

**NPRST EVENT REQUEST APPLICATION**  
**NAVPERS 1000/33 (12-2012)**

Supporting Directive BUPERS-1 Policy Memorandum 12-02

**SECTION A - REQUESTING OFFICE AND EVENT INFORMATION:**

Office Code  Request Date  Event Date   
Event Name

**SECTION B - TYPE OF APPLICATION REQUEST (Select One):**

- Priority I: Project Supported       Priority I: Regulatory Certification       Priority III: General Development  
 Priority II: Technical Skills       Priority II: Credentialing

**SECTION C - JUSTIFICATION:**

Criteria to Address: ROI, alignment with organizational Mission, IDP linkage, other available sources for the training, scarcity of training provided, knowledge that can be brought back to the organization (i.e., brownbag, paper, etc.)

Applicant Name:   
Applicant Signature  Date Signed

**SECTION D - SUPERVISOR RECOMMENDATION:**

Supervisor Name:   
Supervisor Signature  Date Signed

SECTION E - BOARD RECOMMENDATION (HCAB USE ONLY):

- Approval  Disapproval  
 Approval with Modifications  Deferral

HCAB Notes:

HCAB Certifier Name

HCAB Certifier Signature  Date Signed

SECTION F - FINAL APPROVAL/DISAPPROVAL AUTHORITY ACTION:

- Approval  Disapproval  
 Approval with Modifications  Deferral

Comments:

Final Approval Authority Name

Final Approval Authority Signature  Date Signed

APPLICANT CHECKLIST

Route complete package to the Executive Secretary or alternate BUPERS-1C representative. It is the applicant's responsibility to ensure that all information is provided and to finalize event registration and travel details through designated Training and Travel Coordinators.

- IDP  
 NAVPERS 1000/33 NPRST Event Request Application (signed by applicant and supervisor)  
 SF 182 (first page only)  
 Training information/documentation (i.e., brochure, course description, etc.)