

MILPERSMAN 1910-050

ENLISTED INVOLUNTARY SEPARATION PAY (NON- DISABILITY) - RESERVE REQUIREMENTS AND OBLIGATIONS

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Points of Contact Table	Overall separation processing (including separation payments)	Personnel Support Detachment (PSD) or Personnel Office	COM DSN	(as applicable)
	Ready Reserve Individual Ready Reserve (IRR) Transition (including enlistment contracts)	NAVPERSCOM, IRR Mobilization and Force Management Division (PERS-93)	COM DSN	901-874-3977 882-3977
	Ready Reserve Selected Reserve (SELRES) Transition (including enlistment contracts and SELRES gains)	NAVPERSCOM, Career Transition Office (PERS-97)	COM DSN	901-874-4108 882-4108

References	(a) 10 U.S.C. §1174 Separation Pay Upon Involuntary Discharge or Release from Active Duty (b) DoD Instruction 1332.29 of 03 Mar 2017 (c) DoD 7000.14-R, DoD Financial Management Regulation, (DoD FMR), Volume 7A, May 2014 (d) BUPERSINST 1001.39F (e) BUPERSINST 1900.8D
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1. **Policy**

a. As a supplemental instruction to references (a) through (c), this article outlines one of the conditions of eligibility for involuntary separation pay (ISP). Service members must agree to serve for 3 years in the Ready Reserve, in addition to any other remaining service obligation. ISP will not be paid without a signed Reserve contract or a Reserve enlistment denial letter; there are no exceptions.

b. Ready Reserve consists of both Selected Reserve (SELRES) and Individual Ready Reserve (IRR). SELRES is composed of drilling reservists in a pay status, and IRR is composed of non-drilling reservists in a non-pay status. Service members desiring a direct affiliation with SELRES must obtain approval through Career Waypoint-Reenlistment via Bureau of Naval Personnel (BUPERS), SELRES Enlisted Community Manager (BUPERS-352), and be processed via Navy Personnel Command (NAVPERSCOM), Career Transition Office (PERS-97). Service members desiring a direct affiliation with IRR will be processed via NAVPERSCOM, IRR Mobilization and Force Management Division (PERS-93).

c. Affiliation with SELRES or IRR is the Service member's choice and either obligation will satisfy the 3-year Reserve obligation required for ISP.

d. For a complete listing of eligibility criteria and restrictions for ISP (non-disability), see MILPERSMAN 1920-040.

e. For complete instructions on affiliating with SELRES, see MILPERSMAN 1306-1501 and reference (d).

2. Agreement to Serve

a. A Service member who enters into this written agreement and who is qualified for the Ready Reserve must, upon separation from active duty, be enlisted as a Reserve Service member. If the Service member has a service obligation under initial military service obligation (MSO) or any other law that is not completed at the time of separation from active duty, the 3-year Reserve obligation for ISP purposes will be in addition to the remainder of MSO.

Example: If separation date is 1 January 2017, but MSO ends on 1 January 2019, then block 6 on DD 214 Certificate of Release or Discharge from Active Duty (RESERVE OBLIGATION TERMINATION DATE) will have an entry date of '20190101' (date of 1 January 2019). The Reserve contract will begin on the date after the separation, which is 2 January 2017 and will end 1 January 2022.

b. To become eligible for ISP, Service members who are otherwise eligible must sign a prerequisite written agreement to serve using permanent NAVPERS 1070/613 Administrative Remarks (Page 13) entry (exhibit 1) via electronic service record in Navy Standard Integrated Personnel System (NSIPS). NAVPERS 1070/613 will be filed in the official military personnel file (OMPF). A link to NAVPERS 1070/613 (fillable) is provided below: http://www.public.navy.mil/bupers-npc/reference/forms/NAVPERS/Documents/NAVPERS_1070-613_Rev08-12.pdf.

3. Ready Reserve Process

a. Upon receipt of Service member's official separation orders, the supporting personnel office or servicing personnel support detachment (PSD) will initiate the preparation of DD 214 per reference (e) via the NSIPS Retirement and Separation (R&S) module.

b. Service member will receive an e-mail notification from NSIPS R&S to review the DD 214 for completeness and accuracy.

c. To support a request for affiliation with SELRES or IRR, Service member must provide DD 214 and official separation orders to the command career counselor (CCC) for

completion of Agreement to Serve (exhibit 1) entry on NAVPERS 1070/613 discussed in paragraph 2b above.

d. Service member's command will add the data collected by the CCC to NAVPERS 1070/613 and forward a signed copy to NAVPERSCOM (PERS-93) or NAVPERSCOM (PERS-97).

e. If Service member is not qualified for IRR, NAVPERSCOM (PERS-93) will notify Service member's command and personnel office or PSD via naval letter stating that the Service member is not eligible for Navy Reserve enlistment, but may be eligible for ISP by virtue of agreeing to serve.

f. For personnel eligible to enlist in the Ready Reserve:

(1) Service Member Present at Separating Command:

(a) NAVPERSCOM (PERS-93) (for IRR affiliation) or NAVPERSCOM (PERS-97) (for SELRES affiliation) will prepare an enlistment contract for Service member's signature. The prepared contract will be forwarded to Service member's command.

(b) Once enlistment contract has been signed by Service member and reenlisting officer, Service member's command will immediately forward original signed contract to NAVPERSCOM (PERS-93) for IRR or NAVPERSCOM (PERS-97) for SELRES, and provide a copy of signed contract to personnel office or PSD for ISP payment.

(c) Service member's command will advise ISP recipient that ISP payment is subject for recoupment by Department of Veteran's Affairs (VA) when Service member becomes eligible to receive VA disability compensation.

(d) NAVPERSCOM (PERS-93) or NAVPERSCOM (PERS-97) will forward original signed contract to NAVPERSCOM Records Management Policy Branch (PERS-313) for inclusion of the document into the Service member's OMPF. For IRR Service members, NAVPERSCOM (PERS-93) will gain Service member into Inactive Manpower and Personnel Management Information System (IMAPMIS).

(2) **Service Member Not Present at Separating Command.** Special accommodations will be required for Service member not present at separating command (e.g., separation leave) to reenlist and sign enlistment contract.

(a) NAVPERSCOM (PERS-93) (for IRR affiliation) or NAVPERSCOM (PERS-97) (for SELRES affiliation) will prepare an enlistment contract for Service member's signature. The prepared contract will be forwarded to Navy Reserve activity of Service member's choice.

(b) Once enlistment contract has been signed by Service member and the reenlisting officer, the Navy Reserve activity will forward the original signed contract to NAVPERSCOM (PERS-93) for IRR or NAVPERSCOM (PERS-97) for SELRES. A copy of the signed contract will be forwarded to Service member's last command.

(c) Service member's last command will forward a copy of signed contract to personnel office or PSD for ISP payment.

(d) NAVPERSCOM (PERS-93) or NAVPERSCOM (PERS-97) will forward original signed contract to NAVPERSCOM (PERS-313) for inclusion of the document into Service member's OMPF. For IRR Service members, NAVPERSCOM (PERS-93) will gain Service member into IMAPMIS.

g. The personnel office or PSD will make appropriate ISP payment and DD 214 payment entry in block 18 (REMARKS) separation payment section per reference (e).

h. Navy Reserve activity will advise ISP recipients that ISP payment is subject for recoupment by VA when Service member becomes eligible to receive VA disability compensation.

Exhibit 1
Agreement to Serve (NAVPERS 1070/613)

Date): As a condition of eligibility for involuntary separation pay (ISP), I understand I must enlist in the Ready Reserve, Selected Reserve (SELRES), or Individual Ready Reserve (IRR) for a period of 3 years, in addition to any remaining service obligation I have incurred under law. I understand this agreement is made without regard to the reason for my separation or my eligibility for affiliation with the Ready Reserve. Furthermore, should I be accepted for enlistment in the Ready Reserve, I must immediately reenlist upon discharge from active duty as a condition of qualifying for ISP.

In addition to any remaining service condition that I have incurred under law, I fully understand that my refusal to enlist (if eligible) in the Ready Reserve upon discharge from active duty will render me ineligible for ISP and result in immediate recoument for any incorrect ISP payments.

I understand that I may enlist in the Navy SELRES with prior Career Waypoint-Reenlistment (C-WAY-REEN) approval via the Navy Personnel Command (NAVPERSCOM), Career Transition Office (NAVPERSCOM (PERS-97)), or that I may enlist in the IRR by applying for affiliation at NAVPERSCOM (PERS-93).

I further understand that if I enlist in the IRR I may request to become a SELRES any time afterwards by applying for affiliation at a Navy Reserve recruiting office or Navy operational support center.

I also agree that if accepted in the Navy Ready Reserve, I will keep NAVPERSCOM (PERS-93) informed of any changes in my address, physical status, or dependency status, per Title 10 U.S.C, section 1174, DoDI 1332.29, DoD 700.14-R, and BUPERSINST 1001.39F.

My contact/contract information:

Home of record:

Leave address:

Mailing address:

Home phone:

Cell phone:

E-mail address:

Prospective place of reenlistment:

Prospective date of reenlistment:

Name and rank of reenlisting officer (if available):

Title of reenlisting officer (if available):

Separation date:

Active service this period:

Prior inactive service:

Prior active service:

Separation code:

Reentry code:

I certify that the information provided by myself is true and complete to the best of my knowledge, and that I have provided this information of my own free will.

Service member's Signature

Witnessed by: _____

Name, Rank

By direction