

## MILPERSMAN 1331-010

### OFFICER VOLUNTARY EXTENSIONS OF ACTIVE DUTY

<b>Responsible Office</b>	NAVPERSCOM (PERS-451)	Phone:	DSN COM	882-4518 (901) 874-4518
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<b>References</b>	(a) NAVSO P-6034, Volume 1, Joint Federal Travel Regulations (b) DOD Instruction 1304.28 of 11 Jun 2004
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#### 1. Policy

a. Requests for voluntary extensions of active duty of definite duration may be submitted by all officers of all grades and designators.

b. Favorable action on an extension request is not based on a right or special privilege, but will be based on the officer's performance and qualifications, and the needs of the Navy. Extension requests for the sole purpose of enhancing retirement benefits will not be approved. Officers will be notified by letter or message as to the action taken on their request.

#### 2. Extensions

a. Extensions for periods of less than 12 months will not be granted unless unusual circumstances prevail or there exists an urgent need for an officer's services. Such short periods of extension are usually acceptable only when the officer is retained in their present assignment.

b. Overseas assignments will require extension to cover Department of Defense (DOD) area tour requirements as prescribed in reference (a), Appendix Q, Note 4 at end of Table 1.

c. Officers serving on indefinite extensions who desire release to inactive duty shall request release per MILPERSMAN 1920-130. Interim extensions may be granted per provisions described in this article to officers with wives eligible for maternity care.

d. Officers with approved resignations who desire to extend on active duty and change the detachment month should submit

their request as prescribed in MILPERSMAN 1920-200. Officers with approved retirements who desire to extend on active duty and change the detachment month must submit a letter to Secretary of the Navy (SECNAV), via the command and Navy Personnel Command (NAVPERSCOM), Retirements Division (PERS-82). Letters must be endorsed by the command.

### 3. Maternity Benefit Extensions

a. All active duty officers except those listed below are eligible to request maternity benefit extensions, provided their services can be effectively utilized during the period of the extension. Officers who are extended will normally remain at their present duty station or in the immediate locale, provided no cost to the government is incurred as a result of a transfer to another command.

b. Extensions for maternity care benefits shall be of short duration not to exceed the length of the period of pregnancy plus 2 months postnatal care. Extensions of a reasonable length may be granted for prenatal or postnatal complications.

c. Separation orders will be modified following approval of the modification request. In order to allow timely consideration, requests for extensions to cover maternity care must be received no later than 30 days prior to the officer's release from active duty date as specified in official orders, correspondence, or contract.

d. Requests for extensions to cover maternity care benefits will **not** be approved under the following conditions:

(1) If the granting of such a request would entitle the officer submitting the request to payment of separation pay for which the officer would not be eligible without the extension.

(2) If the officer is scheduled for an administrative separation or dismissal from the Navy.

(3) If the officer's release or retirement is scheduled per established policy or statutory provision (e.g., twice failed of selection for promotion to the next higher grade, or retirement eligible).

(4) If an officer is commissioned solely for the purpose of participating in a specific Navy program (e.g., flight

training) and is being discharged for failure to complete the training for whatever reason.

e. Requests should be submitted to NAVPERSCOM, as far in advance as possible, and will state the expected delivery date and anticipated complications, if any. The commanding officer's (CO's) endorsement will indicate

(1) the present billet and primary duty of the officer requesting the extension,

(2) whether a relief for the officer is on board or ordered into the command, and

(3) in what capacity the officer requesting the extension will be utilized during the period of the extension.

#### 4. Reserve Officers

a. Requests for extension on active duty beyond minimum service requirement (MSR) are no longer required for Navy Reserve officers. **Absence of a RAD request prior to the first day of the sixth month before the month of an officer's projected rotation date (PRD) will be construed as an officer's request to be retained beyond MSR.** These officers can be issued orders and will be obligated to no less than the minimum tour for separation (MTS) outlined in MILPERSMAN 1301-108 at the next duty station.

b. If an officer's MSR extends beyond the officer's current PRD, a letter of intent may be submitted to notify Chief of Naval Personnel (CHNAVPERS) that the officer does not desire to remain on active duty beyond MSR plus any additional service obligations. If received at least 6 months prior to PRD, a letter of intent will preclude issuance of orders obligating the officer for service beyond MSR plus any additional service obligations.

**NOTE: Officer must still file a RAD request 9-12 months prior to MSR.**

5. Chaplain Corps Officers. Chaplain Corps officers must have an ecclesiastical endorsement from an endorsing agent approved, per reference (b), authorizing extension on active duty.