

## MILPERSMAN 1320-150

### ACTIVE DUTY NAVY DEFINITE AND INDEFINITE RECALL PROGRAM FOR RESERVE OFFICERS

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<b>References</b>	(a) SECNAVINST 1800.2 (b) BUPERSINST 1540.41C (c) DOD Directive 1304.19 of 11 Jun 04 (d) 10 U.S.C. 1251 (e) 10 U.S.C. 12646
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#### 1. Program Policy

a. **Recall Billets.** Officers of the Navy Reserve (to include Full-Time Support (FTS)) may volunteer for either

- **definite**, also termed as **temporary**; or
- **indefinite**, also termed as **permanent** or **general**;

recall to fill specific advertised active duty (ACDU) program billets or requirements in the regular ACDU Navy.

#### b. **Definite or Temporary Recall**

(1) **Purpose.** Definite, or temporary, recall of reserve officers is not designed as a career ACDU program. It is intended to be a constructive part of an officer's Selected Reserve (SELRES) career and is used to fill gapped or vacant ACDU-funded billets in direct support of ACDU requirements. Officers recalled under definite recall orders remain on the Reserve Active Status List (RASL), retain their reserve designator, and continue to compete for promotion on the RASL.

(2) **Length.** This type of recall shall be for a specified period not to exceed 3 years. The opportunity for Navy Reserve officers to serve on ACDU should be maximized by limiting additional tours by officers previously recalled under this article. As such, reserve officers being considered or volunteering for follow-on, or back-to-back definite recall

orders, regardless of the ACDU billet the member is being considered for or might be interested in filling, are required to submit an official request through the process established within this article for consideration by the command and the cognizant ACDU officer community.

(3) **Extensions.** Extensions of existing definite reserve recall orders are not authorized due to the possible impact to ACDU endstrength, sanctuary, and funding.

(4) **Designation.** Reserve officers of any designation or community may apply for definite, or temporary, recall.

**c. Indefinite or Permanent/General Recall**

(1) **Purpose.** Conversely, indefinite, or permanent/general, recall of reserve officers is designed as a career ACDU program. It is intended to allow qualified and interested reserve officers, to include FTS, to request to be considered for permanent recall to a regular ACDU status on the Active Duty List (ADL). Indefinite recalls can also be used to fill gapped or vacant ACDU billets in direct support of ACDU requirements, but the focus of indefinite recalls are the long-term contribution to a given ACDU officer community that the officer will provide.

(2) **Commission, Transition, and Designation.** Officers recalled under indefinite recall orders are issued an ACDU commission, transition from the RASL to the ADL, and have their designator shifted from XXX5/XXX7 to XXX0, or from XXX8 to XXX1 for warrant officers.

(3) **Promotion.** Upon transition to the ADL, these officers then compete for promotion on the ADL in their new designator.

(4) **Rotation.** As this type of recall is permanent in nature, and the officer is considered as an ACDU asset upon selection, the initial set of indefinite recall orders will be similar in nature to regular ACDU change of duty station orders and will, therefore, have a planned rotation date (PRD) in lieu of a having a prescribed period of time.

(5) **Request Recall within Present Community.** Reserve officers requesting indefinite, or permanent, recall must be requesting recall within their present community; for example,

a reserve Surface Warfare Officer (1115 or 1117 designator) requesting permanent recall into the ACDU Surface Warfare Community (1110 designator).

d. **Volunteering for Definite or Temporary Recall.** Officers of the Navy Reserve interested in volunteering for definite, or temporary, recall to fill specific advertised reserve program billets in FTS of the Navy Reserve should refer to MILPERSMAN 1132-010.

e. **Permanent Recall.** Officers of the Navy Reserve interested in applying to permanent recall into the FTS program should refer to MILPERSMAN 1001-020.

f. **Redesignation and Indefinite or Permanent Recall.** Officers of the Navy Reserve, to include FTS, interested in applying for redesignation and indefinite, or permanent, recall into another officer community must apply for transfer and redesignation through one of the semi-annual Active Component Lateral Transfer and Redesignation Boards, as covered in MILPERSMAN 1212-010 and the semi-annual NAVADMIN messages that announce the Lateral Transfer and Redesignation Boards. An example of this type of recall would be a reserve Surface Warfare Officer (1115 or 1117 designator) requesting permanent recall to the ACDU Intelligence Community (1630 designator).

g. **Retired Officers Applying to Recall.** Retired officers, whether having retired from the Navy Reserve (RASL) or from the regular ACDU Navy (ADL), interested in applying to recall back to the regular ACDU Navy, must follow the guidance provided in MILPERSMAN 1811-010.

## 2. Procedure for Applying

a. **Recall Advertisements.** Definite and indefinite recall opportunities will be advertised through the Commander, Navy Reserve Forces Command (COMNAVRESFOR) Listserve E-Mail distribution system and will be posted on applicable COMNAVRESFOR and Navy Personnel Command (NAVPERSCOM) reserve recall Web sites. The application template for recall to extended ACDU is available for download at the NAVPERSCOM reserve recall Web sites.

b. **Request Submission.** With the exception of the reserve communities listed below, reserve officers who desire either definite or indefinite recall to ACDU will submit their recall

request directly to Bureau of Naval Personnel (BUPERS); Head, Officer Community Management Branch (BUPERS-31). Command endorsements, if applicable, are highly desired to be submitted with the recall request. Reserve officers that are not able to provide a command endorsement will be screened through the losing reserve officer community representatives prior to being considered for either a temporary or permanent recall.

c. **Medical/Dental Recall.** Reserve officers in the Medical Corps (2105), Dental Corps (2205), Medical Service Corps (2305), Nurse Corps (2905), and Chaplain Corps (4105) interested in applying for either an indefinite or definite recall will submit their recall request through their local Navy officer recruiter and Commander, Navy Recruiting Command (COMNAVCRUITCOM) for consideration for recall. Applications from reserve officers from these communities will then be reviewed by the gaining ACDCU officer community for consideration and eventual recommendation to BUPERS-31.

d. **Documents to Submit.** Reserve officers requesting recall are required to submit the following documents to be considered for either a definite or indefinite recall:

(1)	NAVPERS 1331/5 (Rev. 11-08), Application for Recall to Extended Active Duty
(2)	Annual Statement of Service History (ASOSH) from BUPERS Online (BOL)
(3)	Cumulative Active Duty Service Statement (reference (a), enclosure (1))
(4)	Last four fitness reports (FITREPs)
(5)	Pertinent qualifications/training (optional)
(6)	Last Physical Readiness Test (PRT) results (from Physical Readiness Information Management System (PRIMS))
(7)	Resume (military or civilian, optional)
(8)	Letters of recommendation (optional)
(9)	Sanctuary Waiver Request (per reference (a), only required if requesting a definite/temporary recall and only if expected to go over 16 years of total ACDCU service during the proposed recall)
(10)	Ecclesiastical endorsement (Chaplain Corps applicants only)

The purpose of submitting all above listed documents is to provide a means for an individual to request voluntary recall to ACDCU, and the information is used to evaluate the individual's ability to perform the job to which applying, if requesting a

definite recall; or ability to meet the demands and be competitive within the ACDU officer community in which applying, if an indefinite recall request. Provision of the information requested is voluntary; however, failure to provide all information on the application documents may result in an inability to process the application, or non-selection for the recall.

e. **Command Endorsements.** Command endorsements are required to accompany reserve recall requests and should be from either the applicant's reserve unit commanding officer/officer-in-charge (CO/OIC), Navy Reserve activity CO/OIC, or ACDU CO/OIC.

f. **FITREPs.** Less than four FITREPs will be accepted for Chaplain Corps, Medical Corps, Dental Corps, Nurse Corps, and Medical Service Corps as long as their time in the Navy Reserve would not allow them the opportunity to receive four FITREPS. No gaps in continuity between FITREPS can exist.

3. **Officer Requirements for Recall.** Requirements for officers requesting recall are as follows:

a. **Rank Criteria.** Reserve officers from any reserve or FTS officer community may apply for either a definite or indefinite recall in response to advertised reserve recall opportunities and will not be restricted by rank, unless specifically delineated in the advertised eligibility requirements and based on the advertised eligibility criteria of the designated ACDU billets and/or community.

b. **Nuclear Power Program Screening.** Officers qualified in nuclear propulsion must be screened for recall into the Nuclear Power Program prior to consideration for recall in another designator or specialty, per reference (b).

c. **Chaplain Corps.** Chaplain Corps Officers (4105) must have ecclesiastical endorsement from an endorsing agent approved by reference (c) authorizing recall to extended ACDU and include this endorsement with their recall request.

d. **Failed of Selection (FOS)**

(1) Officers that had been previously severed or released from the ADL as a result of multiple non-selections to promotion to any grade, also termed as multiple FOS, or multi-FOS, are only eligible to apply for definite, or temporary,

recalls, and will be considered on a case-by-case basis, based on community needs, past performance, and future promotability. These officers are not eligible to apply for indefinite, or permanent, recall.

(2) Officers with any FOS while on the RASL are eligible to apply for either an indefinite or definite recall, but will be considered on a case-by-case basis, based on community needs, past performance, and future promotability.

**e. Statutory Age/Years of Commissioned Service (YCS).**

Officers applying for indefinite, or permanent, recall, that if approved for recall would not be able to accumulate enough ACDU time to accumulate 20 years of total active service, either due to being restricted by a future statutory retirement age or YCS, will be asked to choose between continuing to apply for indefinite, or permanent, recall; or to be considered for possible recall under definite, or temporary, recall orders as an alternative to a permanent recall. This business rule is to prevent placing a recalled officer into the unforeseen situation of being permanently recalled back to the ADL and then be retired due to reaching statutory age or YCS limits per reference (d) without being offered the ability to determine which retirement is more advantageous to the member, ACDU retirement or reserve retirement.

**f. Not Eligible - Alternative.** All officers applying for indefinite, or permanent, recall, deemed not eligible or not ideal for an indefinite recall for any reason, will be automatically considered for a definite, or temporary, recall as an alternative option after the applying officers request is re-screened for the need of a sanctuary waiver request. Officers given this type of consideration will be notified prior to actual assignment to allow the officer to accept or decline the alternative opportunity for a definite, or temporary, recall.

**g. Expended Quotas.** All officers requesting indefinite, or permanent, recall who's request has been received by BUPERS-31 after all indefinite, or permanent, recall accession quotas have been expended will be offered to be considered for definite, or temporary, recall. Should all definite, or temporary, recall accession quotas also be expended, the recall request will be returned to the requesting officer with a letter from BUPERS, Military Community Management (BUPERS-3) informing the officer of when recall applications will be accepted for the following fiscal year (FY).

4. **Physical Requirements**. Each applicant selected for recall to extended ACDU must meet physical standards appropriate to grade as established by Chief, Bureau of Medicine and Surgery, at the time ordered to ACDU.

5. **Application Processing Procedures**

a. **Processing Time**. The normal processing time for applications is approximately 6 weeks.

b. **Board/Criterion**. Selection is by recommendation of a board of officers within BUPERS-31. In addition to service needs, basic criterion for selection is whether, in the opinion of the board, the candidate is fit by reason of age, education, previous naval and civilian experience, past performance, assignability, etc., to compete successfully on a career basis with their contemporaries, both regular and reserve, if being considered for an indefinite recall. If being considered for a definite, or temporary recall, the candidate is evaluated based on billet and community needs, previous naval and civilian experience, and past performance. Officers will receive official notification of the decision reached on their recall request.

6. **Sanctuary Consideration Procedures**

a. **Sanctuary Definition**. Per references (a) and (e), a member of the reserve component (RC) who is on ACDU (other than for training) and is within 2 years of becoming eligible for retired pay may not be involuntarily released from that duty before becoming eligible for that retirement pay, unless the release is approved by Secretary of the Navy (SECNAV). This period of attaining 18 years of cumulative ACDU is commonly known as entering "**sanctuary**."

b. **Sanctuary Screening**. Navy policies have established that RC members being considered for a recall to an ACDU status be screened for sanctuary, and if predicted to go over 16 years of cumulative total active service (TOTAS) during the period of proposed recall, be approved to enter sanctuary prior to the generation of the recall orders. As such, all reserve officers applying for definite, or temporary, recall to an ACDU billet under this MILPERSMAN article will be **screened for sanctuary status**, and if predicted to exceed 16 years of TOTAS during the proposed recall, will be required to also submit a **sanctuary**

**waiver** for approval to exceed the 16-year tripwire and, therefore, also receive permission to enter sanctuary.

c. **Sanctuary Waiver Screening.** This sanctuary waiver screening will be performed by BUPERS-31 upon receipt of the definite recall application, but the requesting reserve officer remains responsible to submit the sanctuary waiver, preferably in company with the official recall request to help with the expeditious processing of the recall application. Once approved for sanctuary and accompanying recall, the applying reserve officer will then become eligible to enter sanctuary and become eligible for a regular ACDCU retirement. A sanctuary waiver template is available for download at the NAVPERSCOM reserve recall Web sites.

## 7. Service Obligation for Recalled Officers

a. **Indefinite or Permanent Recall - Minimum Time.** Officers recalled to ACDCU under an indefinite, or permanent, recall must agree to remain on ACDCU for a minimum of 2 years unless otherwise specified in the recall orders. The minimum agreement may be for a period of more than 2 years depending on requirements and/or duty station assignment.

b. **Definite or Temporary Recall - Duration Obligation.** Officers recalled to ACDCU under a definite recall will be obligated to remain on ACDCU for the duration of the definite, or temporary, recall orders for a period of between 13 and 36 months, but will not exceed 36 months. Definite recall orders for periods of less than 12 months will not be approved nor generated.

c. **Definite or Temporary Recall - Limitation.** Due to the purpose and nature of this reserve recall program, officers recalled under definite, or temporary, recalls are **not** authorized to be selected for nor volunteer for mobilization or individual augmentation while serving on definite recall orders.

d. **Indefinite or Permanent Recall - Individual Augmentation.** Indefinite or permanent recall officers recalled under an indefinite, or permanent, recall are authorized to be selected for or volunteer for an individual augmentation.

e. **Definite or Temporary Recall - Early Termination.** Officers recalled under temporary, or definite, recall orders are subject to early termination of the recall orders either due

to "needs of the Navy" or due to performance issues exhibited by the officer during the recall. Separation/release from ACDU orders for officers falling into these circumstances will be issued no less than 6 months prior to the officer's revised planned rotation date (PRD).

8. **Administrative Procedures for Orders to ACDU**

a. **Assigned to Naval Air Reserve (NAVAIRES) Units.** Orders to ACDU for officers assigned to units of the NAVAIRES will be forwarded via the appropriate Naval Air Station (NAS) or NAVAIRES training unit. The CO of the NAS/NAVAIRES training unit will effect delivery of the orders and direct the place of physical examination.

b. **Assigned to other than NAVAIRES Units.** Orders to ACDU for officers other than officers in a unit of the NAVAIRES will be forwarded via the Navy region reserve component commander (RCC) or Navy Operational Support Center (NOSC) CO for the area in which the officer resides. The appropriate RCC or NOSC CO will effect delivery of the orders and direct the place of physical examination. Service and health records shall be forwarded to the activity designated to conduct the physical examination.

c. **Definite or Temporary Recall - Follow-on or Extension.** Reserve officers being considered or volunteering for follow-on definite, or temporary, recall orders (back-to-back recalls), regardless of the ACDU billet the member is being considered for or might be interested in filling, are required to reapply through the established process for reconsideration by the command and the cognizant ACDU officer community. Extensions of existing definite reserve recall orders are not authorized. Officers approved for follow-on, or back-to-back recall orders, regardless of the ACDU billet(s) to which assigned, will be required to take a 31-day break between execution of the definite recall orders in order to prevent the officer from accumulating 6 years of cumulative ACDU service and thus becoming eligible for severance pay at the end of the definite recall.