

CLASSIFICATION: UNCLASSIFIED/
ROUTINE
R 301218Z JUL 25 MID120002102616U
FM CNO WASHINGTON DC
TO NAVADMIN
INFO CNO WASHINGTON DC
BT
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PASS TO OFFICE CODES:
INFO CNO WASHINGTON DC//N1//

NAVADMIN 159/25

MSGID/GENADMIN/CNO WASHINGTON DC/N1/JUL//

SUBJ/NAVFIT98A V33 AVAILABILITY AND UTILITY//

REF/A/MSG/CNO WASHINGTON DC/221709ZJAN25//
AMPN/REF A IS NAVADMIN 012/25 NAVFIT MODERNIZATION.

RMKS/1. This NAVADMIN announces the intended availability date of NAVFIT98A version 33 (NAVFIT98A v33) for all Navy performance evaluations and fitness reports. This revision will meet the performance evaluation needs of Sailors at sea and ashore and will incorporate a revised version of the Chief Petty Officer (CPO) Evaluation (CHIEFEVAL).

2. Effective 30 July 2025, NAVFIT98A v33 will replace earlier versions of NAVFIT98A as the sole version available for Fleet use. In order to provide the Fleet with as much time as possible to learn and utilize the new CHIEFEVAL form associated with NAVFIT98A v33, the 15 day requirement Commanding Officer (CO)s have to submit CHIEFEVAL reports has been extended to 45 days, and the submission deadline for E7 and E8 periodic reports has been extended from 15 September to 15 November. The effective end date of the reporting period remains 15 September for E7 and E8 periodic reports.

3. Significant changes featured in the revised CHIEFEVAL include:

a. Performance Traits in blocks 33-39 have been revised to reflect the current CPO Guiding Principles. Six lines of text are available for justifying comments next to each performance grade.

b. Mandatory inclusion of Physical Fitness Assessment (PFA) scores in block 20. If two PFAs are conducted in one rating period, the most recent should be included in block 20 and reference to the score of previous should be made as last entry in block 29.

c. Introduction of a "screened" subcategory in block 21, assuring Sailors screened for advancement via the Senior Enlisted Marketplace are placed in summary groups separate from those who have not screened for advancement.

d. Command and/or departmental inspection scores (unless classified) will be required entries in block 28.

e. Specific rankings within a summary group (and size of summary group) shall be reflected in block 42.

4. NAVFIT98A v33 is being released Fleet-wide no later than 30 July 2025 and will be compatible with both Office 365 and all other workstations used by Sailors Service-wide.

5. CHIEFEVAL training materials have been distributed to Command Master Chiefs, to include a fillable PDF version of the CHIEFEVAL that will be

transferable upon release of the form on NAVFIT98A v33. The Navy Evaluation Manual (BUPERSINST 1610.10H) has been revised and will be made available soon.

6. Users are able to download and install NAVFIT98A v33 as detailed below. Users should contact the Navy/Marine Corps Intranet help-desk for support at 1-833-637-3669. If documentation for software is required, contact the MyNavy Career Center (MNCC) help desk at 1-833-330-MNCC. Any issues the help-desk(s) cannot resolve will be routed for higher-level support. Joint or other service commands have been provided with instructions on how to download or access using their service-specific Information Technology (IT) platforms.

a. NAVFIT98A can be accessed or received from several locations.

(1) If on NMCI, "Software Center" will have the current version available for installation to a government provided computer in near future, estimate NLT 30 September 2025. Until then, Nautilus Virtual Desktop (NVD) remains the option for NMCI users.

(2) If on Nautilus, "Company Portal" has the current version.

(3) If on the CANES, SUBLAN, DDG, or LCS networks, the software will need to be downloaded and installed by command IT professionals with appropriate administrative permissions. Command IT professionals will be able to download the installation files from My Navy Portal (MNP). Ships that are unable to access the MNP installation files shall work with their ISIC or TYCOM to acquire the files.

(4) If on NMCI or Nautilus, the current software can be accessed from NVD via Remote Desktop Client (RDC).

(5) If on the USMC Network, the software should be available on their version of Software Center.

(6) If on the USAF Network, the software should be approved (see local base ISSM) for use and may need to be requested.

(7) If on any other network, the software will need to be downloaded and installed by command IT professionals with appropriate administrative permissions. Command IT professionals will be able to download the installation files from MNP.

b. For NMCI users, NAVFIT98A is accessible via NVD. To access NVD on an NMCI machine, complete the following steps:

(1) Click "Start" menu and search for "Remote Desktop"

(2) If not there, navigate to Software Center and Install

(3) Click "Start"

(4) Click "Microsoft Configuration Manager"

(5) Click "Software Center"

(6) Search for "Microsoft Remote Desktop Client" and Install

(7) Once Microsoft Remote Desktop is installed, log in using Flankspeed credentials (@us.navy.mil)

(8) Remote Desktop will open

(9) Select either NVD East or West

(10) Session will connect - Sign in with credentials (CAC PIN or Password)

(11) NVD will open

(12) Select OK

(13) If NAVFIT98A is not listed on desktop, search for NAVFIT using search bar on center of bottom toolbar

(14) Select NAVFIT98A to open

(15) Create and draft performance report(s)

(16) Databases should be accessed/saved to the One Drive.

c. For members requiring a NVD account, contact their ECH II Contract Technical Representative (CTR) for a FAST operator to request an NVD account. Once the account is assigned, the requesting member will receive an email from Nautilus/NVD with instructions on how to access the NVD account.

(1) If you do not know who your ECH II CTR is, please see the CTR lookup information on the NMCI Information Resource portal at:
[https://flankspeed.sharepoint-mil.us.mcas-gov.us/sites/NAVWAR NMCI Homeport/NMCI Info/SitePages/CTRResources/CTRContact.aspx](https://flankspeed.sharepoint-mil.us.mcas-gov.us/sites/NAVWAR%20NMCI%20Homeport/NMCI%20Info/SitePages/CTRResources/CTRContact.aspx)

d. To download NAVFIT98A v33 to a non-NMCI, USMC, USA, USAF, or other government computer, complete the following steps:

(1) Contact the local Helpdesk. Local Helpdesks can obtain the installation files from MNP.

(2) The USMC is or has deployed to their MCEN server.

(3) The USAF is or has deployed to their AFNET server.

(4) DHA is or has Deployed to their Health network server.

(5) SUBLAN users will get a new system image with the newest NAVFIT98A.

e. NAVFIT98A is not recommended to be downloaded to a personal computer to prevent the risk of SSNs being compromised.

7. For questions concerning NAVFIT98A, contact the MNCC at (833) 833-6622 or via e-mail at askmncc@navy.mil.

8. This NAVADMIN will remain in effect until superseded or cancelled, whichever occurs first.

9. Released by Ms. Lisa M. St. Andre, Assistant Deputy Chief of Naval Operations, N1B.//

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