

MILPERSMAN 1131-040

APPOINTMENT OF OFFICERS IN THE NAVY RESERVE, PRIOR SERVICE

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References	(a) 10 U.S.C. (b) DoD Instruction 1300.04 of 25 July 2017 (c) DoD Instruction 1310.02 of 26 March 2015 (d) SECNAVINST 1920.6D (e) NAVMED P-177, Manual of the Medical Department (f) SECNAVINST 1000.7G
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1. **Policy.** This article provides guidance for Active Component (AC) to Reserve Component (RC) (AC2RC) and current or former officers seeking appointment or reappointment into the Navy Reserve. AC2RC, former officers, inter-Service transfers (IST), and other Service veterans (OSVET) who are considered qualified by Commander, Navy Personnel Command (COMNAVPERSCOM) may be appointed in the Navy Reserve as specified below.

2. **AC Officers Being Processed for Honorable Separation**

a. AC officers who request separation from the Navy and have satisfied their military service obligation (MSO) may request appointment in the Navy Reserve before separation. AC officers who submit a voluntary resignation and who have not satisfied their MSO will be automatically considered for appointment into the Navy Reserve. Per reference (a), chapter 1005, and references (b) and (c), signature of acceptance of a new Reserve oath is not a requirement, and officers will be placed into the Selected Reserve or Individual Ready Reserve, as appropriate, to complete their MSO.

b. All officers with approved resignations will be screened by NAVPERSCOM Post Selection Board Matters Branch (PERS-833) for adverse or reportable information prior to scrolling from the active duty list (ADL) to the Reserve active status list (RASL). If any adverse or reportable information is found, an Adverse Information Report will be forwarded to NAVPERSCOM Reserve Processing and Affiliation Center (RPAC) by PERS-833 for further review. A panel of officers will review the record in its entirety and provide a recommendation to Chief of Navy Personnel for approval or disapproval for scrolling to the RASL.

c. If approved for scrolling to the RASL, the appointment will be forwarded to the member by RPAC and will be effected the day after separation.

d. The Navy Reserve appointment must be in the same grade, with the same date of rank, and normally in the same designator category as that held in the AC, unless redesignation into a different community is approved by a Probationary Officer Continuation and Redesignation (POCR) Board or another authorized redesignation process. Requests for lateral transfer or change of designator (COD) prior to separation from active duty must be submitted to the officer's transition assistant and the Officer's prospective Reserve officer community manager. Refer to [MILPERSMAN 1212-010](#) for requirements.

3. **POCR Board.** A probationary officer with fewer than 6 years of active commissioned service and who was unable to complete initial training, obtain required qualifications for designator, or complete initial operational assignments may be referred to a POCR board.

a. The POCR Board will approve or disapprove Reserve affiliation in a different designator than that held in the AC.

b. Probationary officers who voluntarily attrite from an initial course of instruction or duty and indicate a desire for separation from Service should not be referred to a POCR board.

c. Additional information and current guidance on the POCR board process can be found by e-mailing the POCR administrative team at bupers-3.pocr.fct@navy.mil or visiting <https://www.mynavyhr.navy.mil/Career-Management/Boards/Administrative/POCR/>.

4. **Attrition From an Active Status Due to Failure of Selection or Years of Service.** Applications for appointment or reappointment will not be accepted from officers who have been discharged per reference (d), enclosure (5), for failure of selection for promotion on the RASL per the attrition provisions of law.

5. **Former Officers Requesting Reappointment Within 3 Years**

a. Former AC and Navy Reserve officers who were honorably separated and did not retain an appointment may request a Navy Reserve appointment from NAVPERSCOM Reserve Officer Status Branch (PERS-911) within 3 years following the date of their separation.

b. The Navy Reserve appointment will generally be in the same grade and designator category as previously held. PERS-911 will adjust the officer's pay entry base date to account for the break in service. If the period of separation is in excess of 6 months, NAVPERSCOM Career Progression Officer Promotions Branch (PERS-806) will adjust the officer's date of rank.

c. Officers must request Navy Reserve appointment in writing. Applicants must submit a reappointment package to PERS-911 within the Web service application, Personalized Recruiting for Immediate and Delayed Enlistment Modernization II (PRIDE Mod II), via a Navy Reserve officer recruiter. Requests must be endorsed by the recruiter and must include the following information and documents:

(1) Name, designator at time of separation, address, and phone number;

(2) Statement of the reason for not requesting, receiving, or retaining a Navy Reserve commission at the time of separation;

(3) Declaration of intent to affiliate with the Selected Reserve upon reappointment;

(4) Copy of the officer's DD 214 Certificate of Release or Discharge from Active Duty;

(5) Copy of the officer's separation orders (if separated from active duty);

(6) Copy of an updated [SF 86 Questionnaire for National Security Positions](#), if period of separation is more than a year; and

(7) Copy of [DD 2807-1 Report of Medical History](#) and [DD 2808 Report of Medical Examination](#) completed within 3 years of discharge per reference (e), chapter 15-22.

6. **Former Officers Requesting Reappointment After 3 Years**

a. After 3 years from the date of separation, former Navy Staff Corps officers who held designators 210X, 220X, 230X, 290X, and 410X must request appointment into the Navy Reserve via an authorized direct commissioning program. Applicants must meet all eligibility requirements of the direct commissioning program.

b. Former officers who held designators other than those listed in subparagraph 6a may request to be waived from the 3-year policy. Each case will be evaluated based on the officer's service record and needs of the Navy at the time of application. PERS-911 will convene a professional review panel for final approval or disapproval of all reappointment requests requiring a waiver.

c. Applicants must submit a waiver request, in writing, to PERS-911 via a Navy Reserve officer recruiter. All reappointment requests from former Navy officers separated more than 3 years must contain the same enclosures as those in subparagraphs 5c through 5c(7), and include a current dated and signed resume.

7. **Officer Inter-Service Transfers (IST)**. Per reference (f), qualified officers may be given the opportunity to apply for an IST without an interruption in their Service careers. Transfers will be approved only within the authorized strength limitations of the gaining Service. Both the gaining and losing Service must concur with the IST request. Additional guidance is provided in [MILPERSMAN 1300-082](#).

a. Applicants must request a Navy Reserve appointment via a Reserve officer recruiter. IST packages will be forwarded to PERS-911 in PRIDE Mod II via a Navy Reserve officer recruiter.

b. The Navy Reserve appointment must be in the same grade, with the same date of rank, and normally in the same designator category as that held in their current Service.

c. PERS-806 will add transferring officers, already on a promotion list to the next higher grade of the losing Service, to the promotion list of the Navy RASL.

d. An officer must agree to serve at least 3 years of obligated service.

e. All officers of the other Uniformed Services are eligible to transfer to the Navy except those who:

(1) Have been deferred from promotion or have failed to select for promotion in their present grade,

(2) Are in competitive categories that do not comport to the Navy's authorized strength limitations,

(3) Have already applied for an IST within the last year, or

(4) Have been notified of mandatory retirement for any reason.

8. **Other Service Veteran Appointments (OSVET)**. Former qualified aviators from other Services who were not discharged due to attrition provisions of law, who have completed their MSO and no longer hold a commission, may apply for direct commission as a 13X5 designated officer. These officers must have been selected by a Navy pilot selection board for affiliation with a Reserve Force squadron. Applicants must submit an OSVET package to PERS-911 in PRIDE Mod II via a Navy Reserve officer recruiter.