



Department of Defense

DIRECTIVE

NUMBER 1235.13
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USD(P&R)

SUBJECT: Management of the Individual Ready Reserve (IRR) and the Inactive National Guard (ING)

- References:
- (a) Sections 651, 1174, 1174(a), 1175, 10149, 10204, 10205, 10206, 12301(a), 12302, 12303, 12304, 12306, 12319, and Chapter 1223 of title 10, United States Code, "Armed Forces"
 - (b) Section 303 of title 32, United States Code, "National Guard"
 - (c) DoD Directive 1235.13, subject as above, November 19, 1997 (hereby canceled)
 - (d) DoD Instruction 1215.19, "Uniform Reserve, Training, and Retirement Category Administration," December 12, 2000
 - (e) through (h), see enclosure 1

1. REISSUANCE AND PURPOSE

Pursuant to references (a) and (b), this Directive reissues reference (c) to update policies and assign responsibilities for the management of the Individual Ready Reserve (IRR) and the Inactive National Guard (ING) Programs.

2. APPLICABILITY

This Directive applies to the Office of the Secretary of Defense, the Military Departments (including the Coast Guard when it is not operating as part of the Navy by agreement with the Department of Homeland Security), the Chairman of the Joint Chiefs of Staff, the Combatant Commands, the Office of the Inspector General of the Department of Defense, the Defense Agencies, the DoD Field Activities, and all other organizational entities in the Department of Defense (hereafter referred to as the "DoD Components"). The term "Military Services," as used herein, refers to the Army, the Navy, the Air Force, the Marine Corps, and the Coast Guard. The term "Secretary concerned," refers to the respective Secretaries of the Military Departments and the Secretary of Homeland Security for the Coast Guard when it is not operating as part of the Navy.

3. DEFINITIONS

Other terms used in this Directive are defined in DoD Instruction 1215.19 (reference (d)).

3.1. Inactive National Guard (ING). Members of the National Guard who are in an inactive status in the Ready Reserve and attached to a specific National Guard unit. These members do not participate in training activities. They mobilize with their unit of assignment on partial or full mobilization. They are not subject to a call-up under Section 12304 of reference (a). (Currently the Air National Guard of the United States does not have an ING Program.)

3.2. Individual Ready Reserve (IRR). A manpower pool consisting of individuals who have had training and have previously served in the active forces or in the Selected Reserve. The IRR consists of people who must fulfill their Military Service Obligation (MSO) under Section 651 of reference (a), members fulfilling a service obligation incurred via contract, and those who have fulfilled their MSO and who voluntarily remain in the IRR. IRR members are subject to involuntary active duty (AD) for training and fulfillment of mobilization requirements, in accordance with (IAW) Sections 12301(a) and 12302 of reference (a). Additionally, the IRR also includes some personnel who are participating in officer training programs or in the Armed Forces Health Professions Financial Assistance Programs.

3.3. Military Service Obligation (MSO). The total required service, as prescribed by Section 651 of reference (a) and implemented in accordance with DoD Instruction 1304.25 (reference (e)), that each person who becomes a member of the Armed Forces shall serve unless discharged under regulations prescribed by the Secretary of Defense and/or the Secretary concerned.

4. POLICY

Under the authority of references (b) and (c), it is DoD policy that:

4.1. All members of the Ready Reserve serving in the Army Reserve, the Naval Reserve, the Marine Corps Reserve, the Air Force Reserve, or the Coast Guard Reserve shall be placed in the IRR unless they are members of a Selected Reserve unit, or assigned to an individual mobilization augmentee billet, or performing Active Guard or Reserve duty, or on extended AD.

4.2. The Secretary of the Army and the Secretary of the Air Force may prescribe regulations to allow the transfer of enlisted members between active and inactive status of the Army National Guard of the United States (ARNGUS) and the Air National Guard of the United States (ANGUS) IAW Section 303 of reference (b). When authorized by the Secretary concerned, transfer to the ING is limited to those personnel who are temporarily unable to meet their respective training requirements.

4.2.1. Personnel of the ING shall mobilize with their units when ordered to AD IAW Section 12301(a) or 12302 of reference (a) or other provisions of law. They are not subject to call-up under Section 12304 of reference (a).

4.2.2. Personnel of the ING are attached to a specific ARNGUS or ANGUS unit but do not participate in regular training activities. Personnel in an ING status may not train for points and/or pay and are not eligible for promotion.

4.2.3. Personnel of the ING may be ordered without their consent to muster with their assigned unit once annually to maintain their ING status and unit affiliation. As provided in reference (d), this muster shall meet the continuous screening requirement of Section 12319 of reference (a) and shall be treated as the equivalent of inactive duty training for pay, and shall include a minimum of 2 hours of duty at the muster site.

4.3. All qualified persons who meet the criteria in DoD Instruction 1235.14 (reference (f)) shall be retained as members of the IRR.

4.4. All Ready Reservists shall be retained for the entire period of their MSO, contractual obligation, or may voluntarily remain in the IRR as prescribed in reference (f), unless discharged under regulations prescribed by the Secretary of Defense or the Secretary concerned.

4.5. Officers who have fulfilled their MSO and have not taken action to elect to remain in the IRR shall be advised of the requirement to remove them from the military. The Military Departments shall remove those officers from the military within 2 years after fulfillment of the officer's MSO unless they positively elect to remain in the IRR past their MSO.

4.6. Ready Reservists, including personnel in the IRR and the ING, who occupy Federal civilian positions designated as key positions IAW DoD Directive 1200.7 (reference (g)) shall not be retained in the Ready Reserve. All Ready Reservists, to include personnel in the IRR and the ING, designated as key employees are required to notify their Military Service of their requested status (Standby Reserve – Active Status, Retired Reserve, if eligible, or discharge from the military) within 30 days of such designation IAW DoD Instruction 1215.18 (reference (h)).

4.7. All IRR and ING members shall inform their employers of their Reserve military obligation to include the requirement to attend annual IRR or ING muster duty, when so directed to perform that duty. As provided in reference (g), members of the IRR or the ING shall not be deferred, delayed, or exempted from order to AD because of their civilian occupation.

4.8. All trained members of the IRR and the ING are subject to AD as members of the Ready Reserve and shall be considered immediately available when ordered to AD under Section 12301(a) or 12302 of reference (a), or other applicable provisions of law authorizing the order of the Ready Reserve to AD or into Federal service.

4.9. IRR members may train or perform duty IAW reference (f).

4.10. The Military Services shall establish procedures to continuously screen the IRR IAW Sections 10149, 10204, 10205, 10206, and 12319 of reference (a).

4.11. The Military Services shall identify those categories of members of the IRR, by grade and skill qualifications, who are most likely to be needed at various levels of contingency operations or mobilization. The IRR shall be managed using that stratification as the means for prioritization of training and for determining IRR screening requirements and resources.

4.12. Members of the IRR shall be identified for service with units of the Active or Reserve forces, to the extent necessary to facilitate enhancement of refresher training, rapid deployment, and effective utilization in a war or national emergency.

4.13. IAW Section 10205(a) of reference (a), each member of the Ready Reserve shall notify the Secretary concerned of any change in the member's address, marital status, number of dependents, or civilian employment, and of any change in the member's physical condition, e.g., significant illness or injury, that may prevent the member from meeting the physical or mental standards prescribed for the member's armed force.

4.14. Members of the IRR who have a remaining MSO and who fail to meet the requirement to maintain current personnel data may be ordered to AD, as deemed appropriate by the Secretary concerned, IAW Section 12303 of reference (a). Members of the IRR without a remaining MSO who fail to meet those requirements may be processed for discharge unless they are eligible for, and/or apply for transfer to, the Retired Reserve due to having completed the Military Service requirement for retired pay under Chapter 1223 of reference (a). Exceptions to this policy may be granted on a case-by-case basis by the Secretary concerned.

4.15. IRR and ING Examination.

4.15.1. Each member of the IRR and the ING shall be examined to determine the member's physical fitness for:

4.15.1.1. Military duty or promotion.

4.15.1.2. Attendance at a school of the Armed Forces.

4.15.1.3. Other action related to career progression.

4.15.2. The Secretary concerned may prescribe other examinations.

4.15.3. Each member shall annually execute and submit a certificate of physical condition, as required by Section 10206 of reference (a), or complete a health assessment according to guidance prescribed by the Secretary concerned.

4.16. Each Military Service shall manage the Voluntary Separation Incentive, Special Separation Benefit, and Separation Pay Programs, provided for in Sections 1174, 1174a, and 1175 of reference (a), IAW guidelines established in reference (f).

4.17. Military Service members separating from AD or the Selected Reserve and transferred to the IRR or the ING shall be counseled on their continued military status and their obligations while in the IRR or the ING.

4.18. Individual Reservists who are qualified for retirement under Chapter 1223 of reference (a) are required to attain 50 points each anniversary year to be retained in the Ready Reserve, including the IRR, or the active status list of the Standby Reserve. Waiver of that requirement on a one-time basis may be made by the Secretary concerned or, in the case of members possessing critical wartime skills, by a waiver granted by the Assistant Secretary of Defense for Reserve Affairs.

5. RESPONSIBILITIES

5.1. The Assistant Secretary of Defense for Reserve Affairs, under the Under Secretary of Defense for Personnel and Readiness, shall:

5.1.1. Provide overall policy guidance for the management of the IRR and the ING.

5.1.2. Process requests from the Military Departments for exceptions to policies established in this Directive.

5.2. The Secretaries of the Military Departments and the Commandant of the Coast Guard shall:

5.2.1. Ensure compliance with this Directive.

5.2.2. Ensure that there are sufficient numbers of trained members who possess the specific military qualifications required to immediately meet Military Service requirements.

5.2.3. Prepare plans and develop procedures for mobilization of the IRR and the ING.

5.2.4. Continuously screen Ready Reserve members IAW this Directive, Section 10149 of reference (a), reference (f), and reference (g).

5.2.5. Determine appropriate refresher training requirements for IRR members.

5.2.6. Ensure that, on transfer to the IRR or the ING, members understand their obligations for satisfactory participation in the screening program.

5.2.7. Notify all IRR members, when they are ordered to participate in IRR screening through muster duty, or by mail (sent a questionnaire), and/or by other appropriate means, of possible sanctions IAW reference (h) for failure to report or respond.

5.2.8. Ensure that sufficient resources are programmed for the Ready Reserve screening program.

5.2.9. Ensure that all members of the Ready Reserve who have completed the initial entry training required by their Military Service are issued an appropriate identification card for Common Access Card implementation.

5.2.10. In the event of mobilization, ensure IRR and ING members and their families receive orientation so they may have a full understanding of their pay, entitlements and benefits, and how, when, and where such payments and benefits shall be delivered or provided. These orientations shall be accomplished in advance of, or during, mobilization processing to ensure timely pay actions occur. Orientations shall also include the process to initiate when there is a perceived problem with pay, and what resources and services are available to the family members of mobilized Reserve members.

6. EFFECTIVE DATE

This Directive is effective immediately.



Gordon England
Acting Deputy Secretary of Defense

Enclosures – 1

E1. References, continued

E1. ENCLOSURE 1

REFERENCES, continued

- (e) DoD Instruction 1304.25, "Fulfilling Military Service Obligation," August 25, 1997
- (f) DoD Instruction 1235.14, "Administration and Management of the Individual Ready Reserve (IRR) and the Inactive National Guard (ING)," October 31, 1997
- (g) DoD Directive 1200.7, "Screening the Ready Reserve," November 18, 1999
- (h) DoD Instruction 1215.18, "Reserve Component Member Participation Requirements," July 17, 2002