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DISBURSING CLERK (DK)
E-4-5-6 BIBLIOGRAPHY (BIB)
Effective MARCH 2004

NOTE:

1. NAVAL RESERVE PERSONNEL should use this BIB to study for the AUGUST 2004 exams.
2. This BIB contains the references that you should study for your exam. Your exam is written by a subject matter expert (A Navy Chief in your rating).
3. The professional military knowledge references are listed separately.
4. When preparing for your exam, always study the most recent references.
5. For more information on the Navy Enlisted Advancement System, go to <https://www.advancement.cnet.navy.mil/>
6. If you have questions that were not answered at the above web site, contact the Commanding Officer, NETPDTG (N312), 6490 Saufley Field Road, Pensacola, Florida 32509-5237.

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Occupational References

DFAS-CL ACCOUNTING CLASSIFICATIONS MANUAL

DFAS-CL DJMS PROCEDURES TRAINING GUIDE

DFAS-CL DJMS-AC USER MANUAL

DFAS-CL MMPA READ MANUAL

DJMS FIELD USER'S GUIDE TO ON-LINE VERBS

DOD 7000.14-R, DEPARTMENT OF DEFENSE FINANCIAL MANAGEMENT REGULATION, VOL 5, DISBURSING POLICY AND PROCEDURES

DOD 7000.14-R, DEPARTMENT OF DEFENSE FINANCIAL MANAGEMENT REGULATION, VOL 7A, MILITARY PAY, POLICY, AND PROCEDURES FOR ACTIVE DUTY AND RESERVE PAY

DOD 7000.14-R, DEPARTMENT OF DEFENSE FINANCIAL MANAGEMENT REGULATION, VOL 9, TRAVEL POLICY AND PROCEDURES

JOINT FEDERAL TRAVEL REGULATION, VOL 1

Professional Military Knowledge References

JOINT PUB 3-07.2, JOINT TACTICS, TECHNIQUES, AND PROCEDURES FOR ANTITERRORISM, ANNEX B AND J

Note: Go to: http://www.dtic.mil/doctrine/jel/new_pubs/jp3_07_2.pdf

NAVEDTRA 14325, BASIC MILITARY REQUIREMENTS, CHAP 9, 14, 15, 16, 20, AND 21

NAVEDTRA 14504, MILITARY REQUIREMENTS FOR PO3 & 2, CHAP 1 AND 4

NTPP 3-07.2.1, ANTITERRORISM/FORCE PROTECTION, CHAP 5

Go to: <https://dodpse.spawar.navy.mil/>

NWP 3-07.2, NAVY DOCTRINE FOR ANTITERRORISM/FORCE PROTECTION, CHAP 2

Go to: <https://dodpse.spawar.navy.mil/>

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Occupational References

DFAS-CL ACCOUNTING CLASSIFICATIONS MANUAL

DFAS-CL DJMS PROCEDURES TRAINING GUIDE

DOD 7000.14-R, DEPARTMENT OF DEFENSE FINANCIAL MANAGEMENT REGULATION, VOL 5, DISBURSING POLICY AND PROCEDURES

DOD 7000.14-R, DEPARTMENT OF DEFENSE FINANCIAL MANAGEMENT REGULATION, VOL 7A, MILITARY PAY, POLICY, AND PROCEDURES FOR ACTIVE DUTY AND RESERVE PAY

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DOD 7000.14-R, DEPARTMENT OF DEFENSE FINANCIAL MANAGEMENT REGULATION, VOL 9, TRAVEL POLICY AND PROCEDURES

JOINT FEDERAL TRAVEL REGULATION, VOL 1

NAVY COMPTROLLER MANUAL, VOL 2

SECNAVINST 7220.38, REMISSION OF INDEBTEDNESS OR WAIVER OF THE GOVERNMENT'S CLAIMS ARISING FROM ERRONEOUS PAYMENTS MADE TO OR ON BEHALF OF MEMBERS OF THE NAVAL SERVICE
Professional Military Knowledge References

JOINT PUB 3-07.2, JOINT TACTICS, TECHNIQUES, AND PROCEDURES FOR ANTITERRORISM, CHAP I AND II

Note: Go to: http://www.dtic.mil/doctrine/jel/new_pubs/jp3_07_2.pdf

NAVEDTRA 14325, BASIC MILITARY REQUIREMENTS, CHAP 4, 6, 9, 10, 12, 14, 19, 21, AND 22

NAVEDTRA 14504, MILITARY REQUIREMENTS FOR PO3 & 2, CHAP 1, 2, 4, AND 6

NAVPERS 15665, UNITED STATES NAVY UNIFORM REGULATIONS, CHAP 1, 2, 3, AND 7

OPNAVINST 1740.4, U.S. NAVY FAMILY CARE POLICY, BASIC INSTRUCTION, ENCL 1 AND 2

OPNAVINST 1752.1, SEXUAL ASSAULT VICTIM INTERVENTION (SAVI)

OPNAVINST 5350.4, DRUG AND ALCOHOL ABUSE PREVENTION AND CONTROL

SECNAVINST 5100.13, NAVY AND MARINE CORPS TOBACCO POLICY

SECNAVINST 5300.26, DEPARTMENT OF THE NAVY (DON) POLICY ON SEXUAL HARASSMENT

DK1

Occupational References

DFAS-CL ACCOUNTING CLASSIFICATIONS MANUAL

DFAS-CL DJMS PROCEDURES TRAINING GUIDE

DFAS-CL DJMS-AC USER MANUAL

DOD 7000.14-R, DEPARTMENT OF DEFENSE FINANCIAL MANAGEMENT REGULATION, VOL 5, DISBURSING POLICY AND PROCEDURES

DOD 7000.14-R, DEPARTMENT OF DEFENSE FINANCIAL MANAGEMENT REGULATION, VOL 7A, MILITARY PAY, POLICY AND PROCEDURES FOR ACTIVE DUTY AND RESERVE PAY

DOD 7000.14-R, DEPARTMENT OF DEFENSE FINANCIAL MANAGEMENT REGULATION, VOL 9, TRAVEL POLICY AND PROCEDURES

JOINT FEDERAL TRAVEL REGULATION, VOL 1

NAVPERS 15560, NAVAL MILITARY PERSONNEL MANUAL (MILPERSMAN), ARTICLE 1050

NAVY COMPTROLLER MANUAL, VOL 2

SECNAVINST 7220.38, REMISSION OF INDEBTEDNESS OR WAIVER OF THE GOVERNMENT'S CLAIMS ARISING FROM ERRONEOUS PAYMENTS MADE TO OR ON BEHALF OF MEMBERS OF THE NAVAL SERVICE
Professional Military Knowledge References

BUPERSINST 1610.10, NAVY PERFORMANCE EVALUATION AND COUNSELING SYSTEM, BASIC INSTRUCTION, ENCL 2, ANNEXES A, B, N

NAVADMIN MESSAGES 035/96, 117/98, 292/99, 060/01, 065/01, 116/01, 254/01, 296/01

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NAVEDTRA 14145, MILITARY REQUIREMENTS FOR PO1, CHAP 2, 3, 4, 5, AND 6

NAVEDTRA 14325, BASIC MILITARY REQUIREMENTS, CHAP 5, 6, 13, 14, 16, AND 17

NAVEDTRA 14504, MILITARY REQUIREMENTS FOR PO3 & 2, CHAP 1 AND 5

NWP 3-07.2, NAVY DOCTRINE FOR ANTITERRORISM/FORCE PROTECTION, CHAP 1, 2, 3, 4, AND 5
Go to: <https://dodpse.spawar.navy.mil/>

OPNAVINST 5100.19, NAVOSH PROGRAM MANUAL FOR FORCES AFLOAT, VOL II, ENCL 1, SEC C,
CHAP C4

OPNAVINST 5370.2, NAVY FRATERNIZATION POLICY

OPNAVINST 5800.7, VICTIM AND WITNESS ASSISTANCE PROGRAM, ENCL 1 AND 8

OPNAVINST 6000.1, MANAGEMENT OF PREGNANT SERVICEWOMEN, ENCL 1, CHAP 1
-END-