

MILPERSMAN 1301-221

OFFICER SPECIAL ASSIGNMENTS – TRAINING AND ADMINISTRATION OF THE RESERVE (TAR)

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1. Policy

a. The Training and Administration of the Reserve (TAR) Officer Program is comprised of the following designations:

Designator Codes	Titles
1117	Surface warfare
1127	Submarine warfare
1137	Special warfare
1147	Special Operations
1207	Human resources
1287	Permanent professional recruiter
1317	Naval aviator
1327	Naval flight officer
1527	Aerospace maintenance duty officer
3107	Supply corps

b. These officers direct the training and administration of the Navy Reserve in current fleet operations. To maintain a high level of operational experience in the program, TAR officers in all grades follow the prescribed tour length per [MILPERSMAN 1301-110](#), comparable to their Active Component contemporaries, alternating between Reserve management tours while on shore duty.

2. Application Information. Detailed application procedures and a sample application are available at <https://www.mynavyhr.navy.mil/Career-Management/Community-Management/Officer/Reserve-OCM/> to assist in the application

process for each TAR transfer and redesignation board. Active duty and Ready Reserve applicants are considered for release by their respective officer community prior to the given TAR board taking place.

3. **Eligibility.** Reserve officers on active and inactive duty in the unrestricted line, restricted line, and supply corps communities in the grade of lieutenant commander and junior, who have completed their initial active duty obligation and are within 18 months of projected rotation date (PRD), are eligible for selection for TAR designation. Canvasser recruiters who have completed 2 years of recruiting duty are eligible to apply for selection to 1207 designation. Applicants must be able to complete 20 years of qualifying active duty service within 24 years of commissioned service.

4. **Selection.** Applicants will be considered by all TAR selection boards, which meet semi-annually. Applicants will be considered for TAR designation based on the following factors so that those selected will be able to compete on a career basis with their contemporaries:

- a. Age,
- b. Education,
- c. Previous active duty assignments and performance,
- d. Navy Reserve participation, and
- e. Assignability.

5. **Change of Designator.** The community manager is responsible for the submission of designator changes to **XXX7** upon acceptance of TAR designation by the applicant.

a. **For United States Navy (USN) officers (XXX0)**, a NAVPERS 1000/4 Officer Appointment Acceptance and Oath of Office will be effected upon acceptance to the TAR Program. The community manager will submit changes of designator to **XXX7** upon receipt of a signed copy of NAVPERS 1000/4. For promotion and fitness report purposes, an officer is officially a TAR officer from the date of acceptance of Reserve commission (i.e., signed Reserve NAVPERS 1000/4).

b. **For USN Reserve officers (XXX5) not on the active duty list**, including Selected Reserve, canvasser recruiter, and active duty for operational support (ADOS) officers, their designator is changed to **XXX7** upon execution of recall orders. Effective date for promotion and fitness report purposes is the date the officer reports for recall.

6. **Active Duty Obligation**. As needs of the Navy require, and except as provided for in [MILPERSMAN 1321-100](#), the following obligations are incurred, which must be satisfied prior to resignation of a Reserve commission or release from active duty:

a. Officers recalled to active duty as a TAR officer incur an obligation to serve for a minimum of 3 years in a Reserve program billet or other billet approved by the cognizant TAR assignment officer effective upon execution of recall orders;

b. Officers transferred to TAR from the active duty list incur an obligation to serve for a minimum for 3 years as a TAR officer in the Reserve program billet or other billet approved by the cognizant TAR assignment officer; or

c. Officers must fulfill all commitments resulting from training, education, etc., including postgraduate education, and flight training.

7. **Initial Assignment Policy**

a. The initial assignment policy for TAR is outlined in [MILPERSMAN 1001-020](#). TAR aviation and surface warfare qualified officers' initial assignment is:

(1) If, upon acceptance of the warfare qualified TAR designator (i.e., 1117, 1317, and 1327), the officers are operationally current in their present grade, assignment may be to Reserve program billets (e.g., Navy Reserve centers, and Reserve Force squadrons). Initial assignment of TAR aviators who are operationally current in their present grades will be primarily within Reserve Force squadrons.

(2) If the officer is not operationally current in present grade, initial assignment will be to an operational tour in units (e.g., ships, squadrons, and fleet staffs).

b. TAR officers not warfare qualified but possessing designated subspecialties or significant experience in critical

areas of financial, manpower, or information technology management will be assigned to Reserve management billets to best use their expertise.