



# Department of Defense INSTRUCTION

NUMBER 1145.01

December 12, 2013

Incorporating Change 3, Effective September 19, 2024

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USD(P&R)

SUBJECT: Qualitative Distribution of Military Manpower

References: See Enclosure

1. PURPOSE. This instruction:

a. Reissues DoD Instruction 1145.01 (Reference (a)) in accordance with the authority in DoD Directive 5124.02 (Reference (b)).

b. Establishes policy and assigns responsibilities for qualitative distribution of manpower accessions to the Active and Reserve Components of the Military Services in accordance with requirements in Title 10, United States Code (Reference (c)).

2. APPLICABILITY. This instruction applies to OSD, the Military Departments, the Office of the Chairman of the Joint Chiefs of Staff and the Joint Staff, the Combatant Commands, the Office of Inspector General of the Department of Defense, the Defense Agencies, the DoD Field Activities, and all other organizational entities within the DoD.

3. POLICY. It is DoD policy that:

a. Qualitative distribution of military manpower accessions is an important part of the All-Volunteer Force accession process and may be instituted during any mobilization for which induction has been authorized by Congress. Qualitative distribution will be accomplished on an equitable basis in any of the Armed Forces Qualification Test (AFQT) categories and education credential tiers (described in the Glossary) by control of chargeable accessions to the Active and Reserve Components of each Military Service.

b. Section 520 of Reference (c) limits the enlistment or induction of Category IV personnel. The total number of AFQT Category IV enlistments or inductions may not exceed 4 percent of the total number of each Military Service's active duty accessions. Upon the request of the Military Department concerned, the Secretary of Defense may authorize a Military Service to increase the 4 percent limitation, not to exceed 20 percent of the total number of persons originally enlisted or inducted to serve on active duty (other than active duty for training), in such armed force during such fiscal year. The Secretary of Defense will notify the Committees

on Armed Services of the Senate and the House of Representatives not later than 30 days after using such authority.

c. Benchmarks are established for evaluating Active and Reserve Component enlisted recruiting program success:

(1) The AFQT category benchmark for accessions within a given fiscal year is 60 percent with AFQT percentile scores of 50 (AFQT Category IIIA) or better. No more than 4 percent of an accession cohort with AFQT percentile scores between 10 and 30 (AFQT Category IV) may be enlisted. No one with a score below 10 (AFQT Category V) may be inducted or enlisted.

(2) The education credential benchmark is 90 percent high school diploma graduates (Tier 1) based on the relationship between education credentials and first-term attrition (adverse separation) rates. The remaining 10 percent will be primarily alternate high school credential holders (Tier 2); non-graduates (Tier 3) may be enlisted as permitted by section 520 of Reference (c).

#### 4. RESPONSIBILITIES

a. Assistant Secretary of Defense for Manpower and Reserve Affairs (ASD(M&RA)). Under the authority, direction, and control of the Under Secretary of Defense for Personnel and Readiness, the ASD(M&RA):

(1) Oversees the administration and monitoring of the policies established in this instruction.

(2) May prescribe aptitude and education objectives for chargeable accessions and may adjust those objectives in consultation with the Secretaries of the Military Departments.

b. Secretaries of the Military Departments. The Secretaries of the Military Departments:

(1) Ensure recruiting programs comply with the policy in this instruction.

(2) Report recruiting results in accordance with DoD Instruction 1304.32 (Reference (d)).

(3) In consultation with the ASD(M&RA), may specify standards for enlistment that are more restrictive than those established in this instruction.

(4) May request Secretary of Defense authorization for their respective Military Service(s) to increase the 4 percent limitation specified in paragraph 3.b., not to exceed 20 percent of the total number of persons originally enlisted or inducted to serve on active duty (other than active duty for training), in such armed force during such fiscal year.

5. **RELEASABILITY**. **Cleared for public release.** Available on the Directives Division Website at <https://www.esd.whs.mil/DD/>.

6. **SUMMARY OF CHANGE 3**. The administrative changes to this issuance:

a. Incorporate requirements to reflect changes to section 520(a) of Reference (c), as amended by Public Law 118–31 (Reference (e)).

b. Update organizational titles and references for accuracy.

7. **EFFECTIVE DATE**. This instruction is effective December 12, 2013.

  
Jessica L. Wright  
Acting Under Secretary of Defense for  
Personnel and Readiness

Enclosure  
References  
Glossary

ENCLOSURE

REFERENCES

- (a) DoD Instruction 1145.01, “Qualitative Distribution of Military Manpower,” September 20, 2005 (hereby cancelled)
- (b) DoD Directive 5124.02, “Under Secretary of Defense for Personnel and Readiness (USD(P&R)),” June 23, 2008
- (c) Title 10, United States Code
- (d) DoD Instruction 1304.32, “Military Services Recruiting Related Reports,” March 26, 2013, as amended
- (e) Public Law 118-31, “National Defense Authorization Act for Fiscal Year 2024,” December 22, 2023
- (f) Section 456 of Title 50, Appendix, United States Code

GLOSSARY

PART I. ABBREVIATIONS AND ACRONYMS

AFQT	Armed Forces Qualification Test
ASD(M&RA)	Assistant Secretary of Defense for Manpower and Reserve Affairs

PART II. DEFINITIONS

Unless otherwise noted, these terms and their definitions are for the purpose of this instruction.

AFQT category. For reporting purposes, scores on the AFQT are grouped into six broad aptitude categories. Persons who score in Categories I and II tend to be above average in trainability and on-the-job performance; those in Category III, average; those in Category IV, below average; and those in Category V, markedly below average. The minimum aptitude test score for acceptance of chargeable accessions is a score at the 10th percentile on the AFQT, which will continue to be the basis for determining entry qualifications for chargeable accessions into the military. AFQT categories and their respective percentile scores (during peacetime as well as mobilization) are:

AFQT Category I: 93-99 AFQT percentile score.

AFQT Category II: 65-92 AFQT percentile score.

AFQT Category IIIA: 50-64 AFQT percentile score.

AFQT Category IIIB: 31-49 AFQT percentile score.

AFQT Category IV: 10-30 AFQT percentile score.

AFQT Category V: 1-9 AFQT percentile score.

chargeable accessions. Accessions or inductions into the active forces of any of the Military Departments, excluding aviation cadets, officer candidates, members of the Reserve Components entering active duty for service with an Active Component, and persons exempt from induction pursuant to section 456 of Title 50, Appendix, United States Code (Reference (f)). Chargeable accessions also include volunteers entering the Reserve Components.

education credential tiers. For determining enlistment priority, education credentials have been grouped into three levels or tiers based on historical attrition rates:

Tier 1, high priority, includes high school diploma graduates, college degree holders or some college credits, and covered graduates as defined by statute, section 503 note of Reference (c).

Tier 2, medium priority, includes alternative credential holders.

Tier 3, low priority, includes nongraduates with AFQT scores at or above the 31st percentile (Category IIIB).

qualitative distribution. Describes the proportion (distribution) of two key characteristics or qualities, aptitude and education status, of accessions within a particular fiscal year. These qualities, apart from the number or quantity of accessions, predict performance, trainability and attrition of the accession cohort. The qualitative distribution benchmarks for accessions within a fiscal year are 60 percent AFQT Category I-III A and 90 percent high school diploma graduates.