



## DoD INSTRUCTION 1300.19

### DoD JOINT OFFICER MANAGEMENT (JOM) PROGRAM

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<b>Originating Component:</b>	Office of the Under Secretary of Defense for Personnel and Readiness
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<b>Approved by:</b>	Robert L. Wilkie, Under Secretary of Defense for Personnel and Readiness

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**Purpose:** In accordance with the authority in DoD Directive 5124.02 and Sections 619a, 661-666, 668, and 2151-2157 of Title 10, United States Code (U.S.C), this issuance:

- Establishes policy, assigns responsibilities, and provides direction for continuity plan development and general procedures for the DoD JOM Program.
- Designates specific procedural guidance for implementing the DoD JOM Program established by the Chairman of the Joint Chiefs of Staff (CJCS) and found in CJCS Instructions (CJCSIs) 1330.05A and 1331.01D.

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## SECTION 1: GENERAL ISSUANCE INFORMATION

**1.1. APPLICABILITY.** This issuance applies to the OSD, the Military Departments, the Office of the CJCS and the Joint Staff, the Combatant Commands (CCMDs), the Office of the Inspector General of the Department of Defense, the Defense Agencies, the DoD Field Activities, and all other organizational entities within the DoD (referred to collectively in this issuance as the “DoD Components”).

**1.2. POLICY.** The DoD will:

a. Require officers be educated, trained, and experienced in joint matters to enhance the joint warfighting capability and lethality of the United States through a heightened awareness of joint requirements, including multi-Service, interagency, international, and non-governmental perspectives.

b. Designate officers as joint qualified based on their achievement and completion of education, training, and experience that develop and use knowledge, skills, and abilities relevant to the definition of joint matters in Chapter 38 of Title 10, U.S.C. Such progressive levels of joint qualification will be known as:

(1) Level II.

(2) Level III (referred to as joint qualified officer (JQO) in this issuance).

(3) Level IV.

c. Designate positions that provide officers significant experience in joint matters, as defined by Section 668 of Title 10, U.S.C., as joint duty assignments (JDAs).

d. Limit critical standard joint duty assignments (S-JDAs) on the joint duty assignment list (JDAL), pursuant to Section 661 of Title 10, U.S.C., to positions that:

(1) Require incumbents who are previously trained, educated, and experienced in joint matters; or

(2) At a minimum, would be greatly enhanced by such an incumbent.

e. Exclude Service positions that are aligned within the Military Service as S-JDAs or from the joint duty assignment list (JDAL), whether or not such assignments in an officer’s Military Department may provide an opportunity to gain joint experience.

f. Ensure that officer assignments to S-JDAs are of sufficient length to provide stability to the joint organization.

(1) Active Component (AC) and Reserve Component (RC) full-time officers will be assigned for no less than 2 years.

(2) RC officers in the grades of O-6 and below serving less than full-time must serve in accordance with this issuance.

g. Designate quality officers as JQOs who have:

(1) Completed Joint Professional Military Education (JPME) Phase II and a full S-JDA;  
or

(2) Met such additional criteria as prescribed by the Secretary of Defense in this issuance.

h. Designate only officers in the grades of O-4 or above as JQOs.

i. Designate an appropriate number of critical S-JDA positions to meet mission requirements and to fill critical S-JDAs with JQOs.

j. Fill at least one half of all S-JDA positions designated as O-5 or above billets with officers who have the appropriate level of joint qualification.

k. Assign quality officers to S-JDAs. The qualifications of officers assigned to S-JDAs should be such that the promotion rates of those officers meet the objectives in Section 662 of Title 10, U.S.C.

l. Designate officers on the Active Duty List (ADL) as Level III JQO before appointment to brigadier general or rear admiral (lower half), pursuant to Section 619a of Title 10, U.S.C.

m. Ensure all ADL graduates of National Defense University (NDU) JPME Phase II-awarding schools who are JQOs are assigned to an S-JDA as their immediate assignment following graduation pursuant to Section 663 of Title 10, U.S.C. To the extent practicable, this policy also applies to RC graduates not on the ADL.

n. Ensure policy governing education and experience in joint matters for RC officers not on the ADL will, to the extent practicable, be similar to such policy for officers on the ADL, in compliance with Section 666 of Title 10, U.S.C.

## SECTION 2: RESPONSIBILITIES

### **2.1. UNDER SECRETARY OF DEFENSE FOR PERSONNEL AND READINESS (USD(P&R)).** The USD(P&R):

- a. Establishes policy and oversees the DoD JOM Program.
- b. Establishes, with advice from the CJCS, different levels of joint qualifications and criteria for qualification at each level, including joint education and joint experience criteria, pursuant to Title 10, U.S.C.
- c. Exercises approval authority for the JDAL based on the recommendations of the CJCS.
- d. Approves Level III JQO designation and Level IV joint qualified designation.
- e. Reviews requests to waive DoD JOM Program requirements, as authorized in Sections 3, 8, and 10 of this issuance, and forwards to the Secretary of Defense or Deputy Secretary of Defense those requests requiring their action.

### **2.2. ASSISTANT SECRETARY OF DEFENSE FOR MANPOWER AND RESERVE AFFAIRS (ASD(M&RA)).** Under the authority, direction, and control of the USD(P&R), the ASD(M&RA):

- a. Develops policies to administer the DoD JOM Program.
- b. Oversees boards, as necessary pursuant to CJCSI 1331.01D, to make recommendations on management of officers under the DoD JOM Program.
- c. Oversees the preparation and coordination of reports, as required, in support of the DoD JOM Program.
- d. Exercises oversight for JOM policies and procedures.
- e. Reviews and determines resolution for requests to waive joint duty tour length and post-JPME Phase II assignments.

### **2.3. DIRECTOR, DEFENSE HUMAN RESOURCES ACTIVITY.** Under the authority, direction, and control of the USD(P&R), and in coordination with the ASD(M&RA), the Director, Defense Human Resources Activity, maintains and updates the Joint Duty Assignment Management Information System (JDAMIS).

### **2.4. DOD COMPONENT HEADS.** The DoD Component heads:

- a. Implement this issuance.

b. Comply with guidelines and procedures established by the CJCS for executing the DoD JOM Program.

c. Provide to the CJCS, in coordination with the Secretaries of the Military Departments, proposed additions, deletions, and changes to the JDAL.

d. Do not reassign, other than for cause, officers filling S-JDA positions to non S-JDA positions, or JQOs filling critical S-JDA positions, without prior coordination with the Military Service concerned.

e. As directed, participate in boards convened by the ASD(M&RA) or the CJCS on management of officers under the DoD JOM Program.

f. Monitor assignment actions to ensure joint organizational stability is maintained.

**2.5 SECRETARIES OF THE MILITARY DEPARTMENTS.** In addition to the responsibilities in Paragraph 2.4., the Secretaries of the Military Departments:

a. Require that the JPME Phase I and Phase II curriculum of Military Service schools meet the criteria established in CJCSI 1800.01E.

b. Direct that joint assignment practices result in the Military Services meeting the JDA tour length requirements specified in Section 664 of Title 10, U.S.C.

c. Nominate officers meeting the joint qualification criteria in Section 3 of this issuance to the USD(P&R), via the CJCS, for joint designation as Level III or IV.

d. Monitor the careers of JQOs and officers who are serving or have served on the Joint Staff and the staff of the Secretary of Defense.

e. Ensure the following requirements are met:

(1) JQOs are appropriately assigned to critical S-JDAs.

(2) Officers assigned to S-JDAs meet joint promotion qualification objectives.

(3) All ADL graduates of NDU JPME Phase II-awarding schools who are JQOs are assigned to an S-JDA as their immediate assignment following graduation pursuant to Section 663 of Title 10, U.S.C. To the extent practicable, this policy also applies to RC graduates not on the ADL.

(4) More than half of ADL non-JQO graduates of NDU JPME Phase II-awarding schools are assigned to an S-JDA as their immediate assignment following graduation. Up to one-half of the officers subject to this requirement may be assigned to an S-JDA as their second (rather than first) assignment following graduation. To the extent practicable, this policy also applies to RC graduates not on the ADL.

f. Provide JOM reports, as required, through the CJCS to the Secretary of Defense.



g. Approve Level II designation based on the criteria in Table 1. The Secretary of the Military Department may delegate this responsibility in writing.

h. When practical, ensure officers assigned to S-JDA positions have completed JPME II.

**2.6 CJCS.** In addition to the responsibilities in Paragraph 2.4., the CJCS:

a. Develops procedures and instructions to implement and support this issuance.

b. Develops and coordinates policies for JPME to include the designation and certification of instruction courses which award Phase I and Phase II and Capstone credit.

c. Develops and maintains the methodology for determining S-JDA and critical S-JDA requirements.

d. Recommends JDAL changes to the USD(P&R) and reviews, updates, maintains, and publishes the JDAL at least twice annually.

e. Manages the JDAMIS and the Military Service updates in the JDAMIS data files to enable monitoring of JQOs and officers who are serving or have served in S-JDAs.

f. Manages the joint qualification designation process.

g. Monitors the promotions of JQOs and officers who are serving or have served on the Joint Staff and the staff of the Secretary of Defense to ensure that appropriate consideration is given to their joint duty experiences.

h. Reviews Military Service requests for DoD JOM Program waivers and makes joint credit recommendations on such requests to the USD(P&R).

i. Serves as board secretariat for S-JDA and experience-based joint duty assignment (E-JDA) boards in support of the DoD JOM Program.

j. Prepares and coordinates on reports, as required, in support of the DoD JOM Program.

k. Determines and accredits those joint experiences, joint training and exercises, and other education that have direct relevance to the definition of joint matters specified in Section 668 of Title 10, U.S.C., and as prescribed in Section 6 of this issuance.

l. With the assistance of the Military Services, establishes JQO career development guidelines to maintain a sufficient number of quality officers especially educated and experienced in joint matters.

## SECTION 3: JOINT QUALIFICATIONS

**3.1. JOINT QUALIFICATIONS.** The joint qualification system (JQS) is a multi-level system that is open to all officers and recognizes joint experiences, regardless of where they occurred. Attaining expertise in joint matters is a career-long accumulation of experiences that may be gained via various duties and assignments to joint organizations for extended periods or through the performance of temporary duties of shorter duration. An S-JDA, in accordance with Section 664(a) of Title 10, U.S.C., is the primary means of achieving joint experience and joint duty credit.

**3.2. JOINT QUALIFICATION LEVELS AND CRITERIA.** The JQS is designed to recognize an officer's progressive, career-long accumulation of joint experiences. The joint qualification levels begin with Level II. Officers who meet the requirements for Level II and Level III joint qualification simultaneously may be designated as a Level III JQO without previously being designated as Level II. Award of the various levels of joint qualification is contingent on meeting the following criteria:

**a. Level II.** The Secretary of the Military Department concerned is the approval authority. An officer:

(1) Must accrue 12 joint qualification points (a minimum of 6 of the 12 points must be derived from joint duty or experiences other than joint training or joint exercises) or have been awarded full joint duty credit.

(2) Must successfully complete JPME Phase I.

(3) May accrue up to 6 discretionary points derived from joint training, joint exercises, and education or training other than JPME that enhances an officer's knowledge and understanding of joint matters.

**b. Level III.** The USD(P&R) is the approval authority.

(1) An officer must:

(a) Earn 12 additional joint qualification points, over and above the 12 points required to be designated Level II.

(b) While in the grade of O-4 or higher, complete a minimum of 12 months of aggregated time in a position where joint experience is awarded (in some cases, officers may need more than 24 total points to qualify for Level III due to this 12-month recency requirement) or have been awarded full JDA credit. Officers who are currently serving in an S-JDA and have completed JPME Phase II may combine accrued joint qualification points with time (months) already served in the S-JDA to achieve the requisite 24 points required for Level III.

(c) Successfully complete JPME Phase II.

(d) Be in the pay grade of O-4 or above.

(2) Discretionary points may be derived from joint training, joint exercises, or other education or training, other than JPME, that contributes to an officer's expertise in joint matters. A maximum of 6 discretionary points may be used for award of Level III joint qualification.

(3) Officers approved for award of Level III joint qualification will be designated as a joint qualified officer (JQO).

(4) Only officers designated as a JQO are eligible for appointment as an O-7, unless the USD P&R waives the JQO requirement in accordance with Section 10 of this issuance. This requirement applies only to the AC.

**c. Level IV.** The USD(P&R) is the approval authority. A general officer or flag officer (GO/FO):

(1) Must accrue 24 joint qualification points or have been awarded full GO/FO joint duty credit from an assignment after completing at least 14 months in a GO/FO joint duty billet. The officer must be a GO/FO for pay purposes for at least 1 day while filling the GO/FO joint billet. Officers who are currently serving in an S-JDA and have completed Capstone may combine accrued joint qualification points with time (months) already served in the S-JDA to achieve the requisite 24 points required for Level IV.

(2) Must successfully complete Capstone.

(3) May be designated Level IV without being designated as Level III. This typically applies to RC GO/FOs who have not had the opportunity to complete JPME II requirements before promotion to O-7 or for a GO/FO who may have received a scientific and technical or professional waiver of the JQO requirement for promotion to O-7. GO/FOs designated as Level IV without being designated as Level III are not eligible to fill critical JDA billets unless the CJCS approves a waiver.

**3.3. JOINT QUALIFICATION FORMULA.** An officer's eligibility for consideration to be awarded joint qualification Level II – IV will be based on the completion of the requisite education, joint experience points, and discretionary points, as depicted in Table 1.

**Table 1. Joint Qualification Matrix**

LEVEL	CRITERIA
II	<ul style="list-style-type: none"> <li>• Awarded upon completion of JPME Phase I and accrual of 12 points and certification by the Secretary of the Military Department concerned.               <ul style="list-style-type: none"> <li>• A minimum of 6 points must come from joint duty or experience.</li> <li>• A maximum of 6 discretionary points may be derived from joint training, joint exercises, and education/training courses other than JPME.</li> </ul> </li> </ul> <p>NOTE: Officers who have full joint tour credit and have completed JPME Phase I may be designated as Level II by the Secretary of the Military Department concerned.</p>
III	<ul style="list-style-type: none"> <li>• Awarded upon completion of JPME Phase II and accrual of a minimum of 24 total points (based on Level II point requirements, normally 12 more points since Level II) or full joint duty credit, and certification by the USD(P&amp;R).               <ul style="list-style-type: none"> <li>• A minimum of 18 points must come from joint duty or experience. A maximum of 6 discretionary points may be derived from joint training, joint exercises, and education/training courses other than JPME.</li> <li>• Recency requirement: a minimum of 12 months in a position, either aggregated or served all at once, must come from joint experience earned in the pay grade of O-4 or higher. Officers must be an O-4 (for pay purposes) for at least 1 day while filling an S-JDA or during the period for which joint experience points are earned.</li> </ul> </li> <li>• Formal designation: JQO.</li> <li>• JQO designation is required for appointment as an O-7 (ADL officers only).</li> </ul>
IV GO/FO Only	<ul style="list-style-type: none"> <li>• Awarded upon completion of Capstone and accrual of 24 joint experience points or full joint GO/FO credit from an assignment after:               <ul style="list-style-type: none"> <li>• Completing at least 14 months in a GO/FO joint billet or joint pool billet (as designated by the Secretary of Defense) in OSD, the Joint Staff, CCMD headquarters (HQ), joint task force HQ, or in a Defense Agency or DoD Field Activity.</li> <li>• Certification by the USD(P&amp;R).</li> </ul> </li> <li>• Officers must be a GO/FO (for pay purposes) for at least 1 day while filling the GO/FO S-JDA or during the period for which joint experience points are earned.</li> </ul>

**3.4. JOINT QUALIFICATION POINTS.** Joint qualification points are based on a formula that accounts for the type, intensity and environment, and duration and frequency of the joint experience. Joint points previously accrued, or experiences currently being accrued as a qualifying joint experience, may be retained by the officer; however, the officer must meet the requirement as stated in Paragraph 3.2.b(1)(b) to qualify for JQO Level III.

a. Joint experience points are one of three components contributing to an officer's eligibility to earn joint qualification Levels II – IV. Points are computed by multiplying the duration of the experience by the intensity factor, as depicted in Figure 1.

(1) Duration: 1 month (30.4 days) equals one point.

(2) Intensity:

(a) Combat is a multiplier of 2. The combat intensity factor will be correlated to the receipt of hostile fire or imminent danger (HF/ID) pay.

(b) Non combat experiences are a multiplier of 1. This includes any JDA that does not qualify under Paragraph 3.4(2)(a).

(c) When the application of the intensity multiplier results in a point value of 24 or higher, it will be considered to be a full joint tour of duty in accordance with the 2 year joint duty tour length specified in Section 664 of Title 10, U.S.C. Officers must still meet the recency requirement to serve in a position for 12 months in a position as an O-4 or above.

b. Discretionary points may be earned from joint training, joint exercises, or other education or training, other than JPME, that contributes to an officer's expertise in joint matters.

**Figure 1. Point Accrual Formula**

Joint EXPERIENCE Points = Duration (Months) x Intensity Factor\*

\*Combat: HF/ID: 2, Non-Combat: 1

DISCRETIONARY Points = Education + Training + Exercise

Education / Training = degree or certification related to “Joint Matters”

Exercise Points = Key Participant/Planner/Leader (1pt)

JOINT QUALIFICATION LEVEL = EXPERIENCE Pts + DISCRETIONARY Pts + JOINT EDUCATION

## SECTION 4: JDAS AND THE JDAL

### 4.1. JDAS AND THE JDAL.

a. **JDA.** There are two types of JDAs: standard and experienced-based.

b. **JDAL.** The JDAL is the position management file of the JDAMIS that the CJCS manages. Positions are added to the JDAL to identify duties in which officers gain significant experience in joint matters. JDAL positions will not be used as an assignment incentive.

**4.2. CRITICAL S-JDAS.** A position may be designated as a critical S-JDA if the duties and responsibilities of the position require that the officer assigned to it be designated as a Level III JQO. The USD(P&R), with the advice of the CJCS, designates critical S-JDAs in accordance with Section 661 of Title 10, U.S.C. The heads of joint organizations must identify those positions that meet the criteria of critical S-JDAs and recommend to the CJCS that they be designated as critical S-JDAs. Only positions requiring officers in the grades O-5 and above will be designated as critical S-JDAs. Critical positions are not necessarily the most key and essential positions within an activity, although that may be the case.

a. If the number of critical S-JDAs identified by heads of joint activities is determined to be insufficient to meet DoD mission requirements, the CJCS may direct the heads of joint activities to identify additional billets that meet the definition of a critical S-JDA.

b. Position redesignations occur when the duties and responsibilities of the position change and impact the requirement for an incumbent to be previously educated and experienced in joint matters. A change in incumbents is not a basis for changing the position designation. Stability in critical positions is essential to the Military Services' production and maintenance of sufficient numbers of JQOs.

c. The CJCS has the authority to remove the critical designation from positions on the JDAL when the duties no longer meet the definition of a critical S-JDA.

**4.3. S-JDA FILL REQUIREMENTS.** The Military Services must ensure that at least one-half of their O-5 and above S-JDA positions are filled at any time by officers who have the appropriate level of joint qualification. Other joint positions not on the JDAL should be similiarly manned with consideration to joint organization mission and Service manning requirements. The Military Services and joint activities must ensure that JQOs fill critical S-JDAs unless the CJCS waives this requirement. The fill requirements are reported in the annual JOM report.

### 4.4. CRITICAL S-JDA JQO QUALIFICATION WAIVER.

a. The CJCS has the authority to approve or disapprove requests to fill critical S-JDAs with non-JQOs.

b. Waiver requests for GO/FOs are forwarded to the Special Assistant to the CJCS for GO/FO Matters; all others are forwarded to the Joint Staff Directorate for Manpower and Personnel (J-1).

c. Non-JQOs may not be assigned to critical S-JDAs without an approved waiver. The CJCS will provide a report to the USD(P&R) on the number of waivers granted each fiscal year (FY).

#### **4.5 JDAL POSITION STANDARDS.**

a. Only permanent S-JDA positions, where an officer gains significant experience in joint matters, may be designated as JDAL positions. A position must be involved in:

(1) The development or achievement of strategic objectives through the synchronization, coordination, and organization of integrated forces in operations conducted across domains, such as land, sea, air, space, or in the information environment, including matters relating to any of the following:

(a) National military strategy.

(b) Strategic planning and contingency planning.

(c) Command and control, intelligence, fires, movement and maneuver, protection, or sustainment of operations under unified command.

(d) National security planning with other departments and agencies of the United States; or

(e) Combined operations with military forces of allied nations.

(2) Acquisition matters conducted by members of the Military Services and covered under Chapter 87 of Title 10, U.S.C., involved in developing, testing, contracting, producing, or fielding multi-service programs or systems.

(3) Other matters designated by the Secretary of Defense in consultation with the CJCS.

b. In the context of joint matters, the term “integrated forces” refers to military forces that are involved in achieving unified action with participants from:

(1) More than one military department; or

(2) A military department and one or more of the following:

(a) Other departments and agencies of the United States.

(b) The military forces or agencies of other countries.

(c) Non-governmental persons or entities.

c. Compliance with the requirements in Paragraph 4.5.a, as determined by the CJCS, requires that a preponderance of a position's responsibilities involve joint matters.

d. Positions that meet the standards above, as recommended by the CJCS and approved by USD(P&R), may be included on the JDAL. Position redesignations, from S-JDA to non S-JDA or vice versa, occur when the duties and responsibilities of the position change. A change in incumbents is not a basis for changing the position designation.

e. The exclusions from the JDAL are:

- (1) Student positions for joint education and joint training.
- (2) Instructor positions not responsible for any of the following:
  - (a) Preparing and presenting JPME Phase II courses in national security strategy.
  - (b) Theater strategy and campaigning.
  - (c) Joint planning processes and systems; or
  - (d) Joint, interagency, and multinational capabilities and the integrations of those capabilities.
- (3) Fellowship or internship assignments that are affiliated with educational, degree granting, or research programs where the officer does not fill a permanent billet.
- (4) Positions or assignments within an officer's own Military Department.
- (5) Temporary, overage, or unfunded positions.
- (6) Positions requiring grades O-3 and below.

f. All joint organizations will incorporate joint qualification levels as part of billet requisitions. Procedures for establishing and designating appropriate joint qualification levels for positions on the JDAL can be found in CJCSI 1330.05A.

**4.6. JDAL POSITION CATEGORIES.** Positions may be included on the JDAL if they clearly meet the criteria in Paragraph 4.5 of this section. There are seven groups of qualifying positions.

**a. OSD Positions.** Incumbents in these positions are responsible for developing and issuing policies that support national security objectives.

**b. Joint Staff Positions.** Incumbents in these positions are responsible for matters relating to national military strategy, joint doctrine or policy, strategic planning, and contingency planning.



**c. CCDM HQ Positions.** Incumbents in these positions are involved in matters relating to national military strategy; joint doctrine or policy; strategic planning; contingency planning; or command and control, intelligence, fires, movement and maneuver, protection, or sustainment of combat operations under a CCMD.

**d. Defense Agency and DoD Field Activity HQ Positions.** Incumbents in these positions are involved in developing and issuing joint policy, strategic plans, and contingency plans relating to national military strategy.

**e. Organizational Positions Other Than Those in the OSD, the Joint Staff, CCMD HQ Positions, or Defense Agencies and DoD Activities.** Incumbents in these positions:

(1) Are involved with matters related to the achievement of unified action by integrated forces in operations conducted across domains such as land, sea, air, space, or in the information environment.

(2) Have a preponderance of duties that directly deal with creating or issuing national military strategy; joint doctrine; joint policy; strategic plans or contingency plans; commanding and controlling operations; intelligence, fires, movement and maneuver; protection or sustainment of operations under unified command; national security planning with other departments and agencies of the United States or combined operations with military forces of allied nations.

**f. Professional Specialty Positions.** Regardless of assigned organization, all professional specialty positions must be approved through the JDAL validation process before they may be included on the JDAL. Position descriptions outlined in Paragraph 4.6.e also apply for the incumbents in professional specialty positions (medical officer, dental officer, veterinary officer, medical service officer, nurse, biomedical science officer, chaplain, or judge advocate).

**g. GO/FO Positions.** GO/FO positions designated by the Secretary of Defense as being on the Joint Pool list or the Chairman's Reserve Positions list are considered to be approved JDAL positions. The CJCS will be responsible for preparing quarterly Joint Pool updates and making Secretary of Defense-approved changes to the Joint Pool list. All other GO/FO positions, to include Individual Mobilization Augmentee slots not on the JDAL or in the joint pool, must be submitted to the JDAL board for consideration.

**4.7 JDAL VALIDATION PROCESS.** The primary purpose of the JDAL Validation Process is to review positions nominated by joint organizations for addition to or deletion from the JDAL as outlined in CJCSI 1330.05A.

a. The CJCS is responsible for ensuring all positions on the JDAL meet the definition of joint matters. JDAL position standards described in Paragraph 4.5 apply.

b. The USD(P&R) is the approval authority for changes to the number of positions on the JDAL, with recommendations forwarded by the CJCS. Contingent on approval by the USD(P&R), the effective date a position is added or deleted from the JDAL will be the date the Joint Staff J-1 signs the recommendation memorandum on behalf of the CJCS.

c. Additionally, the CJCS is responsible for revalidating JDAL positions every 5 years. The Joint Staff is also required to perform periodic reviews, as needed, of the JDAL, in whole or in part, to ensure joint positions continue to meet the standards in Paragraph 4.5. The CJCS will include in the FY Annual Joint Officer Management Report the number of positions validated throughout the FY.

d. Filled JDAL positions coded for deletion will not be removed until the incumbent departs.

e. Officers who have been issued valid written orders or assignment selection dates, or who have received a request for orders for full time orders in the Active Guard and Reserve (AGR) Program, to a billet that is subsequently identified for deletion from the JDAL, will be allowed to receive joint duty credit in that assignment. The written orders, assignment selection date, or request for orders must be issued before the effective date of the USD(P&R) memorandum deleting the billet from the JDAL. The officer must have a report date no later than 6 months from the date of the USD(P&R) memorandum.

## SECTION 5: JDA CREDIT

**5.1. JDA CREDIT.** JDA credit is granted to an officer for either completion of a tour of duty in a JDAL position (S-JDA position) or the accrual of joint experience points, which may include discretionary points from joint training, exercises, or a combination of both. Statutory requirements regarding joint duty tour lengths and full, accrued, and constructive credit will apply. Policies regarding the experience-based joint qualification point system are addressed in Section 4. Section 12 provides JDA tour length requirements for RC officers who serve less than full time in S-JDA positions to receive joint credit.

- a. An officer begins to accrue JDA credit on assignment to the JDAL position and stops accruing JDA credit on departure from the JDAL position.
- b. A tour of duty where an officer serves in more than one S-JDA without a break between such assignments will be considered to be a single tour of duty in an S-JDA.
- c. The assignment of more than one officer to the same S-JDA is not authorized except during reassignment. The overlap of incoming and outgoing officers, during which time both officers accrue JDA credit, may not exceed 90 days.
- d. A GO/FO must serve a minimum of 2 years in a GO/FO S-JDA to receive full JDA credit, unless waived in writing by the Deputy Assistant Secretary of Defense for Military Personnel Policy (DASD(MPP)) or released under an early release exception, as outlined in Section 7.
- e. Officers (O-6 and below) must serve a minimum of 2 years to receive full JDA credit, with the exception of those situations identified in Table 1.
  - (1) Only officers (O-6 and below) serving in tours that are at least 2 years are eligible for full JDA credit in overseas S-JDAs.
  - (2) Officers who serve the unaccompanied tour length or tours that are less than 2 years receive accrued JDA credit (discussed in Paragraph 5.2).

### 5.2. ACCRUED JDA CREDIT.

- a. Officers who do not receive full joint duty tour credit in an S-JDA may receive accrued JDA credit if:
  - (1) Departing the position for a command-boarded position or senior developmental education; or
  - (2) Returning to their Military Service or departing the position due to reasons cited in Section 7.
- b. All other requests for accrued JDA credit will only be considered for fully documented mission reasons as cited in Section 7.3

c. Accrued JDA credit may be applied towards joint qualifications in accordance with Section 3.

### **5.3. CONSTRUCTIVE CREDIT FOR JOINT DUTY TOUR COMPLETION.**

Constructive credit for joint duty tour completion does not apply to GO/FOs. Officers may depart an S-JDA up to 60 days early and receive constructive credit when they meet the criteria in Paragraph 5.3.a. Constructive credit may be applied to joint assignments with 2 years or more tour lengths (including Hawaii and Alaska).

a. Constructive credit may only be used when early departure is required for military necessity (e.g., a school report date or a change of command that cannot be delayed) and when other alternatives would not meet mission requirements. It will not be used for personal convenience.

b. Constructive credit is not authorized when officers receive accrued credit for S-JDA.

### **5.4. JDA CREDIT WHEN JDAL POSITIONS ARE ADDED OR REMOVED.**

Positions that meet the definition of an S-JDA are added to the JDAL, and positions may be removed from the JDAL for any of the reasons identified in CJCSI 1330.05A.

a. An officer's JDA credit begins upon reporting to a JDAL position and stops when the officer departs the position. Officers serving in an S-JDA will not be penalized by loss of JDA credit if that position is coded for deletion from the JDAL during their tour of duty.

b. The incumbent's reporting date will be considered the tour start date, as long as the incumbent is serving in the position on the date the Director for Manpower and Personnel, Joint Staff (or Director, Joint Staff for GO/FO positions) signs the recommendation memorandum on behalf of the CJCS forwarding the results of the JDAL Validation Board to the USD(P&R).

**5.5. JDA CREDIT FOR OFFICERS IN PAY GRADE O-3.** Officers in the pay grade of O-3 assigned to JDAL positions receive JDA credit; all JDA provisions apply, including joint duty tour length and early release requirements.

**5.6. JDA CREDIT DURING PERIODS OF TEMPORARY DUTY (TDY).** TDY periods of 30 or more consecutive days away from an officer's assigned joint organization for Service-related duties, including pre-command or refresher training, or attendance at JPME courses, will not count toward the 24-month minimum for JDA credit. The joint organization to which the officer is assigned will track this requirement outside of the JDAMIS. The joint organization has the authority to waive this requirement on a case-by-case basis when appropriate. TDY periods of less than 30 days do not change an officer's permanent assignment to a JDAL position or JDA credit status.

**5.7. DIFFERENTIAL JDA CREDIT.** Differential credit is authorized for officers who served in S-JDAs located in HF/ID pay and received accrued JDA credit but not enough for full JDA credit. Military Services may only request differential JDA credit for officers who did not receive full JDA credit. Differential JDA credit must be requested within 12 months of tour completion. The CJCS has the authority to approve or disapprove requests for differential JDA credit. Differential JDA credit may be given to officers who:

- a. Served in an S-JDA in a geographic location designated as an HF/ID pay area in DoD 7000.14-R; or
- b. Were deployed in the S-JDA as part of their S-JDA duties and the geographic location(s) is designated as an HF/ID pay area in DoD 7000.14-R.

## SECTION 6: JOINT EXPERIENCE, TRAINING, AND EDUCATION

**6.1. GENERAL.** The career-long accumulation of joint experience encourages officers to earn progressive levels of joint qualifications based on knowledge, skills, and abilities in joint matters. Joint experiences may be accrued via traditional long-term assignments (S-JDAs) or brief periods of duty conducting joint operations. Unique to this system is that officers also gain expertise in joint matters based on their involvement in joint exercises and other forms of joint training. Joint experience, training, and exercises must have direct relevance to joint matters as defined in this issuance, and be designated by the CJCS in order for officers to accrue JDA credit.

**6.2. JOINT EXPERIENCE.** Most AC officers will continue to complete a traditional S-JDA to earn JDA credit. A smaller number may earn joint qualifications from the career-long accumulation of joint experiences recognized by the CJCS as providing officers with an equivalent level of joint capability and expertise in joint matters. The E-JDA process will enable a point system to recognize officers for their joint experiences in a systematic, progressive manner. Joint experiences will accrue points toward three successive levels of joint qualifications and provide the joint commander a greater degree of consistency in assessing the capabilities of each officer. This will enhance the DoD's ability to ensure the appropriate mix of joint-experienced officers in each organization.

a. Joint experience may be gained in the performance of duties that involve both aspects of the definition of joint matters – **who** the duty is performed with and **what** the duty entails.

(1) The **who** includes integrated forces that plan or execute (or both) operations with participants from more than one Military Department; or a Military Department and one or more of the following:

- (a) Other departments and agencies of the United States.
- (b) The military forces or agencies of other countries.
- (c) Non-governmental persons or entities.

(2) The **what** includes the development or achievement of strategic objectives through synchronization, coordination, and organization of integrated forces in operations conducted across domains, such as land, sea, air, space, or in the information environment, including matters relating to:

- (a) National military strategy.
- (b) Strategic planning and contingency planning.
- (c) Command and control, intelligence, fires, movement and maneuver, protection, or sustainment of operations under unified command.

(d) National security planning with other departments and agencies of the United States.

(e) Combined operations with military forces of allied nations.

(f) Acquisition under Chapter 87 of Title 10, U.S.C., that involves developing, testing, contracting, producing, or fielding multi-service programs or systems.

b. Officers may gain joint experience while serving in positions internal to their Military Service only if tasked to fulfill a joint requirement, such as a deployment or contingency, beyond their Service position duties. Deployment as an integral component of the officer's own Service component does not qualify for JDA experience credit. Service positions will not be placed on the JDAL. The method of assessing joint experience gained while assigned to Service positions is specified in CJCSI 1330.05A and CJCSI 1331.01D.

c. Beginning January 1, 2019, officers must submit requests for JDA credit within 12 months of experience completion, and the Military Services must forward requests to the Joint Staff J-1 within 18 months of the experience completion. After the implementation date, late submissions will require a letter endorsed by the Military Department concerned that explains why the request was not submitted within 18 months. Verification of the requested joint experience will include a performance report or evaluation capturing the joint matters experience gained by the officer filling the position. An adjudicated travel voucher must be submitted to verify boots on the ground for intensity factor areas. The Military Services will not rewrite officer joint experience requests, as the duties performed should stand alone.

d. Officers awarded accrued joint duty credit in accordance with Section 5 may have that credit converted to the appropriate number of joint qualification points, as specified in CJCSI 1330.05 and CJCSI 1331.01D.

e. Student, fellowship, or intern experiences that are affiliated with an educational, degree granting, or research program are not eligible for E-JDA credit.

**6.3. JOINT TRAINING.** Training includes mission rehearsals of individuals, units, and staffs using joint doctrine or joint tactics, techniques, and procedures to prepare joint forces or joint staffs to respond to strategic, operational, or tactical requirements considered necessary by the Combatant Commanders to execute their assigned or anticipated missions.

a. The Office of the CJCS will:

(1) Establish a process to certify joint individual training courses that contribute to an officer's expertise in joint matters and assign joint qualification points based on course content and duration.

(2) Identify, maintain, and annually publish a list of joint exercises that qualify for the award of joint qualification points. Officers may be able to receive qualification points in these designated joint exercises.

(3) Ensure that applicable policy and guidance institutionalize the CJCS oversight over the certification of joint training courses and incorporate business rules for broader joint experiences and training opportunities.

b. An officer may request discretionary JDA credit for completion of joint training and exercises that did not occur during the same time period the officer accrued S-JDA or E-JDA JDA credit.

**6.4. JOINT EDUCATION.** JPME, as defined in CJCSI 1800.01E, is the only approved joint education that meets the prerequisite for earning joint officer qualifications; however, the Military Services should ensure that all personnel supporting joint operations have learning opportunities so they can be effective contributors to the joint team. The primary purpose of JPME is to educationally develop officers for the intellectual demands of complex contingencies and major conflicts. Accordingly, assignments to JPME should be to prepare officers for the rigorous intellectual demands of likely future conflict and not be a requirement for selection to higher grade.

**a. Educational Framework of Professional Military Education.** The formal framework for JPME comprises a three-phase approach, consisting of a rigorous and thorough instruction and examination of Service members in an environment designed to promote a theoretical and practical in-depth understanding of joint matters. JPME is a shared responsibility of the Service learning institutions and NDU. CJCSI 1800.01E provides additional JPME information. Officers who complete JPME Phases I and II satisfy the educational requirements for JQO designation. In addition to this formal framework for JPME, it is recommended that the Military Services ensure their members have sufficient opportunities to learn about joint issues as needed to support effective joint operations. Service members often work alongside joint partners far before they are eligible for formal instruction, so these additional learning opportunities are invaluable in helping achieve joint success.

**b. JPME Phase I.** In addition to intermediate Service colleges, other programs, as approved by the CJCS, may satisfy the JPME Phase I requirement.

**c. JPME Phase II.** Officers must complete JPME Phase I to be eligible to attend JPME Phase II.

(1) The CJCS may approve a direct-entry waiver to permit an officer to attend JPME Phase II without having completed JPME Phase I. Typically, direct-entry waivers are only approved under extreme circumstances and must be fully justified.

(2) An officer will not be credited with JPME Phase II until he or she has completed JPME Phase I.

(3) The Joint and Combined Warfighting School-Hybrid is a JPME course taught through the Joint Forces Staff College to JPME Phase I graduates that satisfies the JPME Phase II requirements.



**d. Capstone.** Capstone is the third phase of JPME, mandated by Section 2153 of Title 10, U.S.C., designed to prepare newly selected GO/FOs for high-level joint, interagency, intergovernmental, and multinational responsibilities.

**e. Officer Professional Military Education Policy.** CJCSI 1800.01E defines the objectives and policies of the CJCS for the schools, colleges, and other educational institutions that make up the military education system of the Military Services. Additionally, it identifies the fundamental responsibilities of the major participants in the military education arena in achieving desired educational goals. In terms of JPME, the Officer Professional Military Education Policy provides the policy guidance necessary to meet DoD responsibilities for the educational development of JQOs.

**f. NDU Graduates.** The Military Services must ensure that the following requirements are met by all ADL officers, and by RC officers not on the ADL to the extent practicable, who graduate from NDU schools, as defined in CJCSI 1800.01E, for each FY:

(1) All JQOs must be assigned to an S-JDA as their next duty assignment following graduation unless waived on a case-by-case basis by the USD(P&R).

(2) More than 50 percent of all non-JQO graduates (for each Military Service and for each school) attending NDU schools must be assigned to an S-JDA as their next duty assignment following graduation. Up to one half of the officers subject to this requirement (for each Military Service and for each school) may be assigned to an S-JDA as their second assignment following graduation to allow for efficient officer management.

(a) Non-JQO graduates may be assigned to approved non-JDAL positions, such as the Afghanistan-Pakistan Hands program, that will clearly provide the officer significant experience in joint matters. These requests will be forwarded through the Joint Staff J-1 and approved by the DASD(MPP). The Military Services must coordinate with the Joint Staff to document compliance in JDAMIS.

(b) The assignment requirements stated in Paragraph 6.4.f(2) may be computed for ADL officers and RC officers not on the ADL as a combined whole for each Military Service and for each school.

## SECTION 7: JDA TOUR LENGTH REQUIREMENTS AND EARLY RELEASES

**7.1. JDA TOUR LENGTH REQUIREMENTS.** Section 664 of Title 10, U.S.C., states the length of a JDA assignment will not be less than 2 years. Not all officers will depart an S-JDA at 2 years. The Military Services may reassign officers at 2 years without a Secretary of Defense JDA tour length waiver. This policy does not change assignment tour length pursuant to DoD Instruction 1315.18 or supersede Joint Travel Regulation requirements for assignments within or outside the continental United States.

a. A joint tour of duty in which an officer serves in more than one JDA without a break between such assignments will be considered to be a single tour of duty in a JDA. The Service will coordinate with the losing joint organization if reassigning the officer to another joint billet before the joint duty assignment tour is complete.

b. Temporary duty periods of 30 or more consecutive days away from an officer's assigned joint organization for Service-related duties, including pre-command or refresher training, or attendance at JPME courses, will not count toward the 2-year minimum for JDA credit. The joint organization to which the officer is assigned will track this requirement outside of the JDAMIS. The joint organization has the authority to waive this requirement on a case-by-case basis when practical.

c. Section 12 lists the JDA tour length requirements for RC officers serving less than full-time in S-JDA positions in order for them to receive JDA credit.

d. The Military Services may award constructive credit to an officer (other than a GO/FO) who, for reasons of military necessity, is reassigned from an S-JDA within 60 days of meeting the 2-year JDA tour length.

**7.2. EARLY RELEASE FROM S-JDA.** Officers must complete a full 2-year tour, to include constructive credit described in Paragraph 5.3, unless they qualify for a JDA tour length exclusion or waiver.

**a. JDA Tour Length Exclusions.** Officers may be released from S-JDAs before completing the prescribed tour lengths without a JDA tour length waiver if they are:

(1) Serving in overseas S-JDAs, including Alaska and Hawaii, for which the tour length prescribed by DoD Instruction 1315.18 is less than 2 years.

(2) Less than full-time RC officers.

(3) Reassigned for unusual personal reasons, including extreme hardship and medical conditions beyond the control of the officer or the Military Service concerned.

(4) Retired or released from active duty.

(5) Suspended from duty and reassigned from the Joint Staff or a CCMD pursuant to Sections 155(f)(2) or 164(g) of Title 10, U.S.C. A suspension from duty that is a result of an adverse action should be documented in the officer's personnel record and in writing to the Military Service concerned.

**b. JDA Tour Length Waiver Required.** Military Services may initiate a request to release an officer from an S-JDA before the minimum 2-year JDA tour length requirement when the early release is necessary to allow reassignment to a command-boarded position, senior developmental education, or promotion to O7. Officers departing an S-JDA with an approved waiver will only be granted accrued points for JDA credit. All other requests for early release that do not meet the criteria in Paragraph 7.2.a must contain a detailed explanation of why an exception to policy is warranted. Regardless of whether the Military Service requests JDA credit, the waiver must still be processed for tracking purposes.

### **7.3. JDA TOUR LENGTH WAIVERS.**

a. Except for the reasons contained in Paragraph 7.2.a, early releases from all S-JDAs require a JDA tour length waiver. JDA tour length waiver requests are considered on a case-by-case basis and will be the exception. JDA tour length waiver requests are unlikely to receive favorable consideration, with the exceptions of those reasons noted in 7.2.b. Waiver requests:

(1) Are initiated by the Military Services and forwarded from the Military Departments through the CJCS to the Office of the DASD(MPP), who will determine if the officer will be awarded full, accrued, or no JDA credit.

(2) Will be submitted to the CJCS at least 90 days before the desired departure date.

(3) For release are approved by the officer's Joint Command, Defense Agency, or Defense Activity, but JDA credit is awarded by the DASD(MPP).

(a) The officer will not depart the joint organization until OSD has adjudicated the JDA credit.

(b) If the joint organization approves the officer's early departure from the S-JDA, an immediate replacement from the Military Service should not be expected.

(c) Additionally, JDA credit will not be awarded for reasons not noted in Paragraph 7.2.a. or 7.2.b.

(4) Must explain why the officer should be released at the requested time and must include:

(a) Officer's grade, name, social security number, current S-JDA position line number and description, and if the officer is serving in a critical S-JDA.

(b) Duty title of the officer's projected assignment (command-boarded position or senior developmental education school).

- (c) Officer's arrival date and recommended departure date.
- (d) The number of months the officer will have served in that S-JDA on reassignment.
- (e) Explanation for late requests (if submitted fewer than 90 days before the desired departure date).
- (f) The officer career brief.

b. JDA tour length waivers must be approved before an officer departs the joint organization.

c. JDA tour length waiver requests submitted after an officer has departed the joint organization will not be granted and accrued JDA credit will not be awarded.

d. Officers who serve the unaccompanied tour length or tours that are less than 2 years will receive accrued JDA credit and a JDA tour length waiver will not be required.

e. A GO/FO, or civilian equivalent, in the officer's chain of command must concur with the request. If the joint activity does not concur with the release, the activity will address the disagreement with the CJCS or the USD(P&R), as appropriate, to resolve the issue.

#### **7.4. JDA CREDIT FOR OFFICERS RECEIVING JOINT DUTY TOUR LENGTH WAIVERS.**

a. GO/FOs with approved joint tour length waivers are eligible for award of full GO/FO joint duty credit after serving at least 14 months in a GO/FO S-JDA.

b. O-6s and below will only be awarded accrued credit for serving less than 22 months in an S-JDA with an approved joint tour length waiver as per Paragraph 7.2.b.

## SECTION 8: DESIGNATING LEVEL III JQOS

**8.1. GENERAL.** The designation as a Level III JQO is an administrative classification that identifies an officer as educated and experienced in joint matters as well as in the officer's primary military occupational specialty or skillset. The JQO designation is an officer management tool used primarily in the assignment selection process and may not be declined by the officer. There are no restrictions on the number of JQOs; however, enough must be available to meet critical S-JDA fill requirements.

### 8.2. JQO SELECTION CRITERIA.

a. To qualify for designation as a JQO officers must, except as noted in Paragraph 8.3:

(1) Be on the ADL or Reserve Active Status List (RASL).

(2) Complete JPME Phases I and II.

(3) Successfully complete a full tour of duty in a S-JDA or such other assignments and experiences in a manner that demonstrate the officer's mastery of knowledge, skills, and abilities in joint matters.

b. Officers recommended for JQO designation should meet quality force standards established by their parent Military Service.

**8.3. JPME II WAIVER.** The USD(P&R) may, on a case-by-case basis and in the interest of sound personnel management, waive the JPME Phase II requirement if the officer has completed the equivalent of two full JDAs (one must be an S-JDA).

a. Waivers for officers who have completed the equivalent of two full JDAs are only permitted when it is impractical to require the officer to complete JPME Phase II at the current stage of the officer's career and if the types of JDAs the officer completed were extensive enough to prepare the officer adequately for Level III joint qualification. To request a waiver for a GO/FO, the Military Department must also show that there are unusual circumstances justifying the waiver and that it is necessary to meet a critical need of the Military Service concerned, as determined by the CJCS.

b. For O-6s and below on the ADL, the total number of waivers must not exceed 10 percent of the total JQO designations by grade for any FY for each Military Service. The officers' grades as of the date the JQO list is approved by the USD(P&R) must be used to determine the maximum number of waivers available.

c. For GO/FOs, the total number of waivers must not result in more than 32 GO/FOs being on active duty at the same time who were designated as JQOs while holding a GO/FO grade and for whom a waiver was granted. The Military Departments may submit requests for this waiver to the USD(P&R) through the CJCS.

**8.4. JQO CAREER GUIDELINES.** JQOs are not expected to serve entirely in the joint arena. JQOs are expected to maintain a high level of knowledge of joint matters and be qualified in their respective military occupational specialties or skillsets. The Secretary of Defense, with the advice of the CJCS, oversees the careers of JQOs and officers who are serving or have served in S-JDAs in OSD or the Joint Staff.

## **SECTION 9: PROMOTION SELECTION BOARDS FOR ADL AND RASL**

**9.1. PROMOTION OBJECTIVES FOR ADL.** Promotion objectives specified in this paragraph apply only to officers on the ADL. The qualifications of officers assigned to the Joint Staff and officers designated as JQOs should meet statutory and policy objectives. All promotion objectives are specifically targeted to primary promotion zones, although other zones must be tracked for trends. The objectives are:

- a. Officers who are serving, or have served since their last promotion board, on the Joint Staff are expected, as a group, be promoted to the next higher grade at a rate not less than the rate for all officers in the same Military Service in the same grade and competitive category who are serving, or who have served since their last promotion board, on the HQ staff of their Military Service.
- b. Officers in the grade of major (or in the case of the Navy, lieutenant commander) or above who have been designated as a JQO are expected, as a group, be promoted to the next higher grade at a rate not less than the rate for all officers of the same Military Service in the same grade and competitive category.
- c. Officers who are serving, or have served since their last promotion board, on the staff of the Secretary of Defense are expected, as a group, to be promoted to the next higher grade at a rate not less than the rate for all officers in the same Military Service in the same grade and competitive category who are serving, or who have served since their last promotion board, on the HQ staff of their Military Service.

**9.2. PROMOTION TRACKING FOR ADL.** The tracking of promotion statistics for officers on the ADL will be in accordance with Title 10, U.S.C., and CJCSI 1331.01D and CJCSI 1330.05A. DoD Instruction 1320.14 outlines roles and responsibilities for this requirement.

**9.3. PROMOTION BOARD REQUIREMENTS FOR ADL.** ADL promotion selection boards, including special selection boards, considering JQOs or officers who are serving, or have served since their last promotion board, on the Joint Staff, regardless of zone, must include at least one JQO appointed by the CJCS as a board member, regardless of the zone.

- a. The Military Department concerned will recommend a minimum of two available officers for such duty to the CJCS. The CJCS will select an officer from that list or another qualified officer.
- b. The Secretary of the Military Department's formal charge, letter of instruction, or precept for promotion selection boards must instruct the board to give appropriate consideration to the performance of officers who are serving, or have served since their last promotion board, on the staff of the Secretary of Defense or on the Joint Staff and those who hold the JQO designation. Additionally, the records of all officers who are serving, or have served since their last promotion board, on the Joint Staff and those who hold the JQO designation must be clearly identified for board members.

c. For promotion selection boards, including special selection boards, that consider officers on the ADL who are serving, or have served since their last promotion board, on the Joint Staff and those who hold the JQO designation, the CJCS will review the promotion board results to determine if Joint Staff and JQO performance was given appropriate consideration.

#### **9.4. PROMOTION BOARD REQUIREMENTS FOR RASL.**

a. The Military Services will report RASL JQO promotion statistics annually to the Joint Staff for inclusion in the JOM Annual Report. At a minimum, Military Services must include AGR and full-time support to O-5 and above promotion boards convened in accordance with Section 14101 of Title 10, U.S.C. However, this policy does not preclude Military Services from reporting statistics for all RASL categories.

b. Promotion boards that consider only officers with professional specialties, or only Selected Reserve, Individual Ready Reserve, or individual mobilization augmentee officers, and federal recognition boards, are exempt from reporting.

c. Officers who have been designated as JQOs are expected as a group to be promoted to the next higher grade at a rate not less than the rate for all officers of the same Military Service in the same grade and competitive category.

d. To facilitate full RC integration into the JOM program, beginning October 1, 2025, promotion boards for all RASL categories that consider officers with joint qualifications must be reported according to Paragraphs 9.1, 9.2, and 9.3.



## SECTION 10: GO/FO PROVISIONS

**10.1. FULL JDA TOUR.** The JDA tour length requirement for GO/FOs is at least 2 years (pursuant to Section 664, Title 10, U.S.C.), unless the DASD(MPP) approves a joint tour length waiver or the incumbent departs due to reasons described in Section 7. Section 12 provides the JDA tour length requirement for RC GO/FOs who perform duties periodically in an S-JDA.

**10.2. GO/FO JDA CREDIT.** JDA credit begins to accumulate the day an officer reports for assignment to a GO/FO S-JDA position. Officers who are selected for promotion to O-7 but not yet promoted (including those who are frocked to O-7) will only receive field grade JDA credit on departure from an S-JDA.

**10.3. PROMOTION PREREQUISITE.** Pursuant to Section 619a of Title 10, U.S.C., an officer on the ADL must be designated as a Level III JQO in order to be appointed to the grade of O-7. The Secretary of Defense or the USD(P&R) may waive the JQO requirement on a case-by-case basis for the following reasons:

**a. Good of the Service (GOS).** Only the Secretary of Defense may grant this waiver. When a GOS waiver is granted, the first duty assignment as a GO/FO must be to an S-JDA. An officer serving in a JDA at the time the O-7 board is processed who is not a JQO also requires a GOS waiver request from the Secretary of the Military Department concerned. If approved, the officer may be recommended for promotion with the other officers selected by the promotion selection board. Officers not approved for a GOS waiver will not be recommended for promotion. If otherwise eligible, officers may be subsequently recommended for promotion once they receive the appropriate joint officer qualification or if additional substantive information warrants reconsideration. Typically, GOS waivers are only approved under extraordinary circumstances and must be fully justified.

**b. Scientific and Technical.** The Secretary of Defense or the USD(P&R) may approve scientific and technical waivers. This waiver may be requested for an officer whose selection is based primarily on scientific or technical qualifications for which S-JDAs do not exist. Subsequent to entering their scientific or technical career field, officers holding one of the specialties listed in Table 2 may serve in broadening assignments outside that field, not to exceed a total of 36 months. With the exception of a total of 36 months of broadening assignments, officers receiving scientific and technical waivers must have served continuously in the specialized field or have been awarded full GO/FO joint duty credit before reassignment to any other GO/FO non-scientific or non-technical position. Those categories in Table 2 are identified by the respective Military Service.

**Table 2. Scientific and Technical Waiver Categories**

	Army	Navy	Air Force	Marine Corps
<b>SCIENTIFIC</b>				
Chemical	X	N/A	X	N/A
Oceanography	N/A	X	N/A	N/A
Weather	N/A	X	X	N/A
Engineer	X	N/A	X	N/A
Civil Engineer Corps	X	X	X	N/A
Engineering Duty Officer	N/A	X	X	N/A
Aeronautical Engineering Duty Officer	N/A	X	X	N/A
Scientific and Development Engineer	N/A	N/A	X	N/A
<b>TECHNICAL</b>				
Astronaut	X	X	X	X
Acquisition Professional Career Fields	X	X	X	X
Aviation Maintenance	X	X	X	X
Comptroller/Finance	X	X	X	X
Education and Training	X	X	N/A	N/A
Law Enforcement/Military Police	X	N/A	X	X
Missile Maintenance	N/A	N/A	X	N/A
Ordnance	X	N/A	X	X
Public Affairs	X	X	X	X
R&D Program Management	X	N/A	X	N/A

**c. Professional.** The Secretary of Defense or the USD(P&R) may approve professional waivers. This waiver may be requested for an officer whose military occupational specialty is medical officer, dental officer, veterinary officer, medical service officer, nurse, biomedical science officer, chaplain, or judge advocate.

**10.4. JQO DESIGNATION CRITERIA.** The JQO designation criteria in Section 3 apply to GO/FOs.

**10.5. ATTENDANCE AT CAPSTONE.** Officers on the ADL selected for promotion to O-7 must attend the NDU Capstone course within 2 years after Senate confirmation of selection unless such attendance is waived or deferred. Officers may attend Capstone as soon as their selection has been publicly announced. The Secretary of a Military Department may request that the USD(P&R), through the CJCS, waive or defer Capstone attendance for the following reasons:

- a. If the officer's assignment immediately before selection to the pay grade O-7 was an S-JDA and the officer is thoroughly familiar with joint matters.
- b. When necessary for the GOS concerned.

c. In the case of an officer whose selection for promotion is based on scientific and technical qualifications for which S-JDA positions do not exist.

d. In the case of a medical officer, dental officer, veterinary officer, medical service officer, nurse, biomedical science officer, chaplain, or judge advocate.

#### **10.6. POSITIONS WITH SPECIAL JDA AND JQO REQUIREMENTS**

a. To be appointed as Chief of a Military Service, the officer must have previously completed a full tour of duty in a JDA as a GO/FO.

b. To be appointed as the Vice Chairman of the Joint Chiefs of Staff or a Combatant Commander, the officer must have previously completed a full tour of duty in a JDA as a GO/FO and be a JQO.

c. To be appointed as the CJCS, the officer must have served as Vice Chairman of the Joint Chiefs of Staff, Chief of a Military Service, or Combatant Commander.

d. The President, in accordance with the applicable section of Title 10, U.S.C., may waive any requirement in this section if such action is necessary in the national interest.

#### **10.7. EVALUATION OF SENIOR OFFICERS.**

a. The CJCS will review the joint duty experience of each officer recommended for initial appointment to pay grade O-9 and O-10 and provide an evaluation of that officer's performance as a member of the Joint Staff and in other JDAs through the Secretary of Defense to the President.

b. Ideally, all officers appointed to the positions listed below have met the requirements for JQO Level IV designation. The CJCS will determine whether officers nominated for appointment to the following positions have significant joint duty experience, including providing an evaluation of that officer's performance as a member of the Joint Staff and in other JDAs through the Secretary of Defense to the President:

- (1) Chief of the National Guard Bureau.
- (2) Chief of Army Reserve.
- (3) Chief of Navy Reserve.
- (4) Commander, Marine Forces Reserve.
- (5) Chief of Air Force Reserve.
- (6) Vice Chief of the National Guard Bureau.
- (7) Director, Army National Guard.

(8) Director, Air National Guard.

c. The CJCS will also comment and make recommendations on any waivers requested or required.

**10.8. GO/FO PROMOTION OBJECTIVES.** Promotion objectives in Section 9 apply to O-7 and O-8 promotion selection board consideration and reporting.

## SECTION 11: REPORT REQUIREMENTS

**11.1. ANNUAL JOM REPORT TO OSD.** By November 15 of each year, the CJCS will, with the assistance of the Secretaries of the Military Departments, prepare the JOM Annual Report for the Secretary of Defense. The report includes the items shown for the Department of Defense as a whole and for each of the Military Services, as follows:

a. By Military Service, the number of AC and RC officers who have completed JPME Phase II via:

- (1) Joint Forces Staff College.
- (2) The Eisenhower School and National War College.
- (3) A senior service college certified to award JPME Phase II.
- (4) Joint Advanced Warfighting School.
- (5) Joint and Combined Warfighting School-Hybrid.

b. The number of officers, by Service component, designated in the previous FY as:

- (1) Level II Joint Qualified.
- (2) Level III, JQO.
- (3) Level IV Joint Qualified.

c. The total number of officers, by Service component, holding:

- (1) Level II Joint Qualification.
- (2) Level III, JQO.
- (3) Level IV Joint Qualification.

d. The promotion selection rates during the preceding FY for officers designated as a JQO compared with the promotion selection rates for all officers considered for promotion from within the primary promotion zone in the same pay grade and the same competitive category.

e. The promotion selection rates during the preceding FY of officers who are serving, or have served since their last promotion board, on the Joint Staff compared to the promotion selection rate for officers who are serving, or have served since their last promotion board, on their Service headquarters staff. If such promotion selection rates fail to meet such objectives, include in the report information on such failure and on what action the Secretary of the Military Department concerned has taken or plans to take to prevent further failures.

f. JDA fill rate for the JDAL. The Joint Staff must provide an analysis of the extent to which the Secretary of each Military Department is providing officers to fill that Department's share (as determined by law or by the Secretary of Defense), including the reason for any significant failure by a Military Department to fill its share of such positions and a discussion of the actions taken to correct the shortfall.

g. The number of JDAL positions, by organization, billet number, and duty title, validated by the CJCS during the FY.

h. The size of the JDAL and how many positions were added or deleted in the FY.

**11.2. ADDITIONAL REPORTS.** As required, the CJCS will, with the assistance of the Chiefs of the Services, provide other information and comparative data as the USD(P&R) considers appropriate to demonstrate the performance of the Department of Defense and the performance of each Military Department in carrying out JOM policy.

## SECTION 12: RC OFFICER PROVISIONS

**12.1. GENERAL.** All officers have two options to earn joint qualification – the S-JDA path and the E-JDA path. RC officers may be awarded JDA credit under either option or a combination of the two paths. Since most RC officers perform duty periodically in non-JDAL positions, they may find the E-JDA path a more practical means of achieving joint duty credit. This section is primarily applicable to RC officers who typically serve in part-time positions that are eligible for inclusion on the JDAL. RC officers who serve on active duty or full-time duty are mentioned only where appropriate in order to cross-reference to applicable sections of this issuance.

### 12.2. E-JDA AND S-JDA APPLICABILITY TO RC OFFICERS.

**a. E-JDA.** The E-JDA path allows the RC officer to obtain joint qualification through periodic or temporary JDAs consistent with RC duty status and completion of the requisite joint education. The joint qualification criteria prescribed in Paragraph 3.4 will apply to all RC officers.

**b. S-JDA for RC Officers in Full-Time Duty Status.** The S-JDA joint credit criteria prescribed in Section 5 will apply to RC officers who perform duty full-time while assigned to a JDAL position.

**c. Combined S-JDA/E-JDA for RC Officers.** RC officers normally do not gain sufficient joint knowledge and experience within the S-JDA tour length requirements described in Section 7. Paragraph 12.4 prescribes the criteria for RC officers to earn joint duty credit while assigned to a JDAL position.

### 12.3. JOINT EDUCATION.

a. The provisions listed in Paragraph 6.4 apply to RC officers whether they are serving in a JDA in a traditional manner or in a full-time status. Completion of JPME Phase I, JPME Phase II, and Capstone is required in order to meet the joint education criteria for each joint qualification.

b. RC GO/FOs are strongly encouraged to attend Capstone. The Joint Staff Directorate for Joint Force Development will provide the annual Size and Composition Memorandum, as prescribed by CJCSI 1800.01E, which will include the RC Capstone allocations. Additionally, the CJCS will advocate for expanded opportunities for the Reserve Components through direct engagement with the NDU and the Service GO/FO Management Offices.

### 12.4. S-JDA FOR RC OFFICERS WHO PERFORM DUTY PERIODICALLY.

**a. JDAL Positions.** RC positions that comply with Paragraph 4.6 will be added to the JDAL. Assigned officers will accrue appropriate S-JDA credit.

**b. JDA Credit.** RC officers who are assigned to a JDAL position may earn JDA credit in accordance with the criteria prescribed in this paragraph.

**Table 3. RC Officer Paths to Earn the Equivalent of Full JDA Credit**

	Years in S-JDA	+ Experience Points	Minimum Annual Participation in S-JDA (days/year) see Note 3
<b>O-6 and Below</b>			
4-Year S-JDA	4	0	36
3-Year S-JDA/E-JDA	3	10	36
2-Year S-JDA/E-JDA	2	18	36
<b>O-7 and Above</b>			
Full GO/FO S-JDA Credit	3	0	36
GO/FO S-JDA/E-JDA	2	7	36

(1) To encourage tour-length stability, officers O-6 and below must serve a minimum of 2 satisfactory years in an S-JDA to qualify for any of the tour credit combinations in Table 3. Officers failing to meet the minimum 2-year requirement may request their time served be accrued under the E-JDA path. (S-JDAs under this section do not translate into points for each year completed; officers must meet all requirements for S-JDA/E-JDA and annual participation requirements to receive full joint duty credit. Additionally, officers will not be designated Level II in accordance with Table 3 unless they have the requisite number of experience points and JPME I.)

(2) For GO/FOs, the minimum initial period of assignment to a JDAL position is 2 years. A joint tour length waiver must be requested in accordance with Paragraph 7.4 if there is a need for the GO/FO to depart before completing a 2-year S-JDA tour of duty.

(3) The annual participation accounting date will be the anniversary date the officer was assigned to the JDAL position.

(4) After completion of the S-JDA tour, officers failing to meet the 36-day minimum participation requirement may request their time served (number of days divided by 30.4) be accrued under the E-JDA path.

(5) A maximum of 6 discretionary points may be used as experience points required in Table 3. The experience points for this path are designed to ensure an officer has sufficient joint matters experience before designation as a JQO. Experience points may be requested while officers are serving in an S-JDA for those experiences outside of the S-JDA billet.

(6) Because of the varied duties and missions of state the Adjutant General positions, officers must apply for E-JDA in order to receive JDA credit.

## **12.5. COMBINING S-JDA AND E-JDA TO BECOME JOINT QUALIFIED.**

a. Time served in a JDAL position that is not sufficient to earn full JDA credit may be converted to accrued credit under the E-JDA path.



b. RC officers who meet the criteria established in Paragraph 3.2 may earn designation as a Level II, III, or IV joint qualification via the S-JDA or E-JDA path.

**12.6. CREDIT FOR CIVILIAN EXPERIENCES.** RC officers who are employed by the Federal Government, to include members serving in military technician status, may apply for JDA credit through the experience path, if the performance of their duties meets the statutory definition of joint matters. The rules that apply are:

a. Up to 12 experience points may be accrued through civilian experiences and applied toward qualification as a JQO. The other 12 experience points must be accrued performing duties while serving in the capacity of a military officer and meet recency requirements. Military technicians may apply for JDA experience credit without caps for either Level II or Level III qualification if the experience is performed in the same position and meets the definition of joint matters.

b. In addition to submitting the Joint Experience Summary, officers must provide documentation detailing the dates of the joint experience that meets the statutory definition of joint matters, percentage of time spent performing joint duties, and the organization-specific duties performed.

(1) If adequate documentation is not available, officers may submit a letter from the organization where their joint experience occurred (certified and signed by the GO/FO or agency chief with personal knowledge of the experience).

(2) The letter must have inclusive dates of the joint experience, percentage of time spent in joint duties, and the specific joint duties that meet the definition of joint matters the officer performed while serving in their civilian position.

## GLOSSARY

### G.1. ACRONYMS.

AC	Active Component
ADL	active duty list
AGR	Active Guard and Reserve
ASD(M&RA)	Assistant Secretary of Defense for Manpower and Reserve Affairs
CCMD	Combatant Command
CJCS	Chairman of the Joint Chiefs of Staff
CJCSI	Chairman of the Joint Chiefs of Staff instruction
DASD(MPP)	Deputy Assistant Secretary of Defense for Military Personnel Policy
E-JDA	experience-based joint duty assignment
FY	fiscal year
GO/FO	general or flag officer
GOS	good of the service
HF/ID	hostile fire or imminent danger
HQ	headquarters
J-1	Joint Staff Directorate for Manpower and Personnel
JDA	joint duty assignment
JDAL	joint duty assignment list
JDAMIS	Joint Duty Assignment Management Information System
JOM	joint officer management
JPME	joint professional military education
JQO	joint qualified officer
JQS	joint qualification system
NDU	National Defense University
RASL	reserve active status list
RC	Reserve Component
S-JDA	standard joint duty assignment
TDY	temporary duty
U.S.C.	United States Code
USD(P&R)	Under Secretary of Defense for Personnel and Readiness

**G.2. DEFINITIONS.** Unless otherwise noted, these terms and their definitions are for the purpose of this issuance.

**accrued JDA credit.** The joint credit designation granted to an officer for time served in an S-JDA less than the duration needed to qualify for full joint duty credit.

**ADL.** A single list for the Army, Navy, Air Force, or Marine Corps which contains the names of all officers of that armed force who are serving on active duty.

**AGR.** RC members who are on voluntary active duty providing full-time support to RC and AC organizations for the purpose of organizing, administering, recruiting, instructing, or training the RCs.

**Afghanistan-Pakistan Hands.** DoD program established to develop a cadre of specially trained U.S. Service members skilled in Afghan and Pakistani culture and language.

**assignment.** The position in an organization to which an officer permanently belongs for manpower accounting purposes, which TDY with other organizations does not alter.

**CCMD.** Defined in the DoD Dictionary of Military and Associated Terms.

**CCMD positions.** A category of positions whose incumbents are responsible for unified command and control of combat operations or operations other than war.

**critical S-JDA.** Designation of a S-JDA position for which, considering the duties and responsibilities of the position, the incumbent should be previously experienced and educated in joint matters, or at a minimum, the position would be greatly enhanced by such an incumbent. Critical positions are not necessarily the most key and essential positions in an activity. Critical positions are proposed by heads of joint activities, approved by the USD(P&R) with CJCS recommendation, and documented on the JDAL.

**differential JDA credit.** JDA credit earned by an officer serving in an S-JDA position in a geographic area designated as an HF/ID pay area in DoD 7000.14-R. Differential JDA credit is authorized for officers who served in S-JDAs located in HF/ID pay areas and who received accrued JDA credit but not enough for full JDA credit.

**discretionary points.** Points earned in excess of the minimum education and experience requirement through joint training, joint exercises, or other education or training, other than JPME, that contributes to an officer's expertise in joint matters.

**E-JDA.** An assignment, other than in a JDAL position:

Through which an officer demonstrates knowledge, skills, and abilities in joint matters.

That may be shorter in duration and, therefore, aggregated to achieve the equivalent of a full tour in an S-JDA, as determined under such regulations and policies prescribed by the Secretary of Defense.

**full-time support.** The Navy's equivalent to AGR personnel.

**integrated forces.** Military forces that are involved in achieving unified action with participants from more than one Military Department or a Military Department and one or more of the following:

Other departments and agencies of the United States.

The military forces or agencies of other countries.

Non-governmental persons or entities.

**JDA.** An assignment in which an officer gains significant experience in joint matters. This excludes assignments for joint training and joint education, except as an instructor responsible for preparing and presenting courses for JPME I and II.

**JDAL.** A list of AC and RC positions designated as S-JDAs approved by the USD(P&R) with the advice and assistance of the CJCS and reflected in the JDAMIS.

**JDAMIS.** The automated system of record for all related joint manpower and officer joint personnel information, which is maintained by Defense Manpower Data Center and managed and updated by the Joint Staff and the Military Services.

**JDA credit.** The joint credit granted to an officer for the completion of a tour of duty in a JDAL position (S-JDA) that meets all statutory requirements, the accumulation of joint experience points accrued from an E-JDA and discretionary points from joint training and exercises, or a combination of both. Such credit may also be awarded to RC officers who meet the S-JDA tour length criteria established in Section 12.

**joint experience.** The successful application of what individuals learn via joint training and exercises, JPME and other education, and self-development in a joint position must have direct relevance to the definition of joint matters.

**joint experience points.** Points calculated to the nearest tenth derived from the duration and intensity of a joint experience. Joint experience points = (number of days / 30.4)(intensity factor). The intensity is determined by the environment (i.e., combat, steady state) in which the experience is gained.

**joint matters.** Matters related to the development or achievement of strategic objectives through the synchronization, coordination, and organization of integrated forces in operations conducted across domains such as land, sea, or air, in space, or in the information environment, including matters relating to any of the following:

National military strategy; strategic and contingency planning; command and control, intelligence, fires, movement and maneuver, protection, or sustainment of operations under unified command.

National security planning with other departments and agencies of the United States.

Combined operations with military forces of allied nations.

Acquisition under Chapter 87 of Title 10, U.S.C., that involves developing, testing, contracting, producing, or fielding multi-Service programs or systems.

Other matters designated in regulation by the Secretary of Defense in consultation with the CJCS.

**joint qualification points.** The aggregate of joint experience points and discretionary points.

**joint training.** Training events that occur when two or more Military Departments interact with a CCMD or subordinate joint force commander, and involve joint forces, joint staffs, or individuals preparing to serve in a joint organization. Training is conducted using joint doctrine, tactics, techniques, and procedures to prepare joint forces to execute their assigned or anticipated missions. Joint exercises are a form of joint training for the purposes of the JQS.

**JOM.** Officer management through the continuum of joint experiences, including developmental and joint assignments, along with joint training. JOM provides the mechanism for tracking joint experiences and qualifications.

**JPME.** A CJCS-approved body of objectives, outcomes, policies, procedures, and standards supporting the educational requirements for JOM.

JPME Phase I. The first phase of JPME taught at intermediate Service colleges and other appropriate educational programs that meet JPME criteria and are accredited by the CJCS.

JPME Phase II. Instruction to enhance Phase I taught by the Joint Forces Staff College, other NDU schools, and accredited senior-level Service colleges required for JQO designation, to include the Joint and Combined Warfighting School-Hybrid.

Capstone. The third phase of JPME mandated by Section 2153 of Title 10, U.S.C., designed to prepare newly selected GO/FOs for high-level joint, interagency, intergovernmental, and multinational responsibilities.

**JQO.** An officer (O-4 or above) educated and trained in joint matters who has completed the Level III requirements and is so designated by the USD(P&R).

**Military Services.** The AC and RC of the Army, Navy, Air Force, and Marine Corps.

**NDU schools.** National War College, the Dwight D. Eisenhower School for National Security and Resource Strategy, and Joint Forces Staff College (Joint Advanced Warfighting School and Joint and Combined Warfighting School)

**organizational positions.** A category of positions not included in OSD, the Joint Staff, CCMDs HQ, or Defense Agencies and DoD Field Activities HQs that provide the officer significant experience in joint matters that qualitatively are equivalent to experiences gained by other officers filling JDAs.

**prescribed tour length.** The period of time established for tours in specific geographic locations in the continental United States, overseas, or at sea.

**professional military education.** The systematic instruction of professionals in subjects that enhance their knowledge of the science and art of war.

**professional specialties.** Military occupational specialties (medical officer, dental officer, veterinary officer, medical service officer, nurse, biomedical science officer, chaplain, or judge advocate) for which joint duty requirements do not apply and may be waived for promotion to O-7.

**RASL.** A single list for the Army, Navy, Air Force, or Marine Corps which contains the names of all reserve officers of that armed force who are in an active status other than those on an ADL or warrant officers (including commissioned warrant officers).

**RCs.** The Army National Guard of the United States, United States Army Reserve, United States Navy Reserve, United States Marine Corps Reserve, Air National Guard of the United States, and United States Air Force Reserve.

**recency.** The requirement for an officer, while in the grade of O-4 or higher, to complete a minimum of 12 months of aggregated time in a position where joint experience is awarded.

**Service position.** A position assigned to an officer's own Military Service and located within the Service's organization. These positions will not be placed on the JDAL. The experience-based path allows officers in these positions to apply for joint experience wherever it occurs, provided the experience meets the definition of joint matters.

**S-JDA.** An assignment to an approved JDAL position in a multi-Service, joint, or multinational command or activity that is involved in the integrated employment or support of the land, sea, and air forces.

**scientific and technical waiver categories.** Military occupational specialties for which GO/FO joint duty requirements do not exist or not enough exist to provide for career progression.

**TDY.** Temporary assignment of an officer to an organization that is not the organization to which they permanently belong for manpower accounting purposes. A temporary assignment does not alter the officer's permanent assignment status.

**validation board.** A board convened and directed by the USD(P&R) and composed of representatives from the Joint Staff and the Military Services, as well as an observer from OSD and the RC, to review and make recommendations on nominated positions for inclusion on the JDAL.

## **REFERENCES**

- Chairman of the Joint Chiefs of Staff Instruction 1330.05A, “Joint Officer Management Program Procedures,” December 15, 2015
- Chairman of the Joint Chiefs of Staff Instruction 1331.01D, “Manpower and Personnel Actions Involving General and Flag Officers,” February 11, 2013
- Chairman of the Joint Chiefs of Staff Instruction 1800.01E, “Officer Professional Military Education Policy (OPMEP),” May 29, 2015
- DoD 7000.14-R, “Department of Defense Financial Management Regulations (FMRs),” current edition
- DoD Directive 5124.02, “Under Secretary of Defense for Personnel and Readiness (USD(P&R)),” June 23, 2008
- DoD Instruction 1315.18, “Procedures for Military Personnel Assignments,” October 28, 2015
- DoD Instruction 1320.14, “Commissioned Officer Promotion Program Procedures,” December 11, 2013
- Office of the Chairman of the Joint Chiefs of Staff, “DoD Dictionary of Military and Associated Terms,” current edition
- United States Code, Title 10