



What's New for You

Enhancement for Drill Management (EDM) Upgrades

January 2017



Description of the change

In July 2014, the Navy launched the NSIPS Enhancement for Drill Management (EDM) application, providing the Navy Reserve with automated 24/7 self-service drill management capability for rescheduling regular Inactive Duty Training (IDT) periods (aka "drills") and requesting/scheduling of additional IDT and funeral honors duty (FHD) periods.



Since deployment, 1.2 million drills have been rescheduled and 303,000 additional drills and 114,000 FHD periods have been processed using EDM.

Another milestone has been achieved by adding the Unit Electronic Mustering (eMuster) capability in EDM and the ability to produce drill management ad hoc reports in NSIPS Analytical Environment (AE). Delivery is scheduled to occur on 28 Jan 2017.

New Capabilities

• Unit eMuster

EDM will now incorporate the Unit eMuster capability, which is a significant process improvement integrating individual SELRES drill management with unit mustering. The Unit eMuster process will be completely paperless with all transactions processed in EDM. Regular IDT data and associated muster information will be stored in EDM indefinitely, which aligns with the Navy Reserve's Financial Audit Improvement and Readiness (FIAR) initiatives. The Unit eMuster will involve all Navy Reserve Activities (NRAs) and Reserve Units. Below is a flowchart depicting the Unit eMuster process.

New Unit eMuster Process



- - NRA
- - Unit
- - DFAS

- Paperless process
- Transactions processed in EDM
- Data stored in EDM indefinitely and documents can be electronically generated at any time for audits/inspections

With the Ready 2 Serve (R2S) App allowing access to EDM, Unit eMustering can be performed via mobile devices, such as personal cell phones.

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The screenshot shows the 'Unit Electronic Muster' interface. At the top, there are input fields for 'Reserve Admin UIC' (63102) and 'RUC' (85764), a 'Muster Status' dropdown menu set to 'Pending Second Unit Approver', and a 'Drill Period Muster' dropdown. Below these are buttons for 'Get Records', 'Select All', 'Deselect All', and 'Save/Submit Muster'. A table titled 'Drill Data' is displayed with columns: Submit, Name, IDT Type, Muster Status, Date Received, Original IDT Date, Original Prd, Actual IDT Date, Actual Prd, Drill Period Muster, Certify/Adjudicate Drill Period Muster, and User Comments. The table contains four rows of data, each with a checkbox in the 'Submit' column and dropdown menus for 'Drill Period Muster' and 'Certify/Adjudicate Drill Period Muster'. At the bottom left, there is a link 'Go to: Unit Muster Dashboard'.

Screenshot of the Unit eMuster from the Unit Approver role at the “Certify eMuster” step.

• Ad hoc reports

NSIPS Analytical Environment (AE) now includes data from EDM, which will provide CNRFC and subordinate commands with the capability to query the NSIPS database and produce ad hoc reports related to drill management. These ad hoc reports can be used as management tools to analyze drill trends and improve drill adjudication across the Navy Reserve Force. NSIPS AE access will be initially granted for CNRFC HQ and Reserve Echelon IV Commands (RCCs and Wings).

What you need to do...

- **SELRES Sailors** Expect that all future Unit eMusters will be recorded in EDM.
- **Unit Mustering Officials** Log into EDM each drill weekend, record the Unit eMuster, and electronically submit to the First Unit Approver (Unit CO or Designated Representative). Register for R2S if using a mobile device to access EDM.
- **Unit COs or Designated Representatives** Qualify absences (AA vs. UA), certify muster, and route to the Second Unit Approver for counter-signature. Second Unit Approver will do the same and route to the NRA Approver.
- **NRA Approvers** Review, approve, and route the muster to the NRA Pay Supervisor. NRA Pay Supervisor will release drills for payment.

Training

CNRFC N1 provided a Train-the-Trainer session for all RCCs, Wings, and NRAs on 26 Jan 2017. NRA Pay clerks will provide instructions to Unit Mustering Officials. PMW 240T will also update EDM Tutorials, posted under “Command Job Performance Aids (JPA)” on the NSIPS main page.

2016 EDM Survey for Continuous Improvement

Thank you to the 2,975 Sailors who participated in the 2016 EDM Survey from April through July 2016. CNRFC and SPAWAR received excellent feedback and suggestions for continuous system improvement. Results are summarized below:

- 82% believe EDM has improved the way the Navy Reserve performs drill management. This is an 18 percentage point increase from 2015 survey results.
- 55% consider EDM as extremely easy to use for rescheduling a drill and/or requesting an additional drill.
- 59% responded that EDM is available “almost all of the time” for use, every time needed.
- 79% responded that EDM meets their needs.
- 72% are satisfied with their overall EDM experience.

Top 5 recommendations include:

- Expand capability to facilitate Unit musters in EDM,
- Add functionality to allow users to electronically modify musters after the Mustering Official performs the initial muster,
- Improve available EDM reports to assist with drill management at NRAs and Units,
- Provide training to NRA pay clerks and SELRES Sailors, and
- Develop a mobile application for EDM.

The January 2017 EDM upgrade and associated training will address many of the recommendations. Furthermore, Sailors can now access EDM via the Ready-2-Serve (R2S) mobile app. Please visit <https://private.navyreserve.navy.mil/cnrfc/N-Codes/N6/r2s/Pages/default.aspx> for more info about R2S.



For additional information or assistance, please contact your NOSC/NRA Manpower or Pay Department.

System-related questions:

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