



# NAVY PAY AND PERSONNEL SUPPORT CENTER OPS ALERT

Ser: 024-25

## PROCEDURE UPDATE: RESERVISTS CONTINUING ON ACTIVE DUTY

Release Date: 9/9/2025

Effective Date: Immediately

**BLUF:** Reservists continuing Active Duty (AD) from FY25 into FY26 must have proper Expiration of Active Obligated Service (EAOS) extensions to ensure uninterrupted pay and administrative processing. With the end of the fiscal year rapidly approaching, CPPAs are reminded to submit Active Duty Reserve (ADR) contract extensions timely and accurately in NSIPS, as extending a member's Expiration of Reserve Enlistment (EREN) does **not** automatically extend their EAOS.

**Discussion:** Reservists have two critical dates to manage: EREN (Expiration of Reserve Enlistment) and EAOS (Expiration of Active Obligated Service). While the EREN must be extended for a Sailor to remain on Active Duty (AD) orders beyond initial activation, pay disruptions often occur when EAOS extensions are not submitted alongside new orders extending Reservists on AD.

Following the initial activation, a member's EAOS is set to align with the end date of their first set of orders. For any subsequent orders, the EAOS must be updated by submitting an ADR (Active Duty Reserve) contract.

To ensure uninterrupted pay for Reservists continuing AD orders from FY25 into FY26, CPPAs must:

- Initiate a gain transaction to the servicing Transaction Service Center (TSC), if applicable.
- Submit an ADR extension, not a standard Reserve contract. The ADR contract extends the Sailor's EAOS, whereas a standard Reserve contract only affects the EREN.

For detailed instructions on creating an ADR contract via NSIPS, refer to [Case Routing Guidance Reenlistments & Extensions](#) and [PERSPAY Center of Excellence: Reenlistments, Extensions, Retains in Service](#).

### WHAT THIS MEANS TO YOU:

#### **CPPAs: (Important procedures outlined below)**

- **Pay Continuity:** Ensure the correct contract types are generated for Reservists on Active Duty (AD) orders to maintain continuity of pay.
- **Back-to-Back Orders:** Review members with back-to-back orders who qualify for leave carryover and take appropriate action during submission to ensure seamless continuation of service.
- **eCRM Case Management:** If a RES Deactivation eCRM case has been submitted prior to the extension of the member's orders, the CPPA must promptly update the RES Deactivation eCRM case to include a copy of the order extension. Timely submission and updates to the RES Deactivation eCRM case will prevent erroneous Strength Loss transactions and avoid pay interruptions.

OPS ALERTS, PERSPAY SOPs, eCRM Case Routing Guidance ([eCRM Library](#)), and CPPA Resources can be found on the [MyNavy HR CPPA Resources Page](#).

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### **POC:**

Refer to your Regional Support Center (RSC) for questions; [MyNavy HR CPPA Resources Page > RSC Contacts](#).