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UNDER SECRETARY OF DEFENSE
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PERSONNEL AND READINESS

MAR 1 5 2007

MEMORANDUM FOR SECRETARY OF THE ARMY
SECRETARY OF THE NAVY
SECRETARY OF THE AIR FORCE

SUBJECT: Revised Mobilization/Demobilization Personnel and Pay Policy for Reserve Component Members Ordered to Active Duty in Response to the World Trade Center and Pentagon Attacks – Section 1

References: See attached

The Secretary's memorandum of 19 January 2007, reference (a), lays down new principles for management of the Reserve Component. This memorandum implements those principles. It provides specific guidance to be followed for members identified for activation under reference (b), and supersedes references (c) through (h).

The attached guidance will be followed in determining which members will be activated, exempted or delayed, and when those activated members may be released from active duty. Secretaries of the Military Departments may prescribe criteria consistent with this guidance. Additional sections will be coordinated as developed.

David S. C. Chu

Attachments:
As stated

cc: Chairman, Joint Chiefs of Staff
Under Secretary of Defense (Policy)
Under Secretary of Defense (Comptroller)
General Counsel
Commandant, U. S. Coast Guard

REFERENCES

(a) Secretary of Defense Memorandum, "Utilization of the Total Force," January 19, 2007

(b) Secretary of Defense Memorandum, "Partial Mobilization (World Trade Center and Pentagon Attacks) and Redelegation of Authority Under Title 10, United States Code, Sections 123, 123a, 527, 12006, 12011, 12012, 12302 and 12305," February 13, 2003.

(c) USD(P&R) Memorandum, "Mobilization/Demobilization Personnel and Pay Policy for Reserve Component Members Ordered to Active Duty in Response to the World Trade Center and Pentagon Attacks," September 20, 2001.

(d) USD(P&R) Memorandum, "Change - Mobilization/Demobilization Personnel and Pay Policy for Reserve Component Members Ordered to Active Duty in Response to the World Trade Center and Pentagon Attacks," October 30, 2001

(e) USD(P&R) Memorandum, "Addendum to Mobilization/Demobilization Personnel and Pay Policy for Reserve Component Members Ordered to Active Duty in Response to the World Trade Center and Pentagon Attacks," July 19, 2002

(f) USD(P&R) Memorandum, "Mobilization of Reserve and National Guard Beyond 24 Months," April 8, 2003

(g) USD(P&R) Memorandum, "Mobilization of Reserve and National Guard Beyond 24 Months – Task Force Results, Recommendations, and Guidance," July 3, 2003

(h) OUSD(P&R) Memorandum, "Guidance Regarding the Separation Processing of the Ready Reserve Being Released from Active Duty Who Participated in Operations ENDURING FREEDOM, NOBLE EAGLE, and IRAQI FREEDOM," July 10, 2003

GUIDANCE
Section I
Tours of Duty/Personnel Management

Military Services shall continue to plan for a protracted war against radical extremists exporting terrorism and, accordingly, shall effectively manage Reserve manpower resources for use throughout the duration, taking into account hardship, morale, and retention considerations consistent with maintaining an all volunteer force.

1. Terms of Partial Mobilization under 10 USC 12302 (Pursuant to Executive Order 13223):

STATUTORY: The statutory authority for ordering units and members of the Ready Reserve to involuntary active duty in response to the World Trade Center and Pentagon attacks is 10 U. S. C. 12302. The provision specifies that the period of involuntary active duty for units and members of the Ready Reserve shall not exceed 24 consecutive months. The provision also requires the fair treatment between members of the Ready Reserve regarding their involuntary call-up by considering members' previous duty, family responsibilities, and employment to maintain national health, safety, or interest.

POLICY:

a. This policy is effective immediately.

1) Units or individuals with mobilization orders pursuant to 10 USC 12302 published before January 19, 2007 shall comply with their mobilization orders for the full period specified. However, such orders may be amended to extend the period of mobilization with approval by the Secretary of Defense, or his designee. Such orders may be amended to reduce the period of mobilization with the approval of the Secretary concerned.

2) Units or individuals with mobilization orders pursuant to 10 USC 12302 published on or after January 19, 2007 shall comply with their mobilization orders for the full period specified, which will not exceed 12 months at any one time, except at Service discretion this period may exclude individual skill training required for deployment and post-mobilization leave. However, such orders may be amended to extend the period of mobilization with approval by the Secretary of Defense, or designee. Such orders may be amended to reduce the period of mobilization with the approval of the Secretary concerned.

b. The previous policy of limiting involuntary mobilizations pursuant to 10 U.S.C. 12302 to 24 cumulative months is rescinded based on the Secretary of Defense memorandum, "Utilization of the Total Force," dated January 19, 2007. However, two other policy changes limiting mobilizations to 12 months at any time, with possible exceptions for some pre-deployment training and post-mobilization leave time, and specifying minimum amounts of time, generally five years, to be provided between mobilizations are simultaneously being implemented per subparagraphs 1.h., 1.i, and 1.j.

c. Any exceptions to Departmental policy must be approved by the Secretary of Defense or his designee.

d. Specific terms used in this policy document are defined at the last page of this section.

e. Prudent and judicious use of Reserve component units and individuals is a fundamental tenet of this policy.

f. Mobilization of Ready Reserve forces will be managed primarily on a unit basis. This will allow ground combat, combat support and combat service support units to achieve greater cohesion and predictability in how Guard/Reserve units train and deploy. Units organized to serve as units shall be activated/deactivated as units. This means that unit mobilization orders are applicable to all assigned members, unless the Secretary of the Military Department concerned grants a specific exemption. Secretaries of the Military Departments shall determine the best method to fill unit manning shortfalls.

g. Secretaries of the Military Departments shall execute the mobilization of Ready Reserve forces in accordance with this policy document and Secretary of Defense Memorandum, Subject: Partial Mobilization (World Trade Center and Pentagon Attacks) and Redelegation of Authority Under Title 10, United States Code, Sections 123, 123a, 527, 12006, 12011, 12012, 12302 and 12305, dated February 13, 2003.

h. The period of active duty specified on orders for Ready Reserve members to perform involuntary active duty shall not exceed 12 months at any one time. At Service discretion, this period may exclude individual skill training required for deployment and post-mobilization leave.

i. If individual skill training required for deployment and/or post-mobilization leave are to be excluded from the 12-month mobilization period, Services shall comply with the specific order writing guidance addressing this subject, as prescribed in paragraph 6 of this section, to ensure proper and accurate member accountability.

j. The planning objective for involuntary mobilization of Guard/Reserve units will remain one year mobilized to five years demobilized (1:5). Military Departments may implement this usage with tour and dwell durations of less than one year and five years based on Secretary of Defense-approved force generation models. Voluntary tours of duty (i.e., those tours authorized pursuant to 10 U.S.C. 12301(d)), shall be considered as dwell time for members performing such tours. Temporary exceptions to this ratio may be authorized by the Secretary of Defense, or his designee, based on global demand as we move to fully implementing the 1:5 goal as soon as possible.

k. Mobilization for Training (MFT) is MOS/AFSC/NEC or additional skill identifier producing individual training performed pursuant to 10 U.S.C. 12302. Although this duty is involuntary, it shall not be counted as a mobilization period for the specific purposes of: 1) calculating dwell time, and 2) applying the post de-demobilization IDT and AT training restrictions prescribed in subparagraph 1.t. below. The intent of this training duty is to provide a specialty qualified member to a unit for future mobilization, and not to perform common task type functional training such as driver's training, combat lifesaver's training, weapons qualification, etc.

l. Reserve component units and members are to be retained on active duty only as long as absolutely necessary (DoDD 1235.10).

m. Individual Mobilization Augmentees (IMAs), Individual Ready Reserve (IRR) members, and Inactive National Guard (ING) members may be involuntarily ordered to active duty pursuant to 10 U.S.C. 12302 in support of this contingency.

n. Military Services shall implement management practices that will support minimizing the use of "Stop Loss" for both the Active and Reserve component forces, as soon as practicable. Unit personnel rosters should be screened with the objective of identifying and replacing those personnel who will not be able to complete a scheduled deployment/mobilization because they will reach mandatory separation during the deployment/mobilization.

o. The periods of service for units or members of the Ready Reserve ordered to active duty under 10 U.S.C 12302 shall be measured from the date active duty commences for the particular unit or member not assigned to a unit to the date of release from active duty (exclusive of individual skill training required for deployment and/or post-mobilization leave, as specified by the Secretary concerned) without regard to the date of the President's action or the time of commencement of service by other units or members. Units or individuals ordered to active duty under 10 U.S.C. 12302 may be released from active duty prior to completion of the period of service for which ordered by the Secretary concerned, by order of the President, or by a pertinent provision of law.

p. Secretaries concerned may release units and/or individuals early (prior to the completion of the period of service for which ordered) based on operational requirements. Involuntary extensions of active duty beyond 12 months, exclusive of individual skill training for deployment and post-mobilization leave, as applicable, must be based on specific and unique operational demands and approved by the Secretary of Defense, or his designee, and shall require additional compensation as described in section 2, Pay and Benefits of this guidance.

q. Reserve component members may be placed on voluntary active duty or voluntarily retained on active duty pursuant to 10 U.S.C. 12301(d), with their consent, and in accordance with military Service policy.

r. The duration of voluntary tours in support of this contingency is not restricted by this policy. Such tours are "Operational Support Duty" and the policy guidance in USD(P&R) Memorandum, "Operational Support Duty – Update," dated January 29, 2007 applies.

s. As long as the requirements set forth in the President's authorization under 10 U.S.C. 12302 are met, that authority may be used in place of, or to supplement, the President's previous authorizations for involuntary call-up of Ready Reserve members under 10 U.S.C. 12304.

t. DoD policy (DoDI 1215.19) authorizes Secretaries of the Military Departments to substitute active duty performed under 10 U.S.C 12302 for the training requirements of 10

U.S.C. 10147 (Annual Training (AT) and Inactive Duty Training (IDT)) if the duty performed under 10 U.S.C. 12302 is equivalent to the required training that might have been performed or if the active duty combined with the training requirement constitutes undue personal hardship. However, to achieve consistency across the Services, the following policy shall be implemented: Members who have served on active duty involuntarily in support of this contingency for more than three consecutive months shall be exempted from involuntarily performing:

1) AT for a minimum of 6 months, and
2) IDT for a minimum of 60 days after release from active duty

Services shall emphasize the use of voluntary IDT periods prior to the 60 day limitation to maintain contact with, and provide support to, members and their families. Commanders should utilize initial training periods after demobilization, both voluntary and involuntary, for member and family reintegration activities including, but not limited to: health, morale and welfare activities, recognition and acknowledgment of service performed, individual and unit awards, member and family benefits briefings, and community recognition/appreciation of military service.

u. Pursuant to section 101(a)(13) of title 10, U.S.C., the military operations supported by this activation are contingency operations. Therefore, the provisions of sections 303b, 316a, 403(g)(2), 403b(f)(2) and 501(b)(5) of title 37, U.S.C., and sections 701(f), 1035, and 1074b of title 10, U.S.C., and any other provisions relating to contingency operations will be in effect for members who serve on active duty in support of this operation.

2. Tailor Mobilization and Demobilization Decisions:

a. Mobilization/Re-mobilization Considerations: Determination of who will be ordered involuntarily to active duty must be in compliance with 10 U.S.C. 12302(b), which states "To achieve fair treatment as between members in the Ready Reserve who are being considered for recall to active duty without their consent, consideration shall be given to–

1) the length and nature of previous service to assure such sharing of exposure to hazards as the national security and military requirements will reasonably allow;
2) family responsibilities; and
3) employment necessary to maintain the national health, safety, or interest."

Previous service considerations should include involuntary and voluntary active duty in support of the current contingency and other contingency operations such as in Bosnia, Kosovo, or Southwest Asia.

b. Secretaries of the Military Departments shall determine the best method to fill unit manning shortfalls including, but not limited to: volunteers of any category of the Ready Reserve; involuntary callup of IRR and ING personnel; integrating active component members, and use of retiree volunteers, as appropriate, with the caveat that critical mission requirements are the paramount consideration.

c. Secretaries of the Military Departments shall determine the best method of manning provisional, in-lieu-of, and specific task organized or "ad-hoc" units using methods identified in subparagraph 2.b. above, or other methods.

d. Services should maximize the use of long-term volunteers of the Ready Reserve. The use of military retiree volunteers, when they possess a critical skill that is not available in the Active component or the Ready Reserve, to meet individual augmentation requirements should also be maximized.

e. Services shall, to the maximum extent possible, assess the situations of mobilized Reserve component members regarding family responsibilities and circumstances as well as employment/employer expectations when evaluating the need to retain or release those individuals on/from active duty. Specifically, Services are to identify the impacts on family members and other individuals associated with demobilizing members prior to the completion of member's specified tour.

3. Personnel Management and Accountability

a. To the extent practicable, Services shall effectively manage Reserve manpower resources for use during the global war on terrorism, taking into account hardship, morale and retention considerations.

1) Reserve component members shall only be involuntarily ordered to, and retained on, active duty to perform essential and meaningful tasks.

2) The preferred method of meeting long duration operational requirements shall be the rotation of individuals and units rather than involuntarily extending units and individuals beyond 12 months. Military Services shall ensure dissemination of force generation deployment plans.

3) Services shall provide as much predictability as possible in preparing members for duty by:

a) maintaining Reserve component members on involuntary active duty only as long as necessary, but not more than the originally directed 12 months, except as dictated by operational requirements, and approved by the Secretary of Defense.

b) providing orders in a timely manner (minimum 30 days prior to mobilization date – with a goal of 90 days prior to mobilization to provide for member and family early access to TRICARE benefits and 30 days prior to demobilization) to facilitate service members' dealings with employer, family, and other issues. However, meeting mission requirements shall take precedence over this goal.

c) ensuring continuity of PCS/TDY status for those members involuntarily retained on active duty for more than 12 months.

b. Consistent with applicable laws and regulations, individuals, to include IRR members, failing to comply with an order to active duty shall be reported as absent without official leave to civilian authorities. Such personnel are subject to the Uniform Code of Military Justice (UCMJ) as of their reporting date, whether or not they have reported to active duty. Violations of the UCMJ, including violations of Article 86, UCMJ, shall be handled on a case-by-case basis in accordance with existing laws and regulations.

c. Consistent with applicable laws and regulations, individuals pending disciplinary actions under the Uniform Code of Military Justice may have their orders extended or otherwise be

retained on and/or recalled to active duty without the member's consent, as provided by Rule for Courts Martial 202(c) and 10 U.S.C. 802(d), as appropriate, pending resolution of the allegations.

d. A member ordered to active duty under 10 U.S.C. 12302 whose status changes due to medical, legal or other situations that render the member unfit to perform duty under that section shall have his/her orders modified to reflect the proper authority (e.g., 10 U.S.C. 12301(h), 10 U.S.C. 12301(d), or 10 U.S.C. 12322 for medical reasons, 10 U.S.C. 12301(g) for captive status, 10 U.S.C. 802 for legal reasons, etc.) and to reflect that the member is no longer serving under the provisions of 10 U.S.C. 12302.

e. All Active Guard and Reserve (AGR) personnel as defined in 10 U.S.C. 101(d)(6)(A) who are already on active duty under 10 U.S.C. 12301(d) performing AGR duty as described in 10 U.S.C. 12310, including those affiliated with units ordered to active duty or called into federal service, shall not be counted against the number authorized by 10 U.S.C. 12302 for this operation. Funds available for AGR personnel (referred to in 10 U.S.C. 12310) may continue to be used for AGR personnel pay and allowances in accordance with 10 U.S.C. 12318.

f. All Active Guard and Reserve (AGR) personnel who are on Full-Time National Guard Duty under 32 U. S. C. 502(f), performing AGR duties prescribed in 32 U.S.C. 328, affiliated with units ordered to active duty, shall be removed from their full-time National Guard duty, title 32 AGR status, and placed on active duty under a provision of title 10 U.S.C, normally 10 U.S.C. 12302 (involuntary) or 10 U.S.C. 12301(d) (voluntary), to perform that active duty using the same process that is used to mobilize non full-time members of the National Guard. Funds authorized and appropriated for these "title 32" AGR personnel who are placed on active duty in support of this contingency shall not be used for their pay and allowances while the members are on active duty in support of the contingency.

g. During the period of active duty under 10 U.S.C. 12302, National Guard and Reserve forces are part of the active armed forces of the United States, but shall not be counted against active component end strength. (10 U. S. C. 115)

h. End strength accounting and controlled grade limits (e.g., as prescribed in 10 U.S.C. 115, 517, and 523) are considerations when employing Reserve component volunteers. However, mission requirements may warrant waivers of these constraints. Requests for such waivers shall be coordinated with the Chairman, Joint Chiefs of Staff and the Under Secretary of Defense (Personnel and Readiness), or their designees.

i. In accordance with 10 U.S.C. 12686, National Guard and Reserve personnel who have been ordered to active duty in response to the World Trade Center and Pentagon attacks and who are on active duty, who, on the date which they would otherwise be released from active duty, are within two years of becoming eligible for retired pay or retainer pay under a purely military retirement system, may not be involuntarily released from active duty before becoming eligible for that pay unless such release is approved by the Secretary of the Military Department concerned. Members retained on active duty under this citation shall have orders amended to reference 10 U.S.C. 12301(d) as the authority for retention.

j. Delay and Exemption Waivers:

1) All commands and units shall review how they administer the hardship waiver program to ensure they are properly taking into account exceptional circumstances facing military members and families of service members identified for mobilization/deployment.

2) Ready Reserve members ordered to active duty with their unit or as individuals shall report as ordered unless physically unable to do so. However, members who have not completed Initial Active Duty for Training, or the equivalent, shall be excluded from the unit activation order. After reporting as ordered, members may be considered for release on extreme hardship or other appropriate grounds.

3) Screening of the Ready Reserve shall continue to ensure qualification and readiness, however members may not be screened from the Ready Reserve due to civilian employment unless so authorized by the Secretary of Defense or his designee. All members of the Ready Reserve shall be considered immediately available for active duty.

4. Use Of Military Retiree Volunteers:

a. Retirees' interest in volunteerism should be acknowledged and receive strong support and encouragement. The following personnel commands within the respective Military Services are responsible for managing military retirees, including managing retiree volunteerism.

1) U. S. Army Human Resources Command
2) Commander, Navy Personnel Command
3) Deputy Commandant, Manpower and Reserve Affairs, U.S. Marine Corps
4) Commander, Air Reserve Personnel Center
5) Coast Guard Personnel Command

b. These personnel commands are encouraged to:

1) capture in an automated database the identity and skills, including both military and civilian-acquired skills of those military retirees who volunteer for active duty in support of the current national emergency;

2) compile a list of functions for which retirees may volunteer and organizations where assistance would be welcomed; and,

3) assist retiree volunteers in identifying suitable opportunities within their organization or direct them to other organizations that might capitalize on their willingness to serve.

c. There are three major ways in which retiree volunteers could be utilized under the provisions of this policy guidance: to meet the operational needs of the force (i.e., mobilization billets); to provide volunteer services to military organizations supporting military institutions; and to provide volunteer services to certain civilian organizations, in that order of priority.

1) Fill a mobilization billet.

a) It is DoD policy that military retirees shall be ordered to active duty (as needed) to fill personnel shortfalls due to mobilization or other emergencies.

b) Customarily, the Military Services should consider using retirees to meet operational military requirements in support of current operations when they possess a critical skill that is not available in the Active component, the Selected Reserve, or the IRR.

c) Military Services should consider using military retirees to meet military requirements in support of current operations provided the military retiree volunteers for active duty, meets a critical or essential skill requirement (e.g., linguists or translators, administrative specialists, security augmentation, etc.) that could otherwise be filled only through *involuntary activation* of a Ready Reserve member, and meets any other specified qualifications for active duty.

2) Provide volunteer services, as a civilian, to a military organization.

a) In accordance with the authority to accept certain voluntary services under section 10 U.S.C. 1588, military retirees may volunteer their services in a civilian capacity in support of local military organizations. However, unless under contract, this is uncompensated service. This may include: DoD and Service family support and family service programs and family support centers; child development and youth services programs; library and education programs; religious programs; housing referral programs; programs providing employment assistance to spouses of such members; and morale, welfare, and recreation programs; retirement services or activities offices; Service emergency relief agencies; youth education and service programs; satellite pharmacies; auxiliary organizations (e.g., Coast Guard Auxiliary); vehicle pass and MWR offices; etc.

b) Military Services should assess their needs in these and other areas and identify opportunities to use retiree volunteers in their local areas. Installation commanders and program managers should identify support requirements where retiree volunteers within reasonable commuting distance of the installation or facility could be used to provide assistance.

3) Provide volunteer services to FEMA or other civilian organizations.

a) Military retirees may also volunteer, as civilians, to assist civilian disaster relief organizations, many of which encourage and accept volunteerism, such as: Federal Emergency Management Agency (FEMA), the American Red Cross, and the Salvation Army.

b) As appropriate, the Services should communicate through newsletters, websites, articles and other media volunteer opportunities within the civilian sector for military retirees, who want to provide their services in support of the current national emergency and for whom no military requirement has been identified.

5. Reporting of Personnel Data:

a. Reporting of personnel information to Defense Manpower Data Center (DMDC) is required on all members serving on active duty in support of this contingency. This information is used to establish eligibility for benefits and entitlements predicated upon participation in this contingency and establish a registry of participants for tracking and follow-up.

b. Services will ensure compliance with the provisions of DoDI 1336.5 dated May 2, 2001, Enclosure 5. Service submissions to DMDC shall be weekly.

6. Specific Order Writing Guidance:

a. All orders shall include the following:

1) A statement that the order to active duty is in "support of a contingency operation."

2) The name of the operation being supported (e.g., NOBLE EAGLE, ENDURING FREEDOM, IRAQI FREEDOM).

3) The applicable legal authority (statute) under which the member is serving.

a) 10 U.S.C. 12302 (for members called to active duty involuntarily), and reference to "Executive Order 13223, dated September 14, 2001."

b) 10 U.S.C. 12301(d) (for members serving voluntarily)

4) The period of service under 10 U.S.C. 12302 is exempt from the five-year limit as provided in 38 U.S.C. 4312(c)(4)(A).

5) The Secretaries of the Military Departments have each determined the period of service under 10 U.S.C. 12301(d) as exempt from the five year limit as provided in 38 U.S.C. 4312(c)(4)(B).

b. It is not necessary to include the terms "voluntary" or "involuntary" active duty within these orders.

c. Orders to active duty for involuntary service shall specify a maximum period of 12 months, unless:

1) the Secretary concerned specifies some lesser period of active duty

2) the Secretary of Defense specifically authorizes a longer period

3) the Secretary concerned prescribes that individual skill training required for deployment and/or post-mobilization leave are exclusive of the 12-month mobilization period.

d. If a Secretary concerned prescribes that individual skill training required for deployment and post-mobilization leave are exclusive of the 12-month mobilization period, for accountability purposes, 3 time periods are covered by the order duration:

1) individual skill training required for deployment

2) the mobilization employment period

3) post-mobilization leave

Accordingly, the overall order duration may exceed the 12 month limit by up to the duration of the individual skill training required for deployment plus post-mobilization leave.

e. If individual skill training for deployment and/or post-mobilization leave are to be excluded from the 12-month mobilization period, orders shall:

1) specify the entire duration of active duty

2) specify, the start and stop dates of the mobilization employment period, as provided for in enclosure 11 format to DoDI 7730.54, dated August 6, 2004.

f. All orders for individuals and units will contain the statement "Call 1-800-336-4590 (National Committee for Employer Support of the Guard and Reserve) or check on line at www.esgr.org if you have questions regarding your employment/ reemployment rights."

g. No member shall be in an inactive duty training status (IDT) in a designated Imminent Danger Area / Hostile Fire Area as prescribed by DoDI 1215.19, Uniform Reserve, Training and Retirement Category Administration, dated December 12, 2000. As a matter of DoD policy, use of Annual Training/Active Duty for Training status in designated Imminent Danger Areas / Hostile Fire Areas is strongly discouraged.

h. Upon being called to active duty, Reserve component members who report to a location that is within commuting distance of the member's home of record are entitled to active duty pay and allowances only.

1) In the case where the reporting location is not within commuting distance of the member's home of record, the Secretary of the Military Department may, IAW Section U7150, paragraph A4 of the JFTR, call the member to active duty in a temporary duty status, so long as the order states the call to active duty is in a temporary duty status.

2) In the event orders move individuals or the entire unit to a location away from the reporting location, such orders will normally indicate temporary duty status. Per Diem will be paid in accordance with the JFTR.

3) The Services shall issue orders, providing for the appropriate travel and transportation entitlements specified in the JFTR, for Reserve component members serving on, or whose orders specify a period of active duty under 10 U.S.C. 12301(d).

ORDER TO ACTIVE DUTY POLICY

Unless a different reporting time is specified by the Military Service concerned, all members of units and individuals ordered to active duty under 10 U.S.C. 12302 are to report within 24 hours of notification, unless physically unable. Upon reporting, members will be activated unless excepted (released from active duty) under the following cases:

AREA	MEMBER IS:	THEN[1]
Medical	Hospitalized, convalescing, or being evaluated for retention	Delay or separate
	HIV positive	Do not activate
	Pregnant	Do not involuntarily activate[2]
	New Mother by birth, or single parent/ one parent of a military couple by adoption	Defer for 4 months from time of delivery or placement in home
Schooling	Enrolled in high school and under 20 years old	Defer
	Has not completed initial active duty for training (IADT) or equivalent[3] IADT per 10 USC 671	Grant exception, or use MFT to complete
	Enrolled in college or professional schooling	Activate[4]
Judicial	Under arrest or confinement	Delay or separate
Personal	Sole surviving son or daughter[5]	Activate[6]
	Pending separation action	Service policy
	Military spouse	Activate[7]
	Sole parent	Activate[7]
Other	Extreme personal hardship	Delay; or transfer/separate IAW Service policy

[1] Members will be determined to be eligible/ineligible for deployment in accordance with regulations prescribed by the Secretary concerned.
[2] Members may volunteer for active duty under 10 U.S.C. 12301(d)
[3] Equivalent includes those members who have completed all initial active duty for training (IADT) required by the Service concerned.
[4] Exceptions may be granted consistent with Service policies.
[5] As defined in DoD Directive 1315.7.
[6] Assign IAW DoD Directive 1315.7.
[7] May be considered for exception under extreme hardship provision.

DEFINITIONS
(for purposes of this policy)

Deployment: The movement of members to perform active duty in OCONUS operational areas supporting GWOT. (Joint Pub 1-02: #4. The relocation of forces and material to desired operational areas.)

Dwell Time: That period of time between the release from involuntary active duty pursuant to 10 U.S.C. 12302 and the reporting date for a subsequent tour of active duty pursuant to 10 U.S.C. 12302. Such time includes any voluntary active duty performed between such two periods of involuntary active duty pursuant to 10 U.S.C 12302, and any Individual Skill Training Required for Deployment and Post Mobilization Leave that has been excluded by the Secretary concerned from counting against the 12-month mobilization period.

Entire Duration of Active Duty: As specified on the member's orders to active duty, that period of time beginning with the reporting date to active duty and ending based on the prescribed duration of the orders, inclusive of individual skill training required for deployment and post mobilization leave.

Individual Skill Training Required for Deployment: Individual specialty and professional military education (institutional) training required for individual billet and/or additional duty qualification for deployment. The intent of this training is for individual members to be able to perform required MOS/AFSC/NEC specialty tasks for deployment.

Involuntary Active Duty: Active duty performed by Reserve component members pursuant to orders specifying the authority as 10 U.S.C. 12302.

Mobilization Employment Period: That period of time within the prescribed period of involuntary active duty pursuant to 10 U.S.C. 12302, in support of the current contingency, exclusive of Individual Skill Training Required for Deployment and Post Mobilization Leave when such Individual Skill Training Required for Deployment and Post Mobilization Leave is authorized to be excluded by the Secretary concerned. The dates of this time shall be used to calculate dwell time.

Post Mobilization Leave: That accrued leave taken by the member after completion of the member's duties and obligations as a result of being ordered to active duty in support of the current contingency.

Unit: A unit is any identified and managed group or detachment of one or more individuals, organized to perform a particular function whether or not such a group is part of a larger group. (Joint Pub 1-02: #1. Any military element whose structure is prescribed by competent authority, such as a table of organization and equipment; specifically, part of an organization.)

Voluntary Active Duty: Active duty performed by Reserve component members pursuant to orders specifying the authority as 10 U.S.C. 12301(d).