

Updated: March 18, 2026



BILLET-BASED ADVANCEMENT

Shaping Careers Through New Advancement Opportunities

Version 3.0

>>> Billet-Based Advancement (BBA)

Shipmates,

Thank you for taking the time to review the latest update to the MyNavy HR BBA Handbook. Our priority is to support Sailors with clear information and transparent career mapping so you can **Be Confident** in your knowledge of Navy policy and the career choices BBA empowers you to make.

When we do our job well, you - our shipmates in the Fleet - will be Battle-Ready Sailors who are fit to fight.

To that end, BBA continues to expand and meet the mission of providing the Navy with the right people, with the right skills, at the right time and place.

BUPERSINST 1430.16H includes several critical updates for Sailors who are ready to assume their next career milestone:

- BBA expands eligibility for E-6 candidates across almost all active-duty ratings.
- Immediate removal of the minimum time-on-station requirement for CA2P eligibility.
- SEM Advancement Request Realignment (ARA) window now opens four times per year.

Our strength is derived from Sailors who **Live Character** and strive to **Build Competence** through deliberate development of skills while taking on positions of increased leadership. It is that simple.

BBA empowers Sailors to pursue advancement at their own pace, in the fast or slow lane, based on career goals and family needs. To put it plainly, your career is limited only by your initiative.

BBA rewards that initiative and supports your professional growth. This handbook is designed to help you navigate that process and reinforces the importance of working closely with your leadership, your Command Career Counselor, and your detailer.

Your feedback helps us keep improving this guide. A QR code is next to this message – please take a moment to fill out the short survey. Your input ensures we deliver a handbook that truly supports you and all our shipmates.

Thank you for your dedication and hard work.

- Force Master Chief Bill Houlihan, Navy Personnel Command

BUPERSINST 1430.16H Advancement Manual



[Link](#)

BBA Handbook Survey



[Link](#)

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BILLET-BASED ADVANCEMENT

NEXT STEPS

Visit [MyNavyHR.navy.mil](https://mynavyhr.navy.mil) or scan the QR code and talk to your career counselor and chain of command to learn more about enlisted detailing and BBA.

Questions to ask:

Am I already part of BBA?

What are the tour lengths for BBA Sailors?

How do I advance through BBA?

**BUPERSINST 1430.16H
Advancement Manual**



[Link](#)

BILLET-BASED ADVANCEMENT

>>>KNOW THE POLICY

Billet-Based Advancement (BBA) is the umbrella framework for multiple advancement pathways that allow Sailors to advance through merit-based assignment to billets. These pathways include:

- **Command Advance to Position (CA2P)**
- **Advance to Position (A2P)**
- **Senior Enlisted Marketplace (SEM)**

These programs enable Sailors to compete for billets that align with their personal goals and professional qualifications. BBA represents the future of enlisted advancement in the Navy.

The following active-duty ratings for E-5 exam administration are fully integrated into BBA to participate in the Detailing Marketplace through MyNavy Assignment (MNA):

- **ABE, ABF, ABH, AME, AO, CS, DC, EM, GM, GSM, IC, MM, QM, and RS.**
- Sailors are required to retake the Rating Knowledge Exam (RKE) at least every two years to ensure ongoing technical competency.
- Upon passing the RKE, Sailors become eligible for advancement consideration through CA2P or A2P.
- BBA is applicable for **active-duty E-6 ratings** with the following exclusions:

Submarine (CSS, ETV, FT, ITE, ITN, ITR, LSS, MMA, MT, STS, TM, YNS), Nuclear (EMN, ETN, MMN), Musicians (MU), Special Warfare Operators(SO), Special Warfare Boat Operators (SB), personnel currently assigned within the Enlisted Aide Program and Flag Writer Program, Training and Administration of the Reserves (TAR), and Selected Reserves (SELRES).

>>KNOW THE BENEFITS

- Increased Sailor Choice – Apply for billets in your current or next paygrade based on career goals and readiness.
- Improved Fleet Readiness – Ensures mission-critical billets are filled by Sailors with the right training and experience.



BILLET-BASED ADVANCEMENT

NEXT STEPS

Visit [MyNavyHR.navy.mil](https://mynavyhr.navy.mil) or scan the QR code and talk to your Detailer, Career Counselor and chain of command to learn more about pay and incentives.

Questions to ask:

What incentives come with this billet?

What qualifications do I need?

How does this billet support my career path?

MyNavy HR BBA



[Link](#)

PAY AND INCENTIVES

>>>KNOW THE POLICY

The pay structure within BBA is designed to reward Sailors who are ready to grow, take on greater responsibility, and move into roles that directly strengthen Fleet readiness.

When a Sailor earns a BBA billet, the Navy ensures they receive the full benefits of their new paygrade the moment they report.

These incentives are built to support career progression, enhance stability for families, and recognize the commitment required to step into mission-critical positions.

- Billet-linked pays (SRB, SDAP and other NEC incentive pays) are tied to the importance and demands of the billet, providing additional compensation for Sailors who take on elevated responsibilities.
- Qualification-based incentive pays begin once required screenings or certifications are complete, reinforcing professional development and growth.
- These pay entitlements are structured to support retention by offering Sailors clear financial advantages for taking on roles the Navy needs filled.

>>KNOW THE BENEFITS

- Immediate higher base pay upon reporting to the BBA billet.
- Earlier advancement increases long-term earning potential.
- Shape your career tempo and accelerate it by stepping into demanding roles.
- Eligibility for billet-specific incentive pays when assigned to qualifying billets.



BILLET-BASED ADVANCEMENT

NEXT STEPS

Visit [MyNavyHR.navy.mil](https://www.mynavyhr.navy.mil) or scan the QR code and talk to your detailer, career counselor and chain of command to learn more about A2P.

Questions to ask:

Who is eligible to apply?

How can I find open A2P billets?

If I am selected for an A2P billet, how am I advanced?

A2P Scoring Criteria



[Link](https://www.mynavyhr.navy.mil/Career-Management/Detailing/Enlisted/)

ADVANCE TO POSITION

>>>KNOW THE POLICY

Advance to Position (A2P) offers billet-based advancement opportunities for eligible E-4 and E-5 Sailors. Rather than advancing through examination scores and quotas, Sailors compete directly for specific jobs that require their experience and qualifications.

How A2P Works

- Eligible Sailors apply for billets at the next higher paygrade through MyNavy Assignment (MNA).
- Applications are scored using the Sailor Scoring Criteria (SSC).
- The highest-scoring applicant who meets the billet requirements is selected for the position and advances via PCS orders.
- If a Sailor is the top scorer for multiple billets, they will be awarded the billet they ranked highest in their preferences.

Who Can Apply?

- A2P opportunities are advertised within MNA.
- Eligible active-duty Sailors in ratings fully integrated into BBA may apply for both in-paygrade and advancement billets.

>>KNOW THE BENEFITS

- Greater Control: Sailors who commit to their next assignment gain advancement opportunities for both sea and shore billets.
- Increased Stability: Applying for assignments in the current or next paygrade can improve geographic stability when location matters.
- Frocking Eligibility: Sailors may be frocked once they have passed any required screening, committed to the new assignment's obligated service, and received official hard copy A2P orders.
- Effective Advancement: Advancement is effective on the date the Sailor checks onboard at the ultimate duty station and assumes the billet at the next higher paygrade.



BILLET-BASED ADVANCEMENT

NEXT STEPS

Visit [MyNavyHR.navy.mil](https://www.mynavyhr.navy.mil) or scan the QR code and talk to your detailer, career counselor and chain of command to learn more about CA2P.

Questions to ask:

How are Sailors nominated for CA2P?

Is CA2P available for non-BBA ratings?

How is CA2P different from MAP?

MyNavy HR Enlisted Detailing



[Link](#)

COMMAND ADVANCE TO POSITION

>>>KNOW THE POLICY

Command Advance to Position (CA2P) allows Commanding Officers and Officers in Charge at sea or shore commands to build strong teams by advancing top-performing Sailors into vacant billets at the next higher paygrade within the command or their Area of Responsibility (AOR) for ISIC, TYCOM, or BSO. The billets must be located within the same geographic area.

Eligibility

- Removed the minimum time on station requirement for eligibility.
- Command may only recommend Sailors for CA2P to fill billets that are projected to be vacant within six months or less.
- Sailors must be willing to obligate 36 months of service and advance while assigned to their current command.
- CA2P requests may not be submitted within 12 months of a Sailor's projected rotation date (PRD).
- Shore CA2P assignments do not extend the PRD.
- Sea CA2P assignments extend the PRD to 36 months from the date of billet alignment.
- Command's overall BA must support advancement in the requested rating and paygrade.

>>KNOW THE BENEFITS

- Early advancement opportunities to E-5 and E-6.
- Geographic stability for Sailors and their families.
- CA2P allows commands to align eligible Sailors with billets and advancement based on qualifications, technical proficiency, and demonstrated leadership skills.



BBA EXPANSION TO ELIGIBLE E-6 CANDIDATES

BILLET-BASED ADVANCEMENT

NEXT STEPS

Visit [MyNavyHR.navy.mil](https://mynavyhr.navy.mil) or scan the QR code and talk to your detailer, career counselor and chain of command to learn more about E-6 BBA advancement.

Questions to ask:

Am I competitively ready for E-6?

What qualifications or NECs should I focus on next?

Is this the right timing for my career?



>>>KNOW THE POLICY

The expansion of BBA opens the marketplace to eligible E-6 candidates who will compete for advancement through mission-essential billets.

By enabling E-6 candidates to fill validated advancement billets, the Navy strengthens career progression while ensuring motivated Sailors can move forward when they are ready.

How it Works

- Candidates complete and pass the Rating Knowledge Exam (RKE).
- Eligible E-6 candidates may apply for BBA-designated E-6 billets during the appropriate MyNavy Assignment (MNA) cycle.
- Detailers evaluate applicants based on qualifications, command input, career timing, and rating requirements.
- Sailors advance to E-6 on the day they report to the BBA billet.
- Advancement is validated in BOL once the Sailor enters the billet.

Exclusions

- Musician (MU)
- Nuclear ratings
- Selected Reserves (SELRES)
- Special Warfare Operator (SO)
- Special Warfare Boat Operator (SB)
- Submarine ratings
- Flag Writer Program
- Enlisted Aide Program
- Training and Administration of the Reserves (TAR)

>>KNOW THE BENEFITS

- A faster route to E-6, advancing immediately upon reporting.
- Earlier supervisory and technical leadership experience through key billets.
- Improved competitiveness for future advancement and special programs.
- Increased long-term earning potential through earlier advancement longevity.



SENIOR ENLISTED MARKETPLACE

BILLET-BASED ADVANCEMENT

NEXT STEPS

Visit [MyNavyHR.navy.mil](https://mynavyhr.navy.mil) or scan the QR code and talk to your detailer, career counselor and chain of command to learn more about SEM.

Questions to ask:

How can I be competitive in SEM?

How long am I eligible to compete in SEM?

What's the timeline for E-7 SEM Sailors?

Where can I see the official ARA submission schedule?

SEM Scoring Criteria



[Link](#)

>>>KNOW THE POLICY

The Senior Enlisted Marketplace is a billet-based advancement policy for Active Duty E-7 and E-8 Sailors to compete for sea and shore jobs advertised in MyNavy Assignment (MNA) that require their experience and qualifications at the next higher paygrade.

Two advancement paths for screened Sailors within SEM:

- **Advance to Position (A2P):** After fiscal year board screening, A2P qualified Sailors search for open billets at the next higher paygrade and submit applications through MNA.
- **Advancement Request Alignment (ARA):** Sailors work with their command to identify funded, vacant, or incumbent higher-grade billets at their current station. Submit an ARA request through MNA and await approval and orders.
- ARA submissions windows for 2026 are provided below:
 - 5 – 18 February 2026
 - 1 – 13 April 2026
 - 30 July – 10 August 2026
 - 30 September – 12 October 2026

Requirements

- Starting with FY27 board-screened Sailors, eligibility will expand to 30 months to apply and accept open billets in the next higher paygrade.
- SEM advancements require a 36-month obligated service commitment.
- SEM does not apply to Command Senior Enlisted Leader Program, Nuclear (EMN, ETN, MMN), Musician (E-7 only), Special Warfare Operators, Special Boat Operator, Flag Writer Program, Enlisted Aide Program, TAR, and SELRES ratings.
- Non-nuclear submarine ratings in SEM (starting with FY27 board-screened Sailors): CSS, ETV, FT, ITS, LSS, MMA, MT, STS, TM and YNS.

>>>KNOW THE BENEFITS

- Better alignment of Sailor experience with unit job requirements.
- Increased Sailor choice for assignments matching billet paygrades.
- Greater control over career progression.
- Sailors may be frocked once they obligate service to meet the new assignment PRD and have official orders in hand.



BILLET-BASED ADVANCEMENT

NEXT STEPS

Visit [MyNavyHR.navy.mil](https://www.mynavyhr.navy.mil) or scan the QR code and talk to your detailer, career counselor and chain of command to learn more about SEM.

Questions to ask:

How much time do I have to select for a job?

When will I advance to the next paygrade after I receive PCS orders?

MyNavy HR SEM



[Link](#)

E-7 SEM TIMELINE

>>>KNOW THE POLICY

The implementation of SEM for E-7 advancements introduces a billet-based system like the process currently used for E-8 and E-9 advancements, with only a few key differences.

Starting with the Fiscal Year 2026, board-screened Sailors to E-7 will follow the SEM paths to advancement.

- Board-screened Sailors to E-7 will still complete the traditional Chief Petty Officer (CPO) initiation process.
- Frocking will occur only after successful completion of CPO initiation and any required evaluations.
- E-7 screened Sailors can apply for billets at the next higher paygrade through MyNavy Assignment (MNA) at any time, regardless of projected rotation date, accounting code (ACC), or order status.
- Eligible E-7 screened Sailors may also retain eligibility for Selective Duty Incentive Pay (SDIP).

>>KNOW THE BENEFITS

- Greater choice and flexibility compared to previous CPO optimization processes.
- Better alignment of Sailor experience with unit job requirements.
- Increased opportunity for Sailors to select assignments that match billet paygrades.



MYNAVY ASSIGNMENT

BILLET-BASED ADVANCEMENT

NEXT STEPS

Visit MyNavyHR.navy.mil or scan the QR code and talk to your career counselor and chain of command to learn more about MNA.

Questions to ask:

What is the MNA schedule and overall process?

What are my MNA negotiating windows?



>>>KNOW THE POLICY

MyNavy Assignment (MNA) is the Navy's secure, online detailing marketplace where Sailors can:

- Apply for available jobs.
- Access their Electronic Training Jacket (ETJ).
- View the latest messages from detailers.
- Access MNA through a secure CAC-enabled website at <https://www.mynavyhr.navy.mil/Career-Management/Detailing/MyNavy-Assignment/>.

>>KNOW THE BENEFITS

- Greater control and flexibility to plan your career.
- Access to jobs aligned with your personal preferences.
- More opportunities for billet-based advancement.
- Increased transparency in detailing cycles.
- Ability to apply for advancement billets or in-grade assignments, as eligible.

>>> WE WANT TO HEAR FROM YOU

Your experience with this handbook matters. As the Navy expands BBA and modernizes our talent management systems, your feedback helps us improve the tools, information, and guidance we provide to the Fleet.

We are collecting short, anonymous input to ensure this handbook remains clear, accurate, and genuinely helpful to Sailors and leaders across the Navy. Your responses will guide future updates and strengthen how we communicate BBA policies.

BBA Handbook Survey



[Link](https://www.mynavyhr.navy.mil)

Scan the QR code to share your feedback.
Your voice matters.

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