAAS:**

- ▶ Track status, whereabouts, orders processing and scheduling information for IA sailors in their command.
- ▶ View IA reports.
- ▶ Search for CIACs of any command.
- ▶ Add or remove CIACs from their command.

By adding personnel to this list, you are designating those persons with the authority to perform the above functions! Please update this list as often as needed-there is no automatic maintenance of this list when personnel leave the command. It is up to the individual Commands to control this list.

- **Enter the name and UIC of person to be designated a CIAC**
- **System will allow for an individual from another UIC to be CIAC (e.g. NOSC RUICs)**
- **CIACs are also REMOVED from this Tab**



# Command IA (Tab) find CIACs

**NFAAS** NAVY FAMILY ACCOUNTABILITY and ASSESSMENT SYSTEM [Logout](#)

Home **Command IA** UIC Admin Personnel Cmd IA/GSA Accounting Reports Reference My Info Upload Help

Cmd IA Introduction  
Cmd Reference Library  
**Cmd IA Coord Admin**  
CIAC Lookup  
CO Rep Lookup  
IDSS Lookup  
UIC Lookup Page  
UIC Hierarchy Search

**Manage Command IA Coordinators**

Manage CIACs for UIC: 00072 [Show CIACs](#)

Last Name (starts with) First Name (starts with) Assigned UIC SSN (Full or Last 4 + Name)

Results Per Page: 50 [Find](#) [Reset](#) To **add** a CIAC, enter their name and/or Assigned UIC then click **Find**.

Action	Paygrade	Name	Assigned UIC	Phone	Email	Made CIAC on	By Whom
<a href="#">Remove</a>	CDR						
<a href="#">Remove</a>	SKC						

- **Tab allows Adding / Removing of CIAC by UIC**
- **Provides lookup information for CIAC / IDSS / UICs**



# View IAs Assigned to UIC

**NFAAS** NAVY FAMILY ACCOUNTABILITY and ASSESSMENT SYSTEM [Logout](#)

Home | Command | Command IA | UIC Admin | Personnel | **Cmd IA/GSA** | Accounting | Reports | Reference | My Info | Upload | Help

### Command IA/GSA Files

ID#	Status	Event	Last Name (starts with)	First Name (starts with)	Full SSN	Noble Eagle #	Sailor Support UIC	Family Support UIC	Designation	Family Location City	State	ZIP (starts with)
	Any	Any					Any	Any	Any		Any	

Results Per Page: 50   Orders Type: Any Days Since

Action	IA/GSA File	Orders Type	Status	Name	Sailor Spt. UIC	Family Spt. UIC	Designation	Family Location	ZipCode	Days Since Contact
Enter search criteria above and press the "Find" button to display a list of Cases.										

- **CIACs can identify IAs/Families assigned to their UIC from this Tab**
- **The IA file link allows the CIAC to access the individual IA file**



# Search files

**NFAAS** NAVY FAMILY ACCOUNTABILITY and ASSESSMENT SYSTEM Logout

Home Command Command IA UIC Admin Personnel **Cmd IA/GSA** Accounting Reports Reference My Info Upload Help

### Command IA/GSA Files

ID#	Status	Event	Last Name (starts with)	First Name (starts with)	Full SSN	Noble Eagle #	Sailor Support UIC	Family Support UIC	Designation	Family Location City	State	ZIP (starts w
	Any	Any					Any	Any	Any		Any	

Results Per Page: 50 Find Show All Orders Type: Any Days Since

Total Results: 1 Page 1 of 1

Action	IA/GSA File	Orders Type	Status	Name	Sailor Spt. UIC	Family Spt. UIC	Designation	Family Location	ZipCode	Days Since Contact
Choose one	044606	IAMM	Executing Orders				RESERVE PERSONNEL (AT/ADT/ADSW/MOB)	NEW ORLEANS, LA	70131	3

- **Tab allows CIAC to view IA Sailors through a variety of filters (e.g. Last Name, Sailor Support UIC, Noble Eagle #, etc.)**
- **CIAC enters information via the IA file number link**



# Actions / Edit Files

- Choose One
- Assign to CIAC
- Add Comment
- Did Not Exec. IA Orders
- Close File

Close    Details for IA/GSA File: ██████ (Executing Orders)    Actions: Choose One    Help    Command IA Coordinator: ██████

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**NFM Personal Info**    Full Profile    **IA/GSA Preferred Contact Info**    Help

Name: ██████    Parent UIC: 63102    Name: ██████    Home: ██████  
Parent Cmd: NAVOP8PTCEN NDRFCLKVA    Relationship: ██████    Work: ██████  
Number of Children: 0    Location: ██████    Cell: ██████  
Email1: ██████  
Email2: ██████

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**Command IA/GSA File Information**    Help    **Edit**

<b>Command IA Coordinator (CIAC) Contact Info</b> CIAC: ██████		
Last Contact:	Follow Up due:	Contact Interval: Never
<b>Individual Development Support Specialist (IDSS) Contact Info</b> FFSC: Oceana    IDSS: ██████		
Last Contact: 11-05-2007 09:50 PST	Follow Up due:	Contact Interval: Never
NR/NC: N/A		Contact Restriction: Ncnc

**Additional IA/GSA File Information**    (Date due shown in red)    Click the Edit button above to make changes.

Noble Eagle No.: ██████	Detaching UIC: 63102	Family Pre-Deployment Brief Offered:
IA/GSA Destination: None	Gaining UIC: 63102	Family Pre-Deployment Brief Attended:
Orders DTG: 170008Z MAR 06	Sailor Support UIC: 63102	Family Received IA Family Handbook:
Departure Date: 07-28-2008	Family Support UIC: 63102	Family Pre-Return Brief Offered:
Planned Return Date: 07-21-2009	ECRC Pre-Deployment Checklist:	Family Pre-Return Brief Attended:
Actual Date:	Sailor Received IA Handbook:	PDHA Completed:
	Sailor Pre-Deployment Brief:	PDHRA Completed:

- **CIACs are able to input specific information - Select "Edit"**
- **CIAC can also select from the "Actions" above**



# NFAAS Assistance

- **NFAAS technical issues can be addressed to the NFAAS help desk at (866) 946-9183 or (619) 553-8167**
- **NFAAS Training schedules are posted on the NFAAS website homepage**

The screenshot shows the NFAAS website homepage. At the top left is the NFAAS logo and the text "NFAAS | NAVY FAMILY ACCOUNTABILITY and ASSESSMENT SYSTEM". To the right is a "Logout" button and "CIAC Low Bandwidth" text. Below this is a navigation menu with links: Home, Command, Personnel, Cmd IA Files, Accounting, Reports, Reference, My Info, Upload, and Help. The main content area is divided into two columns. The left column has a red banner with the text "\*\*\* This is NOT an Exercise \*\*\*" and a heading "Attention Case Managers". Below this is a paragraph about Typhoon Megi and a link to contact the RCM. Another red banner with the same text is below. At the bottom of the left column is a heading "November 2010: NFAAS has been updated". The right column has a heading "Online Training" and contains text about audio dial-in, a note about limited connections, and two training sessions: "CIAC Training" on Wednesday, 10 Nov. 2010, and "Joint COR Training" on Monday, 22 Nov. 2010. A large blue arrow points from the top right of the slide down to the Online Training section.



# ***Increasing CIAC Compliance***

- ***A CIAC is assigned by the COR or CIAC, to each individual IA record in NFAAS***
- ***CIACs then enter data in the contact information field***
- ***If an IA is no longer assigned to your command, use the CIAC lookup function to contact the CIAC***
- ***Work with gaining commands to “handoff” records in NFAAS***
- ***Removal of IAs from system occur when the record is closed out properly by completing "triggers" in red text***
- ***USFF monitors CIAC compliance weekly***



# ***CIAC Keys to Success***

- ✓ ***Read the IA Sailors orders in their entirety!***
- ✓ ***Fully utilize the Navy IA website!***
- ✓ ***Be as proactive as you can to ensure your Sailors are prepared!***
- ✓ ***Document your actions!***
- ✓ ***Ask questions!***



# Resources

## Know your key resources:

- **Navy IA** – [www.ia.navy.mil](http://www.ia.navy.mil) (Links/Resources menu for additional list)
- **Expeditionary Combat Readiness Center (ECRC)** – [www.ecrc.navy.mil](http://www.ecrc.navy.mil)
- **Fleet and Family Support Centers** :  
[http://www.cnic.navy.mil/CNIC\\_HQ\\_Site/WhatWeDo/FleetandFamilyReadiness/index.htm](http://www.cnic.navy.mil/CNIC_HQ_Site/WhatWeDo/FleetandFamilyReadiness/index.htm)
- **Navy Mobilization Processing Sites (NMPS):**
  - ✓ **Norfolk, VA** – <https://www.cnic.navy.mil/cnrma/Programs/NMPSNORFOLK/index.htm>
  - ✓ **San Diego, CA** – <https://www.cnic.navy.mil/cnrsw/Programs/Operations/NMPS/index.htm>
  - ✓ **Gulfport, MS** – [https://www.cnic.navy.mil/Gulfport/Service\\_Organizations/NMPS/index.htm](https://www.cnic.navy.mil/Gulfport/Service_Organizations/NMPS/index.htm)
  - ✓ **Port Hueneme, CA** - <https://www.cnic.navy.mil/Ventura/Fighters/NMPS-NavyMobilizationProcessingSite/index.htm>
- **Navy Family Accountability & Assessment System (NFAAS)** – <https://www.navyfamily.mil>
- **Ombudsmen** – contact your command
- **Chaplains** – [www.ia.navy.mil](http://www.ia.navy.mil) (Sailor Pre-Deployment menu)
- **Medical Personnel** – Medical Treatment Facility IA Suitability Screening Coordinator (IASSC)
- **Military OneSource** – [www.militaryonesource.com](http://www.militaryonesource.com)
- **Dept. of Veterans Affairs** – [www.va.gov](http://www.va.gov)
- **Combat/Operational Stress Control** – <https://www.nccosc.navy.mil>
- **Navy Operational Stress Control** – [www.navynavstress.com](http://www.navynavstress.com)
- **The CIAC Paddle** – [www.ia.navy.mil](http://www.ia.navy.mil) (CIAC menu)

**Additional resources are available on the Navy IA website**



# Acronyms

- **AC** – Active Component
- **APC** – Agency Program Coordinator
- **BOG** – Boots on Ground
- **CAC** – Common Access Card
- **CIAC** – Command IA Coordinator
- **CTF-IA** – Commander Task Force IA
- **COR** – Commanding Officer Representative
- **C/OSC** – Combat/Operational Stress Control
- **ECRC** – Expeditionary Combat Readiness Center
- **FFSC** – Fleet & Family Support Center
- **FRG** – Family Readiness Group
- **FTS/AC** – Full Time Support/Active Component
- **GSA** – Global Support Assignment
- **GTCC** – Government Travel Credit Card
- **GWOT** – Global War on Terror
- **HDZ** – Hazardous Zone
- **HOA** – Horn of Africa
- **IA** – Individual Augmentee
- **IAMM** – IA Manpower Management
- **IASSC** – IA Suitability Screening Coordinator
- **ID/HF** – Imminent Danger/Hostile Fire
- **IDSS** – Individual Deployment Support Specialist
- **MAS** – Mobilization Assignment Status
- **MTF** – Medical Treatment Facility
- **NEC** – Navy Enlisted Classification
- **NFAAS** – Navy Family Accountability Assessment System
- **NKO** – Navy Knowledge Online
- **NMPS** – Navy Mobilization Processing Site
- **NOSC** – Navy Operational Support Command
- **NSIPS** – Navy Standard Integrated Personnel System
- **OCO** – Overseas Contingency Operations
- **OSA** – OCO Support Assignment
- **PCS** – Permanent Change of Station
- **PDHA** – Post Deployment Health Assessment
- **PDHRA** – Post Deployment Health Re-Assessment
- **PRD** – Projected Rotation Date
- **RC** – Reserve Component
- **RC Mob** – Reserve Component Mobilization
- **RSOI** - Reception, Staging, Onward-movement & Integration
- **SRB** – Service Re-enlisted Bonus
- **TAD** – Temporary Assigned Duty
- **UIC** – Unit Identifier Code



# Congratulations!

- ***After viewing this brief and attending the NFAAS Webinar, fill-in the certificate (located at the Navy IA website, [www.ia.navy.mil](http://www.ia.navy.mil), under the “CIAC” menu)***
- ***Use this certificate as your Command’s designation of Command IA Coordinator***
- ***NFAAS Training schedules can be found on NFAAS homepage at <https://www.navyfamily.navy.mil>***
- ***For all questions about any phase of IA Continuum send an email to [usff.ia.fct@navy.mil](mailto:usff.ia.fct@navy.mil)***
- ***Continue to visit the Navy IA website for current policy guidance and support information***