

S/S 7 Dec 73

ARMY REGULATION
No. 601-49

HEADQUARTERS
DEPARTMENT OF THE ARMY
WASHINGTON, DC, 8 August 1973

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

Effective 1 October 1973

This revision updates the addresses of the State Directors of Selective Service, changes the disposition of DD Form 53 prepared for individuals who cannot be identified with a State Selective Service activity and eliminates the requirement to prepare the form for women. 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.

*This regulation supersedes AR 601-49, 26 January 1973.

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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 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 in order 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 or 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 the DD Form 53.

b. When the information required by item 3 of the DD Form 53 is not available, such as in the case of an individual who, because of age or sex has not registered, the form will be sent to the Selective Service Director 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 referred to in 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, read-

ing from left to right, is the number which identifies the State in which the individual is registered. The second element of the Selective Service num-

ber is the registrant's Selective Service local board within the state. Related numbers appear before each of the addresses listed below.

<i>Number and State</i>	<i>Region</i>	<i>State Directors headquarters address</i>
1 Alabama.....	IV	State Director Selective Service System 474 South Court Street Montgomery, AL 36104
51 Alaska.....	LX	State Director Selective Service System 619 Fourth Avenue Anchorage, AK 99501
2 Arizona.....	IX	State Director Selective Service System 522 North Central Avenue Phoenix, AZ 85004
3 Arkansas.....	VI	State Director Selective Service System 700 West Capitol Street Little Rock, AR 72201
4 California.....	LX	State Director Selective Service System 801 I Street Sacramento, CA 95814
Northern Area.....	LX	Deputy Director Selective Service System 2800 Cottage Way Sacramento, CA 95825
Local Boards 1 through 79 except 76.		
Southern Area.....	LX	Deputy Director Selective Service System Building 55 Los Alamitos Naval Air Station Los Alamitos, CA 90720
Local Boards 76 and 80 through 144.		
56 Canal Zone.....	IV	Director of Selective Service for the Canal Zone Post Office Box 2014 Balboa Heights, CZ
5 Colorado.....	VIII	State Director Selective Service System Hampden Center Building, Suite 305 750 West Hampden Avenue Englewood, CO 80110
6 Connecticut.....	III	State Director Selective Service System Post Office Box 1558 Hartford, CT 06101

<i>Number and State</i>	<i>Region</i>	<i>State Directors headquarters address</i>
7 Delaware.....	III	State Director Selective Service System 3202 Kirkwood Highway Wilmington, DE 19808
49 District of Columbia..	III	Director of Selective Service for the Dis- trict of Columbia 441 G Street, N.W. Washington, DC 20001
8 Florida.....	IV	State Director Selective Service System Post Office Box 1988 St. Augustine, FL 32084
9 Georgia.....	IV	State Director Selective Service System 901 West Peachtree Street, N.E. Atlanta, GA 30309
55 Guam.....	IX	Director of Selective Service for Guam Post Office Box 3036 Agana, Guam 96910
52 Hawaii.....	IX	State Director Selective Service System Post Office Box 4006 Honolulu, HI 96813
10 Idaho.....	IX	State Director Selective Service System 550 West Fort Street Boise, ID 83702
11 Illinois.....	V	State Director Selective Service System 528 South Fifth Street Springfield, IL 62701
12 Indiana.....	V	State Director Selective Service System 36 South Pennsylvania Street Indianapolis, IN 46204
13 Iowa.....	VIII	State Director Selective Service System Building 68, Fort Des Moines Des Moines, IA 50305
14 Kansas.....	VIII	State Director Selective Service System 503 Kansas Avenue Topeka, KS 66603

<i>Number and State</i>	<i>Region</i>	<i>State Directors headquarters address</i>
15 Kentucky.....	IV	State Director Selective Service System 330 West Broadway Frankfort, KY 40601
16 Louisiana.....	VI	State Director Selective Service System 4400 Dauphine Street New Orleans, LA 70140
17 Maine.....	III	State Director Selective Service System 40 Western Avenue Augusta, ME 04330
18 Maryland.....	III	State Director Selective Service System 31 Hopkins Plaza Baltimore, MD 21201
19 Massachusetts.....	III	State Director Selective Service System JFK Federal Building Boston, MA 02203
20 Michigan	V	State Director Selective Service System Post Office Box 626 Lansing, MI 48903
21 Minnesota	V	State Director Selective Service System 180 East Kellogg Boulevard St. Paul, MN 55101
22 Mississippi.....	IV	State Director Selective Service System 4785 Interstate 55 North Jackson, MS 39296
23 Missouri.....	VIII	State Director Selective Service System 411 Madison Street Jefferson City, MO 65101
24 Montana.....	VIII	State Director Selective Service System Post Office Box 1183 Helena, MT 59601
25 Nebraska.....	VIII	State Director Selective Service System 941 "O" Street Lincoln, NB 68508

<i>Number and State</i>	<i>Region</i>	<i>State Directors headquarters address</i>
26 Nevada.....	IX	State Director Selective Service System 115 North Carson Street Carson City, NV 89701
27 New Hampshire.....	III	State Director Selective Service System Post Office Box 427 Concord, NH 03301
28 New Jersey.....	III	State Director 402 East State Street Trenton, NJ 08608
29 New Mexico.....	VI	State Director Selective Service System Post Office Box 5175 Santa Fe, NM 87501
30 New York State.....	III	State Director Selective Service System 441 Broadway Albany, NY 12207
50 New York City.....	III	Director of Selective Service for New York City 26 Federal Plaza New York, NY 10007
31 North Carolina.....	IV	State Director Selective Service System Post Office Box 26088 Raleigh, NC 27611
32 North Dakota.....	VIII	State Director Selective Service System Post Office Box 1417 Bismarck, ND 58501
33 Ohio.....	V	State Director Selective Service System 85 Marconi Boulevard Columbus, OH 43215
34 Oklahoma.....	VI	State Director Selective Service System 417 Post Office Courthouse Building Oklahoma City, OK 73102
35 Oregon.....	IX	State Director Selective Service System 355 Belmont Street, Northeast Salem, OR 97301



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<i>Number and State</i>	<i>Region</i>	<i>State Directors headquarters address</i>
36 Pennsylvania.....	III	State Director Selective Service System Post Office Box 1266 Harrisburg, PA 17108
58 Puerto Rico.....	III	Director of Selective Service for Puerto Rico 400 Fernandez Juncos Avenue San Juan, PR 00906
37 Rhode Island.....	III	State Director Selective Service System One Washington Avenue Providence, RI 02905
38 South Carolina.....	IV	State Director Selective Service System 2711 Middleburg Drive Columbia, SC 29204
39 South Dakota.....	VIII	State Director Selective Service System Annex Box 3105 Rapid City, SD 57701
40 Tennessee.....	IV	State Director Selective Service System 1717 West End Building Nashville, TN 37203
41 Texas.....	VI	State Director Selective Service System 300 East Eighth Street Austin, TX 78701
42 Utah.....	VIII	State Director Selective Service System 333 South Second East Salt Lake City, UT 84111
43 Vermont.....	III	State Director Selective Service System Post Office Box 308 Montpelier, VT 05602
44 Virginia.....	III	State Director Selective Service System 400 North Eighth Street Richmond, VA 23240
54 Virgin Islands.....	III	Director of Selective Service for the Virgin Islands Post Office Box 360 Charlotte Amalie, St. Thomas VI 00801

<i>Number and State</i>	<i>Region</i>	<i>State Directors headquarters address</i>
45 Washington.....	IX	State Director Selective Service System 19415 Pacific Highway South Seattle, WA 98188
46 West Virginia.....	III	State Director Selective Service System Federal Building Charleston, WV 25301
47 Wisconsin.....	V	State Director Selective Service System 702 Blackhawk Avenue Madison, WI 53705
48 Wyoming.....	VIII	State Director Selective Service System 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-MPE) WASH 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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