

## MILPERSMAN 1910-206

### TEMPORARY DUTY (TEM DU) TRANSFER FOR SEPARATION PROCESSING

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<b>References</b>	(a) OPNAVINST 5400.24D (b) COMNAVRESFORINST 1001.5E
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#### 1. Policy

a. Per reference (a), commanding officers (COs) may only process for separation those personnel who are permanently assigned to their command; therefore, when circumstances warrant, commands may transfer a member of their command temporary duty (TEM DU) (**not** temporary additional duty (TEMADD)) to be processed and/or separated at another command. Prior to transfer, the member must meet minimum criteria for processing, and transferring command must have full concurrence of the receiving command and immediate superior in command.

b. The transferring command shall ensure the separation physical is complete and forward a copy of the administrative separation package and all supporting documentation to the processing command. In cases where the separation physical cannot be completed due to operational commitments, advise the gaining command. The transferring command should provide the gaining command the member's scheduled date/time of arrival.

c. When a member is in civilian confinement or required by civilian authorities to remain in a geographical area pending trial, the command may request authority from the area coordinator (see reference (a)) where the member is located to designate an activity to investigate, track, and process for administrative separation. Upon designation from the area coordinator, the command shall transfer the member TEM DU to that command.

2. **Policy for Inactive Duty Navy Reserve Enlisted Personnel**

a. This article does not apply to Inactive Duty Navy Reserve enlisted personnel in a drilling status.

b. Refer to reference (b) for policy concerning the transfer of Inactive Duty Navy Reserve enlisted personnel being processed for administrative separation.