

## MILPERSMAN 1001-150

### NAVY RESERVE PARTICIPATION REQUIREMENTS

<b>Responsible Office</b>	NAVPERSCOM (PERS-91)	Phone:	DSN	882-4931
			COM	(901) 874-4931
			FAX	882-2673
	NAVPERSCOM (PERS-93)	Phone	DSN	882-4514
			COM	874-4514
			FAX	882-2363

MyNavy Career Center	Phone: Toll Free	1-833-330-MNCC (6622)
	E-mail:	<a href="mailto:askmncc@navy.mil">askmncc@navy.mil</a>
	MyNavy Portal:	<a href="https://my.navy.mil/">https://my.navy.mil/</a>

<b>Reference (s)</b>	(a) DoD Instruction 1215.06 of 24 Jan 2013 (b) COMNAVRESFORNOTE 1001 (c) DoD Instruction 1215.13 of 5 May 2015 (d) 10 U.S.C. §10205 (e) RESPERSMAN 1001-010 (f) RESPERSMAN 1570-010 (g) Uniform Code of Military Justice (UCMJ) (h) Manual for Courts-Martial (MCM) United States (2012 Edition) (i) JAGINST 5800.7F, Manual of the Judge Advocate General (JAGMAN) (j) SECNAVINST 1920.6C (k) 10 U.S.C. §12645 (l) 10 U.S.C. §12642
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1. **Background.** Participation requirements for members of the drilling Reserve (Selected Reserve (SELRES) or Individual Ready Reserve (IRR)-voluntary training unit (VTU)), IRR-active status pool (ASP), Standby Reserve-Active (USNR-S1) and Standby Reserve-Inactive (USNR-S2)) are based upon the Service member's assigned Navy Reserve training and retirement category (TRC). This article identifies Navy Reserve participation requirements per references (a) through (l). Participation within each TRC is listed within exhibit 1.

2. **Criteria for Satisfactory Participation in the Drilling Reserve (SELRES or VTU)**. Unit commanding officers (CO) and Navy Reserve activities (NRA) are responsible for monitoring the participation of their assigned Service members. Criteria for satisfactory participation in the drilling Reserve are as follows:

a. Service members are expected to satisfactorily complete 40 of 48 inactive duty training (IDT) periods each fiscal year.

b. Service members will be designated as unsatisfactory participants when 9 or more IDT periods in a running 12-month period are declared unsatisfactory or are unexcused absences.

c. Service members must perform a minimum of 12-14 days annual training (AT), equivalent active duty training (ADT), or active duty (AD) for operational support each fiscal year as stipulated by reference (b).

**Note:** Service members are responsible for ensuring they accrue at least 50 points each anniversary year to obtain a qualifying year toward non-regular (Reserve) retirement. Anniversary years are calculated from a date unique to each Service member, and often will not coincide with fiscal or calendar years.

d. Service members must report as directed for physical and dental examinations and provide medical documentation as requested to determine physical qualifications for retention in the Navy Reserve.

e. Per references (c) and (d), Service members must keep their NRA CO informed of

(1) current address, and work and home telephone numbers;

(2) changes in physical or medical status;

(3) dependency changes;

(4) current employment status; and

(5) any other factors that could affect mobilization potential.

f. Service members must respond to all official correspondence.

g. Service members must comply with involuntary recall to AD.

3. **Acknowledgement of Procedures**. All drilling reservists must acknowledge their understanding of the Navy's policy concerning satisfactory participation, notification of absence, and procedures to be taken in the event of a missed IDT period by signing [NAVPERS 1070/613](#) Administrative Remarks - satisfactory participation. Reference (e) outlines requirements for excused/missed IDT periods. Commander, Navy Reserve Forces Command (COMNAVRESFORCOM) may modify satisfactory participation requirements for VTU Service members, while ensuring the Service member is afforded the ability to obtain a 50-point qualifying year for retirement.

4. **Authorized Absences (AA)**. AAs are assigned when valid training or mission support opportunities for rescheduling the drill do not exist, and the unit CO determines that there is no requirement to make up the missed IDT period. Each assigned AA reduces by one number of regular IDT periods that may be performed per fiscal year. However, assigned AAs do not change the requirement that an anniversary year must have 50 points to qualify as a year toward non-regular retirement. Refer to reference (f) for guidance on the assignment of AAs.

5. **Declaring an IDT Period or AT Period Unsatisfactory or Unexcused**

a. Declaring an IDT period unsatisfactory does not affect the individual's pay for the IDT period. A Service member may be awarded forfeiture of pay only as a result of disciplinary action following proven violation of reference (g) as prescribed by references (h) and (i).

b. A determination as to whether an individual's performance on AT has been satisfactory will be made by the CO of the command to which ordered.

c. An IDT or AT period may be declared unsatisfactory under either of the following circumstances:

- (1) member fails to meet the minimum standards required

to maintain the proficiency of the unit and the skill of the individual; or

(2) disciplinary action has been taken under reference (g).

d. If the Service member fails to perform a scheduled IDT period and does not notify the unit CO or NRA by the end of the IDT period(s) in order to reschedule or request AAs, the IDT period is declared an unexcused absence (UA), and the Service member forfeits the right to earn pay and or points for the IDT period(s) in question. The NRA will record IDT periods declared as UA in the Enhancement for Drill Management (EDM) module in Navy Standard Integrated Personnel System (NSIPS), which will electronically notify the Sailor. If an electronic notification is not sent, then the NRA will record the UA drill periods on [NAVPERS 1070/613](#) - satisfactory participation, and counsel the Sailor.

e. Should an IDT period be declared unsatisfactory, the NRA will record the unsatisfactory IDT period in EDM/NSIPS. If an electronic notification is not sent, then the NRA will record the unsatisfactory drill periods on [NAVPERS 1070/613](#) - unsatisfactory participation, and counsel the Sailor. Should an AT period be declared unsatisfactory, the Service member's NRA will submit a [NAVPERS 1070/613](#) entry documenting the unsatisfactory AT period.

**6. Actions to Be Taken for Unsatisfactory Participation in the Drilling Reserve (SELRES or VTU).** When Service members fail to meet satisfactory participation requirements, they will no longer be eligible for incentive bonuses, the Montgomery GI Bill-Selected Reserve (MGIB-SR) entitlement and transferability of the Post-9/11 GI Bill, or a recommendation for advancement or promotion. Additionally, one of the following administrative actions will be taken:

a. Enlisted personnel, upon recommendation of the unit CO, may be:

(1) placed on probation for 6 months;

(2) transferred to the VTU within 5 days, per reference (e), and processed for administrative separation per MILPERSMAN 1910-158; or

(3) processed for administrative separation, per paragraph 6a(2), but recommended by the convening authority (usually the NRA CO) for transfer to USNR-S2 inactive status for the remainder of the Service member's enlistment instead of separation. Final approval authority for transfer of Service members to USNR-S2 inactive status is NAVPERSCOM, IRR Force Management (PERS-93).

b. Officers may have their drill assignment cancelled and be transferred to the IRR-ASP or USNR-S2 per MILPERSMAN 1001-125. Unsatisfactory participation will be identified as the reason for transfer on the detaching orders and may be reflected in fitness reports. Further unit assignment is not authorized without COMNAVRESFORCOM (N1) approval. Additionally, officers may be recommended for separation for cause per reference (j).

#### 7. **Probationary Period for Enlisted Personnel**

a. Enlisted personnel may be placed on a 6-month probationary period for unsatisfactory participation if the unit CO believes the circumstances that caused the Service member to be an unsatisfactory participant have been resolved.

b. If during the 6-month probationary period, the Service member accrues one UA or fails to meet any other participation requirement, the Service member's drill assignment may be canceled.

c. Additional probationary periods will not be granted at the local level. Cases requiring additional probationary periods will be forwarded via the chain of command to COMNAVRESFORCOM (N1) for determination.

d. Service members placed on probation will be counseled concerning the requirement for future participation and will sign [NAVPERS 1070/613](#) statement shown in exhibit 2.

#### 8. **Criteria for Satisfactory Participation in the IRR-ASP**

a. Reference (c) delineates participation requirements for IRR-ASP Service members.

(1) Keep pertinent program managers informed of:

(a) current mailing address, phone number, and e-mail address;

- (b) changes in marital or dependency status;
  - (c) current civilian employer information required on an annual basis, even if no change or unemployed;
  - (d) changes to education, licenses, or skills;
  - (e) changes in physical or medical status, which could affect readiness for recall to AD;
  - (f) any other changes in status that could affect readiness for recall to AD.
- (2) Respond to all official correspondence.
  - (3) Participate in the Annual Screening Program.
  - (4) Maintain Navy physical fitness and medical readiness standards, and obtain physicals (when required).
  - (5) Maintain military uniforms in serviceable condition.
  - (6) Officers with fewer than 20 years of qualifying service must earn at least 27 points, including membership points, each anniversary year to remain in an active status.
  - (7) There are no minimum point requirements for enlisted Service members.
  - (8) Failure to earn 50 points in an anniversary year will result in a non-qualifying year for retirement.

b. Per MILPERSMAN 1001-125, after completion of initial military service obligation (MSO), Service members will no longer be eligible to remain in the IRR-ASP, with the exception of those Service members completing 16 qualifying years for retirement as of 30 September 2017. Service members wishing to continue service past their initial MSO may request affiliation with SELRES or IRR-VTU.

9. Actions to be Taken for Unsatisfactory Participation in the IRR-ASP

a. Per reference (c), Service members of the IRR who have not fulfilled their MSO, and whose participation has not been satisfactory will be designated as unsatisfactory participants. Service members may be:

(1) retained in the IRR until accomplishment of MSO, or

(2) transferred to the USNR-S2 for the balance of their statutory MSO or current enlistment contract.

b. Per reference (k), Reserve commissioned officers who have not completed the period of service required may not be discharged or transferred from an active status unless their discharge or transfer from an active status is required by law. Per reference (l), Reserve commissioned officers who fail to conform to prescribed standards must:

(1) be transferred to the Retired Reserve, if qualified and application is made,

(2) be transferred to an inactive status, if not qualified or application is not made, or

(3) be discharged from their Reserve appointment, if not transferred to the Retired Reserve or an inactive status.

c. Navy Personnel Command (NAVPERSCOM), Reserve Personnel Management Department (PERS-9) will make final status determination for unsatisfactory participants.

10. TRC. Participation requirements for Navy Reserve members are determined by the TRC to which they are assigned. A description of these categories, per reference (a), is summarized in exhibit 1.

### Exhibit 1

<b>Ready Reserve</b>				
<b>Reserve Component Category</b>	<b>Training/Retirement Category</b>	<b>Inactive Duty Training (IDT) Periods Required per FY</b>	<b>AT Required per FY</b>	<b>Remarks</b>
United States Navy Reserve - Retired (USNR-R) Selected Reserve (SELRES)	SA	48	14 days <b>(Note 1)</b>	Personnel assigned to SELRES units
USNR-R (SELRES)	TB	0-48	14 days <b>(Note 1)</b>	Individual mobilization augmentees (IMAs)
USNR-R (SELRES)	UF	0	N/A <b>(Note 2)</b>	Personnel attending any period of initial active duty for training (IADT)
USNR-R (SELRES)	UP	0	N/A <b>(Note 2)</b>	Personnel awaiting 1 <sup>st</sup> period of IADT
USNR-R (SELRES)	UQ	48	N/A <b>(Note 2)</b>	Personnel awaiting 2 <sup>nd</sup> period of IADT
USNR-R (SELRES)	UX	0	N/A <b>(Note 2)</b>	Other SELRES untrained Service members in training programs



<b>Individual Ready Reserve</b>				
<b>Reserve Component Category</b>	<b>Training/Retirement Category</b>	<b>IDT Periods Required per FY</b>	<b>AT Required per FY</b>	<b>Remarks</b>
USNR-R (Ready Reserve)	RE	N/A	1 <b>(Note 3)</b>	Individual members of the Ready Reserve not in the SELRES
USNR-R (Ready Reserve)	RH	N/A	1 <b>(Note 3)</b>	Delayed Entry Program
USNR-R (Ready Reserve)	PJ	0	(as required)	Officer Training Program participants AFHPSP
USNR-R (Ready Reserve)	PK	0	45 days active duty(AD) or 14 days respectively of AD for training	Merchant Marine Academy, AFHPSP and FAP
<b>Standby Reserve</b>				
<b>Reserve Component Category</b>	<b>Training/Retirement Category</b>	<b>IDT Periods Required per FY</b>	<b>AT Required per FY</b>	<b>Remarks</b>
USNR-S1 (Standby Reserve)	YC	0	0	Key employees only <b>(Note 4)</b>
USNR-S1 (Standby Reserve)	YD	<b>(Note 4)</b>	0	Other active status members (e.g., temporary hardship/dependency problems, etc.)

USNR-S2 (Standby Reserve)	YL	0	0	Transferred to inactive status in lieu of separation with disability pay (may not earn retirement points)
USNR-S2 (Standby Reserve)	YN	0	0	Other inactive status list members
<b>Retired Reserve</b>				
<b>Reserve Component Category</b>	<b>Training/Retirement Category</b>	<b>IDT Periods Required per FY</b>	<b>AT Required per FY</b>	<b>Remarks</b>
USNR-RET (Retired Reserve)	V1	0	0	Service members transferred to the Retired Reserve who are receiving retired pay.
USNR-RET (Retired Reserve)	V2	0	0	Members of the Retired Reserve who are eligible for but not yet drawing retired pay.
USNR-RET (Retired Reserve)	V3	0	0	Reservists who are retired for a physical disability.
USNR-RET (Retired Reserve)	V4	0	0	Reservists who have completed more than 20 years of AD.

USNR-RET (Retired Reserve)	V5	0	0	Reservists drawing retired pay or other special pay for unique reasons authorized by SECNAV.
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**Note 1:** When individual AT is performed at activities which operate on a normal weekday schedule, completion of 12 days (first working day of first week through last working day of the last week) is considered sufficient to satisfy the annual requirement.

**Note 2:** Non-prior service personnel who have not satisfied the training requirements prescribed by 10 U.S.C. §671 may be recalled or mobilized; however, they may not be deployed outside the United States (e.g., direct commission officers who have no prior service).

**Note 3:** Service members of the IRR are not required to perform AT; however, generally they may be authorized to perform up to 29 days ADT each year. Per 10 U.S.C. §12319(a), they must participate in 1 day of muster duty annually for screening (if ordered). Retirement points are not authorized for the IRR screening.

**Note 4:** Service members in USNR-S1 status can earn retirement points. Service members in appropriate training and retirement categories who are participating in the VTU Program must maintain IDT participation requirements.

**Exhibit 2**  
**NAVPERS 1070/613 Administrative Remarks**

         (Date) I have been placed in a 6-month probationary period by reason of unsatisfactory participation. I understand that during this 6-month period, I will be immediately removed from a drill assignment and administrative separation process will be initiated should I accrue one unexcused absence or fail to satisfactorily participate in any manner. I also understand that although I am being retained in a probationary status, I will no longer be eligible for an enlisted bonus, MGIB-SR or transferability of the Post 9/11 GI Bill. Upon being deemed an unsatisfactory participant, and if in receipt of an enlisted bonus, MGIB-SR benefits or transferability of Post 9/11 GI-Bill benefits, my eligibility will be terminated. Terminations will disqualify me for future payments and may result in recoupment of payments I have received but have not earned. I also understand that I am not recommended for advancement during this probationary period. If I fail to complete initial active duty training in the prescribed time, I may be processed for separation.

\_\_\_\_\_  
Signature of Member

\_\_\_\_\_  
Signature of CO or  
Delegated Signature Authority