



DEPARTMENT OF THE NAVY

OFFICE OF THE SECRETARY
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SECNAVINST 1001.33C
ASN (M&RA)
4 September 2002

SECNAV INSTRUCTION 1001.33C

From: Secretary of the Navy
To: All Ships and Stations

Subj: UNIFORM TRAINING AND RETIREMENT CATEGORIES OF THE DEPARTMENT OF
THE NAVY RESERVE COMPONENTS

Ref: (a) DODDIR 1215.6 of 14 Mar 97 (NOTAL)
(b) DOD Instruction 1215.19 of 12 Dec 00 (NOTAL)
(c) Title 10, United States Code, Section 671
(d) Title 10, United States Code, Section 115

1. Purpose. To implement legislation and policy, as provided in references (a) through (d), and prescribe procedure that pertain to:

a. Initial Active Duty for Training (IADT) for the Reserve Components of the Department of the Navy.

b. The designation and use of Uniform Reserve Component Categories (RCC) and Training and Retired Categories (TRC) for the Reserve Components of the Department of the Navy.

c. Administration of the Active Duty for Special Work (ADSW) program for the Reserve Components of the Department of the Navy.

d. Administration of the Annual Training (AT and Active Duty for Training (ADT) program for the Reserve Components of the Department of the Navy. This instruction is a substantial revision and should be reviewed in its entirety.

2. Cancellation. SECNAVINST 1001.33B.

3. Applicability. This instruction applies to the Reserve Components of the Navy and Marine Corps.

4. Background

a. IADT. Provides new military members the basic military skills required to perform their duties and function in a hostile environment. It includes basic military training and technical skill training for non-prior service personnel assigned to the Reserve Component (RC) of the Department of the Navy. Reference (b) establishes the minimum IADT requirement for members of the armed forces prior to assignment to land outside the United States, its territories and possessions.

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This requirement applies to all members of the Ready Reserve. Reference (c) establishes separate IADT requirements for peacetime and for periods of war or national emergency.

b. RCC/TRC. Categories that identifies an individual's Reserve, Training and Retired status. Ensures proper accounting of the Reserve force.

c. ADSW. Supports short-term mission requirements for which no permanent duty billet or position is programmed or where active duty personnel with the required skills are unavailable. References (a), (b) and (d) establish legal and policy guidance for personnel ordered to active duty under ADSW.

d. AT/ADT. Provides members of the Ready Reserve essential training to ensure optimum readiness in the event of mobilization, as well as afford professional growth as outlined in references (a) and (b).

5. Policy

a. IADT. The Department of the Navy shall maintain a trained and ready Reserve force capable of deploying throughout the world to meet mission requirements. Completion of Recruit Basic Military Training by all non-prior service personnel is strongly encouraged.

b. RCC/TRC. All RC personnel shall be placed in authorized RCC's and TRC's for training and accountability purposes as per enclosures (2) and (4) of reference (b).

c. ADSW. ADSW provides the Total Force with Reserve Component support to facilitate emergent, unanticipated, unplanned and non-recurring short-term projects that cannot be accomplished with assigned personnel. The requirement for ADSW should be temporary in duration with a clearly defined termination date and should not exceed 179 days per fiscal year. Requirements of a long-term nature (greater than 179 days) should be met with General Recall or Augmentation orders, not consecutive ADSW orders.

d. AT. Members of a Selected Reserve unit organized to serve as a unit will complete no less than 14 days. When performing AT other than with their unit, the minimum will be 12 days. IMA's and other Selected Reservists will complete no less than 12 days. Minimum AT periods defined are exclusive to travel days and are not required to be performed consecutively. AT shall not exceed 29 days per anniversary year.

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e. ADT. Periods of ADT other than AT may be authorized with the consent of the member and as funding and training opportunities permit. ADT may support AC missions and requirements; i.e., operational support, thereby adding substance to the Total Force; however, the primary purpose of ADT is to provide individual and/or unit readiness training. ADT periods should not exceed 29 days other than to support assignments to schools, formal OJT or other courses of instruction unless specifically waived by the RC Chief. Orders of active duty in excess of 29 days in support of other requirements should normally be executed as ADSW orders.

6. Responsibilities

a. IADT. The Chief of Naval Operations (CNO) and Commandant of the Marine Corps (CMC) shall ensure Reserve IADT is commensurate with the recruit training provided active duty personnel. Training will be no less than 12 weeks or its equivalent as defined below:

(1) Recruit Basic Military Training and technical skills training; or

(2) Non-Prior Service Accession Course (NPSAC) or Direct Commission Officer Course, plus 72 calendar days of duty (IDT, AT, ADT, ADSW) for non-prior service accessions. Each IDT period shall be counted as one-half day toward the 72-day requirement.

b. RCC/TRC. The CNO and CMC shall adhere to reference (b) to ensure all Reserve Force personnel are properly categorized.

c. ADSW. The CNO and CMC shall establish procedures for the ADSW program in compliance with this instruction. Authority to approve periods beyond 179 days per fiscal year shall not be delegated below the service personnel chiefs, who shall ensure ADSW is not utilized as a career program.

d. AT/ADT. The CNO and CMC shall establish policies to ensure AT and ADT utilization enhances individual and/or unit readiness. Authority to approve ADT periods in excess of 29 days, other than as provided in paragraph 5.e above, or multiple ADT requests during the fiscal year, shall not be delegated below the RC Chief.

7. Effective date. This instruction is effective 90 days from date of issuance.



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SNDL Parts 1 and 2

MARCORPS PCN Code 7100000000 and 71000000100