

CLASSIFICATION: UNCLASSIFIED/
ROUTINE
R 281956Z MAY 26 MID120041277033U
FM CNO WASHINGTON DC
TO NAVADMIN
INFO CNO WASHINGTON DC
BT
UNCLAS

NAVADMIN 127/26

MSGID/GENADMIN/CNO WASHINGTON DC/N1/MAY//

SUBJ/ADMINISTRATIVE ABSENCE AND LEAVE AUTHORIZATION DURING DISABILITY
EVALUATION SYSTEM (DES) TRANSITION//

REF/A/DOC/SECWAR/10NOV22//
REF/B/DOC/SECWAR/7AUG25//
REF/C/DOC/COMNAVPERSCOM/14JUL09//

AMPN/REF A IS DOWI 1332.18, DISABILITY EVALUATION SYSTEM//
REF B IS DOWI 1327.06, MILITARY LEAVE, LIBERTY, AND ADMINISTRATIVE ABSENCE//
REF C IS MILPERSMAN 1320-220, PERMISSIVE TEMPORARY DUTY (PTDY) AUTHORIZATION
FOR JOB/HOUSE HUNTING//

RMKS/1. This NAVADMIN clarifies current policy governing Permissive
Temporary Duty (PTDY), administrative processing time, and accrued leave for
Service members transitioning from active service through the Disability
Evaluation System (DES). This guidance applies to Active and Reserve
Component personnel separating or retiring through DES.

2. Applicability. This NAVADMIN applies to Active, Training and
Administration of the Reserve, and all Reserve members transitioning from
active service through the DES process. This guidance applies to Service
members separating or retiring through DES, including:

- a. Disability separation.
- b. Placement on the Permanent Disability Retired List (PDRL).
- c. Placement on the Temporary Disability Retired List (TDRL).

3. Service members transitioning from active service as a result of DES
processing remain eligible for authorized PTDY and accrued leave consistent
with references (a) through (c). Administrative processing timelines used to
complete separation or retirement actions do not limit or replace Service
member entitlements to authorized PTDY or accrued leave.

4. Service members approved for separation or retirement through DES may be
authorized:

- a. PTDY: Service members stationed within the continental United States
may be authorized up to a total of 10 or 20 days of transition PTDY,
depending on their status; 10 days for separation and 20 days for retirement.
Members stationed outside the continental United States (OCONUS) may be
authorized an additional 10 days of PTDY. This additional time is contingent
upon verification of travel, such as a round-trip ticket, demonstrating the
member's intent to return to their OCONUS duty station.

- b. Administrative processing time required to complete separation or
retirement actions.

- c. Accrued leave.

5. Accrued leave may be taken prior to the member's Release from Active Duty (RAD) or retirement date when approved by the member's command and coordinated with the servicing personnel office. Authorized accrued leave is separate from PTDY and administrative processing timelines.

6. The Service member's command should coordinate with Transaction Service Centers (TSC), including TSC Pensacola and TSC Norfolk, to ensure that RAD or retirement date allows sufficient time for the member to utilize authorized PTDY, accrued leave, and complete all required administrative processing prior to transition from active service.

7. Commands shall ensure Service members are counseled on their eligibility to elect accrued leave and submit requests as soon as practicable following notification of separation or retirement approval. Timely submission is necessary to ensure sufficient time for coordination and processing of required administrative actions by PERS-95, servicing personnel offices, and supporting pay activities.

8. If a Service member has pending legal matters at the command and has received an approved separation or retirement message, the command must immediately notify PERS-95 to take appropriate action. This may include canceling the member's retirement orders or placing the separation or retirement status in abeyance.

9. It is imperative that both PERS-95 and TSC Norfolk are informed when a member's disability separation or retirement status is placed on hold. This coordination ensures that separation or retirement transactions are not prematurely processed by TSC Norfolk. Failure to communicate this status may result in erroneous separation actions and significant administrative complications.

10. For Service members currently in the process of separation or retirement through DES under existing administrative timelines, commands may request to adjust the RAD or retirement date, as needed, to allow execution of authorized PTDY and accrued leave consistent with this guidance.

11. For any requests and questions regarding this guidance, please contact Naval Personnel Command Injury Management (PERS-95) Disability Retirement mailbox at:
usn.mid-south.chnavpersmiltn.mbx.pers-95-disability-retirement@us.navy.mil

12. Released by Vice Admiral Jeffrey J. Czerewko, N1.//

BT

#0001

NNNN

CLASSIFICATION: UNCLASSIFIED/