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NAVADMIN 095/25

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SUBJ/NOTICE OF CONVENING OF THE FISCAL YEAR 2026 TRAINING AND ADMINISTRATION
OF THE RESERVE COMMANDER SELECTIVE RETENTION BOARD//

REF/A/DOC/SECNAVINST//24JUL19//
REF/B/DOC/SECNAVMEMO//24APR03//
REF/C/DOC/SECNAVINST//19JAN22//

NARR/REF A IS SECNAVINST 1920.6D, ADMINISTRATIVE SEPARATION OF OFFICERS.
REF B IS THE FISCAL YEAR 2025 AND 2026 NAVY RESERVE OFFICER RETENTION AND
CONTINUATION POLICY AND PLAN.
REF C IS THE CONTINUATION ON ACTIVE DUTY OF REGULAR COMMISSIONED OFFICERS AND
RESERVE OFFICERS ON THE RESERVE ACTIVE STATUS LIST IN THE NAVY AND MARINE
CORPS.

RMKS/1. This NAVADMIN announces the convening of the Fiscal Year
(FY) 2026 Training and Administration of the Reserves (TAR) Commander (O5)
Selective Retention (SELRET) Board.

2. The Fiscal Year (FY) 2026 SELRET board is authorized to retain TAR
Commanders who were:

- a. Twice considered and failed of selection to Captain with more than 17
years of active service as of 1 September 2025,
- b. Are not on a promotion list to a higher grade in order to meet
requirements and authorized end strength,
- c. Were not previously considered by a TAR Commander SELRET board.

3. TAR Commanders selected for retention who would otherwise exceed
28 Years of Commissioned Service (YCS) as a result of selection will undergo
an additional screen by the SELRET board for continuation in line with
references (a) and (b). In this process, selection for retention is a
prerequisite for continuation screening, however, selection for retention
does not equate to approval for continuation. In line with reference (c),
the board will make a continuation approval determination based on the needs
of the Navy for TAR Unrestricted Line, Restricted Line, and Staff Corps
officers who exhibit superior performance in reserve management holding one
or more of the following Additional Qualification Designation (AQD)
codes: 2D1 or 2D2 Command eligible or qualified, 2N1 or 2N2 Reserve Command
eligible or qualified.
Approval for both retention and continuation by the board meets the
exceptions to policy set forth in enclosure (5), paragraph 5.f. of reference
(a).

4. The FY26 TAR Commander SELRET board will convene on 3 June 2025 to consider TAR O5s in all competitive categories for retention. In line with reference (a), TAR O5s not selected for retention will retire or be released from Active Duty not later than the first day of the seventh calendar month beginning after the month in which the SELRET board results are released. TAR officers will be retained on Active Duty, if necessary, to enable the officer to become eligible for a regular Active Duty retirement. Except as provided by exception in reference (a), retention of TAR O5s on Active Duty will not normally extend beyond the first day of the month following the month in which the officers complete 28 YCS. O5s retained by this SELRET board, to include those that may receive continuation approval, will be released from Active Duty not later than the first day of September of the third fiscal year following the SELRET board, per enclosure (5), paragraph 5.f. of reference (a).

5. Amplifying information can be accessed via MyNavy HR website at <https://www.mynavyhr.navy.mil/Career-Management/Community-Management/Officer/Reserve-OCM/TAR/TAR-Continuation/>. The authorized number of selections for retention will be posted as part of the board convening order after the board adjourns.

6. Only eligible officers may communicate with the selection board via the Letter to the Board (LTB) process. An example letter to selection boards is available on the TAR continuation website.

NAVADMIN 220/19 announced the introduction of the application known as Electronic Submission of Selection Board Documents (ESSBD), accessible through MyNavy Portal (MNP). ESSBD improves the speed, transparency and confidence of receipt over current LTB submission methods, such as hard copy and e-mail submitted letters and related attachments.

a. ESSBD provides board candidates with the capability to electronically submit LTBs in a standard, consistent format, with or without attachments, and will allow the candidate to see (for content and clarity) exactly what will be delivered and presented to the board.

b. To utilize ESSBD, candidates must log into BUPERS Online (BOL) at <https://www.bol.navy.mil> and select ESSBD (Submit letter to Selection Board). Once there, candidates must select LTB and on-screen instructions will direct the submitter thereafter.

c. Submission and subsequent receipt acknowledgement for LTBs submitted via ESSBD or other means does not constitute confirmation of eligibility for the boards to which LTBs are submitted.

d. LTBs must be received by Navy Personnel Command not later than 2359 (central time zone) 10 days prior to the convening date of the respective board, as noted below. Submitters are cautioned not to wait until the deadline date to submit LTBs via ESSBD or other available avenues.

e. Board timeline is as follows:

Selection Board	Convening Date	Due Date/Time
TAR CDR SELRET Board	3 JUN 25	23 MAY 25/2359 CDT

f. If sending a board package from a non-NMCI network (bumed.mil, eu.navy.mil, etc.), please review procedures listed in NAVADMIN 220/19.

g. The written communication may call the board's attention to any matter concerning the record of the officer that the officer considers important. Written communication may include, as enclosures, correspondence from any individual concerning the eligible officer. Correspondence not originated by the eligible officer, including endorsement to the letter of

the eligible officer and letters written on behalf of that officer, must contain a written acknowledgement by the eligible officer that he or she desires such correspondence be presented to the board. Correspondence without such an acknowledgement is considered third- party correspondence and will be returned without being presented to the board. Classified correspondence will not be accepted.

7. Point of contact is CDR Kirk Morris, TAR Officer Community Manager (BUPERS 351C), at (901) 874-4346/DSN 882 or via e-mail at kirk.n.morris.mil@us.navy.mil.

8. This message will remain in effect until superseded or canceled, whichever comes first.

9. Released by Vice Admiral Richard J. Cheeseman, Jr., N1.//

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