



DEPARTMENT OF THE NAVY
OFFICE OF THE SECRETARY
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WASHINGTON DC 20350-1000

SECNAVINST 1800.2
PERS-4G
22 June 2008

SECNAV INSTRUCTION 1800.2

From: Secretary of the Navy

Subj: POLICY AND PROCEDURES FOR RESERVE COMPONENT (RC) MEMBER
SERVICE BEYOND 16 YEARS OF ACTIVE DUTY SERVICE

Ref: (a) 10 U.S.C., Section 12686
(b) SECNAVINST 1920.6C
(c) MILPERSMAN, 1910-704
(d) DOD Instruction 1215.06 of 7 Feb 07

Encl: (1) Cumulative Active Duty Service Statement

1. Purpose. To establish policies and procedures governing Reserve Component (RC) member performance of active duty beyond 16 years of cumulative active duty service. Prudent and effective management of Reserve manpower will prevent unintended impacts of statutory restrictions and position the Navy and Marine Corps to meet future mission requirements.

2. Background. Per references (a) through (c), a member of the RC who is on active duty (other than for training) and is within 2 years of becoming eligible for retired pay or retainer pay under a purely military retirement system (other than the retirement system under reference (a), chapter 1223), may not be involuntarily released from that duty before they become eligible for that pay, unless the release is approved by the Secretary of the Navy. This period, attaining 18 years of cumulative active duty, is commonly known as entering "sanctuary." Navy and Marine Corps policies have established RC member eligibility criteria of having less than 16 years of total active military service to qualify for receipt of orders/recall under active duty for operational support per reference (d).

3. Scope and Controls. All commands/organizations that issue active duty orders to or designate Reserve personnel for the same will screen and determine the individual's cumulative active duty service prior to issuing orders. Screening ensures

that Reserve personnel who meet or exceed 18 years of active duty do so by design and are planned, budgeted additions to the Total Force.

a. Reserve personnel who have 16 years of active duty service at the commencement of orders will not be permitted to execute the orders without prior permission from the Assistant Chief of Naval Personnel for Military Personnel Policy and Career Progression (OPNAV N13) or the Commandant of the Marine Corps (CMC) Manpower and Reserve Affairs (M&RA). Orders directing members to 18 years of cumulative active duty service will not be issued without prior coordination and authorization from OPNAV (N13) or CMC (M&RA).

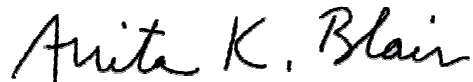
b. All active duty orders including Active Duty for Training (ADT), Annual Training (AT), and active duty for special work, are included in the calculation of a 20-year Active Duty Retirement. However, ADT and AT orders do not trigger the sanctuary provision.

c. Prior to execution of orders, all Reserve personnel subject to screening controls will review, verify and acknowledge in writing the accuracy of their cumulative active duty service per enclosure (1). It is incumbent on the RC member to ensure the accuracy of their active duty service to enable Service sanctuary consideration.

d. OPNAV (N13) and CMC (M&RA) may authorize Reserve personnel who possess unique or critical skills to exceed 18 years of active duty service to meet mission requirements. Reference (c) details the process for Navy Reserve personnel. The Marine Corps process, sanctuary considerations and manpower assignments are provided under CMC (M&RA) instruction.

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4. Records Management. All records created by the instruction, regardless of media, shall be managed in accordance with SECNAV M-5210.1 of November 2007.



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**TITLE 10, SECTION 12686. RESERVES ON ACTIVE DUTY WITHIN
2 YEARS OF RETIREMENT ELIGIBILITY: LIMITATION ON RELEASE
FROM ACTIVE DUTY SERVICE**

(a) Limitation. Under regulations to be prescribed by the Secretary concerned, which shall be as uniform as practicable, a member of a Reserve Component who is on active duty (other than for training) and is within 2 years of becoming eligible for retired pay or retainer pay under a purely military retirement system (other than the retirement system under chapter 1223 of this title), may not be involuntarily released from that duty before they become eligible for that pay, unless the release is approved by the Secretary.

CUMULATIVE ACTIVE DUTY SERVICE STATEMENT

"I have reviewed my cumulative active duty service and certify that my cumulative active duty service is _____ years and _____ months. I understand that if this is less than my actual cumulative active service my active duty orders are subject to termination. I understand the additional active duty time is creditable towards my Reserve retirement."

Signature

Date