

PART B
SUBSPECIALTY SYSTEM CODES

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PART B

SUBSPECIALTY CODES

Section 1: General

1. Navy Subspecialty System

a. Navy manpower systems use subspecialty codes to identify subspecialty requirements and personnel that are subspecialists. The Navy Subspecialty System (NSS) employs subspecialty codes to facilitate the assignment of subspecialists to subspecialty-coded billets and generate the Navy's advanced education requirements.

b. Subspecialties are professional disciplines secondary to an officer's primary specialty (Designator) and apply to Unrestricted Line, Restricted Line, and Staff Corps officers. Officers gain subspecialist designation by meeting the Education Skill Requirements (ESRs) and Core Skill Requirements (CSRs). Subspecialties require a Master's or higher degree program from an institution of higher learning accredited by an agency recognized by the Department of Education (see Volume II of this manual), programmed funding, and Navy Officer Occupational Classification System (NOOCS) approval.

c. CSRs specify the functional areas covered by a subspecialty discipline. They are a set of quantifiable skills, traits and experiences that a subspecialist must possess to perform acceptably in a coded billet. ESRs are the degree program elements required to meet a subspecialty's CSR. Degree programs require a formal education curricula that meets occupational requirements (billets must be reviewed as directed in DoD Directive 1322.10 and OPNAVINST 1520.23B). Subject Matter Experts (SMEs) develop CSRs and ESRs under Major Area Sponsor (MAS) cognizance. OPNAV N12 approves ESRs and CSRs, biennial curriculum reviews and validation of Subspecialty Billet requirements and authorizations.

d. OPNAVINST 1000.16 series and OPNAVINST 1520.23 series set subspecialty policy. This manual details procedures for establishing and applying subspecialty codes and describes the roles of SMEs, MASs, Officer Community Managers (OCMs) and activities.

2. Subspecialty Codes

a. Subspecialty Code Description. Subspecialty codes consist of four numerals and an alphabetic suffix:

(1) The 1st digit indicates the subspecialty Major Area:

- (a) 1 = Staff Corps
- (b) 2 = National Security Studies
- (c) 3 = Resource Management and Analysis
- (d) 4 = Applied Disciplines
- (e) 5 = Engineering and Technology
- (f) 6 = Operations.

(2) The 2nd digit indicates Concentration Area.

(3) The 3rd and 4th digits provide specificity (further specialization as required).

(4) The suffix (5th character) indicates the level of education or experience.

b. Subspecialty Coded Billet Restrictions

(1) Flag Officer billets: Subspecialty codes are not applicable to billets.

(2) Unrestricted Line shore duty billets: Subspecialty codes should not be applied below the grade of Lieutenant Commander (LCDR) for Master's level and higher requirements.

(3) Selected Reserve (SELRES) billets: Subspecialty codes limited to medical subspecialties (15xx-19xx).

3. Subject Matter Experts (SME). Current information for SMEs is located at the Navy Subspecialty Web site: <http://www.nps.edu/Academics/Subspecialty.html> No login required. Click on Navy Subspecialty System, then click on the help/information section and scroll down to Subspecialty Codes.

Section 2 Billet and Officer Codes

1. Unrestricted Line/Restricted Line/Staff Corps Subspecialties (excluding Medical)

| MAS | Code | Curricula | Subspecialty | MAS Flag | SME |
|-------------|------|--|--|--------------------|-----------------------------------|
| 0000 | | | ANY DISCIPLINE | OPNAV N12 | |
| | 0000 | *required to teach at civilian schools | Any discipline (NROTC instructor billets only) | | OPNAV N127 |
| 1XXX | | | STAFF CORPS SPECIFIC | | |
| 1100 | | | Civil Engineer Corps | NAVFAC | |
| | 1101 | 470/471/473 | Facilities Engineering | | NAVFAC HQ Total Force Directorate |
| | 1103 | 472 | Ocean Engineering | | NAVFAC HQ Total Force Directorate |
| 12XX | | | JAG Corps | JAG | |
| | 1201 | 881 | Military Justice (Advanced) | | OJAG |
| | 1202 | 884 | Military Justice Litigation | | OJAG |
| | 1203 | 883/887 | International Law | | OJAG |
| | 1205 | 885 | Health Care Law | | OJAG |
| | 1207 | 880 | Environmental Law | | OJAG |
| 13XX | | | Supply Corps | NAVSUP | |
| | 1301 | 810 | Supply Acquisition, Distribution Management | | BUPERS 31 |
| | 1302 | 819 | Supply Chain Management | | BUPERS 31 |
| | 1304 | 813 | Transportation Logistics Management | | BUPERS 31 |
| | 1306 | 815 | Acquisition and Contract Management | | BUPERS 31 |
| | 1307 | 811 | Petroleum Management | | BUPERS 31 |
| | 1309 | 870 | Logistics Information Technology | | BUPERS 31 |
| 14XX | | | Chaplain Corps | OPNAV N097 | |
| | 1400 | | Spiritual Leadership | | OPNAV N0971A |
| | 1430 | 973 | Religion in Culture | | OPNAV N0971A |
| | 1440 | 974 | Pastoral Counseling | | OPNAV N0971A |
| | 1450 | 975 | Ethics | | OPNAV N0971A |
| 2XXX | | | National Security Studies | OPNAV N3/N5 | |
| | 2000 | 680/690/694 | National Security Studies | | OPNAV N51 |
| | 2101 | 681 | Middle East, Africa and South Asia | | OPNAV N52 |
| | 2102 | 682 | Far East and Pacific | | OPNAV N52 |
| | 2103 | 683 | Western Hemisphere | | OPNAV N52 |
| | 2104 | 684 | Europe, Russia and Associated States | | OPNAV N52 |
| | 2200 | 824 | Regional Intelligence – General | | OPNAV N2N6C1 |
| | 2201 | | Regional Intelligence - Middle East, Africa and South Asia | | OPNAV N2N6C1 |
| | 2202 | | Regional Intelligence - FarEast/Pacific | | OPNAV N2N6C1 |
| | 2203 | | Regional Intelligence - Western Hemisphere | | OPNAV N2N6C1 |
| | 2204 | | Regional Intelligence - Europe, Russia | | OPNAV N2N6C1 |
| | 2300 | 680 | Naval Strategy (NWC & CIV INST) | | OPNAV N51 |
| | 2301 | 688 | Naval Strategy (NPS) | | OPNAV N51 |
| | 2400 | 990 | Strategic Intelligence | | OPNAV N2N6C1 |

| MAS | Code | Curricula | Subspecialty | MAS Flag | SME |
|-------------|------|-----------|--|-----------------|----------------------------|
| | 2500 | 699 | Special Operations/ Low Intensity Conflict | | SOCOM |
| | 2600 | 691 | Homeland Security & Defense | | OPNAV N51 |
| 3XXX | | | Resource Management Analysis | OPNAV N8 | |
| | 3000 | | Resource Management and Analysis – General | | OPNAV N81 |
| | 3100 | 805/807 | Financial Management – Defense Focus (Executive MBA) Distance Learning | | OPNAV N82 |
| | 3105 | Note 1 | Financial Management – Civilian Focus (Executive MBA) | | OPNAV N82 |
| | 3110 | 837 | Financial Management – Advanced Defense Focus (Executive MBA) | | OPNAV N82 |
| | 3111 | Note 2 | Financial Manager | | OPNAV N82 |
| | 3112 | Note 2 | Comptroller | | OPNAV N82 |
| | 3113 | 838 | Financial Management - Energy | | OPNAV N45 |
| | 3120 | | Logistics and Transportation Management | | MSCHQ |
| | 3121 | 827 | Logistics and Transportation Management – Logistics | | NAVAIR 7.3.6 |
| | 3122 | 814 | Logistics and Transportation Management - Transportation | | MSCHQ |
| | 3130 | 847 | Manpower Systems Analysis Management | | OPNAV N1B4/ BUPERS-314 |
| | 3150 | 867 | Education and Training Management | | NETC |
| | 3210 | 363 | Operations Research Analysis | | OPNAV N81 |
| | 3211 | 360 | Operations Research Analysis - Analysis and Assessment | | OPNAV N81 |
| | 3212 | 361 | Operations Research Analysis - Logistics | | OPNAV N42 |
| | 3213 | 358 | Operations Analysis - Energy | | OPNAV N81 and OPNAV N45 |
| 4XXX | | | Applied Disciplines | OPNAV N1 | |
| | 4000 | | General Applied Disciplines | | OPNAV N12 |
| | 4100 | 380 | Mathematics Applied Disciplines | | USNA |
| | 4201 | 382 | Operational Sciences – Chemistry | | USNA |
| | 4301 | Civilian | Academic Support – English | | USNA |
| | 4302 | Civilian | Academic Support – History | | USNA |
| | 4400 | 920 | Public Affairs | | CHINFO |
| | 4500 | 856 | Leadership Education and Development | | USNA |
| | 4600 | 362 | Human Systems Integration | | OPNAV N12 |
| | 4700 | 999 | Symphonic Wind Band Conducting | | Head, Navy Band |
| 5XXX | | | Engineering & Technology | NAVSEA | |
| | 5000 | | Engineering and Technology (General) | | NAVSEA COS T1 |
| | 5100 | 510 | Naval Construction and Engineering | | NAVSEA COS T1 |
| | 5101 | | Naval Architecture | | NAVSEA COS T1 |
| | 5102 | | Power Systems | | NAVSEA COS T1 |
| | 5103 | | Acoustics | | NAVSEA COS T1 |
| | 5104 | | Missiles | | NAVSEA COS T1 |
| | 5200 | 520 | Nuclear Engineering | | NAVSEA COS T1 |
| | 5201 | | Naval Nuclear Engineering | | NAVSEA COS T1 |
| | 5202 | | Reactors | | NAVSEA COS T1 |
| | 5203 | | Plant Propulsion | | OPNAV N97 |

| MAS | Code | Curricula | Subspecialty | MAS Flag | SME |
|-------------|------|-----------|--|--------------------|-----------------------------|
| | 5300 | 590 | Electrical/Electronic Systems Engineering | | SPAWAR 05 |
| | 5301 | | Electrical Systems | | SPAWAR 05 |
| | 5302 | | Communications | | SPAWAR 05 |
| | 5303 | | Electro-Magnetic | | SPAWAR 05 |
| | 5304 | | Guidance & Navigation | | SPAWAR 05 |
| | 5305 | | Power Systems & Electric Drive | | SPAWAR 05 |
| | 5306 | | Digital Signal Processing | | SPAWAR 05 |
| | 5307 | | Electronics | | SPAWAR 05 |
| | 5308 | | Total Ship Systems | | SPAWAR 05 |
| | 5309 | | Computer Science | | SPAWAR 05 |
| | 5311 | 593 | Electrical Engineering - Energy | | SPAWAR 05 and OPNAV N45 |
| | 5400 | | Aeronautical Engineering | | NAVAIR 7.3 |
| | 5401 | 611 | Aeronautical Engineering – Avionics | | NAVAIR 7.3 |
| | 5402 | 610 | Aeronautical Engineering – Aerospace | | NAVAIR 7.3 |
| | 5403 | 612 | Test Pilot | | NAVAIR 7.3 |
| | 5500 | 591 | Space Systems Engineering | | SPAWAR/SSFA |
| | 5600 | Note 3 | Naval/Mechanical Engineering | | NAVSEA COS T1 |
| | 5601 | 570 | Naval Mechanical Engineering | | NAVSEA COS T1 |
| | 5602 | Note 3 | Total Ship Systems | | NAVSEA COS T1 |
| | 5603 | 570 | Mechanical Engineering - Energy | | NAVSEA COS T1 and OPNAV N45 |
| | 5700 | Note 3 | Combat Systems | | NSWC Port Hueneme CHENG |
| | 5701 | Note 3 | Combat Systems – Sensors | | NSWC Port Hueneme CHENG |
| | 5702 | Note 3 | Combat Systems – Weapons | | NSWC Port Hueneme CHENG |
| | 5703 | Note 3 | Combat Systems – Physics | | NSWC Port Hueneme CHENG |
| | 5704 | Note 3 | Combat Systems – Acoustics | | NSWC Port Hueneme CHENG |
| | 5705 | Note 3 | Combat Systems - Total Ship Systems | | NSWC Port Hueneme CHENG |
| | 5706 | Note 3 | Combat Systems – Missiles | | NSWC Port Hueneme CHENG |
| | 5707 | Note 3 | Combat Systems - Software Design | | NSWC Port Hueneme CHENG |
| | 5708 | Note 3 | Combat Systems – Robotics | | NSWC Port Hueneme CHENG |
| | 5709 | Note 3 | Combat Systems - Strategic Weapons | | SP 207 |
| | 5710 | Note 3 | Combat Systems - Strategic Navigation | | SP 207 |
| | 5800 | 580 | Systems Engineering | | SP 207 |
| | 5801 | Note 3 | SE - Ships Systems | | SP 207 |
| | 5802 | Note 3 | SE - Combat Systems | | SP 207 |
| | 5803 | Note 3 | SE - Network Centric Systems | | SPAWAR 05 |
| | 5804 | 311/580 | SE - Aviation Systems | | NAVAIR 4.0 |
| 6XXX | | | Operations | OPNAV N2/N6 | |
| | 6000 | | General Operations | | OPNAV N2/N6 |
| | 6200 | | Information Sciences, Systems and Operations | | OPNAV N2/N6 |
| | 6202 | 399 | Modeling and Simulation | | NMSO |
| | 6203 | 368 | Computer Science and Systems Design | | FLTCYBERCOM |

| MAS | Code | Curricula | Subspecialty | MAS Flag | SME |
|-----|------|-----------|---|-----------------|-------------|
| | 6206 | 366 | Space Systems Operations | | FLTCYBERCOM |
| | 6208 | 326 | CYBER Systems and Operations | | FLTCYBERCOM |
| | 6209 | 386 | Network Operations and Technology | | FLTCYBERCOM |
| | 6401 | 373 | Naval Meteorology and Oceanography Operational Sciences | | OCEANAV |
| | 6402 | 440/375 | Oceanography Operational Sciences | | OCEANAV |
| | 6403 | 372 | Meteorology Operational Sciences | | OCEANAV |
| | | | | OPNAV N9 | |
| | 6301 | 525 | Undersea Warfare | | OPNAV N97 |
| | 6500 | 308 | Systems Engineering Analysis | | OPNAV N9I |

Note 1: Subspecialty 3105 is awarded following a review by Naval Postgraduate School and the Major Area Sponsor. Degrees may come from any Association to Advance Collegiate Schools of Business (AACSB) accredited institution that meets published ESRs.

Note 2: Subspecialty 3111 is not awarded based solely on education (i.e., 3111P is not a valid officer code). However, it is a valid billet code. A billet with subspecialty 3111P may be filled by an officer holding subspecialties 3100P, 3105P, or 3110P. Subspecialty 3112 is a billet only code. It should only be filled with an officer who holds a 3111 subspecialty.

Note 3: Subspecialty curriculum may have tracks within that may have multiple subspecialty codes.

2. Medical Subspecialty Codes. The following criteria shall be used in the assignment of subspecialty codes to identify officers in the Medical Department (Subspecialty Codes 15XX-19XX):

- a. Subspecialty 1 - Specialty in which an officer is currently fully credentialed and actively practicing as a primary duty, or the specialty for which the officer is in training. Trainees are not counted in specialty inventories.
- b. Subspecialty 2 - Fully trained, may not be currently credentialed or actively practicing the specialty as a primary duty. Usually the specialty in which trained prior to attaining Subspecialty 1. May require refresher training to become fully credentialed.
- c. Subspecialty 3 - Fully trained, may not be currently credentialed or practicing the specialty. Usually the specialty in which trained prior to attaining Subspecialty 2. May require lengthy refresher training to become fully credentialed.

| Code | Subspecialty | MAS Flag | SME |
|-----------------------|-------------------------------------|--------------|-------------|
| 15XX/ 16XX | MEDICAL CORPS | BUMED | 00C1 |
| 1500 | Medical | | |
| 15A0 | Aviation Medicine | | |
| 15A1 | Aerospace Medicine | | |
| 15B0 | Anesthesia, General | | |
| 15B1 | Anesthesia, Subspecialty | | |
| 15C0 | Surgery, General | | |
| 15C1 | Surgery, Subspecialty | | |
| 15D0 | Neurological Surgery, General | | |
| 15D1 | Neurological Surgery, Subspecialty | | |
| 15E0 | Obstetrics/Gynecology, General | | |
| 15E1 | Obstetrics/Gynecology, Subspecialty | | |
| 15F0 | General Medicine | | |
| 15G0 | Ophthalmology, General | | |
| 15G1 | Ophthalmology, Subspecialty | | |
| 15H0 | Orthopedic Surgery, General | | |
| 15H1 | Orthopedic Surgery, Subspecialty | | |
| 15I0 | Otolaryngology, General | | |

| Code | Subspecialty | MAS Flag | SME |
|-------------------|---|-----------------|-------------|
| 15I1 | Otolaryngology, Subspecialty | | |
| 15J0 | Urology, General | | |
| 15J1 | Urology, Subspecialty | | |
| 15K0 | Preventative Medicine, General | | |
| 15K1 | Preventative Medicine, Subspecialty | | |
| 15K2 | Occupational Medicine, General | | |
| 15L0 | Physical Medicine & Rehabilitation, General | | |
| 15L1 | Physical Medicine & Rehabilitation, Subspecialty | | |
| 15M0 | Pathology, General | | |
| 15M1 | Pathology, Subspecialty | | |
| 16N0 | Dermatology, General | | |
| 16N1 | Dermatology, Subspecialty | | |
| 16P0 | Emergency Medicine, General | | |
| 16P1 | Emergency Medicine, Subspecialty | | |
| 16Q0 | Family Medicine, General | | |
| 16Q1 | Family Medicine, Subspecialty | | |
| 16R0 | Internal Medicine, General | | |
| 16R1 | Internal Medicine Subspecialty | | |
| 16T0 | Neurology, General | | |
| 16T1 | Neurology Subspecialty | | |
| 16U0 | Undersea Medicine, General | | |
| 16U1 | Undersea Medicine, Subspecialty | | |
| 16V0 | Pediatrics, General | | |
| 16V1 | Pediatrics, Subspecialty | | |
| 16W0 | Nuclear Medicine | | |
| 16X0 | Psychiatry, General | | |
| 16X1 | Psychiatry, Subspecialty | | |
| 16Y0 | Diagnostic Radiology | | |
| 16Y1 | Radiology, Subspecialty | | |
| 16Y2 | Radiology Oncology | | |
| 17XX | DENTAL CORPS | BUMED | 00C2 |
| 1700 | Dentistry, General | | |
| 1710 | Endodontics | | |
| 1720 | Dental Education Programs | | |
| 1724 | Advanced Clinical Programs (ACP in General Dentistry) | | |
| 1725 | Comprehensive Dentistry | | |
| 1730 | Maxillofacial Prosthetics | | |
| 1735 | Orthodontics | | |
| 1740 | Operative Dentistry | | |
| 1745 | Oral Medicine/Oral Diagnosis | | |
| 1749 | Advanced Clinical Programs (ACP in Exodontia) | | |
| 1750 | Oral Surgery | | |
| 1760 | Periodontics | | |
| 1769 | Prosthodontics | | |
| 1775 | Public Health Dentistry | | |
| 1780 | Oral Pathology | | |
| 1785 | Orofacial Pain | | |
| 1790 | Dental Science and Research | | |
| 1795 | Pediatric Dentistry | | |
| 18XX | MEDICAL SERVICE CORPS | BUMED | 00C4 |
| 1800 ¹ | Health Care Administration | | |
| 1801 | Patient Administration | | |

| Code | Subspecialty | MAS Flag | SME |
|-------------------|--|-----------------|-------------|
| 1802 | Medical Logistics Administration | | |
| 1803 | Medical Data Services Administration | | |
| 1804 | Health Facility Planning and Projects | | |
| 1805 | Plans, Operations, and Medical Intelligence (POMI) | | |
| 1810 | Biochemistry | | |
| 1815 | Microbiology | | |
| 1825 | Radiation Health | | |
| 1835 | Physiology | | |
| 1836 | Aerospace and Operational Physiology | | |
| 1840 | Clinical Psychology | | |
| 1841 | Child Psychology | | |
| 1842 | Neuropsychology | | |
| 1843 | Medical Psychology | | |
| 1844 | Aerospace Experimental Psychology | | |
| 1845 | Research Psychology | | |
| 1850 | Entomology | | |
| 1860 | Environmental Health | | |
| 1861 | Industrial Hygiene | | |
| 1862 | Audiology | | |
| 1865 | Medical Technology | | |
| 1870 | Social Work | | |
| 1873 | Physical Therapy | | |
| 1874 | Occupational Therapy | | |
| 1876 | Dietetics | | |
| 1880 | Optometry | | |
| 1887 | Pharmacy, General | | |
| 1892 | Podiatry | | |
| 1893 | Physician Assistant | | |
| | | | |
| 19XX | NURSE CORPS | BUMED | 00C3 |
| 1900 ² | Professional Nursing | | |
| 1901 | Nursing Administration | | |
| 1903 | Nursing Education | | |
| 1910 | Medical/Surgical Nursing | | |
| 1920 | Maternal and Infant Health Nursing | | |
| 1922 | Pediatric Nursing | | |
| 1930 | Psychiatric Nursing | | |
| 1940 | Public Health Nursing | | |
| 1945 | Emergency Trauma Nursing | | |
| 1950 | Preoperative Nursing | | |
| 1960 | Critical Care Nursing | | |
| 1964 | Neonatal Intensive Care Nursing | | |
| 1972 | Certified Registered Nurse Anesthetist | | |
| 1973 | Psychiatric Mental Health Nurse Practitioner | | |
| 1974 | Pediatric Nurse Practitioner | | |
| 1976 | Family Nurse Practitioner | | |
| 1980 | Women's Health Nurse Practitioner | | |
| 1981 | Nurse Midwife | | |

Note 1: 1800 indicates a billet requirement for a Health Care Administrator of the Medical Service Corps with the specified level of education and/or experience in health care administration or related management disciplines.

Note 2: 1900 indicates a billet requirement for a Nurse Corps officer qualified in any of the disciplines included within the field with the level of education, training, or experience as specified by the suffix.

3. Suffix Definitions

a. Subspecialty Suffix (non-Medical).

| SUFFIX | Short Title | Description | Remarks | Billet Code | Officer Code |
|--------|--|--|--|-------------|--------------|
| A | Associate's Degree | Associate's degree with a major concentration in a specific subspecialty field. | | No | Yes |
| B | Bank | Master's degree or higher without subspecialty compensation. | Only used during out-of-cycle reviews. Billets qualify for officers requesting proven- subspecialist credit. | Yes | No |
| C | Proven Doctor of Philosophy | Significant experience in a related subspecialty area after attainment of the PhD. | Significant experience is met by serving 18 or more consecutive months in a subspecialty coded billet or a billet using the CSR of a related subspecialty. | Yes | Yes |
| D | Doctor of Philosophy (PhD) | Knowledge obtained from a degree in current subspecialty programs. | Does not apply to professional entry level degrees such as medical or JDL. Must be from an accredited school. | Yes | Yes |
| E | Bachelor's or Baccalaureate Degree | Knowledge obtained from a degree in current subspecialty programs. | | Yes | Yes |
| F | Proven Master's Degree that does not meet all required ESRs. | Proven code for G coded officers. | Significant experience is met by serving 18 or more consecutive months in a subspecialty coded billet or a billet using CSR of a related subspecialty. | No | Yes |
| G | Master's Degree that does not meet all required ESRs. | | Must be from an accredited school. | No | Yes |
| H | Master's Degree desired not required. | | To be used if billet can be filled by master's degree or higher. Will be used as a utilization of master's degree if subspecialty code matches detailing matrix. Manpower requirement may be coded higher, but authorization code would be H coded. H codes do not establish a subspecialty quota requirement. | Yes | No |
| I | Graduates of the Bowman Scholar Program | 1120 officers selected to attend a specific technical degree for 12 months immediately following graduation from USNA. | Officers will retain I code suffix associated with degree completion throughout career. Officers may complete a utilization tour in a general or specific master's coded billet, however officers will retain the I code for tracking. | No | Yes |
| J | Subspecialty Trained | Approved programs must be listed in CSRs. | Formal training related to a subspecialty ESR not classified in AQD system. | No | Yes |
| K | Professional Certification | Approved programs must be listed in CSRs. | In a subspecialty related field. | No | Yes |
| L | Masters Level | Approved programs must be | In a subspecialty related field | No | Yes |

| SUFFIX | Short Title | Description | Remarks | Billet Code | Officer Code |
|--------|--|---|--|-------------|--------------|
| | Certificate | listed in CSRs. | | | |
| M | Proven Post Master's graduate education | | Significant experience is met by serving 18 or more consecutive months in a subspecialty coded billet or a billet using the CSR of a related subspecialty. | Yes | Yes |
| N | Post Master's Degree graduate education | Education after Master's Degree (such as Engineering license). | Must be from an accredited school. Must meet ESRs. Specific subspecialty codes allow this suffix. | Yes | Yes |
| O | Not used | N/A | | N/A | N/A |
| P | Master's Degree | Master's degree in an approved Navy-specific subspecialty. | Officer can receive proven-subspecialist credit. Must be from an accredited school. | Yes | Yes |
| Q | Proven Master's Degree | Experience tour after Master's degree. | Significant experience is met by serving 18 or more consecutive months in a subspecialty coded billet or a billet using the CSR of a related subspecialty. | Yes | Yes |
| R | Proven significant experience | | Significant experience is met by serving 18 or more consecutive months in a subspecialty coded billet or a billet using the CSR of a related subspecialty. | Yes | Yes |
| S | Significant experience Knowledge obtained through on-the-job training (OJT). | No experience needed to fill the billet. Preference is to fill with an S coded officer. | Significant experience is met by serving 18 or more consecutive months in a subspecialty coded billet or a billet using the CSR of a related subspecialty. | Yes | Yes |
| T | Officer code only – not applicable to billets. Officer in training. | Code used in Officer Assignment Information System (OAIS) while officers are in training. | | No | Yes |
| U | N/A | N/A | | N/A | N/A |
| V | N/A | N/A | | N/A | N/A |

b. Medical Department Suffix Codes (for 15XX-19XX subspecialty codes).

| SUFFIX | Short Title | Description | Remarks | Billet Code | Officer Code |
|--------|------------------------------------|---|--|-------------|--------------|
| A | N/A | | | | |
| B | N/A | | | | |
| C | Proven Doctorate | | Requires officer with N code who has had one or more tours post degree. Nurse Corps (NC) are required to be certified. | No | Yes |
| D | Doctorate | Accredited Doctoral degree program. | Knowledge obtained from a doctoral degree program. | Yes | Yes |
| E | Bachelor's or Baccalaureate Degree | | | Yes | Yes |
| F | N/A | | | N/A | N/A |
| G | N/A | | | N/A | N/A |
| H | N/A | | | N/A | N/A |
| I | N/A | | | N/A | N/A |
| J | Fully Trained | | | Yes | Yes |
| K | BC/BE | Board Certified/Board Equivalency certified | | Yes | Yes |

| SUFFIX | Short Title | Description | Remarks | Billet Code | Officer Code |
|--------|--|---|---|-------------|--------------|
| L | Post-bachelor's certificate | Post-bachelor's certificate with a concentration in the subspecialty code field. | | No | Yes |
| M | Proven post-Master's degree or certificate | | Requires officer with N code and one or more tours post degree. Nurse Corps (NC) requires certification. | No | Yes |
| N | Post-Master's degree or certificate | | Knowledge obtained from a Post-Masters graduate degree or certificate program | No | Yes |
| O | N/A | | | N/A | N/A |
| P | Master's Degree | Master's degree in an approved Navy-specific subspecialty. | Officer can receive proven-subspecialist credit. Must be from an accredited school. | Yes | Yes |
| Q | Proven Master's Degree | | NC Requires officer with P code and board certification. MSC requires a P code from completion of DUINS at NPS and subsequent utilization tour. | Yes | Yes |
| R | Proven significant experience | | If officer is S coded before tour, they will leave with an R code after tour completion (minimum tour 36 months). | Yes | Yes |
| S | Significant experience | Professional experience and knowledge of theories, principles, processes in the subspecialty field. Knowledge obtained through training and OJT | Officer must serve 12 months to obtain S code. No experience needed to fill the billet. | Yes | Yes |
| T | Officer code only – Not applicable to billets | | Used in Officer Detailing Data Base (OAS) for personnel while in training | No | Yes |
| U | N/A | | | N/A | N/A |
| V | Formal preparation beyond basic professional education | BUMED approved program | | Yes | Yes |

4. Subspecialty Code Criteria. Subspecialty requirements must satisfy these criteria:

- a. General. Criteria requires a naval officer with operational, technical or managerial experience. The position must supervise personnel possessing graduate education and align with the CSRs.
- b. Specific. Criteria requires that the job functions align with the ESRs of a subspecialty degree program.
- c. Level. Criteria requires justifying the level of education or experience of the position.

Section 3 Changes to the Subspecialty System

1. Establishing, Deleting, Revising, or Updating Subspecialties

a. Requests to establish a subspecialty code require a NOOCS package that must include:

(1) Recommended subspecialty code and title.

(2) Recommended designator(s) that can hold the subspecialty code and the minimum and maximum pay grades applicable to officers and billets.

(3) Cost analyses for student Individuals Account (IA) (MPN programming rate--LT and LCDR), student IA (RPN programming rate--LT and LCDR), Navy student non-IA, foreign student non-IA, other service student non-IA, and funding implications such as curriculum development including CSRs and ESRs, instructor workload, Military Construction (MILCON), Other Procurement - Navy (OPN), and student throughput needed to maintain curriculum; Detailed funding source and approved Program Objective Memorandum (POM) line item. Consult Education Branch (OPNAV N127) for CSR/ESR guidance. Cost Analysis, CSRs, ESRs forms attached at appendix(c). Downloadable forms are available on the Navy Subspecialty Web site: <http://www.nps.edu/Academics/Subspecialty.html>

(4) Subspecialty-coded billets by activity name, activity Unit Identification Code (UIC), Billet Identification Number (BIN), Billet Sequence Code (BSC), billet title, designator and grade, proposed subspecialty, any existing subspecialty coding, and minimum number of officers required at NPS to support a curriculum. Consult NPS Programs Office and Education Branch (OPNAV N127) for guidance.

(5) Specific degree program, degree awarded, and ESRs required. Each ESR that requires additional courses above the degree requirements requires justification and cost analysis.

(6) Identification of any foreseeable contingencies that may impact the subspecialty program.

(7) Justification of requirement for a subspecialty including historical and amplifying information.

(8) Identification of any Reserve Component implications.

(9) Applicable MAS and SMEs.

(10) Point of contact information including telephone numbers (Commercial and DSN), fax number, and e-mail.

(11) Completed Curriculum review establishing or changing a subspecialty code.

b. Recommendations to disestablish a subspecialty code require a NOOCS package that must include:

(1) The subspecialty code and title to be disestablished.

(2) Reason for deletion; provide all background material associated with making of the decision to disestablish.

(3) Preference to recode billets and subspecialists:

(a) Recoding of billets should be completed during the biennial revalidation process, if possible. Provide billets for recoding if outside of the revalidation process.

(b) Officers holding specific subspecialty code may retain subspecialty or be recoded to another subspecialty. Provide preference under the guidance of Professional Development Education and Subspecialty Branch (PERS-45).

(4) Identification of Reserve Component implications.

(5) Extent of coordination with MASs, SMEs, Claimants, etc. Consult with NPS and Education Branch (OPNAV N127).

(6) Provide point of contact information including telephone numbers (Commercial and DSN), fax number, and e-mail.

c. Recommendations to revise a subspecialty code require a NOOCS package that must include (revision is defined as a substantial change in meaning to an existing subspecialty code):

(1) Subspecialty code and title to be revised.

(2) Reason for revision.

(3) Recommended changes.

(4) Changes to this manual or OPNAVINST 1000.16 series.

(5) Listing of designators that can hold the subspecialty including minimum and maximum pay grades.

(6) Cost analyses for student IA (MPN programming rate—O-3 and O-4), student IA (RPN programming rate – O-3 and O-4), Navy student non-IA, foreign student non-IA, other service student non-IA, and funding implications such as curriculum development including education skill requirements (ESR), instructor workload, Military Construction (MILCON), OPN, and student/training billets needed to maintain curriculum; Detailing funding source and approved Program Objective Memorandum (POM) line item. Consult Education Branch (OPNAV N127) for ESR guidance.

(7) Impact to existing or proposed subspecialty-coded billets by activity name, activity Unit Identification Code (UIC), Billet Identification Number (BIN), Billet Sequence Code (BSC), billet title, designator and grade, proposed subspecialty, any existing subspecialty coding, and minimum number of officers required at NPS to support a curriculum. Consult NPS and Education Branch (OPNAV N127) for guidance.

(8) Updating of CSRs and state impact to education curricula and ESRs.

(9) Identification of any foreseeable contingencies that may impact the subspecialty program.

(10) Justification for a subspecialty revision including historical and amplifying information.

(11) Identification of any Reserve Component implications.

(12) Completed curriculum review subspecialty code with the revisions and a copy of the existing curriculum review.

(13) Point of contact information including: telephone numbers (Commercial and DSN), fax number, and e-mail.

(14) Identification of Major Area Sponsors and Subject Matter Experts.

(15) Preference to recode billets and subspecialists.

(a) Recoding of billets should be completed during the biennial revalidation process, if possible. Provide a Billet Change Request (BCR) for recoding of billets if outside of the revalidation process.

(b) Officers holding specific subspecialty code may retain subspecialty or be recoded to another subspecialty. Provide preference under the guidance of Professional Development Education and Subspecialty Branch (PERS-45).

d. Recommendations to update a subspecialty code whereas update is defined as an administrative change to an existing subspecialty code. Updates do NOT require a NOOCS package, but must be formally documented in a memorandum or curriculum review letter signed by MAS/SME, NPS, and Education Branch (OPNAV N127). This

signed memorandum or approved curriculum review letter can be forwarded to NAVMAC to update the Navy subspecialty system. Examples of administrative updates include:

(1) Subspecialty code title

(2) Curriculum number (s)

(3) MAS/SME assignment

(4) Additional subspecialty codes that apply only to officers to delineate specific curriculum tracks and do not require additional NPS resources to support.

2. All subspecialty packages must be coordinated first through the Education Branch (OPNAV N127) or BUMED N1, (for medical specific subspecialty codes) prior to submission to NAVMAC and the NOOCS process. Consult with NPS for curriculum changes. MAS, SME, Community Management, and BSO coordination is required before implementing any changes.

3. Submit recommendations to establish, revise, or disestablish subspecialty codes through the appropriate chain of command to:

COMMANDING OFFICER, NAVY MANPOWER ANALYSIS CENTER
ATTN: CODE 10
5720 INTEGRITY DRIVE, MILLINGTON, TN
38054-5011.

Section 4

Responsibilities

1. General Roles. Commands identify the subspecialty needs of the Navy. Budget Submitting Offices (BSOs) validate and program subspecialty requirements. Officer Community Managers (OCMs) ensure subspecialist career paths and manage the inventory of subspecialists. Major Area Sponsors (MAS) and Subject Matter Experts (SMEs) are the technical experts for subspecialty disciplines. Director, Total Force Manpower, Training, and Education Requirements Division (N12) coordinates all subspecialty management policies and functions.

2. Commanders and Commanding Officers. Commanders and Commanding Officers determine if a billet requires a subspecialty code and shall.

- a. Originate subspecialty requirement requests expressing minimum requirements necessary to support the mission, function and tasks of the command—submitted to the BSO.
- b. Identify to the BSO all excess subspecialty requirements.
- c. Provide subspecialty-coded billet validation support to BSO by identifying present and future subspecialty manpower requirements and/or authorizations and submitting additions, changes, or deletions via Total Force Manpower Management System (TFMMS).

3. Budget Submitting Offices (BSOs). BSOs may delegate subspecialty responsibilities to the activity level, but all subspecialty requirement requests must be routed via BSO for review. BSOs must:

- a. Review all Subspecialty requirement requests originating from assigned activities that propose changes to activity manpower authorizations.
- b. Submit a Billet Change Request (BCR) to add delete or change a subspecialty field. The BCR form must have a fully articulated reason in the LOJ explaining the request.
- c. Ensure subspecialty requirement requests meet the subspecialty billet criteria.
- d. Identify all nonessential subspecialty requirements for deletion.
- e. Maintain a complete file of approved subspecialty requirement requests within their purview.

4. Major Area Sponsors (MASs) and Subject Matter Experts (SMEs). MASs and SMEs develop CSRs/ESRs and monitor officer subspecialty management, coordinating with OPNAV N127, OCMs, and NPS. MASs may delegate responsibilities to SMEs, but retain overall responsibility and approval authority. MASs shall:

- a. Act as quota spokesperson for all subspecialties under their Major Area.
- b. Serve as the central point of contact for the assigned subspecialty skill field.
- c. Develop and maintain subspecialty CSRs.
- d. Originate and maintain subspecialty ESRs. MAS will ensure ESRs are at a minimum level required for the specific Navy degree. ESRs should be met by the core curriculum courses to the greatest extent possible. Each curriculum course must identify the ESR addressed, and courses not required for a degree must be annotated. ESRs are approved by OPNAV N12.
- e. Perform curriculum review every two years (DoD Directive 1322.10) with NPS and submit to OPNAV N12 for final approval in accordance with NPS curriculum review instruction (NAVPGSCOLINST 1550.1G). Major Area Sponsors will sign all curriculum reviews unless delegated in writing to SME. MAS or SME should ensure thesis and research projects are of significant value to the Navy and within the scope of the specific subspecialty. During the curriculum review the MAS will validate the Detailing Matrix held by Pers 4.

- f. Must ensure fleet skill requirements are captured. All TYCOM's must be included in all curriculum reviews.
 - g. Review officer and billet subspecialty requirement requests to determine whether the requirement represents a valid use of the subspecialty.
 - h. Ensure subspecialty requirement requests meet the requirements stipulated in subspecialty billet criteria statements in CSRs and ESRs.
 - i. Ensure subspecialty-coded billets are coded to an appropriate education and experience level.
 - j. Ensure similar subspecialty-coded billets are coded consistently.
5. Officer Community Managers (OCMs). OCMs manage officer community educational requirements and shall:
- a. Review all subspecialty requirement requests to ensure requirements are coded to appropriate grade and designator and in the career path.
 - b. Review CSRs and ESRs and assist MASs and SMEs.
 - c. Coordinate with Education Branch (OPNAV N127) to ensure adequate graduate education quotas and career paths exist for the development and utilization of subspecialists.
6. Graduate Education and Training Placement (PERS-44). Pers 440 shall:
- a. Maintain and Execute approved Advanced Quota Fill Plan.
 - b. Submit quarterly Fill report to Education Branch (OPNAV N127) and NPS.
 - c. Initiate and submit Advanced Education Quota Plan Mid-Year Review to Education Branch (OPNAV N127);
 - d. Maintain approved curriculum change waivers and extensions to the Advanced Education Quota Plan.
7. Subspecialty Management (PERS-45). Pers 450 shall:
- a. Maintain approved subspecialty codes in the Officer Master File.
 - b. Maintain officer records to reflect current education, utilization, and experience status.
 - c. Maintain a repository of approved curriculum submitted by officers for specific subspecialty graduate education programs approved by MAS, SME and NPS.
 - d. Submit biannual subspecialist officer utilization reports to Education Branch (OPNAV N127);
 - e. Submit the biennial report to the Education Branch (OPNAV N127) in accordance with DOD Instruction 1322.10.
8. Director, Total Force Manpower, Training, and Education Requirements Division (N12). N12 provides oversight of the NSS and shall:
- a. Develop, monitor, adjudicate, and issue graduate education policy.
 - b. Issue subspecialty policy and guidance.
 - c. Approve subspecialty requirements and subspecialty codes through the Navy Officer Occupational Code System (NOOCS) process.
 - d. Approve graduate education curricula.

- e. Direct and approve curriculum reviews for each subspecialty at a minimum biennially to ensure curriculum meet established CSRs and ESRs.
 - f. Conduct the Advanced Education Quota Plan Conference.
 - g. Approve and promulgate the Advanced Education Quota Plan.
 - h. Approve any modifications to the Advanced Education Quota Plan.
9. President, Naval Postgraduate School. NPS Programs Office shall:
- a. Act as spokesperson for all Naval-sponsored curricula at NPS and Civilian Institutions.
 - b. Conduct curriculum reviews with respective MAS/SME for each subspecialty at a minimum biennially to ensure curriculum meet established CSRs and ESRs.
 - c. Publish guidance regarding the curriculum review process and forms. All curriculum review forms are included in NAVPGSCOLINST 1550.1G.
 - d. Analyze PERS-440 Advanced Quota Fill Report and report to Education Branch (OPNAV N127) and PERS-440 when anticipated student throughput is not sufficient to meet NPS class size requirements.
 - e. Submit curriculum change waivers and extensions to the Advanced Education Quota Plan to PERS-440 and Education Branch (OPNAV N127) for approval.
 - f. Maintain the Navy Subspecialty Web site: <http://www.nps.edu/Academics/Subspecialty.html>. This includes posting approved CSRs, ESRs, and general advanced education guidance approved by Education Branch (OPNAV N127).