

14 January 1970

PART EIGHT

TRANSFER AND DISCHARGE

Chapter 30

TRANSFER OF PERSONS BETWEEN RESERVE COMPONENTS OF THE AIR FORCE

30-1. Introduction. This chapter tells how Reserve personnel not on active duty may transfer between Reserve components of the Armed Forces and how persons may transfer between the Reserve components of the Air Force (including transfer of ANGUS officers to the USAFR while serving on EAD). See AFR 36-26 for transfers between the Armed Forces of Regular officers serving on the active list and Reserve officers serving on EAD. Send suggested changes to USAFMPC (AFPMRDS), Randolph AFB TX 78148, or Chief, National Guard Bureau (NGANGP), Wash DC 20810, as appropriate.

SECTION A—TRANSFER OF RESERVE MEMBERS BETWEEN RESERVE COMPONENTS OF THE ARMED FORCES

30-2. General information. Transfers between Reserve components of the Armed Forces may be made only in cases when the person requests or consents to the transfer and when it is mutually agreed by the two services concerned that the transfer is in the best interest of the Armed Forces, except in instances when the individuals are First or Second Classmen at the Air Force Academy who were members of a component of another Armed Force upon entry and who are separated prior to graduation. An Armed Force may request the transfer of a particular Reserve member from a Reserve component of another Armed Force. (For the purpose of this chapter, Armed Forces means the Departments of the Army, Navy and Air Force, and the Department of Transportation with respect to the Coast

Guard when it is not operating as a service in the Navy.) Transfers will be accomplished by discharge from the Reserve component in which serving and enlistment or appointment in the gaining armed force. Discharge for this purpose shall not constitute a fulfillment of the military service obligation. Additional service performed after such discharge will be counted toward fulfillment of such obligation.

30-3. Transfer of Reserves of the Air Force to Other Armed Forces. Before enlistment or appointment of a Reserve of the Air Force to a Reserve component of another Armed Force, a conditional release must be obtained. Requests for conditional release originated by the individual or by the gaining armed force are forwarded to the appropriate State Adjutant General (for members of the ANGUS) or to the Air Reserve Personnel Center (ARPC), 3800 York St., Denver CO 80205, through the unit commander, if assigned to a Ready Reserve position (for members of the USAFR). Requests for conditional release will contain the following:

a. Information to the effect that the individual concerned will be enrolled in an officer training program of the gaining armed force without regard to b below.

b. If not to be enrolled in an officer training program:

(1) A statement that the gaining armed force has a specific Ready Reserve vacancy for the person concerned within a reasonable distance of his domicile or place of business and that the individual qualifies for such assignment.

AFM 35-3(C1)

14 January 1970

force and participate therein to the extent prescribed.

(2) Upon receipt of the conditional release and the statement of service, the person will be enlisted as a Reserve of the Air Force and assigned to the unit having the Ready Reserve vacancy. AF Form 1288, "Application for Reserve Assignment," and DD Form 1644, "Ready Reserve Service Agreement," will be completed by the individual before enlistment. Send copies of the orders announcing the enlistment as a Reserve of the Air Force to the losing armed force.

d. **Procedures for Transfer of Officers.** Provided the criteria of a *above* are met, Air Force organizations or the Reserve member may request transfer from another armed force to a Reserve component of the Air Force. The following procedures apply:

(1) ARPC or the appropriate State Adjutant General is authorized to request conditional releases for officers not on EAD. At any time the transfer of an officer from another armed force to a Reserve component of the Air Force is desired, the entire case, containing information required by (8) *below*, is forwarded to ARPC (for USAFR members) or to appropriate State Adjutant General (for ANGUS members).

(2) If the case does not meet the requirements of a *above*, it will be disapproved and returned indicating the reason for disapproval.

(3) If it is determined that the case meets the criteria of a *above*, a conditional release and a statement of service will be requested from the parent armed force. This request will contain the following information:

(a) That the Air Force has a specific Ready Reserve unit or mobilization augmentation position vacancy for the person within a reasonable distance of his domicile or place of business and that the individual qualifies for such assignment.

(b) A statement outlining the professional or technical background required for the position.

(c) A statement from the individual that (1) he desires transfer to a Reserve component of the Air Force; (2) he is or is not assigned to a Ready Reserve unit or position in the parent armed force (if not, whether he has applied for such assignment); and (3) if the transfer is approved, he will accept the Ready Reserve assignment with the Air Force and participate to the extent required.

(4) Upon receipt of the conditional release and statement of service, the individual will be appointed a Reserve of the Air Force according to AFM 36-5 or appropriate Air National Guard regulations and assigned to the Ready Reserve unit or position for which the transfer was made. Copies of the order announcing the appointment are sent to the losing armed force immediately upon publication.

30-5. Transfer of Reserve Members Enrolled in ROTC. Reserve members of one armed force who are selected for enrollment in advanced ROTC (third and fourth year) of another armed force must be transferred to the Reserve component of the armed force conducting the ROTC program. However, Reserve members enrolled in basic ROTC (first and second year) will not be transferred from one armed force to another because of such enrollment unless they have been awarded a Financial Assistance Grant under 10 U.S.C. 2107. All financial assistance cadets must belong to the Reserve component of the armed force extending the grant.

a. Reserves of the Air Force who are enrolled in advanced ROTC of another armed force, or who are awarded a financial assistance grant by another armed force, will be granted conditional releases for the purpose of enlisting in the Reserve component of that armed force. Request for conditional release will be addressed to ARPC, 3800 York St, Denver CO 80205 (for USAFR members) or to the Adjutant General of the respective State (for ANGUS members). When the individual has been enlisted in the other armed force, action will be taken to

14 January 1970

discharge the individual as a Reserve of the Air Force because of having entered an incompatible status. Effective date of discharge will be day prior to the date of enlistment in the gaining armed force.

b. Reserves of other armed forces, or members of the ANGUS, who are selected for enrollment in the advanced course of the Air Force ROTC or who are selected for an Air Force Financial Assistance Grant, must be transferred to the USAFR. Such transfer will be accomplished as outlined in AFR 45-48.

SECTION B--TRANSFER BETWEEN THE RESERVE COMPONENTS OF THE AIR FORCE

30-6. Transfer From ANGUS to USAFR. Persons are enlisted or appointed in the ANGUS to meet the requirements of that component. Release of personnel (not on EAD) for the purpose of transfer to the USAFR for the sole convenience of the individual concerned will not normally be authorized.

a. **Approval of Transfer Requests.** Transfer requests may be approved by the Adjutant General of the State concerned when he determines that:

(1) Such transfer is necessary and in the best interest of the Air Force; or

(2) The applicant's Air National Guard unit of assignment is inactivated or reorganized; or

(3) The applicant moves from the vicinity of his unit of assignment and there is no appropriate vacancy in another unit of the Air National Guard to which he can be reassigned; and

(4) Certification is furnished by a USAFR unit that the applicant has applied for and is tentatively approved for assignment and utilization in a specifically described Ready Reserve unit or mobilization augmentation position for which qualified; also included will be the specific number of days the position will be held open for his assignment.

b. **Application.** ANGUS members desiring transfers to the USAFR under above cri-

teria are responsible for initiating the request as follows:

(1) Submit request for transfer on AF Form 1288 and DD Form 1644 (both in triplicate) direct to the USAFR unit with which assignment is desired.

(2) If the unit determines that a suitable Ready Reserve vacancy exists for which applicant may qualify he will be so notified.

(3) Requests for transfer from persons not eligible due to lack of suitable vacancies, full qualifications, etc., will be returned by indorsement direct to the applicant without further processing, stating the reason for return.

c. Processing Procedures:

(1) After determination by the USAFR unit that an ANGUS applicant is acceptable for transfer, the unit will:

(a) Indorse the application (AF Form 1288 and DD Form 1644) to the applicant advising him that he is acceptable for assignment if he is conditionally released by the ANGUS.

(b) Include a certificate as an attachment to the indorsement stating that:

1. A suitable vacancy in AFSC _____, grade _____, training category _____, pay group _____, position control number _____, exists in unit _____ (address), in which he can be utilized. The personnel accounting symbol is _____; reserve section code is _____. (Fill in blanks with proper information.)

2. The vacant position will be held open _____ days (specify) from date of indorsement.

(c) Inform the applicant to process the application for conditional release through his Air National Guard Unit.

(2) Upon receipt of the indorsement and certificate (do not withdraw certificate) from the USAFR unit, the ANGUS applicant should:

(a) If an officer or warrant officer:

1. Attach to the application for transfer (AF Form 1288 and DD Form

14 January 1970

AFM 35-3(C1)

1644), his resignation from the Air National Guard of the State concerned.

2. Indorse the application through his Air National Guard unit commander to the appropriate State Adjutant General.

(b) If an airman:

1. Indorse the application for transfer (AF Form 1288 and DD Form 1644) to the Adjutant General of the State concerned.

2. The indorsement will include the reason for and the date such transfer is desired.

d. **When Requests Are Approved.** If the requested transfer (or resignation) is approved, the individual will be discharged from the Air National Guard and transferred to the USAFR and assigned to the unit having the Ready Reserve position. The State order will contain a statement that "Federal recognition is terminated as a result of this order."

e. **Forwarding Personnel Record Groups.** The master and field record group will be forwarded to ARPC, 3800 York St. Denver CO 80205. (AFMs 35-9 and 35-12.)

f. **Reassignments From Air National Guard:**

(1) An individual with an MSO or serving under current enlistment or appointment who is reassigned from the Air National Guard will be discharged therefrom, transferred to the USAFR, and assigned to ORS (obligated member) or NARS (for nonobligors), ARPC, unless:

(a) The individual requests and is transferred to another Air National Guard unit; or

(b) The individual requests and is transferred to a specific Ready Reserve unit or position of the USAFR as outlined in a through e above; or

(c) The individual is concurrently discharged from the Air National Guard and as a Reserve of the Air Force according to ANGR 36-05 or ANGR 39-10.

30-7. **Transfer From USAFR to ANGUS.** Release of members of the USAFR (not on EAD)

for transfer to the ANGUS for the sole convenience of the individual is not authorized.

a. **Approval of Requests for Transfer.** Requests for transfer may be approved and conditional releases granted by the USAFR unit commander or commander of the administrative unit having custody of the field record group, as appropriate, when the following conditions are satisfied (ARPC is immediately advised of each conditional release granted):

(1) Such transfer is necessary and in the best interest of the Air Force; or

(2) The applicant's unit of assignment is inactivated or reorganized; or

(3) The applicant moves his abode or place of business from the vicinity of his Reserve assignment.

(4) Official notification or certification is received from an Air National Guard unit that the applicant has applied for and is acceptable to fill a specifically described Air National Guard position in AFSC _____ (specify) contingent upon release from the USAFR, and that the position will be held open _____ days (specify) for his assignment.

(5) The applicant is not on orders to enter on EAD at the time the conditional release is granted.

(6) The applicant has completed his EAD if enlisted or appointed for that purpose.

(7) The applicant has completed his initial active duty training tour (normally 4 months) if enlisted for the nonprior service program under chapter 8.

(8) The applicant, if serving as a commissioned officer in grade of second lieutenant or warrant officer, has not been deferred from promotion.

(9) Except for Standby Reservists so designated because of being excess to mobilization requirements, and those who have completed their required Ready Reserve service obligation, all Standby Reservists must furnish satisfactory proof that the reason for Standby status ceased, before a conditional release will be granted.