

Copy 2

S/S By change 2; 27 Oct 86

Personnel—General

Dual Component Personnel Management Program

Headquarters
Department of the Army
Washington, DC
12 November 1985

The Pentagon Library
Rm 1A518, Pentagon
Washington, D.C. 20310

SUMMARY of CHANGE

AR 600-39

Dual Component

Personnel Management Program

Change 1. This change--

- o Updates office symbols of the U.S. Army Reserve Component Personnel and Administration Center.
- o Makes other minor technical improvements.

UPDATE Change Highlighting

The two techniques shown below are used to help readers identify new changes in administrative publications.

UPDATE Cancel and Underscore Technique

1.	2.	3.
Text as it appeared in the last UPDATE issue:	<i>Change</i> text as it appears in this UPDATE issue:	<i>Fresh</i> text as it will appear in the next UPDATE issue:
The quick brown fox jumped over the lazy dog.	The quick brown gray fox jumped over <u>on</u> the lazy dog.	The quick gray fox jumped on the lazy dog.

UPDATE Tint Technique

1.	2.	3.
Text as it appeared in the last UPDATE issue:	<i>Restructured change</i> text as it appears in this UPDATE issue:	<i>Fresh</i> text as it will appear in the next UPDATE issue:

Chapter 4 Hours of Duty

Section I General

4-1. Authority

Managers of activities employing NAFI personnel are authorized to establish and change the tours of duty of such employees in accordance with this regulation.

4-2. Explanation of terms

a. Administrative Workweek. A period of 7 consecutive calendar days designated in advance by the appropriate official.

b. Basic workweek. The days and hours within the administrative workweek for a full-time or for a part-time employee during which an employee is expected to be on duty. These hours may be scheduled as regular, irregular, or rotating tours of duty.

c. Full-time tour of duty. A basic weekly tour consisting of 40 hours of duty each week.

Chapter 4 Alcoholic Beverages

Section I Introduction

4-1. General

This chapter prescribes policies and procedures for the use, control, and sale of alcoholic beverages Army-wide.

4-2. Authority

Policies and procedures in this chapter are developed under the following authority:

a. Section 6, 1951 Amendments to the Universal Military Training and Service Act (65 Stat. 88, 50 USC, App. 473) and DOD Directive 1015.3-R concerning the use, control, and sale of alcoholic beverages on Army installations within the United States (which includes the District of Columbia) and Puerto Rico.

b. International treaties and agreements as they pertain to alcoholic beverages overseas.

Chapter 4 Alcoholic Beverages

Section I Introduction

4-1. General

This chapter prescribes policies and procedures for the use, control, and sale of alcoholic beverages Army-wide.

4-2. Authority

Policies and procedures in this chapter are developed under the following authority:

a. Section 6, 1951 Amendments to the Universal Military Training and Service Act (65 Stat. 88, 50 USC, App. 473) and DOD Directive 1015.3-R concerning the use, control, and sale of alcoholic beverages on Army installations within the United States (which includes the District of Columbia) and Puerto Rico.

b. International treaties and agreements as they pertain to alcoholic beverages overseas.

Issuance Notice: This UPDATE issue replaces the 12 November 1984 issue of AR 600-39, which should now be discarded.

Distribution: Distribution of this issue has been made in accordance with block 383, DA Form 12-9A for Active Army, USAR and the ARNG or by Subscription Card for users that have submitted a subscription card for this regulation.

Subscription Information: Complete part one of the cutout subscription card, show the total number of copies of AR 600-39 that you need. Forward the cutout subscription card to your unit publications clerk. The unit publications clerk must complete part two of the card by consolidating the unit's total requirements and then mail it.

Resupply: Limited copies of this UPDATE publication are available from the Baltimore Publications Center. To obtain copies, submit a completed DA Form 4569 (USAAGPC Requisition Code Sheet)

Editorial Comments: This UPDATE publication contains editorial comments that are not in the original standard version. These comments were inserted when there was a need to clarify the placement of an element of text (for example, the location of a table). These comments are set in bold italic type and enclosed in parentheses.

Placement of Tables, Figures, Appendixes, and "R" Forms:

• Full-page tables, figures, and appendixes (in that order) in UPDATE publications are located after the last chapter of these publications. Less

than full-page tables and figures will be placed nearest the first cited reference in the publication.

• All reproducible forms (R forms) included in UPDATE publications are located at the back of these publications and are in numerical sequence, beginning with DA Forms.

A Special Note About Forms and Local

Reproduction: Forms are one of the Army's basic work tools. As the successful use of forms is closely related to the effective and efficient handling of personnel actions, the following general information about locally reproducible forms may be helpful to you:

• DA locally reproducible forms are designated with the suffix "R" as in DA Form XXXX-R.

• The authority for local reproduction of DD Forms and their use is given in the directive.

• Sources for forms not authorized for local reproduction (i.e., stocked forms) are the AG publications centers or as stated in the authorizing directive. Since these forms may NOT be reproduced locally, they must be requisitioned.

• The copies of "R" forms at the back of publications printed in UPDATE are for your use in making local reproduction. Have them printed through your Forms Management Officer (FMO). In accordance with AR 310 1, paragraphs 4-26 and 4-28, the FMO may authorize the reproduction of a form in a modified format more convenient to local users. Those provisions permit back-to-back printing,

carbon sets, and continuous construction for word processing use.

• AR 310-1, paragraph 4-28, also authorizes overprinting of locally fixed processing information. The idea behind this authorization to overprint is to reduce the amount of time a typist has to spend repeating local standardized requirements.

• The rules for procuring printing differ from place to place; therefore, your FMO may not be able to approve the printing. In such a case the decision to overprint, or not to overprint, locally required information would be made at the lowest level where printing decisions are made.

The forms and local reproduction program offers you an opportunity to reduce your administrative burden and to save precious manhours for your unit.



This is the signature of an Army UPDATE publication. The relationship of pen and book in this mark depicts printed communications ideas disseminated rapidly and accurately in an economical and aesthetically beneficial manner to serve and to be conveniently used by a large audience.

Personnel—General

Dual Component Personnel Management Program

The original form of this regulation was published on 12 November 1984.

This UPDATE printing publishes a Change 1 which is effective 12 November 1985. The portions of the text that are revised by Change 1 are highlighted in this printing.

By Order of the Secretary of the Army:

JOHN A. WICKHAM, JR.
General, United States Army
Chief of Staff

Official:

MILDRED E. HEDBERG
Brigadier General, United States Army
The Adjutant General

Summary. This regulation, which covers policy for enlisted personnel and warrant officer personnel holding dual status in both the Active Army and the Army Reserve, has been revised. This revision implements DOD policy decisions concerning grade restraints when appointing commissioned officers and provides guidance regarding academic evaluation reports.

Applicability. This regulation applies to Active Army units worldwide. It does not apply to Army National Guard (ARNG) or U.S. Army Reserve (USAR) units.

Impact on New Manning System. This regulation does not contain information that affects the New Manning System.

Internal control systems. This regulation is not subject to the requirements of AR 11-2. It does not contain internal control provisions.

Supplementation. Supplementation of this regulation (and establishment of forms other than DA forms) are prohibited unless prior approval is obtained from the Commander, U.S. Army Reserve Components Personnel and Administration Center (ATTN: DARC PPC), 9700 Page Boulevard, St. Louis, MO 63132-5200.

Interim changes. Interim changes to this regulation are not official unless they are authenticated by The Adjutant General. Users will destroy interim changes on their expiration dates unless sooner superseded or rescinded.

Suggested improvements. The prop-o-n-e-n-t a-g-e-n-c-y r-e-s-p-o-n-s-i-b-l-e for policies of this regulation is the Office of the Deputy Chief of Staff for Personnel, DA (DAPE-MPD-OP). Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) directly to the Commander, U.S. Army Reserve Components Personnel and Administration Center (ATTN: DARC-PPC), 9700 Page Boulevard, St. Louis, MO 63132-5200.

Distribution. Active Army, B; ARNG and USAR, D.

Contents (listed by paragraph number)

Section I

Introduction

Purpose • 1

References • 2

Explanation of abbreviations and terms • 3

Section II

Responsibilities

Heads of Army Staff agencies • 4

Deputy Chief of Staff for Personnel, DA (DCSPER ~~DA~~) • 5

The Adjutant General (TAG) • 6

Chief, Army Reserve (CAR) • 7

Commanding General, U.S. Army Military Personnel Center (CG, MILPERCEN) • 8

Commanding General, U.S. Army Forces Command (CG, FORSCOM) and Commanding General, U.S. Army Training and Doctrine Command (CG, TRADOC) • 9

Commanding officers of dual component members • 10

Custodians of Military Personnel Records Jackets, U.S. Army (MPRJ) of dual component members • 11

Section III

General

Concept • 12

Eligibility criteria • 13

Grade on appointment • 14

Role on mobilization • 15

Status on mobilization • 16

Channels of command and administration • 17

Mobilization procedures • 18

Grade restoration • 19

Section IV

Personnel Actions

Appointment • 20

Promotion • 21

Branch or specialty transfers • 22

Evaluation reports • 23

Security requirements • 24

Orders • 25

Accessions to Active Components • 26

Personnel qualification records • 27

Suspension of favorable personnel actions • 28

Elimination • 29

Removal from active Reserve status • 30

Separation • 31

Retirement • 32

Section V

Management

Career guidance • 33

Assignment • 34

Active duty • 35

Appendix A. References

Glossary

RESERVED

Section I Introduction

1. Purpose

This regulation—

a. Prescribes policies governing the Army's Dual Component Personnel Management Program. This program allows the Department of the Army (DA) to quickly meet mobilization requirements through procurement of trained commissioned and warrant officers from enlisted and warrant officer (WO) ranks of the Regular Army (RA).

b. Discusses responsibilities, appointments, and career planning and management of these members who hold dual status in both the RA and the U.S. Army Reserve (USAR).

2. References

Required and related publications and ~~referenced and related~~ prescribed and referenced forms are listed in appendix A.

3. Explanation of abbreviations and terms

Abbreviations and special terms used in this regulation are explained in the glossary.

Section II

Responsibilities

4. Heads of Army Staff agencies

Army Staff agency heads will, within their areas, set objectives, programs, and instructions to get the most benefit from the Army's Dual Component Personnel Management Program. Primary responsibilities are discussed in this section.

5. Deputy Chief of Staff for Personnel, DA (DCSPER DA)

The DCSPER has overall responsibility for General Staff supervision and coordination of plans, policies, and programs of Reserve Components (RCs) not on active duty (AD). In addition, the DCSPER will—

a. Formulate policies and plans and exercise General Staff supervision for the Dual Component Personnel Management Program. This will be done in coordination with other staff agencies.

b. Set criteria for mobilizing dual component members.

c. Develop and issue guidance for ordering dual component members to AD.

6. The Adjutant General (TAG)

TAG, through the Commanding General, U.S. Army Reserve Components Personnel and Administration Center (CG, RCPAC), will—

a. Appoint, accession, and promote dual component personnel in their USAR status.

b. Issue mobilization orders in coordination with the CG, U.S. Army Military Personnel Center.

7. Chief, Army Reserve (CAR)

The CAR, through the Commander, U.S. Army Reserve Personnel Center (ARPERCEN), will—

a. Coordinate accessions and assign dual component personnel in their USAR status.

b. Manage careers of dual component personnel in their USAR status.

8. Commanding General, U.S. Army Military Personnel Center (CG, MILPERCEN)

The CG, MILPERCEN, in coordination with the CG, RCPAC, and the Commander, ARPERCEN, will advertise, procure, and monitor the Dual Component Personnel Management Program.

9. Commanding General, U.S. Army Forces Command (CG, FORSCOM) and Commanding General, U.S. Army Training and Doctrine Command (CG, TRADOC)

The CG, FORSCOM, and the CG, TRADOC, are responsible for general supervision and training of dual component members in the Active Component Army.

10. Commanding officers of dual component members

These commanding officers will—

a. Employ members in their current AD grades.

b. Place members in leadership roles to develop their potential for service in a commissioned officer or WO status.

11. Custodians of Military Personnel Records Jackets, U.S. Army (MPRJJs) of dual component members

These custodians will—

a. Report members to RCPAC for accessioning into the USAR Control Group (Dual Component).

b. Administer all Reserve personnel matters and submit evaluation reports. (See AR 623-105, chap 7.)

c. Assist the commanding officer in making maximum use of these members in leadership and supervisory capacities.

d. Report changes to dual component status (DA Pam 600-8-2, procedure 2-29) resulting from initial appointment or commission, promotion, or ending of dual component status.

e. Maintain suspense roster for RA enlisted members holding USAR commissions or WO appointments. This will ensure that needed officer evaluation reports (OERs) are prepared. (See DA Pam 600-8, procedures 5-16.)

Section III General

12. Concept

DA mobilization needs for officers must be met quickly through procurement of trained

commissioned officers and WOs. Current AD members are ready assets during times of rapid expansion of the Active Component Army. They can be mobilized to assume greater responsibilities quickly. Career planning and management of dual component members are vital to the use of these assets in time of war or national emergency.

13. Eligibility criteria

The following members are eligible to apply for dual component status:

a. RA WOs who have not been—

(1) Twice passed over for promotion.

(2) Otherwise released from AD or active status because of failure to be promoted to a higher commissioned grade.

b. RA enlisted persons in the Armed Forces qualified under AR 135-100.

14. Grade on appointment

Appointment will be made in the grade of second lieutenant unless the member qualifies for a higher grade under AR 135-100.

15. Role on mobilization

The Dual Component Personnel Management Program supplements other programs for qualified officers and WOs as needed to fill authorized mobilization positions. The program is designed to provide a trained group able to perform assigned tasks once ordered to AD.

16. Status on mobilization

USAR officers serving on AD in another status will be processed as follows if they are mobilized in their officer grades:

a. Enlisted members will be discharged from their current AD status the day before their reporting date of entry on AD as a USAR commissioned officer or WO.

b. RA WOs will not be discharged. Their WO status will continue in an underlying status. They will return to WO status the day following the date released from AD as a commissioned officer.

17. Channels of command and administration

AR 140-1 explains channels of command and administration for the Dual Component Personnel Management Program. Direct communication on matters relating to USAR status is authorized between each of the following:

a. The CG, RCPAC.

b. The Commander, ARPERCEN.

c. The commander who keeps the member's records.

d. The individual concerned.

18. Mobilization procedures

When full mobilization is declared, the first officer in a dual component member's chain of command having general courts-martial jurisdiction will decide if a member is to be mobilized in his or her USAR grade.

a. In deployed and early-deploying units, members may be mobilized in their USAR status to fill officer vacancies rapidly within the organization. However, in non- or late-

deploying units, dual component personnel who are mobilized in their USAR status will be considered available for Army-wide reassignment.

b. In all cases, mobilization of dual component personnel in their USAR status will be reported to MILPERCEN through the Standard Installation/Division Personnel System—Wartime network. Approving authorities also will inform RCPAC (ATTN: DARC-PR) of the reason for not mobilizing specific dual component members. MILPERCEN will inform the same office when a dual component member is activated in his or her USAR status.

19. Grade restoration

During demobilization, members who were mobilized in their USAR grade are authorized to return to their pre-mobilization status. The guideline for computing grade restoration will be the average grade of the member's year group. For example, an enlisted member grade E5 is mobilized in his or her USAR grade of second lieutenant. At demobilization, if his or her year group contemporaries would have attained the rank of E7, the member would be considered for reenlistment as an E7. RA WOs who are mobilized as USAR commissioned officers will, on demobilization, revert to their RA warrant grade; they will be considered for temporary appointment to the grade equal to their year group peers.

Section IV Personnel Actions

20. Appointment

a. AR 135-100 governs the appointment of commissioned officers and WOs in the USAR. Commanders of major Army commands normally are the appointing authority for appointments in the grade of second lieutenant. All other applications will be sent to the CG, RCPAC, for final approval.

b. When the member, on appointment, is not concurrently ordered to AD in his or her Reserve grade, one copy of the appointment letter will be sent to Commander, ARPERCEN (ATTN: ~~DARP-MSB-0~~ DARP-MSB-S), 9700 Page Boulevard, St. Louis, MO 63132-5260. This copy will be annotated with the date of acceptance. The information will be used to accession the applicant into the USAR Control Group (Dual Component). The appointing authority will send a copy of the appointment letter with oath of office to the following:

(1) HQDA(DAPC-MSR), ALEX VA 22332-0400, for Active Component WOs.

(2) Commander, U.S. Army Enlisted Records and Evaluation Center (ATTN: PCRE FF), Fort Benjamin Harrison, IN 46249-5301, for Active ~~Component~~ Army enlisted members (AR 640 10).

21. Promotion

a. Commissioned officers and WOs assigned to the USAR Control Group (Dual

Component) are nonunit officers whose promotion in the USAR is governed by AR 135-155. Members normally are considered for promotion in the calendar year before the calendar year in which they are eligible.

b. Commanders and MPRJ custodians will—

(1) Ensure that these members are aware that, for promotion in the USAR, they must meet eligibility requirements (AR 135-155, tables 2-1 and 2-2). These include completion of career development courses.

(2) Encourage enrollment in nonresident courses of instruction and completion of academic studies. This will allow members to be competitive with their USAR peers.

(a) The member must complete two copies of DA Form 145 (Army Correspondence Course Enrollment Application) to enroll in nonresident courses. They will submit the completed forms through their unit commanders and MPRJ custodians for verification. The forms then will be sent to the school for further processing.

(b) The member will send certificates of completion of military or civilian schooling through the MPRJ custodian, for annotation, to Commander, ARPERCEN (ATTN: ~~DARP-MSB-0~~ DARP-MSB-S), 9700 Page Boulevard, St. Louis, MO 63132-5260. The certificate will be included in the officer career management file (OCMF). The OCMF is maintained at the Officer Personnel Directorate, MILPERCEN; the Office of the Judge Advocate General; the Office of the Chief of Chaplains; or the Office of the Surgeon General, for each dual component WO, and RCPAC, for each dual component enlisted member (AR 140-241).

c. Eligible dual component members who are in the zone of consideration by a mandatory selection board will submit photographs for Reserve officer promotion consideration. (See AR 135-155, chap 3.) The photograph may be taken of the officer in the service uniform in the capacity in which serving on AD. It also may be taken in the service uniform as a Reserve commissioned officer or WO.

22. Branch or specialty transfers

Because of duty assignments in the Active Component Army, dual component members may become better qualified in other than their USAR assigned specialties or basic branches. In such cases, ARPERCEN may involuntarily branch transfer or designate an additional specialty or both. The member also may make a request for a specialty redesignation or branch transfer. Send the request along with supporting documents to Commander, ARPERCEN (ATTN: ~~DARP-MSB-0~~ DARP-MSB-S), at the address in paragraph 23b(1). Authority for this request is AR 140-10.

23. Evaluation reports

a. RA and Army of the United States (AUS) WOs are rated under AR 623-105. On the basis of their status as USAR officers, no separate evaluation reports are required.

b. Enlisted members holding USAR commissions or warrants are rated under AR 623 105, chapter 7, if they are in other-than-student status.

(1) Rating officials will prepare three copies of the reports. Two copies will be sent to Commander, ARPERCEN (ATTN: ~~DARP-MSB-0~~ DARP-MSB-S), 9700 Page Boulevard, St. Louis, MO 63132-5260. The third copy will be given to the member.

(2) The Commander, ARPERCEN, will review and make needed corrections. The Commander, ARPERCEN, also will —

(a) Send one copy to the U.S. Army Enlisted Records and Evaluation Center (ATTN: PCRE-FS) for the official military personnel file.

(b) Retain one copy in the OCMF.

c. DA Form 1059 (Academic Evaluation Report) is issued to enlisted members holding a USAR commission or warrant status on AD as RA enlisted. These members also must be on student status enrolled in a course scheduled for 60 calendar days or more. The report will be issued in their AD status at graduation or disenrollment from the course of instruction. (See AR 623-1.) The service member's military personnel office (MILPO) will prepare four copies of the DA Form 1059. After completion by the reviewing officials, the MILPO will send—

(1) The original to Commander, U.S. Army Enlisted Records and Evaluation Center (ATTN: PCRE FS), Fort Benjamin Harrison, IN 46249-5301. The form will be filed in the enlisted official military personnel file.

(2) One copy to Commander, ARPERCEN (ATTN: ~~DARP-MSB-0~~ DARP-MSB-S), 9700 Page Boulevard, St. Louis, MO 63132-5260, for filing in the OCMF.

(3) One copy to the service member.

24. Security requirements

A favorable National Agency Check, conducted under AR 381 20, is required for all commissioned officers and WOs. A check of personnel records for dual component members will be done to ensure that members possess valid security clearances. This will ensure that members are readily available for mobilization.

25. Orders

a. One copy each of the following orders on dual component members will be sent to Commander, ARPERCEN (ATTN: ~~DARP-MSB-0~~ DARP-MSB-S), 9700 Page Boulevard, St. Louis, MO 63132-5260.

(1) Orders that affect a member's Active Component Army grade or Reserve status.

(2) Change-of-station order (for locator use).

b. The member's MPRJ custodian will be given one copy of any order issued at ARPERCEN that affects his or her dual component status.

26. Accessions to Active Components
Information on USAR status is a vital part of enlistment records. Failure to enter this

information properly in item 25 on the DD Form 1966-Series (Application for Enlistment-Armed Forces of the United States) may prevent inclusion of members in the Dual Component Personnel Management Program.

27. Personnel qualification records

The MPRJ custodian will ensure that correct information about USAR status is entered on DA Form 2 (Personnel Qualification Record—Part 1) in items 39 and 40. This is done under AR 640-2 1, chapter 2.

28. Suspension of favorable personnel actions

If favorable personnel actions are suspended against dual component members under AR 600-31, favorable personnel actions in Reserve status also must be suspended. In addition to the distribution required by AR 600-31, the member's commander will prepare one copy of each DA Form 268 (Report for Suspension of Favorable Personnel Actions). Include interim and final reports. Reports will be sent to Commander, ARPERCEN (ATTN: DARP-MSB) (DARP-MSB S), 9700 Page Boulevard, St. Louis, MO 63132-5260.

29. Elimination

When retention is not in the best interest of the service, USAR officers may be eliminated under rules and procedures in AR 135-175.

a. The commander of a dual component member will ensure that the member meets the high standards desired for retention in the USAR. The commander will initiate elimination action if required.

b. Reasons that would cause a member to lose his or her USAR status do not always require termination of AD. But elimination from the Active Component Army at the recommendation of a board of officers normally results in termination of USAR status as well.

c. Dual component members who are not recommended for promotion in their enlisted status or selected for retention under the Active Component Enlisted Qualitative Retention Program will be considered for elimination.

30. Removal from active Reserve status

Certain parts of AR 140-10, chapter 3, apply to dual component members. Action to remove members from their active Reserve status normally is taken by the custodian of the member's MPRJ or the CG, MILPERCEN. This can be done by a discharge or transfer to the Retired Reserve if the member is eligible and the member requests transfer. Primary reasons for removal are listed below.

a. Medical disqualification for retention.

b. Two nonselections for Reserve promotion to the grades of chief WO, W3; chief WO, W4; captain; major; or lieutenant colonel.

c. Attainment of maximum authorized age.

d. Failure to complete military school requirements within the prescribed time after promotion.

31. Separation

On separation from an RA or AUS status, dual component members normally will transfer or revert to a USAR control group. Transfer activities will ensure that correct action is taken to prevent erroneous discharge of dual component members from their USAR status.

32. Retirement

Various laws govern retirement of dual component members.

a. WOs or enlisted members may retire voluntarily in a commissioned officer status (sec 3911, title 10, United States Code). They must, however—

(1) Have completed 10 years of active commissioned service in their overall total of 20 years active Federal service.

(2) Hold a USAR commission at the time of retirement.

b. Enlisted members holding a USAR WO status may retire in a WO grade (sec 1293, title 10, United States Code).

c. On completion of 30 years of service, the member may be advanced to the highest grade satisfactorily held while serving on AD as determined by the Secretary of the Army (sec 3961, title 10, United States Code) (The 30 years of service consists of active Federal service plus time on the retired list.)

d. AR 635-100, AR 635-200, and DA Pam 600-5 explain more about advancement on the retired list.

Section V Management

33. Career guidance

a. The dual component member's career development is controlled by three separate managers. Each one must function under established policies and career patterns to provide a satisfying military career for the member. These managers are listed below.

(1) Custodian of the OCMF (see glossary)

(2) Unit commander, who ensures proper use of the member in his or her AD grade and evaluates performance. The commander should emphasize the member's potential to produce better results.

(3) Dual component member. The member—

(a) Is responsible for seeking opportunities to develop his or her own specialty-related talents and skills.

(b) Should seek guidance from other designated managers, when necessary, to enhance his or her career.

b. DA Pam 140-1 applies when possible and if consistent with the AD assignment.

34. Assignment

Assigning of dual component members in an AD status follows normal career progression for that status. Commanders and other supervisors should—

a. Be aware that these members have recognized abilities, attitudes, skills, and potential for development at a higher level of responsibility.

b. Give these members tasks that are consistent with unit requirements and that will permit comprehensive, objective evaluations. These tasks must—

(1) Enhance the member's potential.

(2) Develop resourcefulness and initiative.

(3) Relieve leaders of duties that may be given to dual component members.

35. Active duty

The ultimate goal of dual component members should be to serve on AD in the highest possible grade in order to increase their contribution to the Army. Procurement programs normally are announced through DA circulars. Eligible candidates should be encouraged to apply.

Appendix A References

Section I Required Publications

AR 135-100

Appointment of Commissioned and Warrant Officers of the Army. (Cited in paras 13, 14, and 20.)

AR 135-155

Promotion of Commissioned Officers and Warrant Officers Other than General Officers. (Cited in para 21.)

AR 135-175

Separation of Officers. (Cited in para 29.)

AR 140-1

Army Reserve: Mission, Organization, and Training. (Cited in para 17.)

AR 140-10

Army Reserve: Assignments, Attachments, Details, and Transfers. (Cited in paras 22 and 30.)

AR 381-20

U.S. Army Counterintelligence (CI) Activities. (Cited in para 24.)

AR 600-31

Suspension of Favorable Personnel Actions for Military Personnel in National Security Cases and Other Investigations or Proceedings. (Cited in para 28.)

AR 623-1

Academic Evaluation Reporting System. (Cited in para 23.)

AR 623-105

Officer Evaluation Reporting System. (Cited in paras 11 and 23.)

AR 640-2-1

Personnel Records and Identification of Individuals—Personnel Qualification Record. (Cited in para 27.)

DA Pam 140-1

U.S. Army Reserve Officers Professional Development and Utilization. (Cited in para 33.)

DA Pam 600-8

Military Personnel Management and Administrative Procedures. (Cited in para 11.)

DA Pam 600-8-2

Standard Installation/Division Personnel System (SIDPERS) Military Personnel Office Level Procedures. (Cited in para 11.)

Section II Related Publications

Related publications are merely sources of additional information. The user does not have to read them to understand this regulation.

AR 140-241

Army Reserve Personnel Records.

AR 635-100

Personnel Separations: Officer Personnel.

AR 635-200

Personnel Separations: Enlisted Personnel.

AR 640-10

Individual Military Personnel Records.

DA Pam 600-5

Handbook on Retirement Services for Army Personnel and Their Families.

Section III

Referenced/Prescribed Forms

DA Form 2

Personnel Qualification Record—Part 1. (Cited in para 27.)

DA Form 145

Army Correspondence Course Enrollment Application. (Cited in para 21.)

DA Form 268

Report for Suspension of Favorable Personnel Actions. (Cited in para 28.)

DA Form 1059

Service School Academic Evaluation Report. (Cited in para 23.)

DD Form 1966-Series

Application for Enlistment—Armed Forces of the United States. (Cited in para 26.)

Section IV

Related/Referenced Forms

DA Form 67-8

U.S. Army Officer Evaluation Report (OER).

DA Form 67-8-1

Officer Evaluation Report Support Form.

DA Form 67-8-2

Senior Rater Profile Report Officer Evaluation Reporting System.

DA Form 1290

Warrant Officer's Commission.

DD Form 1A

Officers Commission.

Glossary

Section I Abbreviations

AD
active duty

ARNG
Army National Guard

ARPERCEN
U.S. Army Reserve Personnel Center

AUS
Army of the United States

CG
Commanding General

DA
Department of the Army

DCSPER
Deputy Chief of Staff for Personnel

MILPERCEN
U.S. Army Military Personnel Center

MPRJ
Military Personnel Records Jacket, U.S. Army

OCMF
officer career management file

OER
officer evaluation report

RA
Regular Army

RC
Reserve Component

RCPAC
U.S. Army Reserve Components Personnel and Administration Center

USAR
U.S. Army Reserve

WO
warrant officer

Section II Terms

Active duty
Full-time duty in active military service of the United States, other than active duty for training.

Dual component personnel
RA or AUS enlisted or WO members serving in that capacity on AD; have been appointed and simultaneously hold status as Reserve commissioned officers or WOs.

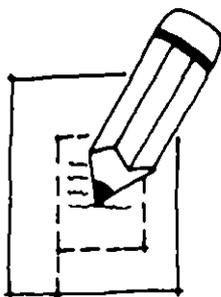
Officer career management file
File that contains, among other papers, a duplicate copy of each OER prepared.

USAR Control Group (Dual Component)
Unit set up at RCPAC for control and statistical accounting of dual component members.

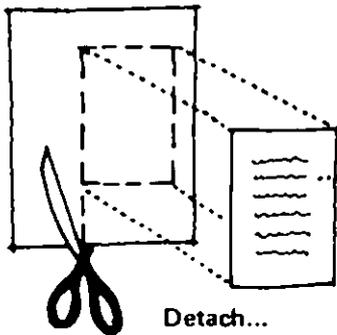


0001153366

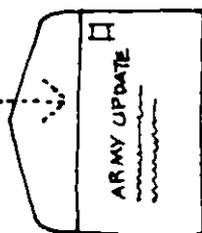
RESERVED



Fill out...



Detach...



Place in envelope and mail to...

Army UPDATE Publications
800 West Church Road
Mechanicsburg, PA 17055-3198

Instructions for completing the subscription card in this volume.

PART 1: This section is for internal use within your unit.

PART 2:

Publication Account Number

(Insert 5-digit account number. The first block will be a letter and each succeeding block will be a number.) If you do not have an established account and wish to open one, complete DA Form 12.

Quantity Required

(Insert total number of copies your unit requires.)

Name/Address of Unit

(Insert full name, address, and zip code as it appears on the labels that you receive on mailings from the Baltimore AG Publications Center.)

Subscription Information: Valid account holders must submit the enclosed subscription card if they want to either increase or decrease their present quantity.

Resupply: Limited copies of this UPDATE publication are available from the Baltimore Publications Center. Complete DA Form 4569, USAAGPC Requisition Code Sheet accordingly.

Army UPDATE Publications Subscription Card

AR 600-39

PART 1. FOR COMPLETION BY USER OF PUBLICATION
Record copy requirements for your section. Pass card to unit publication clerk for consolidation of total subscription requirement.

Name of section. _____
Number of copies desired for section use. _____

PART 2. FOR COMPLETION BY UNIT PUBLICATION CLERK
Use one of these cards to consolidate all section requirements into one unit subscription, then mail immediately.

PUBLICATION ACCOUNT NO		
<input type="text"/>	<input type="text"/>	<input type="text"/>
FORM NUMBER	BLOCK NUMBER	QUANTITY REQUIRED
12-14	0033	<input type="text"/>

Publications Clerk...
These blocks **MUST** be filled in.

Unit Name and Address _____

DA FORM 12-13, FEBRUARY 1985



PENTAGON LIBRARY



0001153366

PIN: 004325-000