



DEPARTMENT OF THE NAVY  
OFFICE OF THE CHIEF OF NAVAL OPERATIONS  
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OPNAVINST 1210.5  
N132  
24 Dec 05

OPNAV INSTRUCTION 1210.5

From: Chief of Naval Operations

Subj: LATERAL TRANSFER/REDESIGNATION AND AUGMENTATION OF  
OFFICERS IN THE NAVY

Ref: (a) DOD Directive 1310.2 of 28 May 96  
(b) DOD Directive 1304.21 of 31 Jan 05  
(c) 10 U.S.C.

Encl: (1) Definitions

1. Purpose. To provide flexibility in the manning of officer communities per references (a) through (c) and prescribe regulations governing:

a. Lateral transfer/redesignation of Regular and Reserve officers between the various designators in the Unrestricted Line (URL), Restricted Line (RL), and Staff Corps.

b. Appointment of temporary LDOs as permanent LDOs.

c. Augmentation of Reserve Chief Warrant Officers (CWO), and Reserve Limited Duty Officers (LDO) on the Reserve Active Status List (RASL) into the Regular Navy under reference (a). Augmentation boards are no longer held for reserve officers on the Active Duty List (ADL) under reference (c), section 532.

d. Transfer between the ADL and Selected Reserve, and Full Time Support (FTS) officers on the RASL.

2. Cancellation. SECNAVINST 1210.5A.

3. Applicability. This instruction applies to all Regular and Reserve officers on the ADL and RASL, as well as FTS, Reserve CWOs, Reserve LDOs, and Regular LDOs, who are applicants for augmentation or lateral transfer/redesignation within the active-duty component of the Navy. This instruction is a complete revision and should be reviewed in its entirety.

4. Definitions. Definitions of terms used in this instruction are provided in enclosure (1).

5. Lateral Transfer/Redesignation. Except as provided in paragraph 8, all lateral transfers/redesignations of officers under this instruction shall be made following the approved reports of Lateral Transfer/Redesignation Boards appointed by the Chief of Naval Operations (CNO).

a. Applicants must have completed at least 24 months of commissioned service above the grade of CW05.

b. URL officers may not request lateral transfer/redesignation until within one year of completing obligated service in their present community as a result of functional training received.

c. Officers in the Medical Communities must be within six months of completing obligated service before applying to the board. Nursing licensure failures are not eligible for lateral transfer.

d. Surface Warfare Officers (11XX) who are under orders to Department Head School may not laterally transfer/redesignate until completion of an initial Department Head Tour. Surface Warfare Officers serving under an agreement for any of the special or incentive pays listed in chapter five of reference (b), are not eligible to apply to the board until within one year of satisfaction of that obligation.

e. Officers in the URL must have achieved final warfare qualification in their current community before applying for lateral transfer/redesignation. Officers who are exempted from participation in warfare qualification programs must complete a minimum of 24 months active commissioned service before applying.

f. Submarine and surface nuclear-trained officers:

(1) Submarine warfare officers must have completed a tour as department head or be senior to those so assigned.

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(2) Nuclear-trained Surface Warfare Officers must have completed a tour in an O4-grade nuclear billet in a nuclear-powered ship or be senior to those so assigned, except for nuclear trained Surface Warfare Officers applying to become nuclear trained Engineering Duty Officers (EDO(N)).

g. Applicants may request consideration for no more than two designators within the same or different competitive categories and must meet any other such eligibility requirements as may be prescribed by CNO.

h. Officers must possess at least a Baccalaureate Degree with the exception of LDOs who are within six months of completing their Baccalaureate Degree. Their package must include an official letter from an accredited university or college stating they are in good standing and also contain expected degree and graduation date (month/year).

i. Applicants with an approved resignation or retirement request are not eligible to apply to the board.

j. Applicants who are, or have been notified that they are, being processed for administrative separation are not eligible to apply to the board.

k. Applicants applying for lateral transfer/redesignation into another community must meet the applicable criteria specified for that community.

l. Applicants requesting lateral transfer into or within the Staff Corps must meet additional eligibility criteria prescribed by OPNAVINST 1120 series.

m. Applicants, except for officers selected for Aerospace Engineering Duty Officer (AEDO), Judge Advocate General Corps (JAGC), and Medical Service Corps (MSC), must agree to serve on active duty at least two years from the date of designator change. AEDO, JAG Corps, and MSC officers must agree to serve on active duty at least three years.

n. If serving under an agreement for any of the special or incentive pays listed in chapter five of reference (b), an individual is not eligible to apply to the board until within one year of satisfaction of that obligation.

o. Lateral transfer to the Chaplain Corps is authorized only if the applicant meets all requirements. Although opportunities are limited, applications for lateral transfer to/from the Chaplain Corps will be considered and should be forwarded via the Chief of Chaplains/Director of Religious Ministries (CNO (N097)).

6. Lateral Transfer/Redesignation Application Package Contents

a. Applications shall be submitted in proper letter format to Commander, Navy Personnel Command (PERS-4801G) via the applicant's commanding officer.

b. Applications shall include the following:

(1) Designator(s) applying to, listed in order of preference (maximum of two).

(2) Date and place of birth.

(3) Source of commissioning.

(4) Date of original commission.

(5) Date of rank (temporary and permanent, if applicable).

(6) Date of end of obligated service in the present community.

(7) Applicants for Information Warfare (161X) and Intelligence (163X) must submit an SF-86, Questionnaire for National Security Positions, with the application package. Upon selection to either of these designators, a Special Background Investigation (SBI) must be initiated. Lateral transfer/redesignation is contingent upon the successful completion of the SBI and eligibility for Special Compartmented Intelligence (SCI) access. Additionally, applicants for Information Warfare must successfully complete a counter-espionage polygraph examination.

(8) Citizenship (if naturalized, include naturalization number).

(9) If designators Engineering Duty Officer (14XX) or Aerospace Engineering Duty Officer (151X) are requested, transcripts of all college work completed are required with evidence of any degrees awarded indicated on the transcript.

(10) Applicants must meet the appropriate occupational/physical standards for the community in which they are being redesignated.

(11) Applicants associated with the surface, submarine, special warfare, special operations, and aviation communities shall validate the achievement of warfare qualifications and other significant qualifications. The date of qualification and title of the qualifying officer should be included.

(12) If designator 250X (JAGC) is requested, evidence of receipt of a law degree from an American Bar Association (ABA)-accredited law school and evidence of current good standing before an appropriate court is required.

(13) If designator 510X (Civil Engineer Corps) is requested, transcripts of all college work completed are required with evidence of any degrees awarded indicated on the transcript.

(14) Additional information that the applicant feels should be brought to the attention of the selection board. Requests for waiver of any of the eligibility requirements specified in this article shall be thoroughly substantiated.

(15) Academic Profile Code (APC). APC is a three-digit code that summarizes pertinent portions of an officer's prior college performance. The Naval Postgraduate School routinely generates APCs for officers of most Navy communities, usually within three years of commissioning. The three independent digits reflect an individual's cumulative grade-point average, exposure to and performance in calculus-related mathematics courses, and exposure to and performance in selected science/engineering areas. If applicants do not have an APC on file, they must submit college transcripts with their application.

(16) The command endorsement should discuss the motivation and potential of the applicant and provide a specific recommendation concerning the request.

7. Inactive-Duty Officers. Reserve Officers, to include Selected Reserve (SELRES) and FTS, are eligible for lateral transfer, redesignation and augmentation.

8. Without Board Action (WOBA) Lateral Transfers/Redesignations. The Deputy Chief of Naval Operations (DCNO) (N1/NT) may take action to redesignate qualified Regular

or Reserve officers in the following categories without Lateral Transfer/Redesignation Board action:

a. Officers redesignated as a result of qualification within a URL warfare designator.

b. Student officers redesignated as a result of completing professional requirements for appointment in the Medical, Dental, JAG, or Chaplain Corps.

c. Officers redesignated as a result of administrative or medical board action requiring revocation or restoration of status.

d. Officers redesignated following disenrollment from initial warfare training programs.

e. Officers redesignated as trainees in a URL warfare designator.

f. Active duty LDOs to other active duty LDO designators that they are qualified to serve in.

g. Officers desiring redesignation within the URL. Such officers need only forward an application to Commander, Navy Personnel Command (PERS-4) via their commanding officer in proper letter format. These individuals do not require board action.

#### 9. Lateral Transfer/Redesignation Boards

a. Board Composition. Boards shall be convened by CNO and shall consist of at least 5 officers, serving in the grade of O4 or above. A majority of the members will be officers of the Regular Navy. No member of the board shall act in the case of an applicant for redesignation who is serving in a higher grade than the member. A member may serve on two or more successive boards convened under this instruction. Boards considering Reserve (either SELRES or FTS) officers for redesignation, other than augmentation, must include at least one Reserve officer as a member. No fewer than two board members shall act on each applicant's case.

b. Oath. All members of the board shall swear or affirm that they will perform their duties as a member of the board

without prejudice or partiality and having in view both the special fitness of the officers and the efficiency of the naval service.

c. Information to be furnished. Commander, Navy Personnel Command (COMNAVPERSCOM) shall furnish the board with the names, applications, and records of all eligible applicants.

d. Applications to be considered. The board shall carefully consider each applicant for lateral transfer/redesignation in the competitive category or categories requested under the guidelines set forth by the CNO in the precept. If applicants request consideration and are qualified for lateral transfer/redesignation in more than one designator, the board will recommend the applicants for lateral transfer/redesignation in their first choice designator.

e. Quotas. Each board may recommend for lateral transfer/redesignation eligible officers in numbers not to exceed quotas furnished by the CNO. The board is not obligated to select to the numbers provided; however, quotas will in no case be exceeded.

f. Board Reports. The board will submit one or more written reports signed by all acting members and recorders. Each report shall certify that the board has complied with all instructions and directives contained in its precept, and that in the opinion of at least a majority of the members, the applicants recommended for lateral transfer/redesignation are qualified for such and are the best qualified for lateral transfer/redesignation, in the competitive category recommended, of all the candidates under consideration.

g. Forwarding and Disclosure of Board Proceedings and Recommendations. The report of each board shall be forwarded to the CNO for approval or disapproval via DCNO (N1/NT). The proceedings and recommendations of the board shall not be divulged by any member of the Board or by the recorders, except as authorized by the Secretary of the Navy.

h. Removal. The CNO may remove the name of any officer from the list of officers recommended for redesignation.

10. Appointment

a. Appointments shall be made per the following sections of reference (c):

- (1) Regular Navy - Sections 531, 532, 533.
- (2) Regular Navy CWOs - Section 572, 573.
- (3) Reserve Navy - Sections 12201, 12203, 12208.
- (4) Reserve Navy CWOs - Section 12241.
- (5) Permanent LDO - Section 5589.
- (6) Temporary LDO - Section 5596.
- (7) Line to Staff and Staff to Line - Section 5582.

b. Officers in the URL or RL do not need reappointment if redesignating to any of the URL or RL communities.

11. Effective Date of Designator Change and Projected Transfer Month. Designator changes will be made by COMNAVPERSCOM (PERS-48) no later than 60 days after the release of the Lateral Transfer/Redesignation Selection Board results message. Officers can expect assignment to a billet appropriate to their new designator within 6 months from approval of change of designator or at projected rotation date (PRD), whichever occurs earlier.

a. Officers, O-4 and above, transitioning to the ADL, laterally transferred from Line to Staff, Staff to Line, or Staff to Staff require Senate confirmation before redesignation can be effected. Senate confirmation may take 6-8 months to complete, but officers can still expect assignment to a billet appropriate to their new designator within 6 months from approval of change of designator or at PRD, whichever occurs earlier.

b. Officers selected for promotion within their current community will not be redesignated before their promotion date. These officers must notify their current detailer and COMNAVPERSCOM (PERS-4801G) to ensure redesignation does not occur before their promotion date. These officers can also expect assignment to a billet appropriate to their new designator within 6 months from approval of change of designator or at PRD, whichever occurs earlier.



c. Officers who are serving under an agreement for special or incentive pays as discussed in paragraph 5d and 5n will not be redesignated before satisfaction of their obligation. These officers can expect assignment to a billet appropriate to their new designation within 9 months from approval of change of designator or at PRD, whichever occurs earlier.


12. Waivers of Eligibility Requirements. Chief of Naval Personnel (CHNAVPERS) may grant requests for waivers of any eligibility requirements, except those established by statute, in the following instances:

a. For a definable class of individuals that is rationally distinguishable on grounds related to the needs of the Navy from those persons for whom no exception is made by regulation or statute.

b. When gross inequity to the applicant would otherwise result.

c. When in the judgment of CHNAVPERS, extraordinary circumstances cause such a waiver to be in the best interest of the Navy.

13. Form. SF 86 (Rev. Sep 95), Questionnaire for National Security Positions is available online at <http://forms.psc.gov/forms/sf/sf.html>.

  
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**DEFINITIONS**

1. Active commissioned service. Service on active duty as a commissioned officer in a grade above warrant officer, W-1.
2. Active duty. Full-time duty in the active military service of the United States. Includes duty on the Active Duty List (ADL), recalled/mobilized duty, full-time training duty, annual training duty, and attendance, while in the active military service, at a school designated as a service school by law or by the Secretary of the military department concerned.
3. Active Duty List (ADL). A single list of all officers on active duty. It includes all officers of the Regular Navy on active duty, except the following officers:
  - a. Reserve officers on Active Duty for Training (ADT).
  - b. Reserve officers serving as members of the Reserve Forces Policy Board.
  - c. Reserve officers on active duty at the seat of government and at headquarters responsible for Reserve affairs, to participate in preparing and administering the policies and regulations affecting the Reserve component.
  - d. Reserve officers on active duty in connection with organizing, administering, recruiting, instructing, or training the Reserve components.
  - e. Reserve officers on Active Duty for Special Work (ADSW).
  - f. Selected Reservist officers on MPN recalls with cumulative active duty periods not exceeding 1095 days in the previous 1460 days.
  - g. Reserve officers on active duty for the administration of the Selective Service System.
  - h. Warrant officers.
  - i. Retired officers on active duty.
  - j. Students at the Uniformed Services University of the Health Sciences (USU).

4. Applicant. An officer or Chief Warrant Officer (CWO) who applies, or who is considered without making formal application, for redesignation under this instruction.
5. Full Time Support (FTS). An officer of the Navy Reserve on active duty, other than active duty for training, but not on the ADL, designated for the training and administration of the Navy Reserve.
6. Lateral Transfer. Any change of designator between competitive categories (e.g., Line to Staff) or within the staff corps designators.
7. Redesignation. Any change of designator in the line of the Navy to a different line competitive category (e.g., URL to RL) or in the same competitive category to a different specialty (e.g., SWO to pilot).
8. Regular officer. An officer of the Regular Navy on the ADL serving under a permanent appointment in a grade above CW05.
9. Regular permanent LDO. An officer of the Regular Navy on the ADL who is designated for limited duty in the line or staff corps, as indicated by the individual's designator, and who is serving under a permanent appointment in a grade above CW05.
10. Regular temporary LDO. An officer whose permanent status in the Regular Navy is warrant officer or enlisted member and who is serving on active duty under a temporary appointment in a grade above CW05 as an officer designated for limited duty in the line or staff corps, as indicated by the individual's designator.
11. Reserve CWO. An officer of the Navy Reserve serving in a permanent CWO grade.
12. Reserve LDO. An officer of the Navy Reserve who is designated for limited duty in the line or staff corps as indicated by the individual's designator, and who is serving under a permanent appointment in a grade above CW05.
13. Reserve officer. An officer of the Navy Reserve on the Reserve Active-Status List (RASL), or on active duty as a Full Time Support (FTS) officer, serving under a permanent appointment in a grade above CW05.