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ALNAVRESFOR 005/22

MSGID/GENADMIN/COMNAVRESFOR NORFOLK VA/N00J/JAN//

SUBJ/GUIDANCE FOR ADMINISTRATIVE DISPOSITION OF SELECTED RESERVE

SERVICE MEMBERS WHO ARE NOT FULLY VACCINATED AGAINST COVID-19//

REF/A/MSG/CNO/151203Z DEC 21//

REF/B/DOC/SECNAV/24JUL19//

REF/C/10 U.S.C. SEC.12732//

REF/D/ DOC/OPNAV/09OCT19//

NARR/REF A IS NAVADMIN 283-21, CCDA EXECUTION GUIDANCE TO  
COMMANDERS.

REF B IS SECNAVINST 1920.6D, ADMINISTRATIVE SEPARATION OF OFFICERS.

REF C IS ENTITLEMENT TO RETIRED PAY; COMPUTATION OF YEARS OF  
SERVICE.

REF D IS MILPERSMAN 1910-142, SEPARATION BY REASON OF MISCONDUCT -  
COMMISSION OF A SERIOUS OFFENSE.//

RMKS/1. Purpose. This ALNAVRESFOR provides supplemental execution  
guidance regarding separation processing of Navy Reserve Personnel  
refusing the COVID-19 vaccine as directed in reference (a).

1.a. For the purpose of this ALNAVRESFOR, the term "Navy Reserve  
Personnel" includes all Selected Reserve (SELRES) members,  
Individual Ready Reserve (IRR) members assigned to a Volunteer  
Training Unit (VTU) and any IRR members currently performing active  
duty orders.

1.b. Strategic Sealift Officers (SSOs) in the IRR and other IRR  
members in the Active Status Pool (ASP), will be adjudicated per  
the governing instructions for the IRR rather than this ALNAVRESFOR.

1.c. For the purposes of this message, use of the word \*retirement\*  
should be read to include (1) Navy Reserve Personnel who have earned  
20 years of qualifying service and have reached age 60 or qualified  
for an early retirement age making them eligible to draw retired  
pay; and (2) Navy Reserve Personnel who have earned 20 years of  
qualifying service but have not reached age 60 or reached early  
retirement age to be eligible to draw non-regular retirement retired  
pay. More information on how to apply for a non-regular (reserve)  
retirement can be accessed at [https://www.mynavyhr.navy.mil/Career-  
Management/Reserve-Personnel-Mgmt/Reserve-Retirements/](https://www.mynavyhr.navy.mil/Career-Management/Reserve-Personnel-Mgmt/Reserve-Retirements/).

1.d. A record review for retirement eligibility will be performed for those service members that have not complied with the mandated COVID 19 vaccination order to verify if they qualify for a reserve retirement. Navy Reserve Personnel qualifying for retirement must apply for retirement according to policy.

1.e. Training and Administration of the Reserve (TAR) members who are not eligible for a regular retirement based upon active duty service, but have earned qualifying years in the reserves and have a combination of active duty and reserve years to qualify for a non-regular retirement under reference (c) should contact PERS-97 Career Transition Office by emailing your most current reserve Statement of Service to \*cto.officer(at)navy.mil\* for officers and \*cto.enlisted(at)navy.mil\* for enlisted members prior to 31 January 2022 to inform them of your intention to be transferred to the reserves solely for the purpose of retirement.

1.f. Navy Reserve Personnel in sanctuary who refuse the vaccine and are not eligible to retire on or before 1 June 2022 will be processed for separation.

2. Action. Commanders are directed to initiate separation processing IAW reference (a) and this ALNAVRESFOR.

2.a. Non-fully vaccinated Navy Reserve Personnel without approved COVID-19 vaccination exemptions are ineligible for senior leadership assignments.

2.b. Non-fully vaccinated Navy Reserve Personnel without approved COVID-19 vaccination exemptions will not be transferred to the IRR or VTU.

2.c. Non-fully vaccinated Navy Reserve Personnel without approved COVID-19 vaccination exemptions are ineligible to telework or to reschedule Inactive Duty for Training (IDT) periods. Authorized absences may be authorized for non-fully vaccinated Navy Reserve Personnel without an approved COVID-19 vaccination exemption who:  
2.c.(1). Have completed all separation processing requirements, or  
2.c.(2). Are not permitted to enter a DoD facility due to a positive COVID-19 test.

2.d. Deadlines in reference (a) for Navy Reserve Personnel not on active duty are adjusted from 21 January 2022 to 31 January 2022 to permit Navy Reserve Personnel the opportunity during their January 2022 drill weekend to seek advice, and request if eligible to retire/separate on or before 1 June 2022.

2.e. In cases where Navy Reserve Personnel not on active duty are notified after 7 January 2022 that their exemption request was denied, and continue to refuse the vaccine, then those Navy Reserve Personnel will be provided 14 days from the date of such notification or until 31 January 2022, whichever is later, to request resignation or retirement if eligible. Such requests must still ensure resignation or retirement on or before 1 June 2022.

2.f. For purposes of reserve force separations, use of the term \*probationary\* within paragraph 4 of reference (a) includes all categories of probationary officers, including Reserve

commissioned officers with less than five years of service as a commissioned officer, as defined in reference (b).

2.g. For enlisted Selected Reserve Personnel, follow reference (a) and submit correspondence to PERS 9 at \*913vaccineadseps.fct(at)navy.mil\*.

2.h. NAVPERS form 1910/31 Block 4(a) statement shall be \*Separation by Reason of Misconduct – Commission of a Serious Offense as evidenced by violation of Article 92, UCMJ (violation of a lawful general order – NAVADMIN 190/21 dtd 31 Aug 21 – refusal to be fully vaccinated against COVID-19)\* in accordance with reference (d).

2.i. Funding for administrative separation board members, Judge Advocates and Legalmen shall be requested through existing processes.

2.j. Separation reporting. Navy Reserve Centers (NRCs) and Region Readiness and Mobilization Commands (REDCOMs) will utilize the Navy Reserve SharePoint ADSEP Portal to report COVID-19 separation status and other related data. REDCOMs will request portal permissions from the POC listed in paragraph 3. REDCOMs will grant portal permissions to NRCs. CNAFR and CNIFR will report separation status via DoN Tracker.

2.k. Assign the AAP mobilization availability status (MAS) code to all non-fully vaccinated Navy Reserve Personnel without an approved exemption.

2.l. Submit mobilization cancellation requests for non-fully vaccinated Navy Reserve Personnel without an approved exemption who are tagged for mobilization but have not yet detached their NRA. Cancellation request must clearly indicate \*COVID-19 Vaccine Refusal\* as reason for cancellation.

2.n. Navy Reserve Personnel released from active duty (RAD) IAW reference (a) paragraph 6.b. and 6.c. will be afforded 30 days from the effective RAD to elect retirement or separation if eligible. This process will require tracking of the active duty loss and reserve gain. Any issues not expeditiously resolved with the return to a reserve status need to be addressed via the NRC chain of command and reported to the \* 913vaccineadseps.fct (at) navy.mil\* account.

### 3. Points of contact.

PERS-97 Career Transition Office for officers:

cto.officer(at)navy.mil

PERS-97 Career Transition Office for enlisted:

cto.enlisted(at)navy.mil

CNRFC N12: CDR Florence Yarbrough, comm (757) 322-2261, e-mail:

Florence.yarbrough(at)navy.mil.

CNRF JAG: CAPT William J. Bailey, Jr.,

william.j.bailey.mil(at)us.navy.mil

CNRFC JAG: CDR Catheryne Pully, com 757-322-5613,

catheryne.pully(at)navy.mil

ADSEP Portal: CDR Stephanie Speakman, stephanie.speakman(at)navy.mil

4. Released by RADM John Schommer, Deputy Commander, Navy Reserve

Force.//  
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