



DEPARTMENT OF THE NAVY

COMMANDER NAVY RESERVE FORCE

1915 FORRESTAL DRIVE

NORFOLK VIRGINIA 23551-4615

IN REPLY REFER TO:

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COMNAVRESFOR N1C2

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Initial issue of our Navy Reserve Personnel Manual replaces the COMNAVRESFORINST 1001.5F and all changes via letter, memorandum, and N1 notifications. This manual is a completely revised replacement and can be used as our Reserve Force manpower ready reference manual.

RESPERS M-1001.5, Navy Reserve Personnel Manual (RESPERSMAN) is issued under Navy Regulations, 1990, Article 0105, for direction and guidance, and contains administrative procedures for Drilling Reservists and participating members of the Individual Ready Reserve within our Navy. Changes shall be effective upon the date specified on individual articles posted on Commander, Navy Reserve Force (COMNAVRESFOR) web site.

L. S. LITTLE

Deputy

Distribution:

Electronic copy via COMNAVRESFOR Web site

<https://www.navyreserve.navy.mil>

NAVY RESERVE PERSONNEL MANUAL TABLE OF CONTENTS			
Article			Primary Cognizance
1000-1999 RESERVE MILITARY PERSONNEL			
1000 RESERVE MILITARY PERSONNEL			
	1000-010	Selected Reserve Functional Area and Sex (RFAS) and other Reserve Unit Assignment Document (RUAD) Codes	N12
	1001-010	Satisfactory Participation in the Navy Reserve	N11
	1040-010	Reserve Unit Career Counselor (UCC) Program	N15
1100 RESERVE PROGRAMS			
	1100-010	Reserve Incentive Programs	N11
	1100-020	Reserve Enlisted Incentives	N11
	1100-030	Reserve Officer Incentives (Non Healthcare Professionals)	N11
	1100-040	Reserve Officer Incentives for Healthcare Professionals	N11
1200 RESERVE CLASSIFICATION PROGRAM			
	1221-010	Reserve Navy Enlisted Classification (NEC) Program	N11
1300 RESERVE ASSIGNMENTS			
	1300-010	Selected Reserve Assignments	N12
	1300-020	Drilling Reservists Residing Overseas and Performance of Inactive Duty Training (IDT) Overseas	N12
	1300-030	Voluntary Training Unit (VTU)	N12
	1300-040	Operational Support Unit (OSU)	N12
	1300-050	Administrative Processing Unit (APU)	N12
	1301-010	Officer Selected Reserve Assignments	N122
	1306-010	Enlisted Selected Reserve Assignments	N121
1500 INACTIVE DUTY TRAINING/ANNUAL TRAINING			
	1534-010	Strategic Sealift Officer Program (SSOP)	N14
	1534-020	Strategic Sealift Readiness Group (SSRG) Required Participation	N14
	1534-030	Strategic Sealift Readiness Group (SSRG) Voluntary Participation	N14
	1534-040	Strategic Sealift Officer Program (SSOP) Selected Reserve (SELRES) and Voluntary Training Unit (VTU) Membership	N14
	1534-050	Physical Readiness Standards Compliance Requirements for Members of the Strategic Sealift Readiness Group (SSRG)	N14

	1570-010	Inactive Duty Training (IDT) Administration	N11
	1570-020	Other Inactive Duty Training and Inactive Duty	N11
	1570-030	Inactive Duty Training (IDT) Record and Report Maintenance	N11
	1571-010	Annual Training (AT) and Active Duty for Training (ADT)	N11

NAVY RESERVE PERSONNEL MANUAL TABLE OF CONTENTS			Primary Cognizance
Article			
3000-3999 OPERATIONS AND READINESS			
	3060-010	Manpower Availability Status (MAS) Codes	N35
	3060-020	Individual Mobilization Status (IMS) Codes	N35
6000-6999 SELECTED RESERVE MEDICAL AND DENTAL			
	6000-010	Selected Reserve Medical	N9
7000-7999 FINANCIAL MANAGEMENT			
	7220-010	Reserve Pay	N11

RESPERSMAN 1534-010

STRATEGIC SEALIFT OFFICER PROGRAM

Responsible Office	COMNAVRESFORCOM (N14)	Phone:	DSN	262-2613
			COM	(800) 535-2580
			FAX	(757) 444-7598

References	(a) OPNAVINST 1534.1D (b) Merchant Marine Act, 1936, Title XIII (c) CNSTC 1533.2 ROD (d) BUPERSINST 1001.39F (e) BUPERSINST 1610.10C (f) OPNAVINST 6110.1J (g) Letter to NAVRESFOR from COMNAVRESFOR 081849Z AUG 11
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1. **Purpose.** To issue information and amplifying guidance under reference (a), for the training and administration of Navy Reserve officers in the Strategic Sealift Officer Program (SSOP).

2. **Background.** The SSOP is significantly different from other Navy Reserve programs. The program consists of only officers, all of whom are required to maintain U.S. Coast Guard (USCG) Unlimited Tonnage and Horsepower Oceans Merchant Mariner Credentials (MMC) as a licensed Deck or Engineering Officer, and allows these officers to actively participate through either the Individual Ready Reserve (IRR) in the Strategic Sealift Readiness Group (SSRG) or the Selected Reserve. Program policy, organization, and responsibilities are provided in reference (a).

3. **Mission.** To manage, support, and train Strategic Sealift Officers (SSO) in the Navy Reserve pursuant to reference (b).

4. **Organization.** The SSOP is organized pursuant to reference (a).

5. **Training and Administrative Procedures for the SSOP**

a. In addition to the procedures in reference (a), the following training and administrative guidelines apply, based on the Reserve status of the program under which an individual is affiliated.

(1) Midshipman. The SSO, USNR midshipman program is directed by Navy Education and Training Command (NETC). Program administration, eligibility, participation requirements, and training are conducted per reference (c).

(2) IRR. Commander, Navy Reserve Forces Command (COMNAVRESFORCOM) (N14), administers the SSRG. Both the SSRG and the SSO Program Office (COMNAVRESFORCOM (N14)), are established to meet the unique training and administrative requirements of seagoing civilian employment. The SSO Program Office acts as a virtual Navy Operational Support Center (NAVOPSPTCEN), serving as the exclusive manager for all SSRG officer training, administration, and compliance requirements.

(3) Selected Reserve. SSO officers in a drilling status are administered per references (d). Specific training for personnel in Strategic Sealift Unit (SSU) is directed by the supported command.

b. The training and administrative procedures for individuals in the SSOP are adequately covered in the references and amplified by information on Navy Reserve Homeport, <https://www.navyreserve.navy.mil> under COMNAVRESFORCOM (N14) homepage.

6. Program Support

a. SSO Program Office. COMNAVRESFORCOM (N14) serves as the single point manager for SSRG officer training. The SSO Program Office, COMNAVRESFORCOM (N14) is responsible for training and administration of over 2,500 officers. These responsibilities include, but are not limited to: directing and executing Active Duty for Training (ADT), adjudicating ADT waivers, managing ADT and tuition budgets for the SSRG, coordinating accessions into the Selected Reserve with Commander, Navy Recruiting Command (COMNAVCRUITCOM), soliciting and recommending officers for selection via the APPLY board, directing and monitoring individual participation, direct coordination with Navy Personnel Command (NAVPERSCOM) on record maintenance and retirement points, coordination with Naval Service Training Command (NSTC) (at the maritime academies), managing the mentoring program, liaise with maritime industry, and serve as the Navy's subject matter expert for merchant mariner licensure and civilian training requirements.

b. Administration of SSO personnel by COMNAVRESFORCOM (N14) is indirect. Communications are completed remotely using the

internet, phone, fax, e-mail and mail. This structure is tailored to accommodate the scheduling needs of sailing merchant mariners and the disparate geographic distribution of the membership. A yearly community meeting can be held for direct interaction. The SSO Program Manager (PM) maintains direct and frequent contact with supported command(s), Deputy Chief of Naval Operations (DCNO) (N42), Commander, Military Sealift Command (COMSC), and the National Shipping Authority/U.S. Maritime Administration (MARAD) on training and support requirements. The program office can be contacted as follows:

Commander
Navy Reserve Forces Command (N14)
1915 Forrestal Dr
Norfolk, VA 23551-4615

Phone: (800) 535-2580
DSN: 262-2444
Fax: (757) 444-7597
E-mail: MMR_Program_Office@navy.mil

Additional information and resources are also available on the Navy Reserve Homeport, <https://www.navyreserve.navy.mil> under COMNAVRESFORCOM (N14) homepage. Consulting the Homeport on a quarterly basis for program updates is advised.

c. Personnel Service and Health Records. Per reference (g), SSRG officers remain members of the IRR; however, their records are maintained by NAVOPSPTCEN with coordination from the SSO Program Office. Documents received by COMNAVRESFORCOM (N14), which should be a part of an officer's health record, may be delivered to the local NAVOPSPTCEN for insertion into the applicable record. SSRG may be authorized by COMNAVRESFORCOM (N14) in writing to hand carry their medical records.

7. **Action**. The following actions are assigned to specified commands/officers.

- a. SSO Program Office COMNAVRESFORCOM (N14) shall
 - (1) Serve as the SSOPM; acting as CO for SSRG in UIC 2525M.
 - (2) Serve as the point of contact for SSO officers in the SSRG.

(3) Assign training to SSRG officers, as necessary, to meet the objectives of the program.

(4) Assign SSRG officers to contributory support ADT as requested by active duty commands.

(5) Coordinate, endorse and process SSRG requests for:

(a) Pay/non-pay/additional ADT per current policy

(b) Individual Participation Authority (IPA) orders

(c) Retirement point credit under the Professional Training option

(d) Uniform allowance claims

(e) ADT waiver

(6) Obtain availability from active duty commands for SSRG officer training.

(7) Maintain an electronic tracking system, which will monitor individual officer performance; current SSO program status, and prepare required reports. Items monitored include U.S. Coast Guard MMC expiration, STCW 95 certificate qualification, rank, ADT performance, annual report submission, sailing status, etc.

(8) Provide documents to NAVPERSCOM (PERS-3) for inclusion in SSRG Officer Official Military Personnel File (OMPF) and service/health records.

(9) Nominate qualified SSRG officers for promotion selection board membership, Naval War College, National Defense University courses, and any other program requiring a command endorsement.

(10) Maintain the SSO Homeport which provides SSRG officers with information regarding their current program qualifications and requirements.

(11) Provide Selected Reserve affiliation or affiliation waiver recommendations for SSRG officers.

(12) Endorse all requests for SSO designation.

(13) Monitor the SSO, USNR midshipman program graduates' fulfillment of the commissioned service requirements and TSA. Provide report noncompliance to the Program Sponsor.

(14) Monitor performance of program members. Report officers who fail to meet their military obligations to NAVPERSCOM (PERS-911). The SSOPM will be the final determination of an individual's SSOP Compliance.

(15) Act as a liaison with Military Sealift Command (Flag Sponsor), Chief of Naval Operations (Program Sponsor), and MARAD/National Shipping Authority.

(16) Manage and administer Reserve Personnel Navy (RPN) and Operation and Maintenance, Navy Reserve (OMNR) budgets.

(17) Manage Selected Reserve affiliations and assignments by coordinating with COMNAVRESFORCOM (N1) and COMNAVCRUITCOM.

(18) Act as a liaison with NAVPERSCOM (PERS 931) on mobilization issues affecting the SSO.

(19) Act as a liaison with NETC/NSTC on midshipman commissioning and training issues.

(20) Administer the SSO Mentoring Program.

(21) Act as a liaison with Bureau of Naval Personnel (BUPERS) (BUPERS-318) concerning SSO community management issues.

b. COMNAVRESFORCOM (N3) and (N7) shall: Obtain availability and provide specific ADT reporting instructions for shipboard units or schools as requested by COMNAVRESFORCOM (N14). COMNAVRESFORCOM (N7) will provide additional support for schools and training.

c. NAVOPSPTCEN COs shall:

(1) Provide appropriate medical and dental support for all SSRG officers, either voluntary or required participation, to include: PHA, HIV testing, PFA and body fat measurements pursuant to reference (f). Forward associated documentation to the SSO Program Office as requested.

(2) Forward training documentation for SSRG officers participating in IDT periods under IPA orders with local Navy Reserve units.

(3) Provide support to the SSO Program Office in cases of SSRG disciplinary actions, as requested.

(4) Provide support to the SSO Program Office in cases of SSRG medical issues, as requested.

RESPERSMAN 1534-020

STRATEGIC SEALIFT READINESS GROUP REQUIRED PARTICIPATION

Responsible Office	COMNAVRESFORCOM (N14)	Phone:	DSN	262-2613
			COM	(800) 535-2580
			FAX	(757) 444-7598

References	(a) OPNAVINST 1534.1D (b) BUPERSINST 1001.39F (c) BUPERSINST 1610.10C (d) OPNAVINST 6110.1J (e) COMSCINST 1534.1 (f) SECNAVINST 1920.6C
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1. **General**. Issue information and amplifying guidance under reference (a), for the compliance requirements for members of the Strategic Sealift Readiness Group (SSRG). Updated information and links can be found on Navy Reserve Homeport <https://navyreserve.navy.mil> COMNAVRESFORCOM (N14) homepage.

2. **Policy**

a. **Requirements**

(1) **Active Duty for Training (ADT)**. All SSRG members are required to complete 12 days of ADT each fiscal year (FY). Procedures for requesting and processing ADT, or obtaining an ADT waiver, are available on the Navy Reserve Homeport <https://www.navyreserve.navy.mil> under COMNAVRESFORCOM (N14) homepage. ADT will be scheduled by all SSRG officers each FY between 1 October and 31 March. Waivers are processed per references (a) and (e). ADTs may be performed throughout the fiscal year.

(2) **Annual Reporting**. All SSO officers will report their current contact information and Civilian Employment Information (CEI) annually to COMNAVRESFORCOM (N14), via Navy Standard Integrated Personnel System (NSIPS). The SSO Program Office may require additional forms of reporting as directed.

(3) **Administrative Requirements**. SSRG officers are required to answer all official correspondence, maintain their NSIPS electronic service record (ESR), and inform the SSO Program Office of all address, phone number, employment and e-mail changes.

(4) Physical Examination Requirements. Per references (a), (b), and (e), SSRG officers are required to obtain Periodic Health Assessments (PHAs) every year and notify COMNAVRESFORCOM (N14) whenever there is a change in physical condition that may interfere with fulfillment of their Reserve obligations. SSRG Officers are also required to comply with Navy body composition assessment (BCA) and fitness standards. The procedures for obtaining required PHAs are available on the Navy Reserve Homeport <https://www.navyreserve.navy.mil> under COMNAVRESFORCOM (N14) homepage.

(5) Physical Fitness Assessment Requirements. Per references (a), (b), and (e), SSRG officers are required to maintain physical fitness standards and complete semi-annual Physical Fitness Assessments (PFA) beginning in FY 13. PFA requirements are discussed in **RESPERSMAN 1534-050**.

(6) Active USCG Merchant Mariner Credential (MMC). This can be as a Deck or Engineering officer. The MMC must be endorsed for either **Unlimited tonnage** (deck) or **Unlimited horsepower** (engine), and be valid on **all oceans**. A STCW endorsement as OICNW or OICEW or higher is required. The SSRG is an unlimited tonnage, oceans program and all members must be licensed to sail unlimited tonnage/HP vessels on international water, into foreign ports.

(a) Members who through their own misconduct or dereliction, fail to maintain those professional licenses necessary to perform military duties as a SSO, are subject to administrative separation from the Navy Reserve per reference (f), enclosure (3), paragraph 1(b)(10), and/or transfer to inactive status pending resolution of their licensing requirements.

(b) Per references (a) and (e) members may submit a waiver request to Commander Military Sealift Command via SSOPM. Waivers can only be granted once in a SSO's career and do not provide sanctuary from annual training requirements.

RESPERSMAN 1534-030

STRATEGIC SEALIFT READINESS GROUP VOLUNTARY PARTICIPATION

Responsible Office	COMNAVRESFORCOM (N14)	Phone:	DSN	262-2613
			COM	(800) 535-2580
			FAX	(757) 444-7598

References	(a) OPNAVINST 1534.1D (b) BUPERSINST 1001.39F (c) BUPERSINST 1610.10C (d) OPNAVINST 6110.1J
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1. **General**

a. The Strategic Sealift Readiness Group (SSRG) program's mandatory participation requirements do not provide sufficient retirement points for an officer to achieve a qualifying year for retirement purposes. As a result, SSRG officers are provided additional training opportunities to acquire necessary points.

b. The Strategic Sealift Officer Program (SSOP) authorizes participation of Strategic Sealift Officers (SSOs) in the SSRG to perform voluntary non-pay Inactive Duty Training (IDT) with Selected Reserve units.

2. **Voluntary Participation**

a. Correspondence Courses. SSRG officers are encouraged to complete correspondence courses approved by Naval Education and Training Center (NETC) and Navy Knowledge Online (NKO).

b. Inactive Duty Training (IDT) Individual Participation Authority (IPA) Orders. SSRG officers desiring to acquire additional training and obtain retirement points for a qualifying year, and whose sailing, and or work schedules permit, may participate in non-pay IDT periods under IPA orders. In order to qualify for IPA orders an officer must be compliant with all other SSOP requirements. IPA orders are issued in a non-pay status, without reimbursement for travel; for duty performed with an approved Navy Reserve unit in the officer's geographic location. COMNAVRESFORCOM (N14) authorizes and issues IPA orders for the officer to participate in scheduled IDT periods with a specific Navy Reserve unit. IPA orders are not authorized for service in imminent danger zones.

c. Active Duty for Training (ADT). SSRG officers are eligible to perform ADT in addition to that required by reference (a). Additional ADT periods may be requested and performed in a pay or non-pay status. SSRG officers requesting to perform a second paid ADT in a fiscal year may request (but are not guaranteed) additional ADT after 31 March.

d. Retirement Points. The following outlines specific retirement point values assessed for professional training attained in a civilian capacity. In all cases, courses completed while on orders (ADT/Annual Training/IDT/IPA) are not permissible. Reference (b) provides more detail in the application and permissibility of retirement points. The retirement point process map and documentation can be viewed on the Navy Reserve Homeport <https://www.navyreserve.navy.mil> under COMNAVRESFORCOM (N14) homepage.

(1) For non-Standards for the Training and Certification of Watchstanders (STCW) Professional Training, one point per day is awarded for each day of training. No more than five points total may be credited in any anniversary year.

(2) For STCW Professional Training courses, one point per four hours is awarded. No more than 35 points total may be credited in any anniversary year.

(3) For military courses, one point per four hours is awarded. No more than 35 points total may be credited in any anniversary year. Completion certificates for military courses must have a DoD NIN printed on them to be eligible for retirement points.

(4) U.S. Coast Guard (USCG) Merchant Mariner Credentials (MMC) renewal, upgrade or initial issuance will be credited a maximum of 35 points per anniversary year. All MMC points' requests must be accompanied by a valid STCW endorsement.

(a) STCW Courses, upgrades, renewals or initial MMC completed prior to 10 July 1998 are not eligible for retirement points.

(5) Credit for Extended Sea Service. SSOP Manager (SSOPM) may credit compliant SSRG officers with 35 retirement points for service over 180 cumulative days at sea in an anniversary year, per reference (a):

(a) Above days at sea must be documented by USCG discharge papers or letter of sea service from Military Sealift Command (MSC). Time employed aboard Ready Reserve Force (RRF) ships, even in reduced operating status, count as sea days. Service must be on an unlimited tonnage vessel in ocean service while signed on in a licensed capacity.

(b) Awarding of points for extended sea time will not be issued unless the officer is in compliance with all other SSOP requirements specified in this paragraph. The awarding of points for extended sea service commenced from 1 January 2006 and is not retroactive from this date.

(6) Credit for Harbor Pilots. The SSOPM may credit harbor pilots with up to 20 retirement points per anniversary year for qualifying service of at least 100 days of 180 trips completed. Criteria are as follows:

(a) The harbor pilot must be compliant with all other SSOP requirements.

(b) The officer must be a current member of a recognized pilot organization and an active member of the SSRG harbor pilot group as determined by the SSOPM.

(c) Pilotage for any of the time must be obtained onboard an unlimited tonnage vessel; and be determined by days onboard or trips completed while piloting a vessel, as documented by the member and verified by the SSOPM.

(d) Standby time will not count.

(e) Each request for pilotage retirement points must be accompanied by a letter from the pilot organization stating that the individual is a member in good standing and provide a copy of the state issued license or certification as applicable.

(f) Final determination as to the amount of time to be recognized per each request for pilotage shall be made by the SSOPM and based upon the aforementioned criteria.

2. Inactive Duty Training (IDT)

a. Policy

(1) Officers must be in good standing and fully compliant to be eligible to voluntarily participate with Selected Reserve units.

(2) Officers must have completed a Periodic Health Assessment (PHA) and a Physical Fitness Assessment (PFA) within the last year in order to be eligible to voluntarily participate with Selected Reserve units.

(3) IDT drills shall not be conducted in designated imminent danger areas per reference (b).

(4) IDT period duration: No more than two IDT periods may be performed in one day. The minimum duration of a single non-pay drill by a member in a non-pay status is three hours. If two non-pay IDT periods are performed in the same day, the minimum drill time is four hours each. The maximum duration of an IDT period is 24 hours. Time allotted for meals cannot be credited towards the required length of IDT periods, but the meal period must be included as part of the drill period. For example, the morning IDT period commences at 0730 and expires at 1230. The afternoon IDT period commences at 1230 and expires at 1630. A 1-hour meal period was included during the morning IDT period. Hence, two 4-hour IDT periods were performed.

(5) IDT period credit: All members reporting for their IDT period at the scheduled time and place will be mustered for the purposes of drill accounting and establishing Uniform Code of Military Justice (UCMJ) authority. A member who is present for the prescribed IDT period will be authorized one retirement point credit for each satisfactory drill performed. If the Commanding Officer (CO) to whom the member reports for drill determines the member's performance during the IDT period is unsatisfactory, the member's IDT period may be declared unsatisfactory.

(6) IDT scheduling: Officers will coordinate with the supporting Navy Reserve Activity (NRA) to establish in advance of the upcoming Fiscal Year (FY) drill schedule. If the unit has a drill weekend schedule, the officer and the NRA should make every effort to schedule drills for the individual during these weekends. Inactive Duty Participation Authorization (IPA) drills need to be scheduled and authorized in advance by the Strategic Sealift Officer Program Manager (SSOPM). Members are not authorized to perform IPA drills without an official muster form signed by the SSOPM.

(7) IDT reschedule: Once drills are scheduled, they must be adjudicated or rescheduled. IDT periods may not be rescheduled after the fact. If a member cannot make a scheduled drill due to unforeseen circumstances, they are required to request that drill to be rescheduled in writing prior to the date of said drill period. Failure to do so will result in the drill being adjudicated as unexcused.

(8) Unexcused drills: Drills that are determined to be unexcused by the SSO Program Office will be adjudicated as such. A trend of unexcused drills will be considered abuse of the IPA program and could lead to disapproval of future IPA requests.

(9) Completed muster forms shall be forwarded to the SSOPM by close of business on the fourth day after the drills were performed. Failure to provide the SSOPM with a completed muster form will be considered as unexecuted and will be processed accordingly.

b. Responsibilities

(1) SSO Program Office shall:

(a) Act as the final approval authority for all IPA requests.

(b) Prepare and process official muster forms.

(c) Provide oversight and ensure compliance with **RESPERSMAN 1534-010, RESPERSMAN 1534-020, RESPERSMAN 1534-040.**

(2) NRA Commanding Officer (CO) shall:

(a) Forward requests that have approval recommendations to the SSO Program Office for final determination.

(b) Provide information on the tasks to be accomplished during approved IPAs using the IPA feeder request.

(c) Conduct PFAs per reference (a) for members who perform IPAs.

(d) Conduct PHAs for members who perform IPAs.

(e) Forward properly completed official muster form for drills performed.

(3) Navy Reserve Unit COs shall:

(a) Certify SSRG officer attendance at IDT training periods under IPA orders and ensure Navy training provided is consistent with SSO mission. Forward completed IPA forms to COMNAVRESFORCOM (N14).

(b) Submit Fitness Reports (FITREPs) as the Regular Reporting Senior for SSRG Officers assigned to their unit performing IPA orders for more than 90 days; with a minimum of 80 percent drill attendance per reference (f).

(4) SSO members shall:

(a) Contact the NRA and obtain written endorsement from the CO, Executive Officer (XO) or Officer in Charge (OIC) to participate.

(b) Contact the NRA to coordinate the scheduling of a PHA prior to executing the requested IPA.

(c) Contact the NRA to coordinate the scheduling of a PFA per reference (a) prior to executing the requested IPA.

(d) Coordinate with gaining unit and SSO Program Office for any changes to approved IPA schedule.

3. **SSRG Fitness Reports (FITREPs)**. SSRG officers do not have a regular reporting senior and do not receive a regular, annual FITREP. Regular FITREPs on SSRG officers will be submitted under the following conditions:

a. SSRG officers authorized by COMNAVRESFORCOM (N14) to participate with a Navy Reserve unit under IPA orders, and who participate consecutively with that unit for a period of 90 days or more; and participating in at least 80 percent of the drills will receive a regular FITREP. For these reports, the CO of the Navy Reserve unit with which the SSRG officer trained, will be the "Regular Reporting Senior."

b. Reference (e) requires submission of regular FITREPs on all SSRG officers performing more than 90 consecutive days of Active Duty for Training (ADT).

c. A "Not Observed" FITREP, with a brief description of duties and accomplishments for SSRG officers is required for ADT periods less than 90 days.

d. All SSRG FITREPs must have an entry in Block 20 of the FITREP. Most SSRG will have codes of B, F or N. The N code should be used sparingly and the member should notify the program office if that code is used on their FITREP.

RESPERSMAN 1534-040

STRATEGIC SEALIFT OFFICER PROGRAM SELECTED RESERVE AND VOLUNTARY TRAINING UNIT MEMBERSHIP

Responsible Office	COMNAVRESFORCOM (N14)	Phone:	DSN	262-2613
			COM	(800) 535-2580
			FAX	(757) 444-7598

References	(a) OPNAVINST 1534.1D (b) Merchant Marine Act, 1936, Title XIII (c) CNSTC 1533.2 ROD (d) BUPERSINST 1001.39F (e) BUPERSINST 1610.10C (f) OPNAVINST 6110.1J
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1. **Purpose.** To issue information and amplifying guidance under reference (a), for the training and administration of Navy Reserve officers in the Strategic Sealift Officer Program (SSOP).

2. **Selected Reserve (SELRES) and Voluntary Training Unit (VTU) Affiliation by a Strategic Sealift Readiness Group (SSRG) Officer**

a. **Eligibility.** SSRG officers who can satisfy the SELRES participation requirements are eligible for affiliation provided they meet the following conditions:

- (1) Designator is 1665.
- (2) Participates satisfactorily in the SSOP.

(3) Possesses a valid and current U.S. Coast Guard Merchant Marine Credential (MMC) as noted in reference (a).

b. **Affiliation Procedures.** SSRG officers who meet the eligibility criteria for affiliation as a SELRES should contact a Navy Officer Recruiter to identify an available billet. SSOs are required to fill open SSO designated billets, or billets with a SSO Reserve Functional Area and Sex (RFAS) code first. Only after all open SSO billets are filled, will a SSO be allowed to fill other billets. Per reference (a), SSO SELRES are eligible to fill 1XXX and 1050 coded billets. The SSOP Manager is the point of contact for all SSO SELRES affiliation

questions and approves affiliation packages from Commander Navy Recruit Command (COMNAVCRUITCOM).

c. Accession Procedures. Direct Commission Officers (DCO) can access provided that they have at minimum an unlimited tonnage chief mate or 1st Assistant Engineer MMC with commensurate Standards for the Training and Certification of Watchstanders (STCW) endorsement. They must also meet all other Reserve Component (RC) requirements, provided that COMNAVRESFORCOM (N14) authorizes accessions. All DCOs must commission into the SSRG and can be considered for SELRES affiliation after completing the initial SSO Post Commissioning Indoctrination (PCI) course. The SSOPM must endorse all DCO accessions into the SSRG.

3. SSO SELRES and VTU Procedures

a. Professional points requests for SSO SELRES are forwarded to the SSOP for handling. Refer to **RESPERSMAN 1534-030** for more information.

b. All SSOs are required to maintain an active USCG Merchant Mariner Credential (MMC). This can be as a Deck or Engineering officer. The MMC must be endorsed for either Unlimited tonnage (deck) or Unlimited horsepower (engine), and be valid on "all oceans". A STCW endorsement as Officer in Charge of a Navigational Watch (OICNW) or Officer in Charge of an Engineering Watch (OICEW) or higher is required. The SSRG is an unlimited tonnage, oceans program and all members must be licensed to sail unlimited tonnage/horsepower (HP) vessels on international water, into foreign ports.

(1) Members who through their own misconduct or dereliction, fail to maintain those professional licenses necessary to perform military duties as a SSO, are subject to administrative separation from the Naval service per reference (f), enclosure (3), paragraph 1(b)(10), and/or transfer to inactive status pending resolution of their licensing requirements.

(2) Per reference (a), members may submit a waiver request to Commander Military Sealift Command via SSOPM. Waivers can only be granted once in a SSO's career and do not provide sanctuary from annual training requirements.

c. SSO SELRES and VTU members are not authorized SSRG ADT funding.

d. SSO SELRES and VTU member may return to the SSRG contingent on the following requirement:

(1) Must possess a valid MMC and STCW.

(2) Cannot be on the Ready Mobilization Pool (RMP) list.

(3) Must meet all participation requirements outlined in reference (a).

RESPERSMAN 1534-050

PHYSICAL READINESS STANDARDS COMPLIANCE REQUIREMENTS FOR MEMBERS OF THE STRATEGIC SEALIFT READINESS GROUP

Responsible Office	COMNAVRESFORCOM (N14)	Phone:	DSN	
			COM	(800) 535-2580
			FAX	(757) 444-7597

References	(a) OPNAVINST 6110.1J (b) OPNAVINST 1534.1D (c) BUPERSINST 1001.39F (d) COMSCINST 1534.1
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1. General

a. All members of the Navy must meet minimum Physical Readiness Standards. Strategic Sealift Officers (SSO) in the Strategic Sealift Readiness Group (SSRG) perform increasingly important short notice operational Active Duty for Training (ADT), Active Duty for Special Work (ADSW), Mobilizations (MOB) and recall assignments both in the continental United States (CONUS) and outside the continental United States (OCONUS). To ensure the operational capabilities of the SSRG, members must maintain minimum prescribed levels of physical readiness necessary for world-wide deployment.

2. Policy. All SSRG personnel shall meet minimum physical readiness standards for continued Naval service. Eligibility for orders is contingent on satisfactory compliance.

a. SSRG officers must complete, during the calendar year, one annual Periodic Health Assessment (PHA).

b. Effective fiscal year 2013, SSRG officers must complete two Physical Fitness Assessments (PFA) per calendar year; the first one to be completed during Cycle 1 (JAN-JUN), and the second during Cycle 2 (JUL-DEC).

(1) The PFA is administered by a qualified Command Fitness Leader (CFL) of a NRA or Active Component (AC) command. All SSOs shall complete a NAVPERS 6110/3 via Physical Readiness Information Management System (PRIMS) <https://www.bol.navy.mil> prior to participating in a PFA.

(2) Body Composition Assessment (BCA) must be completed by a certified CFL and forwarded by the CFL to COMNAVRESFORCOM (N14). COMNAVRESFORCOM (N14) is the CFL for Reserve Unit Identification Code (RUIC) 2525M.

c. Waivers will be authorized for PHA/PFA requirements per reference (a).

d. A failure of either the BCA or PRT component of the PFA constitutes a PFA failure. In the event a medical waiver is granted for all or part of the PRT, SSOs must still pass the BCA component unless it is also medically waived.

e. SSRG Officers with a failing PFA in the most recent cycle; without a passing PFA in the last two cycles; or without any PFA information in PRIMIS in the last two cycles will not be authorized access to SSRG ADT funding.

f. The SSOPM will grant waivers per reference (a). PHA or PFA waivers do not constitute a waiver of required participation delineated in [RESPERSMAN 1534-020](#).

3. Responsibilities

a. SSO Program Office shall:

(1) Provide oversight and ensure compliance with applicable directives.

b. Navy Reserve Activity (NRA) shall:

(1) Conduct PFAs per reference (a).

(2) Conduct PHAs for members. The CFL is responsible for conducting a safe PRT and shall complete the PFA checklist in the Operating Guide. All events of the PRT shall be performed per the Operating Guide.

(3) Forward results of PFA to SSO Program Office.

c. SSO members shall:

(1) Contact the NRA to coordinate the scheduling of a PHA.

(2) Contact the CFL to coordinate the scheduling of a PFA per reference (a).

(3) Coordinate with gaining unit and SSO Program Office for opportunities to perform PHA/PFA while on ADT.