

MILPERSMAN 1920-140

SEPARATION ORDERS FOR OFFICERS

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References	(a) SECNAVINST 1920.6C (b) 10 U.S.C. 639
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1. **Policy**. Separation orders for officers will be final orders and will be approved only by the Chief of Naval Personnel (CHNAVPERS) or the Secretary of the Navy (SECNAV), and issued by Navy Personnel Command (NAVPERSCOM) with certain exceptions and under certain conditions, whereby a command may be specifically delegated such authority by CHNAVPERS or SECNAV per reference (a).

2. **Procedures**. Special instructions on officer separation orders and their execution are as follows:

a. Officers in receipt of separation orders who have disciplinary action pending or contemplated, or who are subject to the unexecuted sentence of courts-martial will not be separated nor transferred for separation without specific direction of CHNAVPERS per reference (b).

b. Per [MILPERSMAN 1900-808](#), officers pending a mandatory separation or retirement will not be delayed unless the member is either hospitalized or a medical board report has been accepted by the physical evaluation board (PEB) for disability evaluation processing prior to the mandatory release/retirement date. If a medical board is referred to the PEB for review as a result of the member's retirement or separation physical, the medical board summary should include a statement that the medical board is the result of the member's separation or retirement physical. Commanding officers will comply with [MILPERSMAN 1301-010](#). NAVPERSCOM, Officer Performance and Separations Branch (PERS-834) will be an information addressee

on all messages concerning hospitalization, medical re-evaluations, and follow-up progress reports.

c. Officers in receipt of separation orders authorized by SECNAV by reason of misconduct or disciplinary proceedings which resulted in involuntary separation will not be afforded medical board action, as the former reasons for discharge take precedence over medical disability separations and limited duty considerations. In such instances, [DD 2808](#) Report of Medical Examinations or [DD 2807-1](#) Report of Medical History will be completed with physical defects noted and made a part of the member's health treatment record. The officer may then be separated.

d. Officers in receipt of separation orders who are accountable for public funds or public property will not be separated nor transferred for separation until proper accounting and disposition of such funds or property has been made under Navy regulations and pay directives.

e. In the absence of information to the contrary, the character of an officer's service and separation therefrom may be considered to be honorable. In any case where doubts exist, information concerning the characterization of service will be requested from NAVPERSCOM (PERS-834).

3. Delay En Route

a. Delay en route in execution of separation orders may be authorized for officers, irrespective of their locations, provided no excess leave is involved.

(1) Leave in foreign countries is covered in [MILPERSMAN 1050-250](#).

(2) The month of detachment contained in the line of accounting is the month the member will be physically separated from active duty, regardless of leave.

b. Commanding officers are authorized to detach officers early and to grant requests for delay to count as leave, with the understanding that a relief will not be given any earlier than would otherwise occur had the leave not been granted.

c. A modification of orders must be requested and approved by CHNAVPERS prior to the member's detachment in cases where the

month in the accounting data would be changed by an early release from active duty, if requested by the member.

d. Authority may be granted to officers to report at the expiration of leave to a separation activity of their choice per [MILPERSMAN 1910-812](#). Members will be told that reporting at the separation activity more than 7 days prior to the effective date of separation is not authorized. The endorsement on the orders will contain the following statement:

"Not authorized to report to (separation activity) prior to (enter date 7 days prior to effective separation date), unless specifically approved by CHNAVPERS. The payment of per diem at a separation activity in excess of 7 days in advance of effective date of separation is prohibited."

4. **Excess Baggage**. Excess baggage is not authorized in orders for an officer's release from active duty, **except for an officer returning from outside of the continental United States/remote duty location.**