MILPERSMAN 1001-020

TRAINING AND ADMINISTRATION OF THE RESERVE (TAR) OFFICER PROGRAM

Responsible Office	NAVPERSCOM (PERS-921)	Phone:	DSN COM FAX	882-4512 (901) 874-4512 882-2910

Governing Directives	10 U.S.C. 12310 SECNAVINST 1920.6B

1. **Background**. The TAR officer program was authorized by section 234 of Armed Forces Reserve Act of 1952 (Public Law 82-476) in order to have Reserve officers on active duty "... to perform duties in connection with organizing, administering, recruiting, instructing, or training Reserve components."

2. **Mission**

a. The mission of the TAR officer program is to

(1) provide full-time training and management of the Naval Reserve,

(2) optimize effectiveness of Navy total force through mobilization and augmentation planning,

(3) optimize readiness of the Naval Reserve for mobilization or peacetime support of active forces, and

(4) facilitate Navy access to Naval Reserve assets.

b. TAR officers provide essential active duty support to the Naval Reserve in the areas of manpower management, personnel administration, mobilization training, logistics support, financial management, and facilities management.

3. **Career Path**. The TAR officer program offers a full active duty career for Reserve officers through captain, with limited opportunity to compete for flag rank. The typical TAR officer career path includes a balance of operational and Reserve management assignments. Operational proficiency enhances the TAR officer's effectiveness in training and management of the Naval Reserve. Reserve management tours may be at field activities throughout the United States, as well as on major staffs afloat and ashore. Retention and attrition criteria for TAR officers is defined in SECNAVINST 1920.6B.

4. **TAR Designators**. TAR officers are distinguished from their peers by assignment of 7 as the last digit of their designator. The following designators comprise the TAR officer program:

Designator Codes	Titles
1107	Fleet Support Officer
1117	Surface Warfare
1127	Submarine Warfare
1137	Special Warfare
1147	Special Operations
1317	Naval Aviator
1327	Naval Flight Officer
1527	Aerospace Maintenance Duty Officer
1637	Intelligence
3107	Supply Corps

5. **Promotion**. TAR officers are considered for promotion by Reserve promotion boards, and compete for promotion against other TARs. Promotion zones and flow points are commensurate with Regular officers.

6. **Program Eligibility**. Officers are accessed into the TAR officer program through either redesignation from the Active-Duty List, or recall to active duty from the Ready Reserve. Boards are conducted semi-annually with specific eligibility requirements, application deadlines and board convening dates announced by NAVADMIN message. In general, and unless specified otherwise in NAVADMIN message, officers must be junior to a lieutenant commander (LCDR) with 3 years in grade. Officers applying for recall to active duty must have less than a 3-year break in extended active duty service, and must not have been

released from active duty as a result of failure of selection for promotion.

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7. **Application Procedures**. Active-Duty List officers may apply for TAR by letter to Navy Personnel Command (NAVPERSCOM) (PERS-4417), via their commanding officer. Applications must reference this article and should include a brief active duty resume including qualifications attained, advanced education, aircraft flown, flight hours, etc. Ready Reserve officers may apply for recall to NAVPERSCOM (PERS-4417) through their local Naval Reserve recruiter using NAVPERS 1331/5, Application for Recall to Extended Active Duty. All applicants should include a home address, E-Mail address, phone number, and FAX number.

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8. **Service Obligation**. Active-Duty List officers accepting TAR redesignation must agree to serve a minimum of 2 years as a TAR officer. Redesignation officers can expect to be reassigned by their new TAR detailer within 1 year of their selection to TAR, or at their projected rotation date, whichever occurs earlier. Ready Reserve officers accepting TAR recall must agree to serve on active duty for a minimum of 3 years.

MILPERSMAN 1001-030

CIVILIAN EMPLOYMENT OF INACTIVE DUTY NAVAL RESERVISTS

Responsible Office	NAVPERSCOM (PERS-91)	Phone:	DSN COM FAX	882-4481 (901) 874-4481 882-2909

Governing Directives	BUPERSINST 1001.39D DOD 5500.7-R

1. **Policy**. When not on active duty and not in a duty status, members of Reserve components maintain their rank or rate and reserve status, but are not considered to be employees of the United States or persons discharging any official function in connection with any department or agency of the United States.

2. **Employment Restriction**. Defined in BUPERSINST 1001.39D, chapter 10, section 1009 and chapter 21, section 2103.

3. **Conflict of Interest**. Defined in BUPERSINST 1001.39D, chapter 4, section 406 and chapter 10, section 1010; and DOD 5500.7-R.

4. **Foreign Employment**. Subject to the approval of the Secretary of State and Secretary of the Navy, members of Reserve components may accept employment in a civil capacity and receive compensation incident thereto with any foreign government or any foreign concern.

MILPERSMAN 1001-040

FOREIGN TRAVEL AND RESIDENCE OF INACTIVE DUTY NAVAL RESERVISTS

Responsible Office	NAVPERSCOM (PERS-91)	Phone: DSN COM	882-4482 (901) 874-4482

Governing Directives	COMNAVRESFORINST 1001.5C OPNAVINST 5510.30A DOD 4500.54-G

1. **Criteria**. This article applies to Naval Reserve personnel on inactive duty, who travel or reside outside the United States and its territories.

2. **Reporting Requirement**. Reservists shall provide their itinerary and overseas mail addresses to their commanding officer, if travel or residence will exceed 30 days. Nondrilling reservists will notify Commanding Officer, Naval Reserve Personnel Center, New Orleans, LA 70149-7800.

3. **Security Requirement**

a. Reservists with access to classified information shall notify their commanding officer of future foreign travel and receive an appropriate Foreign Travel Briefing required by OPNAVINST 5510.30A.

b. Refer to DOD 4500.54-G, DOD Foreign Clearance Guide, regarding individual country's uniform and civilian clothing restrictions.

4. **Foreign Unit Assignment**. Request for overseas reserve unit assignment should be submitted as outlined in COMNAVRESFORINST 1001.5C.

MILPERSMAN 1001-050

RESERVE PERSONNEL MANAGEMENT ASSISTANCE TEAM (RPMAT)

Responsible Office	NAVPERSCOM (PERS-91)	Phone:	DSN COM FAX	882-4481 (901) 874-4481 882-2909

1. **Background**

a. RPMAT was established by Navy Personnel Command as a component of Naval Reserve Personnel Center, New Orleans.

b. RPMAT provides advice and assistance to Naval Reserve Pay/Personnel Administrative Support System (PASS) and other field activities. RPMAT audits service and other records of Selected Reservists and other Reserve personnel, and reports findings and recommendations to the cognizant commanding officer or officer in charge

2. **Functions of RPMAT**. Functions of RPMAT are to

a. provide advice and assistance in the efficient reporting and processing of Reserve personnel information or data.

b. provide proper verification of personnel accounting source documents.

c. plan, schedule, and perform assist visits at activities responsible for the administration of Reserve personnel. Report findings or recommendations to the cognizant commanding officer or officer in charge.

d. audit activity accounting source documents for Reserve personnel against Reserve information systems databases and initiate or recommend corrective action.

e. recommend policy and procedure improvements in the administration of Reserve personnel.

MILPERSMAN 1001-060

ASSIGNMENT OF ENLISTED NAVAL RESERVISTS TO ACTIVE DUTY

Responsible Office	NAVPERSCOM (PERS-80C)	**Phone:** DSN COM	882-3208 (901) 874-3208

Governing Directive	DFAS-CL (NAVSO-P) 3050-2, DFAS Pay/Personnel Procedures Manual (Navy) (DFASPPM)

1. **Policy**. Agreements by reservists to remain on active duty must be within the term of their enlistment, or enlistment as extended. If reservists accept recall to active duty beyond the terms of their current enlistment, or enlistment as extended, such obligation may be incurred by NAVPERS 1070/621, Agreement to Extend Enlistment, provided such agreement does not exceed a total aggregate of 48 months when combined with previous extensions on a single enlistment contract. If a recallee's total extensions will exceed 48 months, the member must reenlist USNR on the date of recall, for a period that equals or exceeds the active duty obligation.

2. **Procedures**.

a. Reservists accepted for voluntary recall to active duty, for a period of 30 days or more including the Active Duty for Special Work (ADSW) and Training and Administration of Reserve (TAR) programs (less Active Duty for Training (ACDUTRA)), are required to complete NAVPERS 1070/622, Agreement to Recall or Extend Active Duty, sections 1 and 2, for the entire period of obligated service indicated on the recall authorization. DFASPPM, parts 8 and 9, provides guidance on preparation.

b. A NAVPERS 1070/622 must be prepared for the entire amount of obligated service. Reservists in the Active Mariner and SAM programs are not required to complete a NAVPERS 1070/622 to cover the initial period of active duty.

MILPERSMAN 1001-070

INACTIVE DUTY RESERVISTS WHO ARE STUDENTS OR GRADUATES OF MEDICAL SCHOOLS OR THEOLOGICAL STUDIES

Responsible Office	NAVPERSCOM (PERS-91)	Phone:	DSN	882-4481
			COM	(901) 874-4481
			FAX	882-2909

Governing Directives	10 U.S.C. 12317 10 U.S.C. 12682 DOD Directive 1200.7 SECNAVINST 1120.13A SECNAVINST 1520.8A SECNAVINST 1520.11 SECNAVINST 1120.4A BUPERSINST 1001.39D

1. **Policy and Procedures**. Naval Reservists who are students or graduates of medical or theological schools have limitations placed on their participation in the Naval Reserve per 10 U.S.C. 12317, 10 U.S.C. 12682, and DOD Directive 1200.7.

2. **Limitations on Medical Students**. Medical student Naval Reserve participation limitations are as follows:

a. Reserve Officer with 19X5 designators who are in an accredited medical, osteopathic, or dental program of study located in the United States or the Commonwealth of Puerto Rico are assigned to the Individual Ready Reserve (IRR). Upon completion of their program, they are required to seek reappointment in the appropriate staff corps per SECNAVINST 1120.13A and SECNAVINST 1520.8A.

b. Reserve Officers who are participating in the Navy Active Duty Delay for Specialist (NADDS) Physician Program are not authorized Selected Reserve (SELRES) assignments. NADDS physicians remain in an active status and may be assigned to the IRR either as a drilling member in a voluntary training unit or non-drilling member. They are encouraged to participate non-pay and to perform Annual Training so they will have “Observed”

fitness reports submitted by the Bureau of Medicine and Surgery (BUMED-513). Fitness reports and Naval Reserve Qualification Questionnaires become the primary sources of information for promotion consideration. (Refer to SECNAVINST 1520.11 for additional details.)

c. Other reservists who enroll in any of the above mentioned programs must elect one of the following options:

(1) Seek appointment as a 19X5 designated medical department officer.

(2) Request transfer to Standby Reserve-Active (USNR-S1) from NAVPERSCOM (PERS-911) if still under initial Military Service Obligation.

(3) Request transfer to USNR-S1 or Standby Reserve-Inactive (USNR-S2), as appropriate, from NAVPERSCOM (PERS-911) if the Military Service Obligation is completed.

(4) Request to resign their commission, or to be retired, if eligible.

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3. **Credentials Attainment**. Upon attaining the prerequisite medical credentials, members will be required to seek reappointment in the appropriate staff corps per SECNAVINST 1520.8A and SECNAVINST 1120.13A.

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4. **Religious Studies and Vocations**. Reservists who are pursuing religious studies or working in religious vocations will notify the NAVPERSCOM (PERS-911) by letter of their educational and vocational intent. They will be assigned as follows:

a. Naval Reservists attending recognized theological or divinity schools, or their equivalent, in preparing for religious ministry are ineligible for assignment to the Ready Reserve and will be transferred to USNR-S1 unless they are accepted into the Chaplain Candidate Program per SECNAVINST 1120.4A. (By statute, they may not be required to serve on active duty or participate in inactive duty training.)

b. Chaplain Candidate Program Officers, designated 1945, are assigned to the IRR. They are encouraged to perform non-pay drills and may perform Active Duty for Training (ADT) with or without pay as authorized by the Program Manager, NAVPERSCOM (PERS-94). They must apply for and accept, if offered, a

superseding appointment in the Chaplain Corps within 1 year of meeting Navy and faith group eligibility requirements and comply with other provisions of SECNAVINST 1120.4A.

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5. **Ordained Ministers**. Naval Reservists who are or become civilian clergy or ministers of religion must apply for appointment in the Chaplain Corps (4105) or request a waiver from NAVPERSCOM (PERS-911) to remain in the Ready Reserve with another designator or rating.

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6. **Waivers**. Reservists may send a request to NAVPERSCOM (PERS-911) for a waiver to retain their present designator if there is no need for the member to be re-appointed as a 4105 or if there would be a significant rank disparity as a result of their appointment in the staff corps. A waiver in itself will not authorize retention in the Ready Reserve, AT with pay, or assignment in a pay billet, but rather allows the member to continue their careers in their present designator.

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7. **Screening Guidance**. Procedures for reporting members in any of the above categories are identified in the screening guidance provided in BUPERSINST 1001.39D.

MILPERSMAN 1001-080

MINIMUM REQUIRED SERVICE OF NAVAL RESERVE OFFICERS WITH AN INITIAL 3 TO 6 MONTHS OF ACTIVE DUTY FOR TRAINING IN LIEU OF 2 OR MORE YEARS ACTIVE DUTY

Responsible Office	CNO (N13)	Phone:	DSN	223-2325
			COM	(703) 693-2325
			FAX	224-1189

Governing Directive	50 U.S.C., App. 456(d)(1)

1. **Policy**. A member commissioned in a reserve component upon completion of an officer training program specified in the Military Selective Service Act of 1967 (50 U.S.C., App. 456(d)(1)) who performs initial active duty for training of 3 to 6 months in lieu of 2 or more years of active duty shall be required to serve in a reserve component until the eighth anniversary of the receipt of such commission.

MILPERSMAN 1001-090

MINIMUM REQUIRED ACTIVE SERVICE OF RESERVE OFFICERS

Responsible Office	CNO (N13)	Phone: DSN COM FAX	223-2325 (703) 693-2325 224-1189

1. **Policy**. Reserve officers will be eligible for release from active duty after completing their minimum required (obligated) active service, and any additional required (obligated) active service incurred by them.

2. **Minimum Required Active Service**

a. Minimum required active duty service is specified in the directive which describes the program through which the officer obtained a commission or is specified in the service agreement executed by the officer.

b. Reserve officers **involuntarily** called to active duty will not be eligible for release until completion of the period of active duty for which called.

3. **Additional Required Active Service**

a. Additional required active duty service is required of officers who participate in certain undergraduate, postgraduate, and special instructional programs or who voluntarily execute orders which contain a requirement that the officer extend active duty service.

b. This additional required service will be as specified in the directive which describes the program and as agreed to by the officer in the officer’s application or in accepting the official Navy orders which ordered the officer to the program.