

Download Navy Itempo Users Guide

Posted below are links to the governing MILPERSMAN, HDP-T User Manual, associated NAVADMIN, and Frequently Asked Questions. Current Policy In accordance with Legislation, DoD, and DoN Policy, deployment of all service members (Officers and Enlisted, Active and Reserve) are required to be tracked on an individual basis (Personnel Tempo-PERSTEMPO).The User will select “Active” for the type of query to run. The User will select the report format from .pdf, Excel, or Comma-Separated Value (CSV). The User will select the “Pre-Certification Worksheet” option. If the User needs to change the UIC, select “Change”, put in the new UIC number, and click “Proceed”.The Navy waived the requirement to track non-deployment ITEMPO events in the ITEMPO System. ITEMPO non-deployment events include TAD to schools, hospitalizations within the local permanent duty ...All Navy commands and activities are required to report ITEMPO deployment events using the ITEMPO system via BUPERS Online (BOL) at www.bol.navy.mil. Commanding officers, or the command ITEMPO representatives, can also login to BOL under the NavPers Legacy and ITEMPO page, and review the user guide for instructions on how to document ITEMPO.