

MILPERSMAN 1910-164

SEPARATION BY REASON OF BEST INTEREST OF THE SERVICE (BIOTS)

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1. Policy and Guidance

a. The Secretary of the Navy (SECNAV) can approve a best interest of the service (BIOTS) separation. SECNAV has plenary authority to direct a BIOTS separation of any member prior to the member's expiration of active service, after determining such separation is in the BIOTS.

b. BIOTS processing normally should not be used when there is a more appropriate basis for processing, such as misconduct or unsatisfactory performance. Commands must have prior approval from Navy Personnel Command (NAVPERSCOM), Enlisted Performance and Separations Branch (PERS-832) or NAVPERSCOM, Reserve Enlisted Personnel Branch (PERS-913) prior to initiating BIOTS procedures.

2. Procedures. The notice of notification procedures, outlined in MILPERSMAN 1910-402, with the following modifications will be used:

a. Delete the option of electing an administrative board, and

b. Ensure reason for processing cited in the notification procedure clearly explains:

(1) Specific circumstances, acts, or omissions alleged; and

(2) Why separation is in the best interest of naval service.

3. **Characterization of Service.** The characterization of service is **general (under honorable conditions)**, unless an **entry level separation** is required per MILPERSMAN 1910-308, or **honorable** per MILPERSMAN 1910-300, 1910-302, 1910-304, and 1910-306.