

## MILPERSMAN 1910-408

### RESPONSE TIME TO NOTICE

<b>Responsible Office</b>	NAVPERSCOM (PERS-832)	Phone: Toll Free	1-833-330-MNCC (6622)
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MyNavy Career Center	Phone: Toll Free E-mail: MyNavy Portal:	1-833-330-MNCC (6622) <a href="mailto:askmncc@navy.mil">askmncc@navy.mil</a> <a href="https://my.navy.mil/">https://my.navy.mil/</a>
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1. **Response Timetable**. Use this table to determine a member's response time to a notice of processing.

IF the member is...	THEN the member has a minimum of...	AND a maximum...
on active duty and <b>not</b> in civilian confinement,	2 working days to respond to the notice,	number of working days to respond as determined by the commanding officer (CO).
in civilian confinement,	30 days from the date the notice is delivered personally or received by mail at the confinement address,	
an inactive duty reservist,	30 days from the date the notice is delivered personally or received by mail at the designated mailing address (suggest return receipt),	

**RULE:** Failure to respond to the notice constitutes a waiver of rights and an appropriate notation will be made on the command copy of the member's notice. If applicable, the individual who mailed the notice shall prepare a sworn affidavit of service by mail per [MILPERSMAN 1910-412](#).