**DTI Notice**: 230803-02

**Topic**: Clarification of legacy evaluations and new evaluations process via myEval 2.0 for Individual Reservist (IR)s

Applicable to: RegAF MPFs/Force Management Sections

**BLUF:** For legacy IR population (this includes Participating Individual Ready Reserve (PIRR) and Individual Mobilization Augmentee (IMA)) evaluations, referrals, and GAP reports (27 Feb 2023 and older), the RegAF MPF/Force Management will close-out their owning IMA evaluations by updating MilPDS and then send to HQ AFPC/DPS via CMS to upload to ARMS.

Note: HQ AFPC/DPS will upload all Legacy IMA reports into ARMS due to HQ ARPC not having the CMS capability to push into ARMS, at this time. Also, when submitting legacy IMA reports via CMS, utilized the "707 Active" case type. Please ensure that in the description of the case request, it states "This is a legacy IMA report."

**For Legacy Evals**: The RegAF MPF/Force Management sections will need the "ARPC MPF (96)" role (for IMAs) access in MILPDS. If you do not have that role in MilPDs, please contact your local PSM for assistance. Local PSMs should have the "ARPC MPF (96) role NLT 1 Sep 2023.

## Note: The "ARPC MPF (96") role will only be granted to personnel assigned to the MPF/ Force Management section. This role will allow for technicians to complete transactional work outlined in the FSS Military Personnel Flight Execution, Organization and Responsibilities PSDG 17 Jan 2023, Table 9 to include updating all MilPDS Evaluation transactions.

<u>New Evaluation Process via myEval 2.0:</u> All future evaluations, starting with the SCOD of February 2023, must be submitted via myEval 2.0. Additionally, per the USAF myEval PSDG February 2023, RegAF MPF/Force Management sections will update and close-out their owning IMA evaluations in MilPDS. The RegAF Force Management section will maintain the MilPDS "ARPC MPF (96)" role in the case to manually rectify updates issues due to myEval system processing errors. myEval PSDG location: From your myFSS home screen (Homhttps://myfss.us.af.mil/USAFCommunity/s/e (af.mil) click the drop down arrow Helpful Links, click myFSS Training Library, click the myEval 2.0 tile.

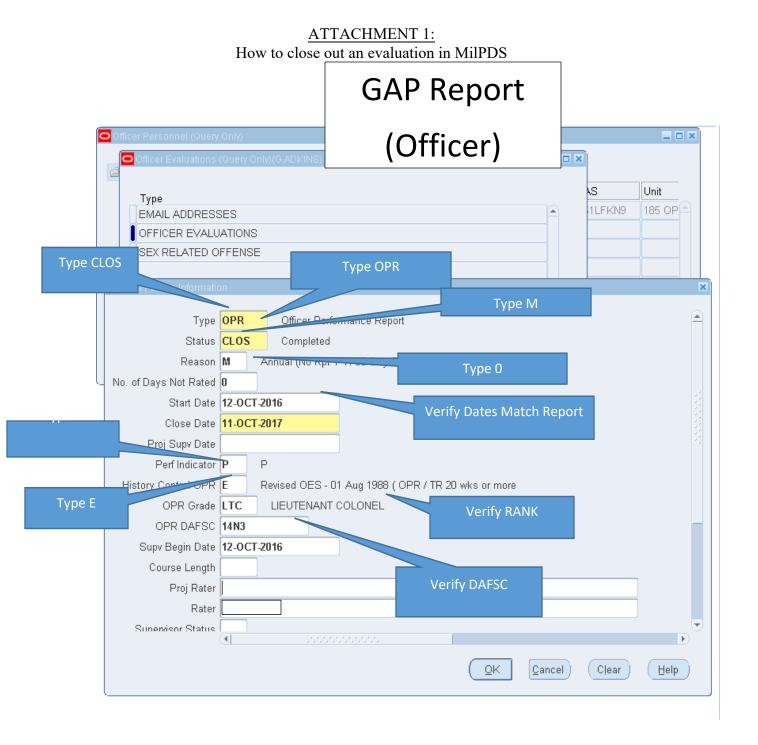
During this transition, members may experience a slight delay in processing of case inquiries. Please ensure they consider these potential delays when requesting corrections that may affect their promotion, development, or benefits.

As we continue to implement digital transformation initiatives, additional information will be provided to the field. As always, please direct members needing immediate assistance to the Total Force Service Center, at 1-800-525-0102.

<sup>2</sup> Attachments:

<sup>1.</sup> How to close out an evaluation in MilPDS

<sup>2.</sup> FSS Organization Execution and Responsibilities Personnel Services Delivery 17 January 2023

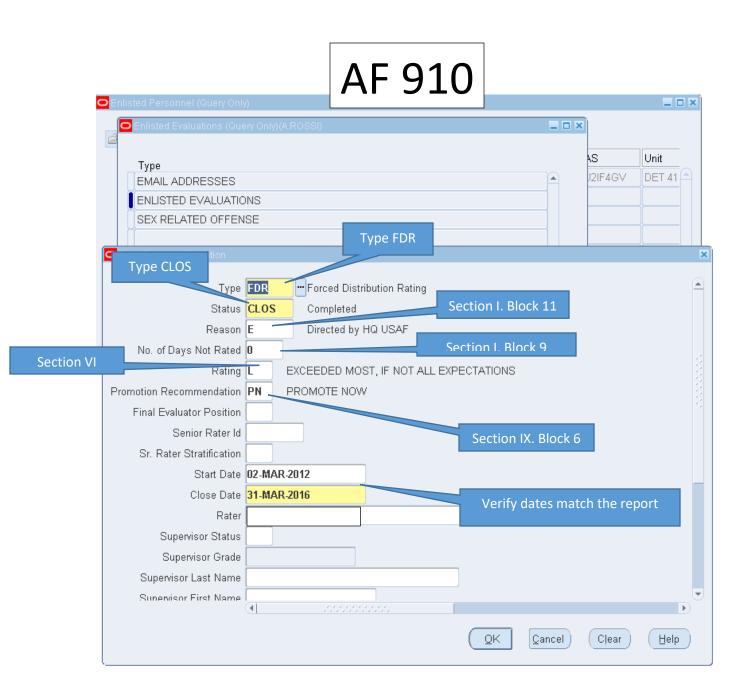


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**9** Weeks or more- Update in MilPDS and Submit to ARMS

19 Weeks or Less- "History Control OPR"= F

- "Embedded Report" Add new line (GREEN + sign top left hand corner)

- Do NOT touch Projection

20 Weeks or More- "History Control OPR"= E

- Update PROJECTION (Resets member's OPR calendar)

