

ARMY REGULATION

No. 601-49

HEADQUARTERS
DEPARTMENT OF THE ARMY
WASHINGTON, DC, 7 December 1973

310-86
June 76

PERSONNEL PROCUREMENT
NOTIFICATION OF ENTRY INTO ACTIVE MILITARY SERVICE (DD FORM 53)

Effective 1 February 1974

This revision updates the addresses of the State Directors of Selective Service. Local supplementation of this regulation is prohibited except upon approval by the Deputy Chief of Staff for Personnel.

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1. Purpose. DD Form 53 (Notification of Entry into Active Military Service) is furnished the Selective Service System to assist that agency in accounting for men registered with local Selective Service boards in accordance with the Military Selective Service Act.

2. Preparation. a. DD Form 53 will not be prepared for—

- (1) Women entering active military service.
- (2) Reservists and National Guardsmen ordered to active duty for training (ADT).
- (3) Persons who are disqualified for active duty upon reporting for examinations.
- (4) Men inducted into the Armed Forces under the Military Selective Service Act.

b. DD Form 53 will be prepared and forwarded as prescribed herein for all male officers and warrant officers and enlisted men entering military service on regular or extended active duty as follows:

- (1) *Enlisted men entering active military service at Armed Forces examining and entrance stations (AFEES).* The AFEES commander will prepare and forward the form.
- (2) *Officers and warrant officers appointed in the Regular Army.* Upon execution of the oath of office, the commander responsible for administering the oath will prepare and forward the form.
- (3) *Cadets entering the United States Military Academy.* Upon execution of oath of allegiance, the Superintendent, United States Military Academy will prepare and forward the form.
- (4) *Members of ARNGUS and Army Reserve ordered to active duty.*

(a) *Individuals.* The commander of the first station or organization receiving individual members who are coming on active duty for the first time, including those TDY to service schools en route to initial duty assignment, will prepare and forward the form.

(b) *Units.* During mobilization station processing, commanders of ARNGUS and Army Reserve units called or ordered to active duty will prepare DD Form 53 for each male officer and enlisted man carried on the initial morning report. Each unit commander will prepare and sign a statement as follows:

..... DD Forms 53 are forwarded here-
(Number)
with for disposition in accordance with paragraph 4, AR 601-49, for personnel assigned to this unit as of..... This
(Effective date of active duty)
total is (is not) in agreement with the morning report strength for.....
(Effective date of active duty)

If the total number of DD Forms 53 forwarded is not in agreement with the morning report strength, the following statement will be added:

DD Forms 53 have not been prepared for the following individuals for the reasons noted opposite each name.

3. Instructions for completion. DD Form 53 will be completed by typewriter or printed legibly in ink as follows:

- a. *Item 1.* Enter last name, first name, and spell out the full middle name or names, if any.
- b. *Item 2.* Enter the individual's Selective Service number. The Selective Service number will be obtained from the Registration Certificate (SSS

*This regulation supersedes AR 601-49, 8 August 1973.

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Form 2), the Status Card (SSS Form 7), or the Notice of Classification (SSS Form 110), which should be in the possession of the person concerned. (The group spacing is important in this number; therefore, it will be entered (utilizing corresponding blocks) with group spacing unaltered.) If the individual is not registered with the Selective Service, enter "None."

c. Item 3. In all cases in which the Selective Service number is recorded in item 2, enter in item 3 the Selective Service local board number, and the city, county, and State in which located. The number and address of the local board will be obtained from the Registration Certificate (SSS Form 2), the Status Card (SSS Form 7) or the Notice of Classification (SSS Form 110). If entry in this item is not applicable to the individual concerned, enter "None."

d. Item 4. Enter home address (the place in which the individual claims permanent home or residence at the time of latest entry into active military service, not merely a mailing address). The home address will consist of number and street or RFD number, city, county, State, and ZIP code. If the individual does not know the name of the county in which the town or city is located, it will be obtained from the US Postal Guide or from a standard atlas. This information is required to make proper disposition of DD Form 53 as prescribed in paragraph 4.

e. Item 5. Enter an "X" in the box immediately preceding "Army."

f. Item 6. Enter the individual's social security number.

g. Item 7. Enter the grade in which the individual is ordered to active duty, enlisted, reenlisted, appointed, reappointed, or commissioned. For enlisted personnel, enter the appropriate pay grade and title; e.g., "E-4 CPL," or "E-5 SP5."

h. Item 8. Enter year, month, and day of entry on active duty, enlistment, reenlistment, appointment, or reappointment. In the case of individuals commissioned in the Regular Army, this date is the day of execution of oath of office; for the United States Military Academy cadets, it is the day the oath of allegiance is executed.

i. Item 9. Enter date of birth (year, month, and day).

j. Item 10. Self-explanatory.

k. Item 11. The name, grade, and station of the officer responsible for the preparation of DD Form 53 will be typed in the space provided.

l. Item 12. The officer whose name is typed in item 11 will affix his signature, in ink, in item 12. The DD Form 53 will be reviewed for legibility, completeness, and accuracy before being forwarded.

4. Disposition and mailing. *a.* Not later than the day following preparation or receipt, completed forms will be sorted by State and placed in envelopes addressed to the State Director of Selective Service for the State having jurisdiction over the individual's local board as shown in item 3 of DD Form 53.

b. When the information required by item 3 of DD Form 53 is not available, such as in the case of an individual who has not registered, the form will be sent to the Selective Service Directory for the State shown on either the individual's Enlistment Contract (DD Form 4) or other official records completed at the time of entry on active duty.

c. DD Form 53, prepared for individuals who cannot be identified with a State Selective Service activity (persons with addresses outside the 50 States, New York City, District of Columbia, Puerto Rico, Virgin Islands, Guam, and the Canal Zone) will be forwarded to Director of Selective Service for the District of Columbia, 441 G Street NW, Washington, DC 20001.

d. Statement of transmittal (paragraph 2b(4)(b)) will be filed in the headquarters forwarding DD Forms 53 to the State Director of Selective Service.

e. Each mailing address listed below will include as part of the address "Director of Selective Service." Post Office box address will be used for mailing whenever shown. All mail to Alaska, Canal Zone, Guam, Hawaii, Puerto Rico, and the Virgin Islands will be sent via airmail. The first element of an individual's Selective Service number, reading from left to right, is the number which identifies the State in which the individual is registered. The second element of the Selective Service number is the registrant's Selective Service local board within the State.

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<i>Number and State</i>	<i>Region</i>	<i>Director's headquarters address</i>
1 Alabama.....	IV	474 South Court Street Montgomery, AL 36104
51 Alaska.....	IX	619 Fourth Avenue Anchorage, AK 99501
2 Arizona.....	IX	522 North Central Avenue Phoenix, AZ 85004
3 Arkansas.....	VI	700 West Capitol Little Rock, AR 72201
4 California.....	IX	801 I Street Sacramento, CA 95814
56 Canal Zone.....	IV	Post Office Box 2014 Balboa Heights, CZ
5 Colorado.....	VIII	750 West Hampden Avenue Englewood, CO 80110
6 Connecticut.....	III	Post Office Box 1558 Hartford, CT 06010
7 Delaware.....	III	3202 Kirkwood Highway Wilmington, DE 19808
49 District of Columbia.....	III	441 G Street NW Washington, DC 20001
8 Florida.....	IV	Post Office Box 1988 St. Augustine, FL 32084
9 Georgia.....	IV	901 West Peachtree Street NE, Atlanta, GA 30309
55 Guam.....	IX	Post Office Box 3036 Agana, GU 96910
52 Hawaii.....	IX	Post Office Box 4006 Honolulu, HI 96813
10 Idaho.....	IX	550 West Fort Street Boise, ID 83702
11 Illinois.....	V	528 South Fifth Street Springfield, IL 62701
12 Indiana.....	V	36 South Pennsylvania Street Indianapolis, IN 46204
13 Iowa.....	VIII	Building 68, Fort Des Moines Des Moines, IA 50305
14 Kansas.....	VIII	503 Kansas Avenue Topeka, KS 66603
15 Kentucky.....	IV	330 West Broadway Frankfort, KY 40601

	<i>Number and State</i>	<i>Region</i>	<i>Directors headquarters address</i>
16	Louisiana.....	VI	Building No. 63 Jackson Barracks New Orleans, LA 70146
17	Maine.....	III	40 Western Avenue Augusta, ME 04330
18	Maryland.....	III	31 Hopkins Plaza Baltimore, MD 21201
19	Massachusetts.....	III	John Fitzgerald Kennedy Federal Building Government Center Boston, MA 02203
20	Michigan.....	V	Post Office Box 626 Lansing, MI 48903
21	Minnesota.....	V	180 East Kellogg Boulevard St. Paul, MN 55101
22	Mississippi.....	IV	4785 Interstate 55 North Jackson, MS 39296
23	Missouri.....	VIII	411 Madison Street Jefferson City, MO 65101
24	Montana.....	VIII	Post Office Box 1183 Helena, MT 59601
25	Nebraska.....	VIII	941 O Street Lincoln, NE 68508
26	Nevada.....	IX	1511 North Carson Street Carson City, NV 89701
27	New Hampshire.....	III	Post Office Box 427 Concord, NH 03301
28	New Jersey.....	III	402 East State Street Trenton, NJ 08608
29	New Mexico.....	VI	Post Office Box 5175 Santa Fe, NM 87501
30	New York State.....	III	Federal Building 441 Broadway Albany, NY 12207
50	New York City.....	III	26 Federal Plaza New York, NY 10007
31	North Carolina.....	IV	Post Office Box 26008 Raleigh, NC 27611
32	North Dakota.....	VIII	Post Office Box 1417 Bismarck, ND 58501
33	Ohio.....	V	85 Marconi Boulevard Columbus, OH 43215

<i>Number and State</i>	<i>Region</i>	<i>Director's headquarters address</i>
34 Oklahoma.....	VI	417 Post Office Courthouse Building Oklahoma City, OK 73102
35 Oregon.....	IX	355 Belmont Street NE. Salem, OR 97301
36 Pennsylvania.....	III	Post Office Box 1266 Harrisburg, PA 17108
53 Puerto Rico.....	III	400 Fernandez Juncos Avenue San Juan, PR 00906
37 Rhode Island	III	1 Washington Avenue Providence, RI 02905
38 South Carolina.....	IV	2711 Middleburg Drive Columbia, SC 29204
39 South Dakota	VIII	Annex Box 3105 Rapid City, SD 57701
40 Tennessee.....	IV	1717 West End Building Nashville, TN 37203
41 Texas.....	VI	300 East Eighth Street Austin, TX 78701
42 Utah.....	VIII	333 South Second East Salt Lake City, UT 84111
43 Vermont.....	III	Post Office Box 308 Montpelier, VT 05602
44 Virginia.....	III	400 North Eighth Street Richmond, VA 23240
54 Virgin Islands.....	III	Post Office Box 360 Charlotte Amalie St. Thomas, VI 00801
45 Washington.....	IX	19415 Pacific Highway South Seattle, WA 98188
46 West Virginia.....	III	Federal Office Building Charleston, WV 25301
47 Wisconsin.....	V	702 Blackhawk Avenue Madison, WI 53705
48 Wyoming	VIII	308 West 21st Street Cheyenne, WY 82001



The proponent agency of this regulation is the Office of the Deputy Chief of Staff for Personnel. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications) direct to HQDA (DAPE-MPR) Washington, DC 20310.

By Order of the Secretary of the Army:

CREIGHTON W. ABRAMS
General, United States Army
Chief of Staff

Official:

VERNE L. BOWERS
Major General, United States Army
The Adjutant General

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