



DEPARTMENT OF THE NAVY
BUREAU OF NAVAL PERSONNEL
5720 INTEGRITY DRIVE
MILLINGTON, TN 38055-0000

BUPERSINST 1900.8B
PERS-483
10 May 05

BUPERS INSTRUCTION 1900.8B

From: Chief of Naval Personnel

Subj: CERTIFICATE OF RELEASE OR DISCHARGE FROM ACTIVE
DUTY (DD 214)

Ref: (a) DODI 1336.1 of 6 Jan 89
(b) NAVPERS 15560D, Naval Military Personnel Manual
(MILPERSMAN)

Encl: (1) Instructions for Issuance of DD 214, Certificate of
Release or Discharge from Active Duty, and Related
Documents
(2) Authority and Code for Separations
(3) Reentry Codes
(4) State Directors of Department of Veterans Affairs
(5) NAVPERS 1900/2 (11-01), Separation Travel Orders

1. Purpose. To provide instructions for preparation and distribution of DD 214, Certificate of Release or Discharge from Active Duty. This instruction is a complete revision and should be reviewed in its entirety.

2. Cancellation. BUPERSINST 1900.8A.

3. Background

a. Per reference (a), Department of Defense (DOD) prescribes the DD 214 for use by all military services. Reference (b) provides separation/discharge reasons.

b. Enclosures (1) through (4) are used for the preparation and distribution of the DD 214. Enclosure (5) will be issued to enlisted personnel upon separation and marked "For Official Use Only".

c. DD 214 is designed to provide a short-form original which excludes "Special Additional Information" and a long form

copy with additional information selectively included based on the recipient's needs.

d. DD 214 provides military services with information necessary for administrative processing and enlistment/reenlistment determination as well as data required by separatees for personal use.

4. Intent of DD 214. DD 214 is a brief, clear-cut record of a period or term of active military service that provides:

a. Military services with a readily available source of information used to determine eligibility for enlistment or reenlistment.

b. Servicemember with a brief record of active service.

c. Appropriate governmental agencies with an authoritative source of information which they require in the administration of Federal and State laws.

5. Control of DD 214. DD 214 is a document containing sensitive information and is vulnerable to fraudulent use. DOD has directed the following procedures to prevent unauthorized use of the forms:

a. Command Responsibilities. Each command will establish internal accountability procedures for use and destruction of forms. The commanding officer/officer in charge (CO/OIC) will appoint, in writing, an individual of grade E-7, GS-7, or above to requisition, control, and issue the DD 214; DD 214WS, Worksheet for Certificate of Release or Discharge from Active Duty; and when appropriate, DD 215, Correction to DD 214, Certificate of Release of Discharge from Active Duty. CO/OIC of designated separation activities listed in article 1910-812 of reference (b) may authorize an E-5, GS-5, or above to serve in this capacity, if so designated in writing. Letter of appointment shall not be sent to Commander, Navy Personnel Command (COMNAVPERSCOM), but shall be maintained in the command files.

b. When a command is supported by a Personnel Support Detachment (PERSUPPDET), responsibility for issuance of the DD 214 lies with the PERSUPPDET.

c. Security of Forms. DD 214, DD 214WS, and DD 215 will be secured during non-working hours. At all other times, the forms will be handled with appropriate care to ensure they are not available for unauthorized use.

(1) Procedures for Security of Electronic Forms.

(a) CO's must ensure appropriate security measures are in place to safeguard unauthorized use of the electronic DD 214/215 by placing the form on a separate directory, using local area network (LAN) security and restricting access only to qualified personnel creating the actual form.

(b) Assign a serial number in block 18 of the DD 214 (Block 5 of the DD 215) and maintain these serial numbers in either an electronic or paper log. The serial number consists of four elements (14 spaces), to include command unit identification code (UIC), two digit calendar year, four digit consecutive number, and initials of the preparer (Example - SER: 62981-00-0001-DWC).

(c) Log consists of, at a minimum, Serial Number, Name of Person Discharged/Separated, and Effective Date of Discharge/Separation. Commands may add additional elements as desired.

d. Training Aids. Blank DD 214, DD 214WS, and DD 215 distributed or maintained for instructional use will be voided in an unalterable manner.

e. Destruction of Forms. Obsolete, blank, partially completed, and reproduced copies of DD 214, DD 214WS, and DD 215 to be discarded, will not remain intact but will be destroyed; i.e., by shredding or burning. No form will be discarded intact.

6. Forms

a. The FormFlow (Jetform) electronically-generated DD 214

DD 214 and DD 215 are DOD-approved automated versions authorized for use within the Department of the Navy (DON). Disks containing the electronically generated DD 214 have been distributed to all Personnel Support Activities (PERSUPPACTs) and Type Commanders (TYCOMs) for further distribution.

b. Following forms are available from Naval Inventory Control Point using requisitioning procedures contained in CD-ROM NAVSUP PUB 600(NLL) or order online at <http://forms.daps.mil/order/>:

(1) DD 214 (Rev. 2-00), Certificate of Release or Discharge from Active Duty, S/N 0102-LF-982-2200.

(2) DD 214WS (Rev. 11-88), Worksheet for Certificate of Release or Discharge from Active Duty, S/N 0102-LF-006-5600.

(3) DD 215 (Rev. 2-00), Correction to DD 214, Certificate of Release or Discharge from Active Duty, S/N 0102-LF-982-4600.

c. The following forms are available online at website <http://forms.daps.mil/order/>:

(1) DD 2648 (Mar 99), Preseparation Counseling Checklist.

(2) NAVPERS 1900/2 (11-01), Separation Travel Orders, S/N 0106-LF-983-9100

d. The following forms are available online at <http://www.gsa.gov>:

(1) SF-88 (Oct 94), Medical Record- Report of Medical Examination.

(2) SF-93 (Jun 96), Medical Record - Report of Medical History.

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e. The following form is available online at
<http://www.vba.va.gov/pubs/forms/.htm>: VA-21-526, Veterans
Application for Compensation or Pension.

A handwritten signature in black ink, appearing to read "J. M. Stewart". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

J. M. STEWART
Rear Admiral, U.S. Naval Reserve
Deputy Chief of Naval Personnel

Distribution:
Electronic only, via BUPERS Web site
<http://buperscd.technology.navy.mil>

**INSTRUCTIONS FOR ISSUANCE OF DD 214,
CERTIFICATE OF RELEASE OR DISCHARGE FROM ACTIVE DUTY
AND RELATED DOCUMENTS**

1. Criteria for Issuance of DD 214. DD 214 is prepared to cover periods of service on active duty, active duty for training (ADT), full-time training duty, active duty for special work (ADSW), certain periods terminated by a change of status not concurrent with separation from active service, and release from a status that is legally determined to be void.

a. Eligible Personnel. DD 214 will be issued to the following personnel:

(1) Personnel Released from Active Duty. DD 214 will be prepared for each member at the time of separation from a period of active naval service as specified below or a period of service determined to be void. DD 214 will be provided to officers dismissed under the sentence of a general court martial or dropped from the rolls. (NOTE: Members who are placed on appellate leave are NOT released from active duty. Appellate leave is a statutorily authorized non-pay leave status. Do not, in such cases, issue a DD 214.)

(2) Personnel Released from ADT, Full-Time Training Duty, or ADSW. DD 214 will be prepared for personnel being separated from a period of ADT, full-time training duty, or ADSW when the period of service was 90 days or more. DD 214 also will be prepared for personnel being separated for cause or for physical disability, regardless of length of time served on active duty. In the case of disability, DD 214 will show active duty for only the period for which the member was ordered to ADT. The period of hospitalization subsequent to that period may be shown in the "Remarks" block.

(3) Release from Active Duty Following Callup, Partial Mobilization or Full Mobilization. Personnel ordered to active duty in time of National Emergency declared by either the President or Congress, or war declared by Congress will be provided a DD 214 upon release from active duty. DD 214 will be issued regardless of the length of time served on active duty.

(4) Personnel Continuing on Active Duty. DD 214 will be prepared and furnished to members while serving on active duty when they have a change of status or component as follows:

(a) Enlisted Personnel. Discharged to accept permanent appointment to either warrant or commissioned status for continued active duty.

(b) Officers

1. Temporary appointment terminated to accept a permanent warrant or commission in the Regular Navy or Naval Reserve.

2. Appointment terminated to accept appointment in another branch of the Armed Forces.

3. Upon termination of temporary appointment when enlistment contract expires concurrently.

4. Officers retired and continued on active duty in a retired status will not be issued a DD 214 until the actual date of separation (e.g., an officer placed on the retired list of Navy on 30 June 2001 and continued for 2 years, will not be issued a DD 214 until 30 June 2003, the actual date of separation).

(5) Enlisted personnel Released to Become Midshipmen or Cadets. DD 214 will be issued for enlisted personnel on active duty who fall under one of the following categories:

(a) Appointed midshipmen, U.S. Navy (USN).

(b) Appointed midshipmen, U.S. Naval Reserve (USNR), or accepted as college program students in Naval Reserve Officers Training Corps (NROTC) Program.

(c) Upon acceptance of commission.

(6) Midshipmen and Cadets. DD 214 will be prepared and issued at time of release to those midshipmen and cadets, including those serving concurrently as enlisted members, at Naval Academy, Air Force Academy, Coast Guard Academy, or the

Military Academy, released per articles 1910-184 and 1531-020 of reference (b).

b. Ineligible Personnel. DD 214 will not be prepared or issued in the case of personnel

(1) who are discharged for immediate enlistment or reenlistment.

(2) who are found physically disqualified upon reporting for active duty and who do not perform active duty under orders.

(3) who die while on active duty.

(4) who are released from ADT of less than 90 days unless separated for physical disability or from a period of special ADT under a call for mobilization.

(5) who receive a temporary officer appointment in the naval service, or when temporary officer status is terminated and reverted to enlisted status to complete an enlistment contract.

(6) who are midshipmen, USN, (Naval Academy), accepting a permanent commission in Navy or Naval Reserve.

(7) who are midshipmen, USNR.

(8) who are removed from the Temporary Disability Retired List (TDRL).

(9) who are enlisted personnel transferred to the Fleet Reserve and who are concurrently retained on active duty.

(10) who are discharged from Fleet Reserve inactive status.

(11) who are officer personnel retired and who are concurrently retained on active duty.

c. Times of Issuance. DD 214 will be completed for eligible personnel at time of release, transfer, change of status, or discharge except as stated below.

(1) Personnel in "Awaiting-Orders" Status. In the case of personnel who have appeared before a physical evaluation board and have been placed in an awaiting-orders status pending final action by Secretary of the Navy (SECNAV), the command responsible for administering the member's records and accounts will complete blocks 1 through 8a; 10, 11, 12a, h, 13, 14, 15b, 19 through 22, and 30 prior to the departure of the member. DD 214 will not be distributed until final action is directed by Navy Personnel Command (NAVPERSCOM) (PERS-48). In those cases where retirement or discharge is directed, the remaining blocks will be completed and all copies of the form distributed promptly per instructions set forth in paragraph 4. If the member is returned to active duty instead of being retired or discharged, the original and all copies of DD 214 will be destroyed.

(2) Personnel Transferred to Department of Veterans Affairs Medical Center (DVAMC). When a member is transferred to a DVAMC for further treatment pending final action on the report of the physical evaluation board, the naval activity affecting such transfer will complete as much of the DD 214WS as possible with the information available prior to the member's transfer. The worksheet will be forwarded to the PERSUPPDET serving the area in which the designated DVAMC is located. When retirement or discharge is directed by NAVPERSCOM (PERS-48), the PERSUPPDET will complete DD 214 and distribute all copies promptly. A locally reproduced copy of the copy number 3 will be forwarded to the DVAMC in which the member is a patient.

(3) Personnel Retired or Transferred to the Fleet Reserve and Retained on Active Duty. When an officer or enlisted member is retired or transferred to the Fleet Reserve, but retained on active duty, the DD 214 will not be issued until final separation from active service is accomplished. The service record will not be forwarded to Naval Reserve Personnel Center (NAVRESPERSCEN) but will be retained at the command until the member completes the period of active duty.

(4) Members Separated While on Separation Leave. For those members whose separation will become effective while on separation leave authorized per article 1050-120 of reference (b), the DD 214 will be prepared prior to the member's departure on leave. The member must provide a mailing address for blocks 19a and b and sign the DD 214. The authorizing official will

not sign or distribute the DD 214 until the actual date of separation. The original (copy number 1) and copy number 4 will be mailed on the date of separation. The remainder will be distributed as indicated in paragraph 4.

(5) Void Enlistment. DD 214 will be provided to enlisted members being released from a status which has been judicially determined to be void. Complete DD 214 per paragraph 3 except

(a) enter "N/A" in blocks 9, 11, 13, 14, 16, and 17.

(b) enter "00 00 00" in blocks 6, 12a, b, c, f, g, and h.

(c) enter the beginning and ending dates of the void period and the following statement in block 18:

ENTERED (date) RELEASED (date) ENLISTMENT VOID. THIS RELEASE DOES NOT CONSTITUTE A DISCHARGE AND A DISCHARGE CERTIFICATE HAS NOT BEEN ISSUED.

(d) enter "VOID ENLISTMENT" in block 23.

(e) enter "UNCHARACTERIZED" in block 24.

(f) enter authority currently in effect in block 25.

(g) enter "YDN" in block 26.

(h) enter "RE-4 or RE-3E," as appropriate, in block 27.

(i) enter "DEFECTIVE ENLISTMENT-LACK OF JURISDICTION: in block 28.

2. Preparation of DD 214

a. Sources of Information. Data to be entered on DD 214 will be obtained from service, health, pay records and official orders, as appropriate.

b. Accuracy and Completeness. DD 214 is an important record of service. It must be accurate and complete. Only authorized items may be entered.

(1) Period Covered. All entries relate only to the current period of active duty unless otherwise noted; i.e., from the date of entry as shown in block 12a through the date of separation as shown in block 12b. Dates will be entered as follows:

(a) Last two digits of the year (99).

(b) Three-letter abbreviation for the month (JUN).

(c) Two digits of the day (06).

(2) Use of DD 214WS (Worksheet). The Worksheet for DD 214 will be used in all cases to ensure accuracy, completeness, and economy in the final preparation of the DD 214.

(3) Completion of Items. Block-by-block instructions for the entries made on the DD 214 are contained in paragraph 3 below. No block will be left completely blank and no marginal entries will be made. When information is not available or more space is needed, the following instructions apply:

(a) Information Not Applicable. Information in some blocks may not be applicable to the member being separated. When this is the case, enter "NONE" or "NA" (for not applicable) in the block.

(b) Information Not Available. If information to complete a block is not available, enter "See remarks" and enter in block 18, "DD 215 will be issued to provide missing information." In this case, notify NAVPERSCOM (PERS-3) that it will be necessary to issue the DD 215. For those enlisted personnel being discharged on appellate leave, enter "Refer to

DD 215" in the appropriate blocks, and the CO will issue the DD 215 when the needed information has been received from NAVPERSCOM (PERS-48).

(c) Unused Space. Whenever there is unused space in a large block, type a diagonal line of "X's" below the last typed line.

(d) More Space Required. When more space is required to complete or clarify the information, enter "See remarks" and complete or explain the information in block 18, "Remarks." If this space is insufficient, required information will be continued on plain bond paper. The continuation sheet must contain the information from blocks 1-4b; 12a and b; the appropriate block(s) being continued; the member's signature; date; and authorizing official's signature. No entries may be made on the back of the DD 214.

c. Legibility. Each copy of the DD 214 must be legible.

d. Errors and Alterations. The use of the DD 214WS should prevent errors from appearing on the DD 214. No changes or corrections may be made to the shaded blocks of the form. Any unavoidable corrections or changes made in the unshaded areas of DD 214 during preparation will be neat, legible, and initialed on all copies by the authorizing official. The recipient will be informed that making any unauthorized change or alteration of DD 214 will render it void.

3. Instructions for Completing DD 214

a. Block 1. NAME. Enter member's name: last name (in capital letters), first name, and middle name. Do not include spaces, hyphens or apostrophes in last name. Type a comma after the last name. If the member does not have a middle name, indicate by "NMN." If the member uses an initial instead of a first or middle name, indicate by enclosing the initial in quotation marks; e.g., "J" or "K". Also include, when applicable, Jr., Sr., III, etc., following the member's middle name.

b. Block 2. DEPARTMENT, COMPONENT, AND BRANCH. Enter the word "NAVY" and the current status, using one of the following: USN, USNR, USNFR, USNRFR, USN-RET, or USN-MIDN.

c. Block 3. SOCIAL SECURITY NUMBER. Enter the member's social security number with the digits properly grouped; e.g., 000 00 0000.

d. Block 4. GRADE, RANK, OR RATE. Enter the abbreviation for rank, temporary commissioned grade or rate in which separated. The commissioned grade will be shown for a temporary officer accepting a permanent appointment as an officer, or reverting to permanent enlisted status for the purpose of transferring to the Fleet Reserve and release from active duty effective on the same date. The permanent enlisted grade and date of rate for a temporary officer will be identified in block 18, "Remarks" (DO NOT USE FROCKED GRADE, RANK, OR RATE). For midshipmen, enter "MIDN."

e. Block 4b. PAYGRADE. Enter the paygrade in which separated "O4," "O1E," "W2," "E3," etc. For midshipmen enter "NA." (DO NOT USE FROCKED PAYGRADE)

f. Block 5. DATE OF BIRTH. Enter the correct date of birth; e.g., 19640915.

g. Block 6. RESERVE OBLIGATION TERMINAL DATE. Enter, when applicable, the terminal date of the member's Reserve obligation under the Military Selective Service Act, which is 8 years from the date of first enlistment or appointment. Article 1133-010 of reference (b) applies. Enter "NA" if the member is discharged.

h. Block 7a. PLACE OF ENTRY INTO ACTIVE DUTY

(1) Enlisted Personnel

(a) For enlisted personnel (including temporary commissioned officers) who immediately entered on active duty at the time of enlistment or reenlistment after a break in service, enter the place the member indicated (city or county and State) on the date shown in block 12a.

(b) For enlisted personnel ordered to active duty from inactive duty, enter the city or county and State of the home address to which the active duty orders were addressed.

(2) Officers. For an officer who reported for active duty on or after 1 January 1957, enter the place of entry shown on NAVPERS 1070/74, Officers Report of Home of Record and Place from Which Ordered to a Tour of Active Duty.

(3) Midshipmen. For midshipmen, USN, enter the place to which the "Permit to Report at the U.S. Naval Academy for Admission as Midshipmen" was addressed.

i. Block 7b. HOME OF RECORD AT TIME OF ENTRY. Refer to article 1000-100, of reference (b).

j. Block 8a. LAST DUTY ASSIGNMENT AND MAJOR COMMAND. Enter the last permanent duty assignment except in the case of release from active duty for training, when the training duty assignment will be entered.

k. Block 8b. STATION WHERE SEPARATED. Enter the place of release, transfer, or discharge (ship or station) and its geographic location.

l. Block 9. COMMAND TO WHICH TRANSFERRED. For personnel being released, transferred to the Fleet Reserve, or retired, enter "Naval Reserve Personnel Center, New Orleans, LA 70149." In the case of a Naval Reservist who is immediately assigned to a unit, enter the name of the Reserve unit or program to which the member will be attached. In the case of midshipmen assigned or reverted to enlisted status, enter "Naval Reserve Personnel Center, New Orleans, LA 70149," or, if placed on active duty, the name of the command to which transferred. In the case of personnel being discharged or continuing on active duty with a change of status, enter "NA."

m. Block 10. SERVICEMEN'S GROUP LIFE INSURANCE COVERAGE. The exact amount of coverage must be entered; e.g., \$250,000. If none, enter "X" in the box.

n. Block 11. PRIMARY SPECIALTY

(1) Enlisted Personnel. Enter the primary Navy Enlisted Classification (NEC) code, title, and years and months in specialty. The NEC will be the latest primary NEC assignment recorded on NAVPERS 1070/604, Enlisted Qualifications History of the service record. When no NEC has been assigned, enter the

rating abbreviation followed by "0000." The NEC title will be listed in NAVPERS 18068E, section II, Manual of the Navy Enlisted Manpower and Personnel Classifications and Occupational Standards. If appropriate, the subtitle will precede as "ET-1516 Radar (SPS-40B/C/D) Technician." In the case of an OA-DG NEC, include the rating abbreviation and the NEC title: e.g., "DG-9770 (HT) Craftsman." Enter additional secondary NEC numbers and titles held for periods of 1 year or more.

(2) Officers. Enter the Navy Officer Billet Classification (NOBC) for the most significant duty assignment. See NAVPERS 15839E, volume I, Manual of Navy Officer Manpower and Personnel Classification, for NOBC numbers. Include title and years and months in specialty. Enter additional subspecialty numbers and titles held for periods of 1 year or more.

o. Block 12. RECORD OF SERVICE

(1) Block 12a. DATE ENTERED ACTIVE DUTY THIS PERIOD. The date entered in Block 12a shall be the date of enlistment for the earliest period of continuous active service for which a DD 214 was not previously issued. For members who have previously enlisted, reenlisted or accepted an appointment without being issued a DD 214, and who are being separated with any discharge characterization except "Honorable." The following statement shall appear as the first entry in Block 18, "Remarks," on the DD 214: "CONTINUOUS HONORABLE ACTIVE SERVICE FROM (applicable date) UNTIL (applicable date)." The "from" date shall be the date of initial entry into active duty; the "until" date shall be the date before commencement of the current enlistment.

(2) Block 12b. SEPARATION DATE THIS PERIOD. Enter the date the release, discharge, or change of status is effective. A member may be released 1 to 3 days early because the expiration of service falls on a weekend or holiday. In such cases, show the actual date of release. Such release is not considered as being "prior to expiration of obligated service." For temporary commissioned officer being discharged in order to accept permanent appointment, enter day prior to permanent appointment. For personnel being retired, enter the last day of active duty in this block, and enter the effective date of retirement in block 18, "Remarks." For members released on

separation leave, enter the date the active duty obligation is completed. For reservists entitled to travel time incident to separation, enter the effective date of release from active duty. Enter the actual date the member was detached from the duty station effecting separation and the number of days travel time in block 18, "Remarks." For servicemembers being transferred to the Individual Ready Reserve (IRR), enter in block 18: "Subject to active duty recall/annual screening."

(3) Block 12c. NET ACTIVE SERVICE THIS PERIOD. Enter the years, months, and days of net service this period. Note that service while attending a service academy as a midshipman, USN, or as a cadet is creditable for enlisted members reverted to enlisted status, but in no case is it creditable for warrant or commissioned officer. (Do not include lost time in determining net active service.)

(4) Block 12d. TOTAL PRIOR ACTIVE SERVICE. Enter the years, months, and days service creditable for basic pay (base pay computed from Pay Entry Base Date (PEBD) for all active service prior to the date entered in block 12a.

(5) Block 12e. TOTAL PRIOR INACTIVE SERVICE. Enter the years, months, and days service creditable for basic pay for all inactive service prior to the date entered in block 12a.

(6) Block 12f. FOREIGN SERVICE. Enter the years, months, and days of foreign service this period. (Service performed outside continental United States (OCONUS), except while on deployment.)

(7) Block 12g. SEA SERVICE. Enter the years, months, and days of sea service this period (for sea pay purposes only). (See SECNAVINST 7220.77D)

(8) Block 12h. EFFECTIVE DATE OF PAY GRADE. Enter the effective date of the paygrade/rank reflected in Block 4b as follows:

(a) Enlisted Personnel. Actual date of advancement.

(b) Officers. Date of rank, as distinguished from date of appointment.

p. Block 13. DECORATIONS, MEDALS, BADGES, CITATIONS, AND CAMPAIGN RIBBONS AWARDED OR AUTHORIZED. Enter all decorations, medals, badges, commendations, citations, and campaign ribbons awarded or authorized for all periods of service. In cases where the award is not appropriately entered in the member's service record, supporting documentation must be verified prior to entering on the DD 214. No authorities will be cited.

q. Block 14. MILITARY EDUCATION. To assist the former servicemember in employment placement and job counseling, formal in-service training courses successfully completed during this period will be listed in this block; e.g., medical and dental, electronics, supply, administration, personnel, or heavy equipment operations. Training courses for combat skills **will not** be listed. Course title, number of weeks attended and month and year of completion will be entered. Refer to the Guide to the Evaluation of Educational Experiences in the Armed Services for course titles and abbreviations.

r. Block 15a. MEMBER CONTRIBUTED TO POST VIETNAM ERA VETERANS' EDUCATIONAL ASSISTANCE PROGRAM. Place an "X" in the appropriate box based on the member's participation as documented in the service record or verified by the disbursing officer (DO).

s. Block 15b. HIGH SCHOOL GRADUATE OR EQUIVALENT. Enter an "X" in the appropriate box. For this purpose, include satisfactory completion of the high school General Equivalent Diploma (GED) test.

t. Block 16. DAYS ACCRUED LEAVE PAID. If the member received a lump-sum leave payment, the DO will enter the number of days for which payment was received. The amount of the payment will not be shown. If no lump-sum leave payment is made, the DO will enter "NONE." Ensure the leave paid reflected in this block excludes the leave member has taken prior to separation (terminal/separation leave).

u. Block 17. Enter an "X" in the appropriate box indicating whether or not member completed the dental examination and all appropriate dental services and treatment within 90 days prior to separation.

v. Block 18. REMARKS. Entries in this block consist of information not shown elsewhere on the DD 214. Only the entries specified below or in supplementary directives will be made in this block. Do not repeat material in other blocks. The unused portion of block 18 must be filled by diagonal lines of "X" typed through the blank space.

(1) Continuation of Information. Continue in this block any items which cannot be completed within the space provided. In such cases, a cross-reference must be made to indicate the item being continued; e.g., "Block 13 continued." If more space is required, enter "Continued on continuation sheet" in the last line of the block and complete the form as directed by paragraph 2b(3)(d).

(2) Missing Information. When information is not available to complete a block on the DD 214 and the entry has been made "See Remarks," enter in block 18: "DD 215 will be issued to provide missing information."

(3) Discharge for Physical Disability. In cases of personnel being discharged for reason of physical disability, make appropriate entry as listed below. Members who plan to apply for veteran's compensation or pension should be informed that it is in their best interest to apply at the time of separation. If they wait, they may expect delay in the processing of their applications until the Department of Veterans Affairs (DVA) can obtain their medical records from Navy. In no case will the nature of the physical disability be described. The necessary information will be obtained by the personnel officer from the DO. As appropriate, enter one of the following statements:

"(Name) has executed a claim for compensation, pension, or hospitalization to be filed with the Department of Veteran Affairs."

"The right to file a claim with the Department of Veteran Affairs for compensations, pensions, or hospitalizations has been explained to (name) and he/she has signed statements that they do/do not desire to submit a claim at this time."

"Disability severance pay authorized in amount of \$ (amount) but not paid."

"Disability severance pay authorized and paid in amount of \$ (amount)."

(4) Separation Payment. An entry will be made showing the amount, type, and number of years to be paid, if appropriate, of any separation payment. The entry shall include the DO's symbol, for example

"VARIABLE SEPARATION INCENTIVE - \$4,310.00
PAID ANNUALLY FOR 12 YEARS - DISBURSING OFFICE SYMBOL_____ "

"SPECIAL SEPARATION BENEFIT - \$25,700.00
DISBURSING OFFICE SYMBOL_____ "

"SEPARATION PAYMENT - \$15,800 - DISBURSING OFFICE SYMBOL_____ "

(5) Effective Date of Retirement or Transfer to Fleet Reserve. When a member is being released from active duty and retired, the date of release in block 12b will usually be the day before the effective date of retirement (30 June 2001 and placed on retired list as of 1 July 2001). When member is being transferred to the Fleet Reserve, the date of release in block 12b will usually be the same date as reflected by Fleet Reserve Transfer Authorization message (transferred to Fleet Reserve on 30 June 2001 and Fleet Reserve status commences the following day 1 July 2001). For servicemembers transferring to the Fleet Reserve or retiring from active duty, enter in block 18:
"Subject to active duty recall by Secretary of the Navy."

"Effective date of temporary/permanent, retirement/transfer to Fleet Reserve Status: (date)."

(6) Temporary Early Retirement (15 years). When a member is being released from active duty and retired or transferred to the Fleet Reserve with less than 20 years of service, make the following entry:

"Member is retiring as provided by section 4403 of the FY 1993 National Defense Authorization Act (NDAA) and may qualify for a recomputation of retired pay at age 62 (section 4464 of same law)."

(7) Reservist's Travel Time. When a reservist is released from active duty and is entitled to travel time, enter

in this block the actual date the reservist was detached from the separation activity and the number of days travel time added to arrive at the effective date of release from active duty entered in block 12b as follows:

"Date detached separation activity: (date). (4 days travel time)."

(8) Extension of Enlistment/Active Service. Following is applicable to those individuals who are separated/discharged upon completion of their initial enlistment and a DD 214 is issued. When a member's enlistment or active duty commitment was extended, except for the purpose of making up lost time, the term of such extension shall be entered in block 18, "Remarks," as shown below. For re-employment rights, all extensions of enlistment or active service are considered to be at the request and "for the convenience of the Government" and shall be so noted on the DD 214. "Extension of service was at the request and for the convenience of the Government."

(9) Non-pay/Excess Leave Days. Enter the inclusive dates of any non-pay excess leave days.

(10) Permanent Enlisted Grade. When a temporary commissioned officer grade is entered in block 4a, enter the temporary officer designator and date of commission, and the highest enlisted rating/paygrade held, and effective date in this block. (e.g., "Commissioned temporary officer on 99AUG01, DESIGNATOR 6412. Highest enlisted rating/paygrade held PNC/E-7, effective 98JUL16.")

(11) Place of Birth. If the member is a discharged Alien Deserter, enter the place of birth.

(12) Administrative Issuance or Re-issuance of DD 214. Unless otherwise directed by appellate authority, Executive Order, or SECNAV, a statement indicating the form was administratively issued or reissued and the date of the action will be entered.

(13) Naval Academy. Enter the dates the member attended the Naval Academy (or other service academy).

(14) Upgraded Discharge. When a discharge has been upgraded, the DD 214 will be annotated on copies number 2 through 8 in block 18, "Remarks," to indicate the character of service has been upgraded; the date the application for upgrade was made; and the effective date of the corrective action.

(15) For servicemembers who refuse to sign the DD 214 at the time of separation/discharge, make the following entry in block 18: "Servicemember refused to sign document at the time of (enter as appropriate)." In addition, a NAVPERS 1070/613, Administrative Remarks entry will be made in member's service record documenting reason for refusal to sign the DD 214. Upon completion of the DD 214, distribution will be made as indicated in paragraph 4.

(16) For individuals who have participated for advancement and

(a) selected for advancement during the last advancement cycle, but not advanced by the time of separation, enter the following information in block 18: "Examination completed, selected for advancement but not advanced by the time of separation, member's final multiple score and date of examination; e.g. HT1, PASS, FMS-66, 03MAR06."

(b) passed the examination but not advanced (PNA'd), enter the following information for up to last four advancement cycles in block 18 if data is available: "Examination completed, member's final multiple score and date of examination; e.g., HT1, PASS, FMS-66, 03MAR06." In addition, include member's time in Rate (TIR), advancement recommendation from the member's last evaluation report, period of report and highest advancement requirements completed.

(17) For a servicemember who has been prisoner of war (POW), enter in block 18 the length of time the member was a POW and the location; i.e., "Prisoner of War from 680910 - 720615 - Vietnam."

(18) For a servicemember who is being transferred to the Individual Ready Reserve (IRR), make the following entry:

"Subject to active duty recall/annual screening."

(19) The following statement will be placed in block 18:

"The information contained herein is subject to computer matching within the Department of Defense or with other affected Federal or non-Federal agency for verification purposes and to determine eligibility for, and/or continued compliance with, the requirements of a Federal benefit program".

(20) For a servicemember ordered to active duty in time of National emergency or war, enter in block 18 the actual dates of deployment into the theater of operations, e.g., "IRAQI FREEDOM THEATER FROM 03FEB17 TO 03APR10."

w. Block 19a. MAILING ADDRESS AFTER SEPARATION. Enter the complete address (street and number, city, county, State, and zip code) where member intends to reside (permanently). This information must be obtained from the member.

x. Block 19b. NEAREST RELATIVE. Enter the complete name, street and number, city, county, State or country, and zip code of the nearest relative where mail may be forwarded following separation.

y. Block 20. MEMBER REQUESTS COPY 6 BE SENT TO DEPARTMENT OF VETERANS AFFAIRS, STATE DIRECTOR OF VETERANS AFFAIRS. Enter an "X" in the appropriate box as to whether or not the member requests forwarding of the DD 214 to the DVA, State Director. If the "Yes" box is checked, the abbreviation of the State specified by the member must be entered in the blank. Enclosure (4) contains addresses of the State Directors and the two-letter abbreviation for the State as drawn from the National Post Office and Zip Code Directory.

z. Block 21. SIGNATURE OF MEMBER BEING SEPARATED. The member being separated shall sign the original in black ink, preferably with a ball-point pen, in such a manner that the signature on all carbon copies is legible. If illegible, additional signatures are required on subsequent carbon copies. The member must be made aware of differences in the information contained on certain copies of the DD 214. When a member is discharged in absentia, enter "Discharged in Absentia" in this block. For a member who is physically unable to sign due to physical incapacitation or refuses to sign, enter "Signature Unattainable" and enter the reason in block 18.

aa. Block 22. TYPED NAME, GRADE, TITLE, AND SIGNATURE OF OFFICIAL AUTHORIZED TO SIGN. Type the name; rate, rank or grade; and title of the authorizing official (E-5 or GS-5 and above) who has been delegated authority to sign by direction. (This is an exception to article 1070-190 of reference (b) which permits E-6 and above to sign record entries.) The official's signature will be entered in this block. The original will be signed in black ink, preferably with a ball-point pen, in such a manner that the signature on all carbon copies is legible. If illegible, additional signatures are necessary on subsequent carbon copies.

bb. Block 23. TYPE OF SEPARATION. Enter the type of separation effected from one of the following:

- (1) Discharged.
- (2) Transferred to USN/USA/MARCORPS/USAF/USCG.
- (3) Released from Active Duty.
- (4) Released from Active Duty and Transferred to Naval Reserve.
- (5) Released from Active Duty Special Works (ADSW).
- (6) Released from Active Duty For Training (ACDUTRA).
- (7) Resigned.
- (8) Commission Revoked.
- (9) Dismissed.
- (10) Discharged and Offered Reappointment in Naval Reserve.
- (11) Discharged and Reappointed in Naval Reserve.
- (12) Transferred to Fleet Reserve.
- (13) Temporary Disability Retired List.
- (14) Retired.

(15) Discharged from the Naval Academy.

(16) Discharged from the Naval Academy, Resumed/Assigned Enlisted Status.

(17) Void (Uncharacterized).

(18) Dropped From the Rolls.

cc. Block 24. CHARACTER OF SERVICE. Enter in capital letters one of the following:

HONORABLE
GENERAL (UNDER HONORABLE CONDITIONS)
UNDER OTHER THAN HONORABLE CONDITIONS
BAD CONDUCT
DISHONORABLE
UNCHARACTERIZED (Void or Entry Level Separation)

In the case of an officer dismissed or dropped from the rolls, enter only "X's." The character of service must be appropriate and consistent with the reason and authority for separation.

dd. Block 25. SEPARATION AUTHORITY

(1) Enlisted Personnel. Enter the authority under which release is authorized using the appropriate article number from reference (b).

(2) Officers and Midshipmen. Cite the orders authorizing separation.

ee. Block 26. SEPARATION CODE. Enter the appropriate Separation Program Designator (SPD) code as listed in enclosure (2). See Table 1 for SPD code explanation.

ff. Block 27. REENTRY CODE

(1) Enlisted Personnel. Enter the appropriate reentry code as listed in enclosure (3) and using guidelines contained in OPNAVINST 1160.5C.

(2) Officers and Midshipmen. Enter "NA."

gg. Block 28. NARRATIVE REASON FOR SEPARATION. Enter the appropriate reason for separation as listed in enclosure (2).

hh. Block 29. DATES OF TIME LOST DURING THIS PERIOD.
Enter inclusive dates for all periods of time lost during this period of active duty, include periods of unauthorized absence or sickness due to misconduct, but do not identify types of time lost other than by "TL."

Examples: TL 99JUN21 TO 99JUN29 or TL - NONE

ii. Block 30. MEMBER REQUESTS COPY 4. Ensure the member initials block 30 and receives copy number 4 of the DD 214.

4. Distribution of DD 214. The distribution of all copies of DD 214 shall be made without delay. The original and copy number 4 are to be given to the member on the date of separation. Other copies are to be distributed no later than the day following the effective date of separation. Expeditious distribution of the DD 214 will assist the ex-servicemember in obtaining benefits and will also preclude invalid unemployment compensation payments. (The ex-servicemember cannot file for unemployment in any week before the 5th week beginning after the week in which the ex-servicemember was separated.) Preparation of the DD 214 will not be delayed because information is not available for completing all pertinent items. Rather, it will be prepared as completely as possible and a DD 215 will be completed to supplement it. Members will be advised that they will be provided the DD 215 without having to request it. For those enlisted personnel being discharged on appellate leave, enter "Refer to DD 215" in the appropriate blocks, and the CO will issue the DD 215 when the needed information has been received from NAVPERSCOM (PERS-48). In all other cases where incomplete DD 214's are issued, NAVPERSCOM (PERS-312) will be advised that a DD 215 will be necessary. Distribution of the DD 214 shall be made as follows:

a. Member's Copy (Number 1- Original). Deliver to the member the original DD 214 on the date of separation. In the case of those members being released from active duty, the DD 214 is to be delivered to them prior to their departure from the separation activity on the effective date of separation or

on the date that travel time, when authorized, commences. The original DD 214 will be mailed under conditions precluding physical delivery or when the member departs well in advance of normal departure time; e.g., on separation leave, home awaiting orders, or transferred to a DVAMC. If the member is discharged as an Alien Deserter, a reproduction of copy number 1, with the place of birth entered in block 18, shall be sent to: U.S. Department of State, Visa Office SCA/VO, State Annex Number 2, Washington, DC 20520.

b. Official Record Copy (Number 2). Forward copy number 2 to NAVPERSCOM (PERS-312).

(1) For separating officers, attach the original DD 2648, Preseparation Counseling Checklist, a copy of the officer's separation orders and endorsement, a copy of the separation physical (SF 88 and 93), and any required NAVPERS 1070/613 entries. Ensure the DD 214 is the top document.

(2) For officer candidate or midshipman discharged with an entry-level separation, submit with Midshipman Oath of Office, separation orders and endorsement, documentation authorizing discharge, and other service record documents. Ensure the DD 214 is the top document.

c. Department of Veterans Affairs Data Processing Center Copy (Number 3).

(1) Personnel Released from Active Duty/Discharged/Retired/Transferred to the Fleet Reserve, forward copy number 3 to

Department of Veteran Affairs
Data Processing Center (214)
1614 East Woodward St.
Austin, TX 78772

Note: A locally reproduced copy of copy number 3 will be placed in the members Health Treatment Record per article 6150-010 of reference (b).

(2) Member Hospitalized at a DVAMC. If the member is transferred to a DVAMC prior to or at the time of release, forward a locally reproduced copy of copy number 3 to that

hospital. Attach the copy to member's clinical records, x-ray films, and a copy of the member's health record.

(3) Member Completing DVA Claim. If member completes VA 21-526, Veteran's Application for Compensation or Pension, include a locally reproduced copy number 3 with the claim package to the VA Regional Office having jurisdiction over the member's home address. The claim package should be prepared per article 1910-804 of reference (b). (Note: Do not forward the claim to the DVA State Director's office.)

d. Member's Copy (Number 4). Ensure member initials block 30 and deliver copy number 4 to the member. It should be delivered at the same time as the original. Members will be advised that should they subsequently request unemployment compensation, it may be delayed until service date can be verified.

e. U.S. Department of Labor Copy (Number 5)

(1) Personnel Continuing on Active Duty. When an individual is in service and enlisting or reenlisting in an active duty status or otherwise continuing on active duty in another status, copy number 5 will not be forwarded to the Department of Labor.

(2) Personnel Released from Active Duty, Discharged, Retired, or Transferred to Fleet Reserve. Forward copy number 5 immediately to

Lockheed Martin Information Technology
U.S. Department of Labor
Federal Claims Control Center
P.O. BOX 785070
Orlando, FL 32878-5070

f. Department of Veterans Affairs State Director Copy (Number 6). For personnel released from active duty, discharged, retired, or transferred to the Fleet Reserve, forward to the appropriate DVA State Director (see enclosure (4)), if the member so requests by checking "YES" in block 20 of DD 214. The member must specify the State. If the member does not request that the copy be mailed, copy number 6 will be destroyed.

g. Service Copy (Number 7)

(1) For Separating Officers. Copy number 7 will be destroyed.

(2) For Enlisted Personnel Discharged, Transferred to Fleet Reserve, Retired, Resigned, Released from Active Duty, Transferred to Another Branch of the Armed Forces. File in the closed Field Service Record per article 1070-130 of reference (b) and forward to

Commanding Officer
Naval Reserve Personnel Center (Code N311)
New Orleans, LA 70149-7800

(3) Enlisted Personnel Released from Active Duty for Training. File in the Field Service Record maintained at the issuing command.

(4) Midshipmen Assigned or Reverted to Enlisted Status. File in the enlisted Field Service Record.

(5) Midshipmen Commissioned in Another Armed Force. Copy number 7 will be destroyed.

h. Service Copy (Number 8). File in issuing command folder for 2 years from date of separation. After this period, copy number 8 will be destroyed. In the event the member should request an additional copy of the form, a copy is available from the issuing command.

5. Corrections to DD 214. No changes, strikeouts, erasures, or corrections may be made in the shaded blocks of the DD 214, (blocks 1, 3, 4, 12, and 18 through 30). Any other changes or corrections entered on DD 214 may also render the form void unless they are initialed by the authorizing official. The member will be advised that any unauthorized change or alteration will render the form void. The member to whom the DD 214 is issued will be informed of the proper procedure for having official corrections made when errors are discovered after receipt.

a. Official Changes and Corrections. Once the DD 214 has been issued and copies distributed, official corrections may be

made by issuance of DD 215, except as noted in paragraph 6 below. The DD 215 will be distributed in the same manner as the original DD 214 which it corrects. Since the information contained in blocks 25, 26, and 27 (SEPARATION AUTHORITY, SEPARATION CODE, AND REENTRY CODE, respectively) has limited distribution, correction to these items on a DD 215 requires the limitation on distribution of the DD 215. If other items as well as blocks 25, 26, and/ 27 are corrected, issuing authorities must assure that copies of the DD 215 issued to agencies not entitled to receive blocks 25, 26, and 27 information, receive DD 215 copies which omit that information. Commands preparing DD 214 are responsible for corrections within 2 years of date of issuance. Corrections to DD 214 issued more than 2 years from date of issuance can be made only by agencies listed in paragraph 5b. (NOTE: Corrections to the shaded blocks of DD 214, (blocks 1, 3, 4, 12, and 18 through 30) can be made only by the agencies listed in paragraph 5b).

b. Request for Correction. A correction request must contain the full name, rank/rate, social security number, periods of service, and current mailing address of the member concerned. The correction requested must also be identified, and if necessary, supporting documentation provided. If a copy of the DD 214 for which the request is being made is available, it should be forwarded with the request to one of the following locations:

(1) Members on Active Duty, in a Selected Reserve Status, and those Discharged, Retired, or Transferred to the Fleet Reserve since 1995

Navy Personnel Command (PERS-312)
5720 Integrity Dr.
Millington, TN 38055-3120

(2) Members in the Individual Ready Reserve

Commanding Officer
Naval Reserve Personnel Center (Code N33)
New Orleans, LA 70149-7800

(3) Members Discharged, Retired, Transferred to the
Fleet Reserve prior to 1995

National Personnel Records Center
Military Personnel Records
9700 Page Avenue
St. Louis, MO 63132-5100

6. Administrative Issuance or Reissuance of DD 214

a. Administrative Issuance. The DD 214 will normally be prepared by the command from which the member is separated. When a DD 214 has not been issued, NAVPERSCOM (PERS-312) may issue or direct issuance of a DD 214. The fact that the DD 214 was administratively issued will be entered in block 18, "Remarks," unless otherwise directed. (See paragraph 3(v)(11)).

b. Reissuance. NAVPERSCOM (PERS-312) may reissue or direct reissuance when:

(1) Directed by appropriate appellate authority, Executive Order, or SECNAV.

(2) DD 214 cannot be corrected by the issuance of a DD 215 or the correction would require the issuance of more than two DD 215's.

(3) There is a change directed by competent authority vice a correction of administrative error to Character of Service in to block 24, the Character of Service.

c. Request for Issuance or Reissuance. Requests for issuance or reissuance should be addressed as indicated in 5b(1), (2), or (3).

7. Replacement of DD 214

a. General. In order to obtain a copy of a DD 214, a signed request must include adequate identifying data; i.e., full name, rank or rate, social security number, Navy service number(s), dates of service, and a current return address.

b. Individual Request. In response to an individual's signed request for a copy of the DD 214, and based on the date

of issue of the DD 214, the individual will receive the following:

(1) In the case of a DD 214 issued on or after 1 October 1979, one copy of the DD 214 including the Special Additional Information (blocks 23 through 30).

(2) In the case of a DD 214 issued before 1 October 1979, one copy of the DD 214 from which the Authority for Separation, Narrative Reason for Separation, Separation Program Designator/Number, and Reentry Codes have been deleted, and one copy of the DD 214 containing the Authority for Separation, Separation Program Designator/Number, and Reentry Code. If specifically requested, the individual may also be provided a plain language "Narrative Statement" of the reason for the separation. The statement will be provided in a separate letter.

c. Agent Requests. In those cases where individuals have authorized another person to receive a copy of their DD 214, the copy provided will not include the Special Additional Information from a DD 214 issued on or after 1 October 1979, or in the case of a DD Form 214 issued before that date, the Separation Authority, Narrative Reason for Separation, Separation Program Designator/Number, and Reenlistment Code.

d. Request for Replacement Copies. Requests for replacement copies should be addressed as indicated in paragraph 7b(1), (2), or (3).

8. Reporting Requirements - Enlisted/Officer. When reporting personnel loss due to separation/retirement, ensure full compliance with current pay and personnel procedures directives.

AUTHORITY AND CODES FOR SEPARATIONS

1. PREPARATION. This enclosure contains the appropriate authority and codes for separation in the preparation of the DD 214, Certificate of Release or Discharge From Active Duty in conjunction with the Loss Event per current pay and personnel procedures directives.

2. SPECIAL CAUTION. This enclosure contains all SPD codes to be used by Navy. Special care is to be used to ensure the appropriate SPD code is used. Narrative Reason listed in the instruction is not to be altered and is to be duplicated, as listed, on the DD 214. COs are authorized to use those SPD codes in which separation authority has been delegated. Other SPD codes, which are listed, may be used upon specific authorization of NAVPERSCOM (PERS-48).

3. NAVY LOSS CODE COLUMN ABBREVIATIONS. ELS - Entry Level Separation (less than 180 days - Uncharacterized), HON - Honorable, GEN - Under Honorable Conditions (General), OTH - Under Other Than Honorable Conditions, JUD - Bad Conduct or Dishonorable (as awarded under Judicial proceedings), VOID - Void (released from military contract due to lack of naval jurisdiction).

4. SEPARATION ORDERS. Ensure enlisted separation orders are issued to members per reference (b), article 1910 series (NAVPERS 1900/2, Separation Travel Orders). A sample is provided as enclosure (5) and will be marked "For Official Use Only".

TABLE 1
SEPARATION PROGRAM DESIGNATOR CODE EXPLANATION

SEPARATION TYPE	CODE EXPLANATION
<u>B**</u>	<u>OFFICER RESIGNATION IN LIEU OF FURTHER ADMINISTRATIVE SEPARATION PROCEEDINGS</u>
<u>D**</u>	<u>OFFICER RESIGNATION IN LIEU OF COURT MARTIAL</u>
<u>F**</u>	<u>OFFICER RESIGNATION, OTHER</u>
<u>G**</u>	<u>INVOLUNTARY DISCHARGE, APPROVED RECOMMENDATION OF A BOARD (BOARD PROCEEDINGS HELD)</u>
<u>H**</u>	<u>INVOLUNTARY DISCHARGE, ADMIN BOARD WAIVED</u>
<u>J**</u>	<u>INVOLUNTARY DISCHARGE, NOT ENTITLED TO ADMIN BOARD</u>
<u>K**</u>	<u>VOLUNTARY DISCHARGE</u>
<u>L**</u>	<u>INVOLUNTARY SEPARATION TO ANOTHER SERVICE COMPONENT (I.E. TRF TO USNR-R)</u>
<u>M**</u>	<u>VOLUNTARY SEPARATION TO ANOTHER SERVICE COMPONENT (I.E. TRF TO USNR-R)</u>
<u>N**</u>	<u>ENLISTED TRANSFER TO FLEET RESERVE</u>
<u>P**</u>	<u>DROPPED FROM ROLLS</u>
<u>Q**</u>	<u>VACATION OF OFFICER'S APPOINTMENT BY THE DOD COMPONENT</u>
<u>R**</u>	<u>VOLUNTARY RETIREMENT OF ENLISTED AND OFFICER</u>
<u>S**</u>	<u>MANDATORY RETIREMENT REQUIRED BY LAW</u>
<u>V**</u>	<u>REVERSION OF RECALLED RETIREE TO RETIRED LIST</u>
<u>W**</u>	<u>RE-RETIREMENT OF MEMBER PREVIOUSLY RETIRED AND RECALLED TO ACTIVE DUTY</u>
<u>X**</u>	<u>REVERT TO FLEET RESERVE AUTHORIZED BY 10 U.S.C. 6486</u>
<u>Y**</u>	<u>VOID ENLISTMENT OR INDUCTION OF MEMBER</u>

NOTE: Transfer as used in the explanation column includes transfer between Reserve Component categories (selected reserve to individual reserve or retired reserve, etc.)

ENLISTED PERSONNEL SEPARATION CODES

1. INVOLUNTARY DISCHARGE, APPROVED RECOMMENDATION OF A BOARD

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>MILPERSMAN AUTHORITY</u>	<u>REENL CODE</u>	<u>ELS</u>	<u>NAVY HON</u>	<u>LOSS GEN</u>	<u>CODE OTH</u>	<u>JUD</u>	<u>VOID</u>	<u>EXPLANATION</u>
GDA	FRAUDULENT ENTRY INTO MILITARY SERVICE	1910-134	RE-4	970	831	871	888			Procured a fraudulent enlistment, or period of military service through material deliberate misrepresentation, omission or concealment. (<u>Not related to drug or alcohol abuse.</u>)
GDG	PARENTHOOD OR CUSTODY OF MINOR CHILDREN	1910-124	RE-3B RE-4	970	813	853				As a result of parenthood or custody of minor child(ren) is unable to perform prescribed duties or is subject to Repetitive Absenteeism, or Non-availability for worldwide assignment.
GDK	MILITARY PERSONNEL SECURITY PROGRAM		RE-4	970	824	864	881			Use only as directed by NAVPERSCOM (PERS-48).
GDT	FRAUDULENT ENTRY INTO MILITARY SERVICE, (DRUG ABUSE)	1910-134	RE-4 RE-3J	970	831	871	888			Procured a fraudulent enlistment, induction, or period of military service through deliberate material misrepresentation, omission, or concealment of drug use/abuse.
GDU	FRAUDULENT ENTRY INTO MILITARY SERVICE, (ALCOHOL ABUSE)	1910-134	RE-4	970	831		888			Procured a fraudulent enlistment, induction, or period of military service through deliberate material misrepresentation, omission, or concealment of alcohol use/abuse.
GFC	ERRONEOUS ENTRY (OTHER)	1910-130	RE-3E RE-4	970	813	853				Erroneously enlisted, reenlisted, extended or was inducted into a DOD component (<u>not related to alcohol or drug abuse</u>).
GFT	PHYSICAL STANDARDS	1910-170	RE-3F RE-4	970	813	853				Failed to meet established minimum physical readiness standards (failed PFA). (sSee OPNAVINST 6110.1G).
GFV	CONDITION, NOT A DISABILITY	1910-120	RE-3G RE-3X RE-4	970	813	853				A condition, not a physical disability which interferes with performance of duty. (Enuresis, motion sickness, allergy, fear of flying, etc.)

**1. INVOLUNTARY DISCHARGE, APPROVED RECOMMENDATION OF A BOARD
(CONTINUED)**

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>MILPERSMAN AUTHORITY</u>	<u>REENL CODE</u>	<u>ELS</u>	<u>NAVY HON</u>	<u>LOSS GEN</u>	<u>CODE OTH</u>	<u>JUD</u>	<u>VOID</u>	<u>EXPLANATION</u>
GFX	PERSONALITY DISORDER	1910-122	RE-3G RE-4	970	813	853				Personality disorder, order, not amounting to a disability, but which potentially interferes with assignment to or performance of duty.
GHJ	UNSATISFACTORY PERFORMANCE	1910-156	RE-4		817	857				Failure to perform duties and assignments satisfactorily.
GKA	PATTERN OF MISCONDUCT	1910-140	RE-4	970	831	871	888			Pattern of discreditable behavior with civil or military authorities.
GKB	MISCONDUCT (CIVIL CONVICTION)	1910-144	RE-4	970	831	871	888			Convicted by civil authorities.
GKD	MISCONDUCT (AWOL)	1910-142	RE-4	970	831	871	888			Absence without leave (30 days or more).
GKF	MISCONDUCT (DESERTION)	1910-142	RE-4	970	831	871	888			Deserter. (UCMJ, article 85.)
GKK	MISCONDUCT (DRUG ABUSE)	1910-146	RE-4	970	831	871	888			Drug abuse (includes use, possession, sale, transfer, or introduction on a military installation).
GKL	MISCONDUCT (SEXUAL PERVERSION)	1910-142	RE-4	970	831	871	888			Engaged in sexual perversion, including but not limited to lewd and lascivious acts, sodomy, indecent exposure, indecent acts with or assault upon a child, or other indecent acts or offenses.
GKM	MISCONDUCT (OTHER)	1910-142	RE-4	970	831	871	888			Acts of misconduct not otherwise identified. USE ONLY AS DIRECTED BY NAVPERSCOM (PERS-48).

ENLISTED

**1. INVOLUNTARY DISCHARGE, APPROVED RECOMMENDATION OF A BOARD
(CONTINUED)**

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>MILPERSMAN AUTHORITY</u>	<u>REENL CODE</u>	<u>ELS</u>	<u>NAVY HON</u>	<u>LOSS GEN</u>	<u>CODE OTH</u>	<u>JUD</u>	<u>VOID</u>	<u>EXPLANATION</u>
GKN	MISCONDUCT (MINOR INFRACTIONS)	1910-138	RE-4	970	831	871				Pattern of minor disciplinary infractions.
GKQ	MISCONDUCT (SERIOUS OFFENSE)	1910-142	RE-4	970	831	871	888			Commission of serious military or civilian offense.
GKR	MISCONDUCT (ANTHRAX REFUSAL)	1910-142	RE-4	970	831	871	888			Refusal to receive anthrax inoculation.
GPC	DRUG REHABILITATION FAILURE	1910-150	RE-4	970	818	858				
GPD	ALCOHOL REHABILITATION FAILURE	1910-152	RE-4	970	818	858				Failed through inability or refused to participate in, cooperate in, or successfully complete a program for alcohol rehabilitation.
GRA	HOMOSEXUAL ACT	1910-148	RE-4	970	833	872	890			Engaged in, or attempted to engage in, or solicited another to engage in a homosexual act. (USE ONLY AS DIRECTED BY NAVPERSCOM (PERS-48).
GRB	HOMOSEXUAL ADMISSION	1910-148	RE-4	970	833	872	890			Admitted being a homosexual or bisexual. (USE ONLY AS DIRECTED BY NAVPERSCOM (PERS-48).
GRC	HOMOSEXUAL MARRIAGE (OR ATTEMPT)	1910-148	RE-4	970	833	872	890			Married or attempted to marry a person known to be of same biological sex. (USE ONLY AS DIRECTED BY NAVPERSOM (PERS-48).

ENLISTED

**2. INVOLUNTARY DISCHARGE DIRECTED IN LIEU OF FURTHER PROCESSING
OR CONVENING OF A BOARD (BOARD WAIVER)**

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>MILPERSMAN AUTHORITY</u>	<u>REENL CODE</u>	<u>ELS</u>	<u>NAVY HON</u>	<u>LOSS GEN</u>	<u>CODE OTH</u>	<u>JUD</u>	<u>VOID</u>	<u>EXPLANATION</u>
HDA	FRAUDULENT ENTRY INTO MILITARY SERVICE	1910-134	RE-4	970	831	871	888			Procured a fraudulent enlistment, induction, or period of military service through deliberate material misrepresentation, omission, or concealment. (Not related to drug or alcohol abuse.)
HDG	PARENTHOOD OR CUSTODY OF MINOR CHILDREN	1910-124	RE-3B	970	813	853				As a result of parenthood or custody of minor child(ren) is unable to perform prescribed duties or is subject to repetitive absenteeism, or nonavailability for worldwide assignment.
HDK	MILITARY PERSONNEL SECURITY PROGRAM		RE-4	970	824	864	881			USE ONLY AS DIRECTED BY NAVPERSCOM (PERS-48)
HDT	FRAUDULENT ENTRY INTO MILITARY SERVICE, (DRUG ABUSE)	1910-134	RE-4 RE-3J	970	831	871	888			Procured a fraudulent enlistment, induction, or period of military service through deliberate material misrepresentation, omission, or concealment of drug use/abuse.
HDU	FRAUDULENT ENTRY INTO MILITARY SERVICE, (ALCOHOL ABUSE)	1910-134	RE-4	970	831	871				Procured a fraudulent enlistment, induction, or period of military service through deliberate material misrepresentation, omission, or concealment of alcohol use/abuse.
HFC	ERRONEOUS ENTRY (OTHER)	1910-130	RE-3E RE-4	970	813	853				Erroneously enlisted, reenlisted, extended, or inducted into a DOD component (not related to alcohol or drug abuse).

ENLISTED

**2. INVOLUNTARY DISCHARGE DIRECTED IN LIEU OF FURTHER PROCESSING
OR CONVENING OF A BOARD (BOARD WAIVER) (CONTINUED)**

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>MILPERSMAN AUTHORITY</u>	<u>REENL CODE</u>	<u>ELS</u>	<u>NAVY HON</u>	<u>LOSS GEN</u>	<u>CODE OTH</u>	<u>JUD</u>	<u>VOID</u>	<u>EXPLANATION</u>
HFT	PHYSICAL STANDARDS	1910-170	RE-3F RE-4	970	813	853	888			Failed to meet established minimum physical readiness standards (failed PFA). (sSee OPNAVINST 6110.1G.)
HFV	CONDITION, NOT DISABILITY	1910-120	RE-3G RE-3X RE-4	970	813	853				A condition, not a physical disability, interferes with performance of duty. (Enuresis, motion sickness, allergy, fear of flying, etc.)
HFX	PERSONALITY DISORDER	1910-122	RE-3G RE-4	970	813	853				Personality disorder, order, not amounting to a disability, but which potentially interferes with assignment or performance of duty.
HHJ	UNSATISFACTORY PERFORMANCE	1910-156	RE-4		817	857				Failure to perform duties and assignments satisfactorily.
HKA	PATTERN OF MISCONDUCT	1910-140	RE-4	970	831	871	888			Pattern of discreditable behavior with civil or military authorities.
HKB	MISCONDUCT (CIVIL CONVICTION)	1910-144	RE-4	970	831	871	888			Convicted by civilian authorities.
HKD	MISCONDUCT (AWOL)	1910-142	RE-4	970	831	871	888			Absent without leave (30 days or more).
HKF	MISCONDUCT (DESERTION)	1910-142	RE-4	970	831	871	888			Deserter. (UCMJ, article 85).

ENLISTED

**2. INVOLUNTARY DISCHARGE DIRECTED IN LIEU OF FURTHER PROCESSING
OR CONVENING OF A BOARD (BOARD WAIVER) (CONTINUED)**

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>MILPERSMAN AUTHORITY</u>	<u>REENL CODE</u>	<u>ELS</u>	<u>NAVY HON</u>	<u>LOSS GEN</u>	<u>CODE OTH</u>	<u>JUD</u>	<u>VOID</u>	<u>EXPLANATION</u>
HKK	MISCONDUCT (DRUG ABUSE)	1910-146	RE-4	970	831	871	888			Drug abuse (includes use, possession, sale, transfer or introduction on a military installation).
HKL	MISCONDUCT (SEXUAL PERVERSION)	1910-142	RE-4	970	831	871	888			Engaged in sexual perversion, including but not limited to lewd and lascivious acts, sodomy, indecent exposure, indecent acts with or assault upon a child, or other indecent acts or offenses.
HKM	MISCONDUCT (OTHER)	1910-142	RE-4	970	831	871	888			Acts of misconduct not otherwise listed. USE ONLY AS DIRECTED BY NAVPERSCOM (PERS-48).
HKN	MISCONDUCT (MINOR INFRACTIONS)	1910-138	RE-4	970	831	871	888			Pattern of minor disciplinary infractions.
HKQ	MISCONDUCT (SERIOUS OFFENSE)	1910-142	RE-4	970	831	871	888			Commission of serious military or civilian offense.
HKR	MISCONDUCT (ANTHRAX REFUSAL)	1910-142	RE-4	970	831	871	888			Refusal to receive anthrax inoculation.
HPD	ALCOHOL REHABILITATION FAILURE	1910-152	RE-4	970	818	858	888			Failed through inability or refusal to participate in, cooperate in, or successfully complete a program for alcohol rehabilitation.
HRA	HOMOSEXUAL ACT	1910-148	RE-4	970	833	872	890			Engaged in, or attempted to engage in, or solicited another to engage in a homosexual act. USE ONLY AS DIRECTED BY NAVPERSCOM (PERS-48).

ENLISTED

**2. INVOLUNTARY DISCHARGE DIRECTED IN LIEU OF FURTHER PROCESSING
 OR CONVENING OF A BOARD (BOARD WAIVER) (CONTINUED)**

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>MILPERSMAN AUTHORITY</u>	<u>REENL CODE</u>	<u>ELS</u>	<u>NAVY HON</u>	<u>LOSS GEN</u>	<u>CODE OTH</u>	<u>JUD</u>	<u>VOID</u>	<u>EXPLANATION</u>
HRB	HOMOSEXUAL ADMISSION	1910-148	RE-4	970	833	872	890			Admitted being a homosexual or bisexual. (USE ONLY AS DIRECTED BY NAVPERSCOM (PERS-48).
HRC	HOMOSEXUAL MARRIAGE (OR ATTEMPT)	1910-148	RE-4	970	833	872	890			Married or attempted to marry a person known to be of the same biological sex. (USE ONLY AS DIRECTED BY NAVPERSCOM (PERS-48).

3. INVOLUNTARY DISCHARGE, NO BOARD ENTITLEMENT

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>MILPERSMAN AUTHORITY</u>	<u>REENL CODE</u>	<u>ELS</u>	<u>NAVY HON</u>	<u>LOSS GEN</u>	<u>CODE OTH</u>	<u>JUD</u>	<u>VOID</u>	<u>EXPLANATION</u>
JBK	COMPLETION OF REQUIRED ACTIVE SERVICE	1910-104	RE-R1 RE-1 RE-1E RE-3F RE-3M RE-3R RE-3T RE-4 RE-5 RE-6 RE-7		(1)801 (2)816	841 856				(1) Use at expiration of enlistment. (2) Use at fulfillment of military service obligation.
JBM	INSUFFICIENT RETAINABILITY (ECONOMIC REASONS)	1910-102	RE-R1 RE-1 RE-3R RE-3T RE-3F RE-4 RE-6		813	853				Short length of time remaining on active duty or obligated service precludes retention for economic reasons. (USE ONLY IF DIRECTED BY NAVPERSCOM (PERS-48), CNO, OR SECNAV).
JCC	REDUCTION IN FORCE	1910-102	RE-R1 RE-1 RE-3R RE-3T RE-3F RE-4 RE-6 RE-7	970	(1)803 (2)813	842 853				General demobilization, strength or force reductions. (1) Within 3 months of expiration of active obligated service (EAOS). (2) Other reasons.
JCP	ALIEN	1910-127	RE-3A RE-4	970	813	853				Non-citizen of United States or failed to complete naturalization procedures.
JDA	FRAUDULENT ENTRY INTO MILITARY	1910-134	RE-4	970	831	871			971	Procured a fraudulent enlistment, induction, or period of military service through deliberate material misrepresentation, omission, or concealment. (Not related to drug or alcohol abuse.)
JDF	PREGNANCY OR CHILDBIRTH	1910-112	RE-3B RE-4	970	813	853				Separation of female members for pregnancy or birth.
JDG	PARENTHOOD OR CUSTODY OF MINOR CHILDREN	1910-124	RE-3B RE-4	970	813	853			971	As a result of parenthood or custody of minor child(ren) is unable to perform prescribed duties or is subject to repetitive absenteeism, or non-availability for worldwide assignment.

ENLISTED

3. INVOLUNTARY DISCHARGE, NO BOARD ENTITLEMENT (CONTINUED)

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>MILPERSMAN AUTHORITY</u>	<u>REENL CODE</u>	<u>ELS</u>	<u>NAVY HON</u>	<u>LOSS GEN</u>	<u>CODE OTH</u>	<u>JUD</u>	<u>VOID</u>	<u>EXPLANATION</u>
JDK	MILITARY PERSONNEL SECURITY PROGRAM		RE-4	970	824	864				USE ONLY AS DIRECTED BY NAVPERSCOM (PERS-48)
JDN	LACK OF JURISDICTION	1910-130	RE-4	970	813	853			971	Released by court order or administrative determination. USE ONLY AS DIRECTED BY NAVPERSCOM (PERS-48).
JDT	FRAUDULENT ENTRY INTO MILITARY SERVICE, (DRUG ABUSE)	1910-134	RE-4 RE-3J	970	831	871			971	Procured a fraudulent enlistment, induction, or period of military service through deliberate material misrepresentation, omission, or concealment of drug use/abuse.
JDU	FRAUDULENT ENTRY INTO MILITARY SERVICE, (ALCOHOL ABUSE)	1910-134	RE-4	970	831	871			971	Procured a fraudulent enlistment, induction, or period of military service through deliberate material misrepresentation, omission, or concealment of alcohol use/abuse.
JFA	ERRONEOUS ENTRY - (ALCOHOL ABUSE)	1910-130	RE-4	970	831	870			971	Erroneously enlisted, reenlisted, extended, or inducted and found to have abused alcohol.
JFB	UNDER AGE	1910-128	RE-3U	970	815	855			971	Under 18 years of age and enlisted without written consent of parent/ guardian.
JFC	ERRONEOUS ENTRY (OTHER)	1910-130	RE-R1 RE-1 RE-3E RE-4 RE-6	970	813	853				Erroneously enlisted, reenlisted, extended, or was inducted into a DOD component (<u>not related to alcohol or drug abuse</u>).
JFF	SECRETARIAL AUTHORITY	1910-164	RE-R1 RE-1 RE-3R RE-4 RE-6	970	813	853			971	Separation by order of SECNAV. USE ONLY WHEN DIRECTED BY NAVPERSCOM (PERS-48).
JFG	COMPETENT AUTHORITY, WITHOUT BOARD ACTION	1910-102	RE-4	970	813	853				Direction of competent authority below executive or secretarial level) without Board action. USE ONLY AS DIRECTED BY CNO OR NAVPERSCOM (PERS-48).

ENLISTED

3. INVOLUNTARY DISCHARGE, NO BOARD ENTITLEMENT (CONTINUED)

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>MILPERSMAN AUTHORITY</u>	<u>REENL CODE</u>	<u>ELS</u>	<u>NAVY HON</u>	<u>LOSS GEN</u>	<u>CODE OTH</u>	<u>JUD</u>	<u>VOID</u>	<u>EXPLANATION</u>
JFL	DISABILITY, SEVERANCE PAY	1910-168	RE-3P RE-4		804	844				Physical disability with entitlement to severance pay. Retirement not authorized.
JFM	DISABILITY, EXISTED PRIOR TO SERVICE, PEB	1910-168	RE-3P RE-4	970	805	845				Physical disability which existed prior to entry on active duty and was established by a physical evaluation board.
JFN	DISABILITY, EXISTED PRIOR TO SERVICE, MED BD	1910-168	RE-3P RE-4	970	805	845				Physical disability which existed prior to entry on active duty and was established by a medical board.
JFP	DISABILITY, NOT IN LINE OF DUTY	1910-168	RE-4	970	805	845				Physical disability which resulted from intentional misconduct, willful neglect, or incurred during a period of unauthorized absence. Not entitled to severance pay.
JFQ	DISABILITY, AGGRAVATION	1910-168	RE-3P RE-4	970	805	845				Aggravation of former disability for which previously separated.
JFR	DISABILITY, OTHER	1910-168	RE-3P	970	805	845				Physical disability not otherwise covered.
JFT	PHYSICAL STANDARDS	1910-170	RE-3F RE-4	970	831	871	888			Failed to meet established physical readiness standards (failed PFA). (sSee OPNAVINST 6110.1G.)
JFU	ERRONEOUS ENTRY - (DRUG ABUSE)	1910-130	RE-4	970	830	870				Found to use/abuse drugs prior to enlistment or induction into the service
JFV	CONDITION, NOT A DISABILITY	1910-120	RE-3G RE-4	970	813	853				A condition, not a physical or mental disability, which interferes with performance of duty. (Enuresis, motion sickness, allergy, fear of flying, etc.)

ENLISTED

3. INVOLUNTARY DISCHARGE, NO BOARD ENTITLEMENT (CONTINUED)

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>MILPERSMAN AUTHORITY</u>	<u>REENL CODE</u>	<u>ELS</u>	<u>NAVY HON</u>	<u>LOSS GEN</u>	<u>CODE OTH</u>	<u>JUD</u>	<u>VOID</u>	<u>EXPLANATION</u>
JFW	FAILED MEDICAL/ PHYSICAL PROCUREMENT STANDARDS	1910-130	RE-4 RE-3Q	970	813	853				Failure to meet established medical/ physical procurement standards. Recruit Training Command and Naval Training Center are authorized to use this SPD for those recruits found physically unqualified for naval service. (DO NOT USE SPD CODE "JFC" FOR ERRONEOUS ENLISTMENT.)
JFX	PERSONALITY DISORDER	1910-122	RE-3G RE-4	970	813	853				Personality disorder, not amounting to a disability, but which potentially interferes with assignment or performance of duty.
JGA	ENTRY LEVEL PERFORMANCE AND CONDUCT	1910-154	RE-4	970						Inability, lack of effort, failure to adapt to the military, or minor disciplinary infractions during the first 180 days of active military service.
JGH	NON-RETENTION ON ACTIVE DUTY	1160-120 1910-104	RE-3M RE-4 RE-6		813	853				Not recommended for continued active duty - failure to meet minimum retention requirements. (Includes rate conversion and failure to meet high-year tenure requirements.)
JHD	FAILURE TO COMPLETE COMMISSIONING OR WARRANT PROGRAM	1910-102	RE-3K RE-4	970	813	853				Failed to complete an officer training program including disenrollment.
JHJ	UNSATISFACTORY PERFORMANCE	1910-156	RE-4	970	817	857				Failure to perform duties/assignments satisfactorily.
JJA	COURT MARTIAL CONVICTION (ALCOHOL)	5815-010	RE-4					901 902		Court martial conviction for alcohol-related offense, including UCMJ, articles 92, 111, 112, and 134 alcohol related offense. Use 901 for special court martial or 902 for general court martial.

ENLISTED

3. INVOLUNTARY DISCHARGE, NO BOARD ENTITLEMENT (CONTINUED)

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>MILPERSMAN AUTHORITY</u>	<u>REENL CODE</u>	<u>ELS</u>	<u>NAVY HON</u>	<u>LOSS GEN</u>	<u>CODE OTH</u>	<u>JUD</u>	<u>VOID</u>	<u>EXPLANATION</u>
JJB	COURT MARTIAL CONVICTION (HOMOSEXUAL CONDUCT)	5815-010	RE-4					901 902		Court martial conviction for homosexual-related offense, including one of the following offenses involving members of the same sex, UCMJ, article 125 - sodomy, article - 134 indecent acts with another. Use 901 for special court-martial or 902 for general court-martial.
JJC	COURT MARTIAL (DESERTION)	5815-010	RE-4					901 902		Court martial conviction for violation of UCMJ, article 85 - Desertion. Use 901 for special court-martial or 902 for general court martial.
JJD	COURT MARTIAL (OTHER)	5815-010	RE-4					901 902		Court martial conviction for any offense(s) not related to homosexuality, desertion, drugs or alcohol. Use 901 for special court-martial or 902 general court-martial
JJE	COURT MARTIAL (DRUG ABUSE)	5815-010	RE-4					901 902		Court martial conviction for drug-related offense, including UCMJ, articles 92, 111, 112, 112a, and 134 drug-related offenses. Use 901 for special court-martial or 902 for general court-martial.
JJF	COURT MARTIAL (ANTHRAX REFUSAL)	5815-010	RE-4					901 902		Court martial conviction as a result of refusal to receive anthrax inoculation. Use 901 for special court-martial or 902 for general court-martial.
JKA	PATTERN OF MISCONDUCT	1910-140	RE-4	970	831	871				Pattern of discreditable behavior with civil or military authorities
JKB	MISCONDUCT (CIVIL CONVICTION)	1910-144	RE-4	970	831	871				Convicted by civilian authorities.
JKD	MISCONDUCT (AWOL)	1910-142	RE-4	970	831	871				Absent without leave (30 days or more).

ENLISTED

3. INVOLUNTARY DISCHARGE, NO BOARD ENTITLEMENT (CONTINUED)

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>MILPERSMAN AUTHORITY</u>	<u>REENL CODE</u>	<u>ELS</u>	<u>NAVY HON</u>	<u>LOSS GEN</u>	<u>CODE OTH</u>	<u>JUD</u>	<u>VOID</u>	<u>EXPLANATION</u>
JKF	MISCONDUCT (DESERTION)	1910-142	RE-4	970	831	871				Deserter. (UCMJ, article 85)
JKK	MISCONDUCT (DRUG ABUSE)	1910-146	RE-4	970	831	871				Drug abuse (includes use, possession, sale, transfer, or introduction on a military installation not attributed to a urinalysis).
JKL	MISCONDUCT (SEXUAL PERVERSION)	1910-142	RE-4	970	831	871				Engaged in sexual perversion, including, but not limited to, lewd and lascivious acts, sodomy, indecent exposure, indecent acts with or assault upon a child, or other indecent acts or offenses.
JKM	MISCONDUCT (OTHER)	1910-142	RE-4	970	831	871				Acts of misconduct not otherwise identified.
JKN	MISCONDUCT (MINOR INFRACTIONS)	1910-138	RE-4	970	831	871				Pattern of minor disciplinary infractions.
JKQ	MISCONDUCT (SERIOUS OFFENSE)	1910-142	RE-4	970	831	871				Commission of serious military or civilian offense.
JKR	MISCONDUCT (ANTHRAX REFUSAL)	1910-142	RE-4	970	831	871				Refusal to receive anthrax inoculation.
JND	MISCELLANEOUS/ GENERAL REASONS UNSAT PARTICIPATION	(1) 1910-126 (2) 1910-158	RE-R1 RE-1 RE-3R RE-3M RE-4 RE-6	970	831	871				(1) Applicable when a DOD component does not have a DOD reporting requirement for specific reasons and desires to identify reasons collectively, i.e., "All other reasons," which qualify a member for separation. MUST HAVE NAVPERSCOM (PERS-48) APPROVAL. (2) Article 1910-158 is used for in-active Reservists only. MUST HAVE NAVPERSCOM (PERS-49) APPROVAL.

ENLISTED

3. INVOLUNTARY DISCHARGE, NO BOARD ENTITLEMENT (CONTINUED)

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>MILPERSMAN AUTHORITY</u>	<u>REENL CODE</u>	<u>ELS</u>	<u>NAVY HON</u>	<u>LOSS GEN</u>	<u>CODE OTH</u>	<u>JUD</u>	<u>VOID</u>	<u>EXPLANATION</u>
JPD	ALCOHOL REHABILITATION FAILURE	1910-152	RE-4	970	818	858				Failed through inability or refusal to participate in, cooperate in, or successfully complete a program for alcohol rehabilitation.

ENLISTED

4. VOLUNTARY DISCHARGE ALLOWED BY ESTABLISHED DIRECTIVES

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>MILPERSMAN AUTHORITY</u>	<u>REENL CODE</u>	<u>ELS</u>	<u>NAVY HON</u>	<u>LOSS GEN</u>	<u>CODE OTH</u>	<u>JUD</u>	<u>VOID</u>	<u>EXPLANATION</u>
KBJ	MEDAL OF HONOR RECIPIENT	1910-164	RE-R1 RE-1		813	853				Medal of Honor recipient may request separation at any time. USE ONLY AS DIRECTED BY SECNAV.
KBK	COMPLETION OF REQUIRED ACTIVE SERVICE	1910-104	RE-R1 RE-1 RE-1E RE-3F RE-3M RE-3R RE-3T RE-4 RE-5 RE-6 RE-7		801 816	841 856				Expiration of enlistment. Fulfillment of military service obligation.
KBM	INSUFFICIENT RETAINABILITY (ECONOMIC REASONS)	1910-102	RE-R1 RE-1 RE-3F RE-3M RE-3R RE-3T RE-4 RE-6 RE-7		813	853				Short length of time remaining on active duty or obligated service precludes retention for economic reasons. USE ONLY IF DIRECTED BY NAVPERSCOM (PERS-48), CNO, OR SECNAV.
KCA	EARLY RELEASE PROGRAM - VOLUNTARY SEPARATION INCENTIVE (VSI)	1910-102	RE-3Y		942 943					When a member separates under the Voluntary Separation Incentive (VSI) Program. AS DIRECTED BY NAVPERSCOM NAVPERSCOM (PERS- 48)). (PERS-48.
KCB	EARLY RELEASE PROGRAM - SPECIAL SEPARATION BENEFIT (SSB)	1910-102	RE-3Z		942 943					When a member separates under the Special Separation Benefit (SSB) Program. AS DIRECTED BY NAVPERSCOM NAVPERSCOM (PERS-48)). (PERS-48.
KCC	REDUCTION IN FORCE	1910-102	RE-R1 RE-1 RE-3F RE-3M RE-3R RE-3 RE-4 RE-5 RE-6 RE-7		803 813	842 853				General Demobilization, strength or force reductions: Within 3 months of EAOS. Other Reasons
KCF	TO ATTEND SCHOOL	1910-108	RE-R1 RE-1 RE-3F RE-3R RE-3T RE-4 RE-7		802	842				To attend educational facility

ENLISTED

**4. VOLUNTARY DISCHARGE ALLOWED BY ESTABLISHED DIRECTIVES
(CONTINUED)**

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>MILPERSMAN AUTHORITY</u>	<u>REENL CODE</u>	<u>ELS</u>	<u>NAVY HON</u>	<u>LOSS GEN</u>	<u>CODE OTH</u>	<u>JUD</u>	<u>VOID</u>	<u>EXPLANATION</u>
KCM	CONSCIENTIOUS OBJECTOR	1900-020	RE-3C RE-4	970	813	823				Conscientiously opposed to participation in war in any form
KCP	ALIEN	1910-127	RE-3A RE-4	970	813	853				Non-citizen of United States or failed to complete naturalization procedures
KCQ	SURVIVING FAMILY MEMBER	1900-030	RE-3S RE-4	970	813	853				See MILPERSMAN article 1900-030 for criteria.
KDB	HARDSHIP	1910-110	RE-3H RE-4	970	814	854				Continued retention in the military service would impose a hardship, including hardship when a member assumes responsibility for the support of a dependent.
KDF	PREGNANCY OR CHILDBIRTH	1910-112	RE-3B RE-4	970	813	853				Separation of female member for pregnancy or childbirth.
KDG	PARENTHOOD OR CUSTODY OF MINOR CHILDREN	1910-124	RE-3B RE-4	970	813	853				As a result of parenthood or custody of minor child(ren) is unable to perform prescribed duties or is subject to repetitive absenteeism, or non-availability for worldwide assignment.
KDK	MILITARY PERSONNEL SECURITY PROGRAM		RE-4	97-	824	864	881			USE ONLY AS DIRECTED BY NAVPERSCOM (PERS-48).
KDM	HOLIDAY EARLY RELEASE PROGRAM	1910-102	RE-R1 RE-1 RE-3F RE-3M RE-3R RE-3T RE-4 RE-6 RE-7		802	842				Holiday early release programs established by competent authority.
KDN	LACK OF JURISDICTION	1910-130	RE-4		813	853				Released by court order or administrative determination.

ENLISTED

**4. VOLUNTARY DISCHARGE ALLOWED BY ESTABLISHED DIRECTIVES
(CONTINUED)**

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>MILPERSMAN AUTHORITY</u>	<u>REENL CODE</u>	<u>ELS</u>	<u>NAVY HON</u>	<u>LOSS GEN</u>	<u>CODE OTH</u>	<u>JUD</u>	<u>VOID</u>	<u>EXPLANATION</u>
KDS	DEFECTIVE ENLISTMENT AGREEMENT	1910-132	RE-R1 RE-1 RE-3R RE-4 RE-6	970	813	853				Non-fulfillment of service contract (commitments made at time of enlistment, extension, call-up, or recall to active duty).
KFF	SECRETARIAL AUTHORITY	1910-164	RE-R1 RE-1 RE-3R RE-4 RE-6	970	813	853				Separation by order of SECNAV. USE ONLY WHEN DIRECTED BY NAVPERSCOM (NAVPERSCOM (PERS-48)).PERS-48.
KFM	DISABILITY, EXISTED PRIOR TO SERVICE, PEB	1910-168	RE-3P RE-4	970	804	845				Physical disability which existed prior to entry on active duty and was established by a physical evaluation board.
KFN	DISABILITY, EXISTED PRIOR TO SERVICE, MED BD	1910-168	RE-3P RE-4	970	805	845				Physical disability which existed prior to entry on active duty and was established by a medical board.
KFS	IN LIEU OF TRIAL BY COURT MARTIAL	1910-106	RE-4	970		870	887			Conduct triable by court martial for which the member may voluntarily separate in lieu of going to trial. (Normally receives characterization of service as "OTH.")
KFV	CONDITION, NOT A DISABILITY	1910-120	RE-3G RE-3X RE-4	970	813	853				A condition, not a physical disability which interferes with performance of duty. (Enuresis, motion sickness, allergy, fear of flying, etc.)
KFX	PERSONALITY DISORDER	1910-122	RE-3G RE-4	970	813	853				Personality disorder, not amounting to a disability, but which potentially interferes with assignment to or performance of duty.
KGM	ACCEPT COMMISSION OR WARRANT IN SAME BRANCH OF SERVICE	1910-102	RE-2	807 954						To accept a commission or warrant in the same Service. Specify commission or warrant.

ENLISTED

**4. VOLUNTARY DISCHARGE ALLOWED BY ESTABLISHED DIRECTIVES
(CONTINUED)**

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>MILPERSMAN AUTHORITY</u>	<u>REENL CODE</u>	<u>ELS</u>	<u>NAVY HON</u>	<u>LOSS GEN</u>	<u>CODE OTH</u>	<u>JUD</u>	<u>VOID</u>	<u>EXPLANATION</u>
KGN	ACCEPT COMMISSION OR WARRANT IN ANOTHER BRANCH OF SERVICE	1910-102	RE-2		808					Enlisted member accepts commission or warrant in another branch of Service.
KGQ	INTRA- DEPARTMENTAL TRANSFER	1910-102	RE-R1 RE-1		813	853				Transfer from one service component to another in the same DOD component.
KGX	ENTER OFFICER TRAINING PROGRAM	1910-102	RE-1		959					Member enters an officer training program
KHC	IMMEDIATE ENLISTMENT OR REENLISTMENT	1910-102	RE-R1 RE-1		802 816	842 856				Use if reenlisting within 3 months of EOS. Use if reenlisting within 3 months of fulfillment of service obligation. NO LOSS CODE assigned if reenlists more than 3 months prior to EAOS/EREN.
KHD	FAILURE TO COMPLETE COMMISSIONING OR WARRANT PROGRAM	1910-102	RE-3K RE-3Q	970	813	853				Member fails to complete an officer training program, including disenrollment. (Specify program).
KND	SEPARATION FOR MISCELLANEOUS/ GENERAL REASONS	1910-126	RE-R1 RE-1 RE-3R RE-3M RE-4 RE-6	970	831	871				Applicable when a DOD component does not have a DOD reporting requirement for specific reasons and desires to identify reasons collectively, i.e., "All other reasons," which qualify a member for Separation. MUST HAVE NAVPERSCOM (PERS-48) APPROVAL.

ENLISTED

**5. INVOLUNTARY RELEASE OR TRANSFER TO ANOTHER SERVICE COMPONENT
(EXCLUDES REVERSION TO INACTIVE OR RETIRED LIST)**

(NOTE: The Navy loss codes of 942 and 943 represent release from active duty only and not characterization of service. Navy Loss code 942 is used when a USN member is released from active duty and transferred to the Naval Reserve. Navy Loss code 943 is used when a USNR member is released at the expiration of the term of active obligated service and transferred to the inactive Naval Reserve or returned to reserve unit.)

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>MILPERSMAN AUTHORITY</u>	<u>REENL CODE</u>	<u>ELS</u>	<u>NAVY HON</u>	<u>LOSS GEN</u>	<u>LOSS OTH</u>	<u>JUD</u>	<u>VOID</u>	<u>EXPLANATION</u>
LBK	COMPLETION OF REQUIRED ACTIVE SERVICE	1910-104	RE-R1 RE-1 RE-1E RE-3F RE-3M RE-3R RE-3T RE-4 RE-5 RE-6 RE-7	942 943						Completed required active service.
LBM	INSUFFICIENT RETAINABILITY (ECONOMIC REASONS)	1910-102	RE-R1 RE-1 RE-3F RE-3R RE-3T RE-4 RE-6	942 943						Short length of time remaining on active duty or obligated service precludes retention for economic reasons. (USE ONLY IF DIRECTED BY NAVPERSCOM (PERS-48), CNO, OR SECNAV.)
LCC	REDUCTION IN FORCE	1910-102	RE-R1 RE-1 RE-3F RE-3R RE-3T RE-4 RE-6	942 943						General Demobilization, strength or force reductions.
LDG	PARENTHOOD OR CUSTODY OF MINOR CHILDREN	1910-120124	RE-3E RE-4		942 943					As a result of parenthood or custody of minor children is unable to perform prescribed duties, or is subject to repetitive absenteeism, or nonavailability for worldwide assignment.
LDN	LACK OF JURISDICTION	1910-130	RE-4						971	Released by court order or administrative. USE ONLY AS DIRECTED BY NAVPERSCOM (PERS-48).

ENLISTED

**5. INVOLUNTARY RELEASE OR TRANSFER TO ANOTHER SERVICE COMPONENT
(EXCLUDES REVERSION TO INACTIVE OR RETIRED LIST)(CONTINUED)**

(NOTE: The Navy loss codes of 942 and 943 represent release from active duty only and not characterization of service. Navy Loss code 942 is used when a USN member is released from active duty and transferred to the Naval Reserve. Navy Loss code 943 is used when a USNR member is released at the expiration of the term of active obligated service and transferred to the inactive Naval Reserve or returned to reserve unit.)

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>MILPERSMAN AUTHORITY</u>	<u>REENL CODE</u>	<u>ELS</u>	<u>NAVY HON</u>	<u>LOSS GEN</u>	<u>LOSS OTH</u>	<u>JUD</u>	<u>VOID</u>	<u>EXPLANATION</u>
LFC	ERRONEOUS ENTRY (OTHER)	1910-130	RE-R1 RE-1 RE-3E RE-4 RE-6		942 943					Erroneously enlisted, reenlisted, extended, or inducted into a DOD component (not related to alcohol or drug abuse).
LFF	SECRETARIAL AUTHORITY	1910-164	RE-R1 RE-1 RE-3R RE-4 RE-6		942 943					Separation by order of SECNAV. USE ONLY WHEN DIRECTED BY NAVPERSCOM (PERS-48).
LFG	COMPETENT AUTHORITY, WITHOUT BOARD ACTION	1910-102	RE-4		942 943					Direction of competent authority (below executive or secretarial level) without Board action. USE ONLY AS DIRECTED BY CNO or NAVPERSCOM (PERS-48).
LFT	PHYSICAL STANDARDS	1910-170	RE-3F RE-4							Failed to meet established minimum physical readiness standards (failed PFA). (sSee OPNAVINST 6110.1G.)
LFW	FAILED MEDICAL/PHYSICAL PROCUREMENT STANDARDS	1910-130	RE-4 RE-3Q		942 943					Failed to meet established medical/physical procurement standards
LFX	PERSONALITY DISORDER	1910-120	RE-3G RE-4	970	813	853				Personality disorder, not amounting to a disability, but which potentially interferes with assignment to or performance of duty.
LGA	ENTRY LEVEL PERFORMANCE AND CONDUCT	1910-154	RE-4		See Notes (1) & (2) Below					Inability, lack of effort, failure to adapt to military, or minor disciplinary infractions during first 180 days of active military service

(1) 972-Use when Other Service Veteran (OSVET), Navy Veteran (NAVET) fails to complete orientation. (2) 970-Use when member is released within first 180 days of active duty.

ENLISTED

**5. INVOLUNTARY RELEASE OR TRANSFER TO ANOTHER SERVICE COMPONENT
(EXCLUDES REVERSION TO INACTIVE OR RETIRED LIST)(CONTINUED)**

(NOTE: The Navy loss codes of 942 and 943 represent release from active duty only and not characterization of service. Navy Loss code 942 is used when a USN member is released from active duty and transferred to the Naval Reserve. Navy Loss code 943 is used when a USNR member is released at the expiration of the term of active obligated service and transferred to the inactive Naval Reserve or returned to reserve unit.)

<u>SPD CODE</u>	<u>NARRATIVE REASONS</u>	<u>MILPERSMAN AUTHORITY</u>	<u>REENL CODE</u>	<u>ELS</u>	<u>NAVY HON</u>	<u>LOSS GEN</u>	<u>CODE OTH</u>	<u>JUD</u>	<u>VOID</u>	<u>EXPLANATION</u>
LGH	NON-RETENTION ON ACTIVE DUTY	1160-120	RE-3M RE-4 RE-6		813	853				Not recommended for continued active duty-failure to meet minimum retention requirements. (Includes rate conversion and failures to meet high-year tenure requirements).
LHD	FAILURE TO COMPLETE COMMISSIONING OR WARRANT PROGRAM	1910-120102	RE-3K RE-4		942 943					Failed to complete officer training program, including disenrollment. (Specify commission or warrant).
LHJ	UNSATISFACTORY PERFORMANCE	1910-156	RE-4		942 943					Failure to perform duties/assignments satisfactorily.
LND	MISCELLANEOUS/GENERAL REASONS	1910-120126	RE-R1 RE-1 RE-3M RE-3R RE-4 RE-6		942 943					Use when DOD component doesn't have DOD reporting requirement for specific reasons and needs to identify reasons collectively, i.e., "All other reasons," which qualify member for separation. MUST HAVE NAVPERSCOM (PERS-48) APPROVAL.

ENLISTED

6. VOLUNTARY RELEASE OR TRANSFER TO ANOTHER SERVICE COMPONENT

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>MILPERSMAN AUTHORITY</u>	<u>REENL CODE</u>	<u>ELS</u>	<u>NAVY HON</u>	<u>LOSS GEN</u>	<u>CODE OTH</u>	<u>JUD</u>	<u>VOID</u>	<u>EXPLANATION</u>
MBJ	MEDAL OF HONOR RECIPIENT	1910-164	RE-R1 RE-1		942 943					Medal of Honor recipient may request separation at any time. USE ONLY AS DIRECTED BY SECNAV.
MBK	COMPLETION OF REQUIRED ACTIVE SERVICE	1910-104	RE-R1 RE-1 RE-1E RE-3F RE-3M RE-3R RE-3T RE-4 RE-6 RE-7		942 943					Completed required active service.
MBM	INSUFFICIENT RETAINABILITY ECONOMIC REASONS)	1910-102	RE-R1 RE-1 RE-3F RE-3M RE-3R RE-3T RE-4 RE-6 RE-7		942 943					Economic reasons. AS DIRECTED BY NAVPERSCOM (PERS-48).
MCA	EARLY RELEASE PROGRAM - VOLUNTARY SEPARATION INCENTIVE (VSI)	1910-102	RE-3Y		942 943					When a member separates under the Voluntary Separation Incentive (VSI) Program. AS DIRECTED BY NAVPERSCOM (PERS-48).
MCB	EARLY RELEASE PROGRAM - SPECIAL SEPARATION BENEFIT (SSB)	1910-102	RE-3Z		942 943					When a member separates under the Special Separation Benefit (SSB) Program. AS DIRECTED BY NAVPERSCOM (PERS-48).
MCC	REDUCTION IN FORCE	1910-102	RE-R1 RE-1 RE-3F RE-3M RE-3R RE-3T RE-4 RE-6 RE-7		942 943					General demobilization, strength or force reductions. USE ONLY WHEN DIRECTED BY NAVPERSCOM (PERS-48), CNO, OR SECNAV.
MCF	TO ATTEND SCHOOL	1910-108	RE-R1 RE-1 RE-3F RE-3M RE-3R RE-3T RE-4 RE-6 RE-7		942 943					To attend educational facility.

ENLISTED

**6. VOLUNTARY RELEASE OR TRANSFER TO ANOTHER SERVICE COMPONENT
(CONTINUED)**

MCQ	SURVIVING FAMILY MEMBER	1900-030	RE-3S		942 943					See MILPERSMAN article 1900-030 for the criteria. USE ONLY AS DIRECTED BY NAVPERSCOM (PERS-48).
MDB	HARDSHIP	1910-110	RE-3H RE-4		942 943					Continued retention in military service would impose a hardship, including hardship when member assumes responsibility for support of dependent.
MDF	PREGNANCY OR CHILDBIRTH	1910-112	RE-3B RE-4		942 943					Separation of female members for pregnancy or childbirth.
MDG	PARENTHOOD OR CUSTODY OF MINOR CHILDREN	1910-124	RE-3B RE-4		942 943					As a result of parenthood or custody of minor child(ren) is unable to perform duties or is subject to repetitive absenteeism, or non-availability for worldwide assignment.
MDM	HOLIDAY EARLY RELEASE PROGRAM	1910-102	RE-R1 RE-1 RE-3F RE-3M RE-3R RE-3T RE-4 RE-6 RE-7		942 943					Holiday early release program established by competent authority.
MDS	DEFECTIVE ENLISTMENT AGREEMENT	1910-132	RE-R1 RE-1 RE-3R RE-4 RE-6 RE-7						97 1	Non-fulfillment of service contract (commitments made at time of enlistment, extension, call-up or recall to active duty).
MFF	SECRETARIAL AUTHORITY	1910-164	RE-R1 RE-1 RE-3R RE-4 RE-6		942 943				97 1	Separation ordered by SECNAV. USE ONLY AS DIRECTED BY NAVPERSCOM (PERS-48).
MGH	NON-RETENTION ON ACTIVE DUTY	1160-120	RE-3M RE-4 RE-6		942 943					Not eligible for continued active duty - failure to meet minimum retention requirements. (Includes rate conversion and failure to meet high-year tenure criteria.)
MGP	INTER-DEPARTMENTAL TRANSFER	1910-102	RE-R1 RE-1		942 943					Transfer from one DOD component to another.

ENLISTED

**6. VOLUNTARY RELEASE OR TRANSFER TO ANOTHER SERVICE COMPONENT
(CONTINUED)**

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>MILPERSMAN AUTHORITY</u>	<u>REENL CODE</u>	<u>ELS</u>	<u>NAVY HON</u>	<u>LOSS GEN</u>	<u>CODE OTH</u>	<u>JUD</u>	<u>VOID</u>	<u>EXPLANATION</u>
MGQ	INTRA- DEPARTMENTAL TRANSFER	1910-102	RE-R1 RE-1		942 943					Transfer from one service component to another in the same DOD component.
MGU	ENROLLMENT IN SERVICE ACADEMY	1910-102	RE-2		958 954					Enrollment in a service academy. Use 958 for Naval Academy. Use 954 for other service academy.
MHC	IMMEDIATE ENLISTMENT OR	1910-102	RE-R1 RE-1		802 816	842 856				Use 802 if reenlists within 3 months of EOS. Use 816 if reenlists within 3 months of fulfillment of service obligation.
MND	MISCELLANEOUS/ GENERAL REASONS	1910- 1201910- 126	RE-R1 RE-1 RE-3M RE-3R RE-4 RE-6 RE-7		942 943					Applicable when a DOD component does reporting requirement for specific reasons and desires to identify reasons collectively. "All other reasons", which qualify member for separation. NAVPERSCOM (PERS-48) APPROVAL REQUIRED.

ENLISTED

BUPERSINST 1900.8B
10 May 05

7. TRANSFER TO FLEET RESERVE AUTHORIZED BY 10 U.S. CODE 6330
(NOTE: Navy loss codes 931, 932 and 933 represents retirement and transfer to the Fleet Reserve, not characterization of service. DD 214 shall reflect character of service in Block 24.)

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>MILPERSMAN AUTHORITY</u>	<u>REENL CODE</u>	<u>ELS</u>	<u>NAVY HON</u>	<u>LOSS GEN</u>	<u>OTH</u>	<u>JUD</u>	<u>VOID</u>	<u>EXPLANATION</u>
NBD	SUFFICIENT SERVICE FOR RETIREMENT	1830-040	RE-2 RE-4		931					Attained sufficient service for retirement (20 years).
NBE	EARLY RETIREMENT (15 YEARS)	1830-040	RE-2 RE-4		931					Attained sufficient service to retire under the early retirement program (15 years).

ENLISTED

BUPERSINST 1900.8B
10 May 05

8. DROPPED FROM ROLLS

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>MILPERSMAN AUTHORITY</u>	<u>REENL CODE</u>	<u>ELS</u>	<u>NAVY HON</u>	<u>LOSS GEN</u>	<u>OTH</u>	<u>JUD</u>	<u>VOID</u>	<u>EXPLANATION</u>
PKB	MISCONDUCT (CIVIL CONVICTION)	1910-140	RE-4	970	831	871	888			Convicted by civil authorities.
PKD	MISCONDUCT (AWOL)	1910-140	RE-4	970	831	871	888			Absence without leave.
PKF	MISCONDUCT (DESERTION)	1910-140	RE-4	970	831	871	888			Deserter. (UCMJ article 85.)

ENLISTED

BUPERSINST 1900.8B
 10 May 05

9. VOLUNTARY RETIREMENT, AUTHORIZED BUT NOT REQUIRED BY LAW

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>MILPERSMAN AUTHORITY</u>	<u>REENL CODE</u>	<u>ELS</u>	<u>NAVY HON</u>	<u>LOSS GEN</u>	<u>OTH</u>	<u>JUD</u>	<u>VOID</u>	<u>EXPLANATION</u>
RBB	MAXIMUM AGE	BUPERSINST 1001.39D	RE-2		932					Attained maximum age allowed for continued service.
RBC	MAXIMUM SERVICE/TIME IN GRADE	1810-010	RE-2		932					Attained maximum service or maximum service/time in grade allowable.
RBD	SUFFICIENT SERVICE FOR RETIREMENT	1810-010	RE-2		932					Attained sufficient service for retirement.
RBE	EARLY RETIREMENT	1810-010	RE-2		932					Retirement with less than 20 years of service under the early retirement program.
RCC	REDUCTION IN FORCE	1810-010	RE-2		932					General demobilization. Strength of force reductions.

ENLISTED

10. MANDATORY RETIREMENT REQUIRED BY LAW

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>MILPERSMAN AUTHORITY</u>	<u>REENL CODE</u>	<u>ELS</u>	<u>NAVY HON</u>	<u>LOSS GEN</u>	<u>OTH</u>	<u>JUD</u>	<u>VOID</u>	<u>EXPLANATION</u>
SBE	EARLY RETIREMENT	1810-010	RE-2		932					Voluntary retirement with less than 20 years service under the early retirement program
SCC	REDUCTION IN FORCE	1810-010	RE-2		932					General demobilization, strength of force reductions.
SFJ	DISABILITY, PERMANENT	1850-020	RE-2		933					Permanent physical disability (PDRL).
SFK	DISABILITY, TEMPORARY	1850-020	RE-3P RE-4		933					Temporary physical disability (TDRL).

ENLISTED

**11. INVOLUNTARY TRANSFER TO FLEET RESERVE AUTHORIZED BY
P.L. 102-484**

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>MILPERSMAN AUTHORITY</u>	<u>REENL CODE</u>	<u>ELS</u>	<u>NAVY HON</u>	<u>LOSS GEN</u>	<u>OTH</u>	<u>JUD</u>	<u>VOID</u>	<u>EXPLANATION</u>
UBE	EARLY RETIREMENT (15 YEARS)	1830-040	RE-2 RE-4		931					Attained sufficient service to retire under the early retirement policy (15 years).

1211. REVERSION OF RECALLED RETIREE TO RETIRED LIST

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>MILPERSMAN AUTHORITY</u>	<u>REENL CODE</u>	<u>ELS</u>	<u>NAVY HON</u>	<u>LOSS GEN</u>	<u>OTH</u>	<u>JUD</u>	<u>VOID</u>	<u>EXPLANATION</u>
VBK	COMPLETION OF REQUIRED ACTIVE SERVICE	1910-102	RE-2		932					Completed required active service.
VFJ	DISABILITY, PERMANENT	1850-020	RE-2		933					Permanent physical disability (PDRL).
VFK	DISABILITY, TEMPORARY	1850-020	RE-2		933					Temporary physical disability (TDRL).

ENLISTED

1312. RE-RETIREMENT (MEMBER PREVIOUSLY RETIRED AND RECALLED TO ACTIVE DUTY, WHO UPON SUBSEQUENT RELEASE, BY REASON OF LENGTH OF SERVICE OR PROMOTION, IS ENTITLED TO RECOMPUTATION OF RETIRED PAY AND/OR INCUR A PHYSICAL DISABILITY OR AGGRAVATE A PREVIOUS DISABILITY)

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>MILPERSMAN AUTHORITY</u>	<u>REENL CODE</u>	<u>ELS</u>	<u>NAVY HON</u>	<u>LOSS GEN</u>	<u>OTH</u>	<u>JUD</u>	<u>VOID</u>	<u>EXPLANATION</u>
WFJ	DISABILITY, PERMANENT	1850-020	RE-2		933					Permanent physical disability (PDRL).
WFK	DISABILITY, TEMPORARY	1850-020	RE-2		933					Temporary physical disability (TDRL).
WFQ	DISABILITY, AGGRAVATION	1850-020	RE-2		933					Aggravation of former physical disability for which previously separated.

ENLISTED

BUPERSINST 1900.8B
10 May 05

1413. REVERT TO FLEET RESERVE AUTHORITY BY 10 U.S. CODE 6486

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>MILPERSMAN AUTHORITY</u>	<u>REENL CODE</u>	<u>ELS</u>	<u>NAVY HON</u>	<u>LOSS GEN</u>	<u>OTH</u>	<u>JUD</u>	<u>VOID</u>	<u>EXPLANATION</u>
XBK	COMPLETION OF REQUIRED ACTIVE SERVICE	1910-102	RE-2		943					Completed required active service.

ENLISTED

1514. RELEASED FROM CUSTODY AND CONTROL OF DOD COMPONENT BY VIRTUE OF A VOID ENLISTMENT OR INDUCTION, OR RELEASE ORDERED BY A U.S. COURT OF JUDGE THEREOF, OR CONVENING AUTHORITY OR GENERAL/SPECIAL COURT MARTIAL OR MILITARY APPELLATE AGENCY

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>MILPERSMAN AUTHORITY</u>	<u>REENL CODE</u>	<u>ELS</u>	<u>NAVY HON</u>	<u>LOSS GEN</u>	<u>OTH</u>	<u>JUD</u>	<u>VOID</u>	<u>EXPLANATION</u>
YCP	ALIEN	1910-1201910-127	RE-3A RE-4						971	Non-citizen of United States or fails to complete naturalization.
YDA	FRAUDULENT ENTRY INTO MILITARY SERVICE	1910-134	RE-4						971	Procured a fraudulent enlistment, induction, or period of military service through deliberate material misrepresentation, omission, or concealment. (Not related to drug or alcohol abuse.)
YDN	LACK OF JURISDICTION	1910-132	RE-4						971	Released by court order or administrative determination.
YDT	FRAUDULENT ENTRY INTO MILITARY SERVICE, (DRUG ABUSE)	1910-134	RE-4						971	Procured a fraudulent enlistment, induction, or period of military service through deliberate material misrepresentation, omission, or concealment of drug use/abuse.
YDU	FRAUDULENT ENTRY INTO MILITARY SERVICE, (ALCOHOL ABUSE)	1910-134	RE-4						971	Procured a fraudulent enlistment, induction, or period of military service through deliberate material misrepresentation, omission, or concealment of alcohol use/abuse.
YFA	ERRONEOUS ENTRY, (ALCOHOL ABUSE)	1910-130	RE-4						971	Was erroneously enlisted, reenlisted, extended, or inducted into a DOD component and found to have abused alcohol.
YFB	UNDER AGE	1910-127	RE-4						971	Under 18 years of age and enlisted without written consent of parent/guardian.

ENLISTED

1514. RELEASED FROM CUSTODY AND CONTROL OF DOD COMPONENT BY
VIRTUE OF A VOID ENLISTMENT OR INDUCTION, OR RELEASE ORDERED BY
A U.S. COURT OR JUDGE THEREOF, OR CONVENING AUTHORITY OR
GENERAL/SPECIAL COURT MARTIAL OR MILITARY APPELLATE AGENCY
(CONTINUED)

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>MILPERSMAN AUTHORITY</u>	<u>REENL CODE</u>	<u>ELS</u>	<u>NAVY HON</u>	<u>LOSS GEN</u>	<u>OTH</u>	<u>JUD</u>	<u>VOID</u>	<u>EXPLANATION</u>
YFC	ERRONEOUS ENTRY (OTHER)	1910-130	RE-4						971	Erroneously enlisted, reenlisted, extended, or inducted into a DOD component (not related to alcohol or drug abuse).
YFU	ERRONEOUS ENTRY, (DRUG ABUSE)	1910-130	RE-4						971	Erroneously enlisted or inducted into a DOD component and is found to use/abuse illegal/ illicit drugs.
YPA	PERSONAL ALCOHOL ABUSE	1910-130	RE-4						971	Personal abuse of alcohol and member's record indicates lack of potential for continued service and long-term rehabilitation is determined necessary and member is referred to civilian medical facility for rehabilitation.
YPB	PERSONAL DRUG ABUSE	1910-130	RE-4						971	Personal abuse of drugs (other than alcohol) and member's record indicates lack of potential for continued service and long-term rehabilitation is determined necessary and member is referred to civilian medical facility for rehabilitation.

ENLISTED

OFFICER SEPARATION CODES

1. RESIGNATION IN LIEU OF ADMINISTRATIVE SEPARATION OR BOARD ACTION

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>AUTHORITY</u>	<u>EXPLANATION</u>
BDA	FRAUDULENT ENTRY INTO MILITARY SERVICE	SECNAVINST 1920.6B	Procured a fraudulent entry into the service through material misrepresentation omission or concealment. (Not related to drug or alcohol abuse.)
BDG	PARENTHOOD OR CUSTODY OF MINOR CHILDREN	SECNAVINST 1920.6B	Result of parenthood or custody of minor child(ren) is unable to perform prescribed duties or is subject to repetitive absenteeism, or is unavailable for world wide assignments.
BDK	MILITARY PERSONNEL SECURITY PROGRAM	SECNAVINST 1920.6B	Retention is clearly inconsistent with the interest of national security. (See SECNAVINST 5510.30A.)
BDT	FRAUDULENT ENTRY INTO MILITARY SERVICE, (DRUG ABUSE)	SECNAVINST 1920.6B	Procured a fraudulent commission, induction, or period of military service through deliberate material misrepresentation, omission, or concealment of drug use/abuse.
BDU	FRAUDULENT ENTRY INTO MILITARY SERVICE, (ALCOHOL ABUSE)	SECNAVINST 1920.6B	Procured a fraudulent commission, induction, or period of military service through deliberate material misrepresentation, omission, or concealment of alcohol use/abuse.
BFT	PHYSICAL STANDARDS	SECNAVINST 1920.6B	Failed to meet established physical readiness (PFA) standards (failed PFA). (See OPNAVINST 6110.1GF.
BFV	CONDITION, NOT A DISABILITY	SECNAVINST 1920.6B	A condition, not a physical disability, which interferes with performance of duty. (Enuresis, motion sickness, sleepwalking, allergy, fear of flying, etc.)
BFX	PERSONALITY DISORDER	SECNAVINST 1920.6B	Personality disorder, not amounting to disability, but which potentially interferes with assignment to or performance of duty.
BHF	FAILURE TO COMPLETE A COURSE OF INSTRUCTION	SECNAVINST 1920.6B	Failed to complete a military or civilian course of instruction.

OFFICER

1. RESIGNATION IN LIEU OF ADMINISTRATIVE SEPARATION OR BOARD ACTION (CONTINUED)

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>AUTHORITY</u>	<u>EXPLANATION</u>
BHJ	UNSATISFACTORY PERFORMANCE	SECNAVINST 1920.6B	Failure to perform duties and assignments satisfactorily.
BHK	SUBSTANDARD PERFORMANCE	SECNAVINST 1920.6B	Performance is below accepted standards (includes warrant officers).
BKA	PATTERN OF MISCONDUCT	SECNAVINST 1920.6B	Pattern of discreditable behavior with civil or military authorities.
BKB	MISCONDUCT (CIVIL CONVICTION)	SECNAVINST 1920.6B	Convicted by civilian authorities.
BKK	MISCONDUCT (DRUG ABUSE)	SECNAVINST 1920.6B	Drug abuse (includes use, possession, sale transfer or introduction on a military installation, not attributed to an urinalysis).
BKL	MISCONDUCT (SEXUAL PERVERSION)	SECNAVINST 1920.6B	Engaged in sexual perversion, including, but not limited to, lewd and lascivious acts, sodomy, indecent exposure, indecent acts with or assault upon a child, or other indecent acts or offenses.
BKM	MISCONDUCT (OTHER)	SECNAVINST 1920.6B	Acts of misconduct not otherwise listed.
BKN	MISCONDUCT (MINOR INFRACTIONS)	SECNAVINST 1920.6B	Pattern of misconduct consisting of minor disciplinary infractions.
BKQ	MISCONDUCT (SERIOUS OFFENSE)	SECNAVINST 1920.6B	Commission of a serious military or civilian offense.
BKR	MISCONDUCT (ANTHRAX REFUSAL)	SECNAVINST 1920.6B	Refusal to receive anthrax inoculation.
BNC	UNACCEPTABLE CONDUCT	SECNAVINST 1920.6B	Acts of unacceptable conduct (e.g., moral/professional dereliction) not otherwise listed.
BPD	ALCOHOL ABUSE REHABILITATION FAILURE	SECNAVINST 1920.6B	Failed through inability or refusal to participate in, cooperate in, or successfully complete a program for alcohol rehabilitation.
BRA	HOMOSEXUAL ACT	SECNAVINST 1920.6B	Engaged in, attempted to engage in, or solicited another to engage in a homosexual act or acts. USE ONLY AS DIRECTED BY NAVPERSCOM (PERS-48).

OFFICER

**1. RESIGNATION IN LIEU OF ADMINISTRATIVE SEPARATION OR BOARD
ACTION (CONTINUED)**

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>AUTHORITY</u>	<u>EXPLANATION</u>
BRB	HOMOSEXUAL ADMISSION	SECNAVINST 1920.6B	Admitted being a homosexual or bisexual. USE ONLY AS DIRECTED BY NAVPERSCOM (PERS-48).
BRC	HOMOSEXUAL MARRIAGE (OR ATTEMPT)	SECNAVINST 1920.6B	Married or attempted to marry a person known to be of the same biological sex. USE ONLY AS DIRECTED BY NAVPERSCOM (PERS-48).

OFFICER

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2. RESIGNATION IN LIEU OF COURT MARTIAL

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>AUTHORITY</u>	<u>EXPLANATION</u>
DFS	IN LIEU OF TRIAL BY COURT MARTIAL	SECNAVINST 1920.6B	Conduct triable by court martial for which the member may voluntarily separate in lieu of going to trial.
DKL	MISCONDUCT (SEXUAL PERVERSION)	SECNAVINST 1920.6B	Engaged in sexual perversion, including, but not limited to, lewd and lascivious acts, sodomy, indecent exposure, or indecent acts or offenses.

OFFICER

3. RESIGNATION, OTHER

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>AUTHORITY</u>	<u>EXPLANATION</u>
FBJ	MEDAL OF HONOR RECIPIENT	SECNAVINST 1920.6B	Medal of Honor recipient may request separation at any time. AS DIRECTED BY SECNAV.
FBK	COMPLETION OF REQUIRED ACTIVE SERVICE	SECNAVINST 1920.6B	Completed required active service.
FCA	EARLY RELEASE PROGRAM - VOLUNTARY SEPARATION INCENTIVE (VSI)	PUBLIC LAW 102-190	Member separates under the Voluntary Separation Incentive (VSI) Program. AS DIRECTED BY NAVPERSCOM (PERS-48).
FCB	EARLY RELEASE PROGRAM - SPECIAL SEPARATION BENEFIT (SSB)	PUBLIC LAW 102-190	Member separates under the Special Separation Benefit (SSB) Program. AS DIRECTED BY NAVPERSCOM (PERS-48).
FCC	REDUCTION IN FORCE	SECNAVINST 1920.6B	General demobilization, strength, or force reductions.
FCF	TO ATTEND SCHOOL	SECNAVINST 1920.6B	To attend educational facility.
FCK	CIVIL OFFICE	SECNAVINST 1920.6B	To assume/accept public office or diplomatic appointment.
FCM	CONSCIENTIOUS OBJECTOR	SECNAVINST 1920.6B	Conscientiously opposed to participation in war in any form.
FCP	ALIEN	SECNAVINST 1920.6B	Non-citizen of United States or fails to complete naturalization procedures.
FDB	HARDSHIP	SECNAVINST 1920.6B	Continued retention in military service would impose a hardship, including hardship when member assumes responsibility for support of a dependent.
PDF	PREGNANCY OR CHILDBIRTH	SECNAVINST 1920.6B	Separation of female member for pregnancy or childbirth.
FDL	ECCLESIASTICAL ENDORSEMENT	SECNAVINST 1920.6B	When ecclesiastical endorsement is withdrawn (chaplains only).
FDM	HOLIDAY EARLY RELEASE PROGRAM	SECNAVINST 1920.6B	Holiday early release programs established by competent authority.
FFF	SECRETARIAL AUTHORITY	SECNAVINST 1920.6B	Separation by order of SECNAV. USE ONLY WHEN DIRECTED BY NAVPERSCOM (NAVPERSCOMPERS-48).
FFV	CONDITION, NOT A DISABILITY	SECNAVINST 1920.6B	A condition, not a physical or mental disability, which interferes with performance of duty. (Enuresis, motion sickness, allergy, sleepwalking, fear of flying, etc.)

OFFICER

3. RESIGNATION, OTHER (CONTINUED)

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>AUTHORITY</u>	<u>EXPLANATION</u>
FFW	FAILED MEDICAL/ PHYSICAL PROCUREMENT STANDARDS	SECNAVINST 1920.6B	Failure to meet established medical/physical procurement standards.
FGP	INTERDEPARTMENTAL TRANSFER	SECNAVINST 1920.6B	Transfer from one DOD component to another.
FGQ	INTRADEPARTMENTAL TRANSFER	SECNAVINST 1920.6B	Transfer from one service component to another in the same DOD component.
FHG	DISMISSAL - NO REVIEW	SECNAVINST 1920.6B	Resignation allowed when serving under sentence "to dismissal", no entitlement to appellate review.
FND	MISCELLANEOUS/GENERAL REASONS	SECNAVINST 1920.6B	Applicable when a DOD component does not have a DOD reporting requirement for specific reasons and desires to identify reasons collectively, "All other reasons", which qualify a member for separation. MUST HAVE NAVPERSCOM (PERS-48) APPROVAL.

OFFICER

4. INVOLUNTARY DISCHARGE, APPROVED RECOMMENDATION OF A BOARD

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>AUTHORITY</u>	<u>EXPLANATION</u>
GDA	FRAUDULENT ENTRY INTO MILITARY SERVICE	SECNAVINST 1920.6B	Procured a fraudulent entry into the service through material misrepresentation, omission or concealment. (<u>Not related to drug or alcohol abuse.</u>)
GDG	PARENTHOOD OR CUSTODY OF MINOR CHILDREN	SECNAVINST 1920.6B	Separation of a member who as a result of parenthood or custody of minor child(ren) is unable to perform prescribed duties or is subject to repetitive absenteeism or is unavailable for world wide assignment.
GDK	MILITARY PERSONNEL SECURITY PROGRAM	SECNAVINST 1920.6B	Retention is clearly inconsistent with the interest of national security. (See SECNAVINST 5510.30A).
GDL	ECCLESIASTICAL ENDORSEMENT	SECNAVINST 1920.6B	When ecclesiastical endorsement is withdrawn (chaplains only).
GDT	FRAUDULENT ENTRY INTO MILITARY SERVICE, (DRUG ABUSE)	SECNAVINST 1920.6B	Procured a fraudulent commission, induction, or period of military service through deliberate material misrepresentation, omission, or concealment of drug use/abuse.
GDU	FRAUDULENT ENTRY INTO MILITARY SERVICE, (ALCOHOL ABUSE)	SECNAVINST 1920.6B	Procured a fraudulent commission, induction, or period of military service through deliberate material misrepresentation, omission, or concealment of alcohol use/abuse.
GFT	PHYSICAL STANDARDS	SECNAVINST 1920.6B	Failed to meet established minimum physical readiness standards (failed PFA). (See OPNAVINST 6110.1G.)
GFV	CONDITION, NOT A DISABILITY	SECNAVINST 1920.6B	A condition, not a physical disability, which interferes with the performance of duty. (Enuresis, motion sickness, allergy, sleepwalking, fear of flying, etc.)
GFX	PERSONALITY DISORDER	SECNAVINST 1920.6B	Personality disorder, not amounting to a disability, but which potentially interferes with assignment to or performance of duty.
GGH	NON-RETENTION ON ACTIVE DUTY	SECNAVINST 1920.6B	Not recommended for continued active duty. Failed to meet minimum retention requirement.
GHF	FAILURE TO COMPLETE A COURSE OF INSTRUCTION	SECNAVINST 1920.6B	Failed to complete a military or civilian course of instruction.
GHJ	UNSATISFACTORY PERFORMANCE	SECNAVINST 1920.6B	Failed to perform duties and assignments satisfactorily.

OFFICER

**4. INVOLUNTARY DISCHARGE, APPROVED RECOMMENDATION OF A BOARD
(CONTINUED)**

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>AUTHORITY</u>	<u>EXPLANATION</u>
GHK	SUBSTANDARD PERFORMANCE	SECNAVINST 1920.6B	Performance is below accepted standards.
GKA	PATTERN OF MISCONDUCT	SECNAVINST 1920.6B	Pattern of discreditable behavior with civil or military authorities.
GKB	MISCONDUCT (CIVIL CONVICTION)	SECNAVINST 1920.6B	Officer is convicted by civilian authorities.
GKD	MISCONDUCT (AWOL)	SECNAVINST 1920.6B	Absent without leave.
GKF	MISCONDUCT (DESERTION)	SECNAVINST 1920.6B	Deserter.
GKK	MISCONDUCT (DRUG ABUSE)	SECNAVINST 1920.6B	Drug abuse (includes use, possession, sale, transfer, or introduction on a military installation, not attributed to a urinalysis).
GKL	MISCONDUCT (SEXUAL PERVERSION)	SECNAVINST 1920.6B	Engaged in sexual perversion, including, but not limited to, lewd and lascivious acts, sodomy, indecent exposure, indecent acts with or assault upon a child, or other indecent acts or offenses.
GKM	MISCONDUCT (OTHER)	SECNAVINST 1920.6B	Acts of misconduct not otherwise listed.
GKN	MISCONDUCT (MINOR INFRACTIONS)	SECNAVINST 1920.6B	Pattern of misconduct consisting solely of minor disciplinary infractions.
GKQ	MISCONDUCT (SERIOUS OFFENSE)	SECNAVINST 1920.6B	Commission of a serious military or civilian offense.
GKR	MISCONDUCT (ANTHRAX REFUSAL)	SECNAVINST 1920.6B	Refusal to receive anthrax inoculation.
GNC GPC	UNACCEPTABLE CONDUCT DRUG ABUSE REHABILITATION FAILURE	SECNAVINST 1920.6B SECNAVINST 1920.6B	Acts of unacceptable conduct (e.g. moral/professional dereliction) not otherwise listed here. Failed through inability or refused to participate in, cooperate in, or successfully complete a program for drug rehabilitation.
GPD	ALCOHOL ABUSE REHABILITATION FAILURE	SECNAVINST 1920.6B	Failed through inability or refusal to participate in, cooperate in, or successfully complete a program for alcohol rehabilitation.
GRA	HOMOSEXUAL ACT	SECNAVINST 1920.6B	Engaged in, attempted to engage in, or solicited another to engage in a homosexual act. USE ONLY AS DIRECTED BY NAVPERSCOM (PERS-48).

OFFICER

**4. INVOLUNTARY DISCHARGE, APPROVED RECOMMENDATION OF A BOARD
(CONTINUED)**

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>AUTHORITY</u>	<u>EXPLANATION</u>
GRB	HOMOSEXUAL ADMISSION	SECNAVINST 1920.6B	Admitted being a homosexual or bisexual. USE ONLY AS DIRECTED BY NAVPERSCOM (PERS-48).
GRC	HOMOSEXUAL MARRIAGE (OR ATTEMPT)	SECNAVINST 1920.6B	Married or attempted to marry a person known to be of the same biological sex. USE ONLY AS DIRECTED BY NAVPERSCOM (PERS-48).

OFFICER

5. INVOLUNTARY DISCHARGE - NO BOARD ENTITLEMENT

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>AUTHORITY</u>	<u>EXPLANATION</u>
JBB	MAXIMUM AGE	SECNAVINST 1920.6B	Attained maximum age allowed for continued service.
JBC	MAXIMUM SERVICE OR TIME IN GRADE	SECNAVINST 1920.6B	Attained maximum service or maximum service/time in grade allowable.
JBK	COMPLETION OF REQUIRED ACTIVE SERVICE	SECNAVINST 1920.6B	Completed required active service.
JBM	INSUFFICIENT RETAINABILITY (ECONOMIC REASONS)	SECNAVINST 1920.6B	Short length of time remaining on active duty or obligated service preclude retention for <u>economic reasons</u> ; e.g., deactivation, base closure. USE ONLY IF DIRECTED BY NAVPERSCOM (PERS-48), CNO, OR SECNAV.
JCC	REDUCTION IN FORCE	SECNAVINST 1920.6B	General demobilization, strength, or force reductions.
JCP	ALIEN	SECNAVINST 1920.6B	Non-citizen of United States or fails to complete naturalization procedures.
JDA	FRAUDULENT ENTRY INTO MILITARY SERVICE	SECNAVINST 1920.6B	Procured a fraudulent commission, induction, or period of military service through material misrepresentation, omission or concealment. (Not related to drug or alcohol abuse).
JDF	PREGNANCY OR CHILDBIRTH	SECNAVINST 1920.6B	Separation of female member for pregnancy or childbirth.
JDG	PARENTHOOD OR CUSTODY OF MINOR CHILDREN	SECNAVINST 1920.6B	Result of parenthood or custody of minor child(ren) is unable to perform prescribed duties, or is subject to repetitive absenteeism, or is unavailable for world wide assignment.
JDK	MILITARY PERSONNEL SECURITY PROGRAM	SECNAVINST 1920.6B	Retention is clearly inconsistent with the interest of national security. (See SECNAVINST 5510.30A).
JDL	ECCLESIASTICAL ENDORSEMENT	SECNAVINST 1920.6B	When ecclesiastical endorsement is withdrawn (chaplains only).
JDT	FRAUDULENT ENTRY INTO MILITARY SERVICE, (DRUG ABUSE)	SECNAVINST 1920.6B	Procured a fraudulent commission, induction, or period of military service through deliberate material misrepresentation, omission, or concealment of drug use/abuse.

OFFICER

5. INVOLUNTARY DISCHARGE - NO BOARD ENTITLEMENT (CONTINUED)

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>AUTHORITY</u>	<u>EXPLANATION</u>
JDU	FRAUDULENT ENTRY INTO MILITARY SERVICE, (ALCOHOL ABUSE)	SECNAVINST 1920.6B	Procured a fraudulent commission, induction, or period of military service through deliberate material misrepresentation, omission, or concealment of alcohol use/abuse.
JFF	SECRETARIAL AUTHORITY	SECNAVINST 1920.6B	Separation by order of the Service Secretary of the DOD component in which the member is serving. USE ONLY AS DIRECTED BY NAVPERSCOM (PERS-48).
JFG	COMPETENT AUTHORITY WITHOUT BOARD ACTION	SECNAVINST 1920.6B	Direction of competent authority (below executive or secretarial level) without board action.
JFL	DISABILITY, SEVERANCE PAY	MILPERSMAN 1910-168 and SECNAVINST 1850.4E	Physical disability with entitlement to severance pay - retirement not authorized.
JFM	DISABILITY, EXISTED PRIOR TO SERVICE, PEB	SECNAVINST 1850.4E	Physical disability which existed prior to entry on active duty and was established by a physical evaluation board.
JFN	DISABILITY, EXISTED PRIOR TO SERVICE, MED BD	SECNAVINST 1850.4E	Physical disability which existed prior to entry on active duty and was established by a medical board.
JFP	DISABILITY, NOT IN LINE OF DUTY	MILPERSMAN 1920-230 and SECNAVINST 1850.4E	Physical disability which resulted from intentional misconduct, willful neglect, or incurred during a period of unauthorized absence - not entitled to severance pay.
JFQ	DISABILITY, AGGRAVATION	SECNAVINST 1850.4E	Aggravation of former disability for which previously separated.
JFR	DISABILITY, OTHER	SECNAVINST 1850.4E	Physical disability not otherwise covered.
JFT	PHYSICAL STANDARDS	SECNAVINST 1920.6B	Failed to meet established minimum physical readiness standards (failed PFA). (See OPNAVINST 6110.1G.
JFV	CONDITION, NOT A DISABILITY	SECNAVINST 1920.6B	A condition, not a physical or mental disability, interferes with performance of duty. (Enuresis, sleepwalking, motion sickness, allergy, fear of flying, etc.)

OFFICER

5. INVOLUNTARY DISCHARGE - NO BOARD ENTITLEMENT (CONTINUED)

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>AUTHORITY</u>	<u>EXPLANATION</u>
JFW	FAILED MEDICAL/PHYSICAL PROCUREMENT STANDARDS	SECNAVINST 1920.6B	Failure to meet established medical/physical procurement standards.
JFX	PERSONALITY DISORDER	SECNAVINST 1920.6B	Personality disorder, not amounting to a disability, but which potentially interferes with assignment to or performance of duty.
JGB	NON-SELECTION, PERMANENT PROMOTION	SECNAVINST 1920.6B	Commissioned or warrant officer was not selected for promotion.
JGH	NON-RETENTION ON ACTIVE DUTY	SECNAVINST 1920.6B	Not recommended for continued active duty - failure to meet minimum retention requirements.
JHF	FAILURE TO COMPLETE A COURSE OF INSTRUCTION	SECNAVINST 1920.6B	Failed to complete a military or civilian course of instruction.
JHJ	UNSATISFACTORY PERFORMANCE	SECNAVINST 1920.6B	Failed to perform duties and assignments satisfactorily.
JHK	SUBSTANDARD PERFORMANCE	SECNAVINST 1920.6B	Performance is below accepted standards.
JJA	COURT MARTIAL CONVICTION (ALCOHOL)	SECNAVINST 1920.6B	Court martial conviction for alcohol-related offense, including UCMJ, articles 92, 111, 112, and 134 alcohol related offenses.
JJB	COURT MARTIAL CONVICTION (HOMOSEXUAL CONDUCT)	SECNAVINST 1920.6B	Court martial conviction for homosexual related offense including one of the following offenses involving members of the same sex; UCMJ, article 125 - sodomy, UCMJ, article 134 - indecent acts with another.
JJC	COURT MARTIAL (DESERTION)	SECNAVINST 1920.6B	Court martial conviction for violation of UCMJ, article 85 - desertion.
JJD	COURT MARTIAL (OTHER)	SECNAVINST 1920.6B	Court martial conviction for a violation of any other offense(s) not specified here.
JJE	COURT MARTIAL (DRUG ABUSE)	SECNAVINST 1920.6B	Court martial conviction for drug related offense, including UCMJ, articles 92, 111, 112, and 134 drug related offenses.
JJF	COURT MARTIAL (ANTHRAX REFUSAL)	SECNAVINST 1920.6B	Court martial conviction as a result of refusal to receive anthrax inoculation.

OFFICER

5. INVOLUNTARY DISCHARGE - NO BOARD ENTITLEMENT (CONTINUED)

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>AUTHORITY</u>	<u>EXPLANATION</u>
JKA	PATTERN OF MISCONDUCT	SECNAVINST 1920.6B	Pattern of discreditable behavior with civil or military authorities.
JKB	MISCONDUCT (CIVIL CONVICTION)	SECNAVINST 1920.6B	Convicted by civilian authorities.
JKD	MISCONDUCT (AWOL)	SECNAVINST 1920.6B	Absent without leave.
JKF	MISCONDUCT (DESERTION)	SECNAVINST 1920.6B	Deserter.
JKK	MISCONDUCT (DRUG ABUSE)	SECNAVINST 1920.6B	Drug abuse (includes use, possession, sale, transfer, or introduction on a military installation, not attributed to a urinalysis).
JKL	MISCONDUCT (SEXUAL PERVERSION)	SECNAVINST 1920.6B	Engaged in sexual perversion, including but not limited to, lewd and lascivious acts, sodomy, indecent exposure, indecent acts with or assault upon a child, or other indecent acts or offenses.
JKM	MISCONDUCT (OTHER)	SECNAVINST 1920.6B	Acts of misconduct not otherwise listed.
JKN	MISCONDUCT (MINOR INFRACTIONS)	SECNAVINST 1920.6B	Pattern of misconduct consisting solely of minor disciplinary infractions.
JKQ	MISCONDUCT (SERIOUS OFFENSE)	SECNAVINST 1920.6B	Commission of serious military or civilian offense.
JKR	MISCONDUCT (ANTHRAX REFUSAL)	SECNAVINST 1920.6B	Refusal to receive anthrax inoculation.
JNC	UNACCEPTABLE CONDUCT	SECNAVINST 1920.6B	Acts of unacceptable conduct (e.g. moral/professional dereliction) not otherwise listed here.
JND	MISCELLANEOUS/GENERAL REASONS	SECNAVINST 1920.6B	Applicable when a DOD component does not have a DOD reporting requirement for specific reasons and desires to identify reasons collectively, "All other reasons," which qualify a member for separation. MUST HAVE NAVPERSCOM (PERS-48) APPROVAL.

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5. INVOLUNTARY DISCHARGE - NO BOARD ENTITLEMENT (CONTINUED)

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>AUTHORITY</u>	<u>EXPLANATION</u>
JPD	ALCOHOL REHABILITATION FAILURE	SECNAVINST 1920.6B	Failed through inability or refusal to participate in, cooperate in, or successfully complete a program for alcohol rehabilitation.

OFFICER

6. VOLUNTARY DISCHARGE ALLOWED BY ESTABLISHED DIRECTIVE

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>AUTHORITY</u>	<u>EXPLANATION</u>
KBJ	MEDAL OF HONOR RECIPIENT	SECNAVINST 1920.6B	Medal of Honor recipient may request separation at any time. AS DIRECTED BY SECNAV.
KBK	COMPLETION OF REQUIRED ACTIVE SERVICE	SECNAVINST 1920.6B	Completed required active service.
KBM	INSUFFICIENT RETAINABILITY, (ECONOMIC REASONS)	SECNAVINST 1920.6B	Short length of time remaining on active duty or obligated service precludes retention for economic reasons. USE ONLY IF DIRECTED BY NAVPERSCOM (PERS-48), CNO, OR SECNAV.
KCA	EARLY RELEASE PROGRAM - VOLUNTARY SEPARATION INCENTIVE (VSI)	PUBLIC LAW 102-190	When a member separates under the Voluntary Separation Incentive (VSI) Program. AS DIRECTED BY NAVPERSCOM (PERS-48).
KCB	EARLY RELEASE PROGRAM - SPECIAL SEPARATION BENEFIT (SSB)	PUBLIC LAW 102-190	When a member separates under the Special Separation Benefit (SSB) Program. AS DIRECTED BY NAVPERSCOM (PERS-48).
KCC	REDUCTION IN FORCE	SECNAVINST 1920.6B	General demobilization, strength or force reductions. USE ONLY WHEN DIRECTED BY NAVPERSCOM (PERS-48), CNO, OR SECNAV.
KCF	TO ATTEND SCHOOL	SECNAVINST 1920.6B	To attend educational facility.
KCK	CIVIL OFFICE	SECNAVINST 1920.6B	To assume or accept public office or diplomatic appointment.
KCM	CONSCIENTIOUS OBJECTOR	SECNAVINST 1920.6B	Conscientiously opposed to participation in war in any form.
KCP	ALIEN	SECNAVINST 1920.6B	Non-citizen of United States or fails to complete naturalization procedures.
KCQ	SURVIVING FAMILY MEMBER	SECNAVINST 1920.6B	AS DIRECTED BY NAVPERSCOM (PERS-48).
KDB	HARDSHIP	SECNAVINST 1920.6B	Continued retention in military service would impose a hardship, including hardship when member assumes responsibility for support of a dependent.
KDF	PREGNANCY OR CHILDBIRTH	SECNAVINST 1920.6B	Separation of female members for pregnancy or childbirth.

OFFICER

**6. VOLUNTARY DISCHARGE ALLOWED BY ESTABLISHED DIRECTIVE
(CONTINUED)**

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>AUTHORITY</u>	<u>EXPLANATION</u>
KDG	PARENTHOOD OR CUSTODY OF MINOR CHILDREN	SECNAVINST 1920.6B	Result of parenthood or custody of minor child(ren) is unable to perform prescribed duties or is subject to repetitive absenteeism, or is unavailable for world wide assignments.
KDK	MILITARY PERSONNEL SECURITY PROGRAM	SECNAVINST 1920.6B	USE ONLY AS DIRECTED BY NAVPERSCOM (PERS-48).
KDM	HOLIDAY EARLY RELEASE PROGRAM	SECNAVINST 1920.6B	Holiday early release program established by competent authority.
KFF	SECRETARIAL AUTHORITY	SECNAVINST 1920.6B	Separation by order of the Service Secretary of the DOD component in which the member is serving.
KFH	FAILURE TO ACCEPT REGULAR APPOINTMENT	SECNAVINST 1920.6B	Failed to accept regular appointment after confirmation.
KFM	DISABILITY, EXISTED PRIOR TO SERVICE, PEB	SECNAVINST 1920.6B	Physical disability which existed prior to entry on active duty and was established by a physical evaluation board.
KFN	DISABILITY, EXISTED PRIOR TO SERVICE, MED BD	SECNAVINST 1920.6B	Physical disability which existed prior to entry on active duty and was established by a medical board.
KFS	IN LIEU OF TRIAL BY COURT MARTIAL	SECNAVINST 1920.6B	Conduct triable by court martial for which the member may voluntarily separate in lieu of going to trial.
KFV	CONDITION, NOT A DISABILITY	SECNAVINST 1920.6B	A condition, not a physical disability, which interferes with performance of duty. (Enuresis, motion sickness, allergy, fear of flying, sleepwalking, etc.)
KFX	PERSONALITY DISORDER	SECNAVINST 1920.6B	Personality disorder, not amounting to a Disability, but which potentially interferes with assignment to or performance of duty.
KGH	NON-RETENTION ON ACTIVE DUTY	SECNAVINST 1920.6B	Not recommended for continued active duty failure to meet minimum retention requirement.

OFFICER

**6. VOLUNTARY DISCHARGE ALLOWED BY ESTABLISHED DIRECTIVE
(CONTINUED)**

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>AUTHORITY</u>	<u>EXPLANATION</u>
KGQ	INTRADEPARTMENTAL TRANSFER	SECNAVINST 1920.6B	Transfer from one service component to another in the same DOD component.
KHF	FAILURE TO COMPLETE A COURSE OF INSTRUCTION	SECNAVINST 1920.6B	Failed to complete a military or civilian course of instruction.
KNC	UNACCEPTABLE CONDUCT	SECNAVINST 1920.6B	Acts of unacceptable conduct (e.g., moral/professional dereliction) not otherwise listed.
KND	MISCELLANEOUS/GENERAL REASONS	SECNAVINST 1920.6B	Applicable when a DOD component does not have a DOD reporting requirement for specific reasons and desires to identify reasons collectively, "All other reasons", which qualify a member for separation. MUST HAVE NAVPERSCOM (PERS-48) APPROVAL.

OFFICER

**7. INVOLUNTARY RELEASE OR TRANSFER TO ANOTHER SERVICE COMPONENT
(EXCLUDES REVERSION TO INACTIVE OR RETIRED LIST)**

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>AUTHORITY</u>	<u>EXPLANATION</u>
LBB	MAXIMUM AGE	SECNAVINST 1920.6B	Attained maximum age allowed for continued service.
LBC	MAXIMUM SERVICE OR TIME IN GRADE	SECNAVINST 1920.6B	Attained maximum service or maximum service/time in grade allowable.
LBK	COMPLETION OF REQUIRED ACTIVE SERVICE	SECNAVINST 1920.6B	Completed required active service.
LBM	INSUFFICIENT RETAINABILITY (ECONOMIC REASONS)	SECNAVINST 1920.6B	Short length of time remaining on active duty or obligated service precludes retention for economic reasons. USE ONLY IF DIRECTED BY NAVPERSCOM (PERS-48), CNO, OR SECNAV.
LCC	REDUCTION IN FORCE	SECNAVINST 1920.6B	General demobilization, strength or force reduction.
LDG	PARENTHOOD OR CUSTODY OF MINOR CHILDREN	SECNAVINST 1920.6B	Separation of a member who as a result of parenthood or custody of minor child(ren) is unable to perform prescribed duties or is subject to repetitive absenteeism or is unavailable for world wide assignment.
LDL	ECCLESIASTICAL ENDORSEMENT	SECNAVINST 1920.6B	When ecclesiastical endorsement is withdrawn (chaplains only).
LFF	SECRETARIAL AUTHORITY	SECNAVINST 1920.6B	Separation by order of the Service Secretary of the DOD component in which the member is serving.
LFG	COMPETENT AUTHORITY, WITHOUT BOARD ACTION	SECNAVINST 1920.6B	Direction of competent authority (below executive or secretarial level) without board action. USE ONLY AS DIRECTED BY CNO OR NAVPERSCOM (PERS-48).
LFH	FAILURE TO ACCEPT REGULAR APPOINTMENT	SECNAVINST 1920.6B	Failed to accept regular appointment after confirmation.
LFR	DISABILITY, OTHER	SECNAVINST 1920.6B	Physical disability not otherwise covered.
LFT	PHYSICAL STANDARDS	SECNAVINST 1920.6B	Failed to meet minimum physical readiness standards (failed PFA). (See OPNAVINST 6110.1G.

OFFICER

**7. INVOLUNTARY RELEASE OR TRANSFER TO ANOTHER SERVICE COMPONENT
(EXCLUDES REVERSION TO INACTIVE OR RETIRED LIST)**

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>AUTHORITY</u>	<u>EXPLANATION</u>
LFW	FAILED MEDICAL/PHYSICAL PROCUREMENT STANDARDS	SECNAVINST 1920.6B	Failure to meet established medical/physical procurement standards.
LFX	PERSONALITY DISORDER	SECNAVINST 1920.6B	Personality disorder, not amounting to a disability, but which potentially interferes with assignment to or performance of duty.
LGB	NON-SELECTION, PERMANENT PROMOTION	SECNAVINST 1920.6B	Commissioned or warrant officer who was not selected for promotion.
LGC	NON-SELECTION, TEMPORARY PROMOTION	SECNAVINST 1920.6B	Commissioned or warrant officer who was not selected for temporary promotion.
LGH	NON-RETENTION ON ACTIVE DUTY	SECNAVINST 1920.6B	Not recommended for continued active duty. Failed to meet minimum retention requirements.
LGJ	REQUEST FOR EXTENSION OF SERVICE DENIED	MILPERSMAN 1920-100	Extension on active duty denied.
LHH	DISMISSAL - AWAITING APPELLATE REVIEW	SECNAVINST 1920.6B	Member serving under sentence to dismissal while pending appellate review.
LHJ	SUBSTANDARD PERFORMANCE	SECNAVINST 1920.6B	Performance is below accepted standards.
LND	MISCELLANEOUS/GENERAL REASONS	SECNAVINST 1920.6B	Applicable when a DOD component does not have a DOD reporting requirement for specific reasons and desires to identify reasons collectively, "All other reason", which qualify a member for separation. MUST HAVE NAVPERSCOM (PERS-48) APPROVAL.

OFFICER

**8. VOLUNTARY RELEASE OR TRANSFER TO ANOTHER SERVICE COMPONENT
(EXCLUDES REVERSION TO INACTIVE OR RETIRED LIST) (CONTINUED)**

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>AUTHORITY</u>	<u>EXPLANATION</u>
MBJ	MEDAL OF HONOR RECIPIENT	SECNAVINST 1920.6B	Medal of Honor recipient may request separation at any time. AS DIRECTED BY SECNAV.
MBK	COMPLETION OF REQUIRED ACTIVE SERVICE	SECNAVINST 1920.6B	Completed required active service.
MBM	INSUFFICIENT RETAINABILITY (ECONOMIC REASONS)	SECNAVINST 1920.6B	Short length of time remaining on active duty or obligated service precludes retention for economic reasons, e.g., unit deactivation, base closure. USE ONLY IF DIRECTED BY NAVPERSCOM (PERS-48), CNO, OR SECNAV.
MCA	EARLY RELEASE PROGRAM - VOLUNTARY SEPARATION INCENTIVE (VSI)	PUBLIC LAW 102-190	When a member separates under the Voluntary Separation Incentive (VSI) Program. (USE ONLY AS DIRECTED BY NAVPERSCOM (PERS-48)).
MCB	EARLY RELEASE PROGRAM - SPECIAL SEPARATION BENEFIT (SSB)	PUBLIC LAW 102-190	When a member separates under the Special Separation Benefit (SSB) Program. USE ONLY AS DIRECTED BY NAVPERSCOM (PERS-48).
MCC	REDUCTION IN FORCE	SECNAVINST 1920.6B	General demobilization, strength or force reductions. USE ONLY AS DIRECTED BY NAVPERSCOM (PERS-48).
MCF	TO ATTEND SCHOOL	SECNAVINST 1920.6B	To attend educational facility.
MCK	CIVIL OFFICE	SECNAVINST 1920.6B	To assume or accept public office or diplomatic appointment.
MCQ	SURVIVING FAMILY MEMBER	SECNAVINST 1920.6B	AS DIRECTED BY NAVPERSCOM (PERS-48).
MDB	HARDSHIP	SECNAVINST 1920.6B	Continued retention in military service would impose a hardship, including hardship when member assumes responsibility for support of a dependent.
MDF	PREGNANCY OR CHILDBIRTH	SECNAVINST 1920.6B	Separation of female members for pregnancy or childbirth.
MDG	PARENTHOOD OR CUSTODY OF MINOR CHILDREN	SECNAVINST 1920.6B	Result of parenthood or custody of minor child(ren) is unable to perform prescribed duties or is subject to repetitive absenteeism, or is unavailable for world wide assignment.

OFFICER

**8. VOLUNTARY RELEASE OR TRANSFER TO ANOTHER SERVICE COMPONENT
(EXCLUDES REVERSION TO INACTIVE OR RETIRED LIST) (CONTINUED)**

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>AUTHORITY</u>	<u>EXPLANATION</u>
MDM	HOLIDAY EARLY RELEASE PROGRAM	SECNAVINST 1920.6B	Holiday early release program established by competent authority.
MEF	SECRETARIAL AUTHORITY	SECNAVINST 1920.6B	Separation by order of SECNAV. USE ONLY WHEN DIRECTED BY NAVPERSCOM (PERS-48).
MGH	NON-RETENTION ON ACTIVE DUTY	SECNAVINST 1920.6B	Not recommended for continued active duty - failure to meet minimum retention requirements.
MGJ	REQUEST FOR EXTENSION OF SERVICE DENIED	SECNAVINST 1920.6B	Extension on active duty denied.
MGP	INTERDEPARTMENTAL TRANSFER	SECNAVINST 1920.6B	Transfer from one service component to another service component.
MGQ	INTRADEPARTMENTAL TRANSFER	SECNAVINST 1920.6B	Transfer from one service component to another in the same DOD component.
MND	MISCELLANEOUS/GENERAL REASONS	SECNAVINST 1920.6B	Applicable when a DOD component does not have a DOD reporting requirement for specific reasons and desires to identify reasons collectively, "All other reasons", which qualify a member for separation. MUST HAVE NAVPERSCOM (PERS-48) APPROVAL.

OFFICER

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9. DROPPED FROM ROLLS

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>AUTHORITY</u>	<u>EXPLANATION</u>
PKB	MISCONDUCT (CIVIL CONVICTION)	SECNAVINST 1920.6B	Convicted by civilian authorities.
PKD	MISCONDUCT (AWOL)	SECNAVINST 1920.6B	Absence without leave.
PKF	MISCONDUCT (DESERTION))	SECNAVINST 1920.6B	Deserter.

OFFICER

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**10. VACATION OF A MEMBER'S APPOINTMENT BY THE DOD COMPONENT
CONCERNED**

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>AUTHORITY</u>	<u>EXPLANATION</u>
QCK	CIVIL OFFICE	SECNAVINST 1920.6B	To assume or accept public office or diplomatic appointment.
QFH	FAILURE TO ACCEPT REGULAR APPOINTMENT	SECNAVINST 1920.6B	Failed to accept regular appointment after confirmation.

OFFICER

11. VOLUNTARY RETIREMENT, AUTHORIZED BUT NOT REQUIRED BY LAW

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>AUTHORITY</u>	<u>EXPLANATION</u>
RBB	MAXIMUM AGE	BUPERSINST 1001.39D	Attained maximum age allowed for continued service.
RBC	MAXIMUM SERVICE OR TIME IN GRADE	MILPERSMAN 1810-010	Attained maximum service or maximum service/time in grade allowable.
RBD	SUFFICIENT SERVICE FOR RETIREMENT	MILPERSMAN 1810-020	Attained sufficient service for retirement.
RBE	EARLY RETIREMENT	MILPERSMAN 1810-020	Voluntary retirement with less than 20 years service under the early retirement program.
RCC	REDUCTION IN FORCE	MILPERSMAN 1810-020	General demobilization, strength, or force reductions.
RDL	ECCLESIASTICAL ENDORSEMENT	MILPERSMAN 1810-020	Retiring when ecclesiastical endorsement is withdrawn (chaplains only).
RHK	SUBSTANDARD PERFORMANCE	MILPERSMAN 1810-020	Retirement due to performance which is below acceptable standards.
RNC	UNACCEPTABLE CONDUCT	SECNAVINST 1920.6B	Retirement due to unacceptable conduct. Moral/professional dereliction not otherwise listed here.

OFFICER

12. MANDATORY RETIREMENT REQUIRED BY LAW

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>AUTHORITY</u>	<u>EXPLANATION</u>
SBB	MAXIMUM AGE	SECNAVINST 1920.6B	Attained maximum age allowed for continued service.
SBC	MAXIMUM SERVICE OR TIME IN GRADE	SECNAVINST 1920.6B	Attained maximum service or maximum service/time in grade allowable.
SBE	EARLY RETIREMENT	MILPERSMAN 1810-020	Voluntary retirement with less than 20 years service under the early retirement program.
SCC	REDUCTION IN FORCE	SECNAVINST 1920.6B	General demobilization, strength or force reductions.
SFK	DISABILITY, TEMPORARY	MILPERSMAN 1850-020	Temporary physical disability (TDRL).
SFJ	DISABILITY, PERMANENT	MILPERSMAN 1850-020	Permanent physical disability (PDRL).
SGB	NON-SELECTION, PERMANENT PROMOTION	MILPERSMAN 1850-020	Commissioned or warrant officer who was not selected for promotion.
SHK	SUBSTANDARD PERFORMANCE	MILPERSMAN 1850-020	Retirement due to performance below acceptable standards.
SNC	UNACCEPTABLE CONDUCT	SECNAVINST 1920.6B	Retirement due to unacceptable conduct. Moral/professional dereliction not otherwise listed herein.

OFFICER

13. REVERSION OF RECALLED RETIREE TO RETIRED LIST

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>AUTHORITY</u>	<u>EXPLANATION</u>
VBK	COMPLETION OF REQUIRED ACTIVE SERVICE	SECNAVINST 1920.6B	Completed required active service.
VFJ	DISABILITY, PERMANENT	MILPERSMAN 1850-020	Permanent physical disability (PDRL).
VFK	DISABILITY, TEMPORARY	MILPERSMAN 1850-020	Temporary physical disability (TDRL).

OFFICER

14. RE-RETIREMENT (MEMBER PREVIOUSLY RETIRED AND RECALLED TO ACTIVE DUTY, WHO UPON SUBSEQUENT RELEASE, BY REASON OF LENGTH OF SERVICE OR PROMOTION, IS ENTITLED TO RECOMPUTATION OF RETIRED PAY/INCUR A PHYSICAL DISABILITY OR AGGRAVATE A PREVIOUS DISABILITY)

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>AUTHORITY</u>	<u>EXPLANATION</u>
WFJ	DISABILITY, PERMANENT	MILPERSMAN 1850-020	Permanent physical disability (PDRL).
WFK	DISABILITY, TEMPORARY	MILPERSMAN 1850-020	Temporary physical disability (TDRL).
WFQ	DISABILITY, AGGRAVATION	MILPERSMAN 1850-020	Aggravation of former disability for which previously separated.

OFFICER

MIDSHIPMEN SEPARATION CODES

For midshipmen separated or discharged, use the Officer Separation Codes listed on the preceding pages for only those categories listed below.

1. INVOLUNTARY DISCHARGE, APPROVED RECOMMENDATION OF ADMINISTRATIVE BOARD (Cat. 4)
2. INVOLUNTARY DISCHARGE IN LIEU OF FURTHER PROCESSING OR CONVENING OF AN ADMINISTRATIVE BOARD ACTION (BOARD WAIVER) (Cat. 5) Not applicable to Midshipmen
3. INVOLUNTARY DISCHARGE - NO BOARD ENTITLEMENT (Cat. 6)
4. VOLUNTARY DISCHARGE ALLOWED BY ESTABLISHED DIRECTIVE (Cat. 7)
5. INVOLUNTARY RELEASE OR TRANSFER TO ANOTHER SERVICE COMPONENT (Cat. 8)
6. VOLUNTARY RELEASE OR TRANSFER TO ANOTHER SERVICE/ COMPONENT (Cat. 9)

MIDSHIPMEN

REENTRY CODES

- RE-R1 Recommended for preferred reenlistment.
- RE-1 Eligible for reenlistment.
- RE-1E Eligible for reenlistment, but not reenlisted due to ENCORE regulations.
- RE-2 Ineligible for reenlistment because of the following status:
- Fleet Reserve.
 - Retired (except for transfer to TDRL).
 - Commissioned officer.
 - Warrant officer.
- RE-3 Eligible for reenlistment except for disqualifying factor. Add letter to indicate status at time of separation:
- RE-3A Alien (Discharged under MILPERSMAN 1910-127).
- RE-3B Parenthood/Pregnancy/Childbirth.
- RE-3C Conscientious objector.
- RE-3E Inducted/Enlisted/Extended/Reenlisted in error.
- RE-3F Failed the physical fitness assessment (PFA).
- RE-3G Condition (not physical disability) interfering with performance of duty.
- RE-3H Hardship/Dependency.
- RE-3J Failed entry level drug test, not drug dependent.

REENTRY CODES (CONTINUED)

- RE-3K Disenrolled from Naval Academy or other officer program.
- RE-3 RE-3M Ineligible for reenlistment in current rating.
- RE-3P Physical disability (includes discharge and transfer to TDRL).
- RE-3Q Disqualified for officer candidate training (not physically qualified for appointment as officer in the naval service).
- RE-3R Not meeting the professional growth criteria (See OPNAVINST 1160.5C).
- RE-3S Surviving family member.
- RE-3U Minority age.
- RE-3X Nonswimmer.
- RE-3Y Received Voluntary Separation Incentive (VSI).
- RE-3Z Received Special Separation Benefit (SSB).
- RE-4 Ineligible for reenlistment.
- RE-5 USNR-R released after serving 90 or more days of Active Duty for Training (ADT). Returned to Reserve Unit/activity without reenlistment eligibility being determined.
- RE-6 Ineligible or denied reenlistment due to High Year Tenure.
- RE-7 Completing the initial 2-year active duty obligation under the 2x8 Naval Reserve Program.

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10 May 05

STATE DIRECTORS OF DEPARTMENT OF VETERANS AFFAIRS

ALABAMA (AL)

State of Alabama
Department of Veterans Affairs
P.O. Box 1509
Montgomery, AL 36102-1509

ALASKA (AK)

Department of Veterans Affairs
P.O. Box 5800
Fort Richardson, AK 99505-5800

AMERICAN SAMOA

Veterans Affairs
American Samoa Government
P.O. Box 8586
Pago, American Samoa 96799

ARIZONA (AZ)

Arizona Department of Veterans'
Services
3839 North Third St.
Suite 910200
Phoenix, AZ 85012Commission

ARKANSAS (AR)

Department of Veterans Affairs
2200 Fort Roots Dr.
Bldg 65, Room 119Box 1280
North Little Rock, AR 72114

CALIFORNIA (CA)

Department of Veterans Affairs
1227 O St.
Room 300
Sacramento, CA 95814

COLORADO (CO)

Division of Veterans Affairs
789 Sherman St., Suite 260
Denver, CO 80203

DELAWARE (DE)

Commission of Veterans Affairs
802 Silver Lake Blvd
Suite 100
Dover, DE 19904

District of Columbia (DC)

Office of Veterans Affairs
441 4th St., NW
Suite 1010
Washington DC 20001

FLORIDA (FL)

Department of Veterans Affairs
1353 East Lafayette St., Mary
Grizzle Bldg., Room 311-K
Suite C11351 Largo, FL 33778-
1630Ulmerton Road

GEORGIA (GA)

Department of Veterans Service
Floyd Veterans Memorial Bldg
Suite E-970
Atlanta, GA 30334

GUAM

Veterans Affairs Office
Office of the Governor
Government of Guam
P.O. Box 3279
Agana, Guam 9691096932

HAWAII (HI)

Office of Veterans Services
459 Patterson Rd.
E Wing, Room 1-A103
Honolulu, HI 96819-1522

IDAHO (ID)

Division of Veterans Services
320 Collins Rd.
Boise, ID 83702

Enclosure (4)

STATE DIRECTORS OF DEPARTMENT OF VETERANS AFFAIRS (CONTINUED)

MARYLAND (MD)

Maryland Veterans Commission
The Jeffrey Building, Room 1104TH
Floor
16 Francis St
Annapolis, MD 21401

NEVADA (NV)

Commission for Veterans Affairs
1201 Terminal Way, Room 108215
Reno, NV 89520

MASSACHUSETTS (MA)

Department of Veterans Services
600 Washington St., Suite 1100
Boston, MA 0220202111

NEW HAMPSHIRE (NH)

State Veterans Council
275 Chestnut St., Room 321
Manchester, NH 03101-24892411

NEW JERSEY (NJ)

Department of Veterans' Affairs
P.O. Box 340
Trenton, NJ 08625-0340

PENNSYLVANIA (PA)

Department of Military and
Veteran's Affairs
Fort Indiantown Gap
Building S-0-47
Annville, PA 17003-5002

NEW MEXICO (NM)

Veterans Service Commission
P.O. Box 2324
Santa Fe, NM 87509-232487503

PUERTO RICO

Public Advocate/Veterans Affairs
Mercantil Plaza Bldg.,
Fourth Floor, Room 401 Suite 4021
Ponce DeLeon Ave
Stop 26
Hato Rey, Puerto Rico 00918-
18251625

NEW YORK (NY)

Division of Veterans Affairs
5 Empire State Plaza
Suite 2836
Albany, NY 12223-1551

RHODE ISLAND (RI)

Division of Veterans Affairs
Department of Human Services
408 Metacom Ave.
Bristol, RI 02809

NORTH CAROLINA (NC)

Division of Veterans Affairs
Albemarle Building, Suite 1065
325 North Salisbury St.
Raleigh, NC 2760327699-1315

SOUTH CAROLINA (SC)

Department of Veterans Affairs
Brown State Office Bldg.
1205 Pendleton St., Suite 226
Columbia, SC 29201

STATE DIRECTORS OF DEPARTMENT OF VETERANS AFFAIRS (CONTINUED)

NORTH DAKOTA (ND)

Department of Veterans Affairs
P.O. Box 9003
Fargo, ND 58106-9003

SOUTH DAKOTA (SD)

Division of Veterans Affairs
Soldiers & Sailors Memorial Bldg
500 East Capitol Ave., North
Pierre, SD 57501-5070

OHIO (OH)

Governor's Office on Veterans
Affairs
77 S. High St
Columbus, OH 43215

TENNESSEE (TN)

Department of Veterans Affairs
215 Eighth Ave., North
Nashville, TN 37243-1010

OKLAHOMA (OK)

Department of Veterans Affairs
P.O. Box 53067
Oklahoma City, OK 73152

TEXAS (TX)

Texas Veterans Commission
P.O. Box 12277
Austin, TX 78711

OREGON (OR)

Department of Veterans Affairs
Oregon Veterans' Building
700 Summer St., NE.
Salem, OR 97301-128697310-1201

WEST VIRGINIA (WV)

Division of Veterans Affairs
1321 Plaza East, Suite 101
Charleston, WV 25301-1400

UTAH (UT)

Office of Veterans Affairs
550 Foothill Blvd., Room 206
Salt Lake City, UT 8414784108

WISCONSIN (WI)

Department of Veterans Affairs
P.O. Box 7843
Madison, WI 53707

VERMONT (VT)

Department of Veterans Affairs
118 State St., Drawer 20
Montpelier, VT 05620-4401

WYOMING (WY)

Veterans Affairs Commission
Army National Guard Armory
Room 101
5905 Cy Ave.
Casper, WY 82604

VIRGINIA (VA)

Department of Veterans Affairs
900 East Main St. 1ST Floor
270 Franklin Rd. SW., Room 503
Richmond, VA 23219

WASHINGTON (WA)

Department of Veterans Affairs
P.O. Box 41150
Olympia, WA 98504-1150

BUPERSINST 1900.8B
10 May 05

STATE DIRECTORS OF DEPARTMENT OF VETERANS AFFAIRS (CONTINUED)

VIRGIN ISLANDS

Office of Veterans Affairs
1013 Estate Richmond
Christiansted, St Croix
Virgin Islands 00820

**NORTHERN MARIANA ISLAND,
COMMONWEALTH OF**

Division of Veterans Affairs
Commonwealth Northern Mariana
Islands
P.O. Box 3416 CK
Salpan, MP 96950

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SEPARATION TRAVEL ORDERS

NAME: <i>(Last, First, MI)</i>		RATE:	BR/CL:	SSN:	DATE:
ACTIVITY: <i>(Include Geographic Location and Homeport)</i>			LAST PERM DUSTA/HOMEPORT: <i>(For Entitlement to Transportation of Dependents)</i>		
REASON FOR SEPARATION: <i>(Check One)</i>					
<input type="checkbox"/> RELACDU USN		<input type="checkbox"/> DISCH		<input type="checkbox"/> PDRL	
<input type="checkbox"/> RELACDU USNR		<input type="checkbox"/> TDRL		<input type="checkbox"/> HOME AWAITING ORDERS	
CHARACTER OF SEPARATION:				SPD CODE:	
SEPARATION AUTHORITY/REFERENCE:					
Required to serve in USNR of FLTRES until:	Pay Entry Base Date: (Pay Grade E-4 Only)	Date commenced continuous ACDU, no single break in SVC more than 90 days: <i>(Mbrs Separating with Severance Pay only)</i>		Disability Percentage: <i>(If applicable)</i>	
No. Days Travel Allowed: <i>(USNR Only)</i>		Date Detached:		Effective Date of Separation:	
Home of Record: <i>(City and State)</i>		Place from which ordered to Active Duty: <i>(City and State)</i>		Place Member elected for Travel Entitlements: <i>(City and State)</i>	
MAILING ADDRESS AFTER SEPARATION:					
ACCOUNTING DATA:					
Restrictions on travel entitlements for members serving less than prescribed period of service. If on initial enlistment, did member complete 90% of the period of time (active duty) for which member initially enlisted?					
<input type="checkbox"/> Yes <input type="checkbox"/> No		If No, indicate reason for early release:			
Signature of Authorizing Official:					
<i>(Name, Rank/Rate, Branch, Title)</i>					

NAVPERS 1900/2 (11-01)

S/N: 0106-LF-983-9100

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