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Changes to the identified Navy Reserve Personnel Manual articles are effective the date written at the top of each article and the date on this change summary.

  
J. A. SCHOMMER  
Deputy

Changes in articles titled and summarized below are incorporated in the electronic copy via Commander, Navy Reserve Forces Command (COMNAVRESFORCOM) Website:  
<https://www.navyreserve.navy.mil>.

Table of Contents – Revised to reflect all current changes.

Article No.	<u>Article Title</u>
<b>1300-030 CH-13</b>	<b>Voluntary Training Units</b>
	<ul style="list-style-type: none"><li>• Added assignment processes for ASP from/to VTU</li><li>• Added readiness support to VTU function/support roles</li><li>• Updated NRC CO responsibilities</li><li>• Added definitions</li><li>• Added purpose</li><li>• Update references</li><li>• Updated terms</li></ul>

RESPERSMAN 1300-030

VOLUNTARY TRAINING UNITS

<b>Responsible Office</b>	COMNAVRESFORCOM (N12)	<b>Phone:</b>	DSN COMM FAX	262-2261 (757) 322-2261 (757) 444-7598
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<b>References</b>	(a) RESPERSMAN 1001-010 Satisfactory Participation in the Navy Reserve (b) DoDI 1215.13 Reserve Component (RC) Member Participation Policy (c) RESPERSMAN 1570-010 Inactive Duty Training Administration (d) RESPERSMAN 1300-010 Selected Reserve (SELRES) Assignments (e) MILPERMAN 1001-125 Requirements for Transfer From Selected Reserve or IRR-VTU to the IRR-ASP, Stand Reserve-Active, Standby Reserve-Inactive (f) BUPERSINST 1001.39 Administrative Procedures for Navy Reserve Personnel (g) BUPERSINST 1610.10F Navy Performance Evaluation System
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1. Purpose. This article covers special situations not normally associated or considered with the regular assignment process as outlined in references (a) through (g).

2. Definitions

a. Individual Ready Reserve (IRR). A force that consists of personnel who must fulfill their military service obligation under 10 U.S.C., 651 and members fulfilling a service obligation incurred via contract. The IRR is composed of the Active Status Pool (ASP) and the Voluntary Training Unit (VTU) per reference (f).

b. IRR-ASP. A manpower pool consisting of individuals who are serving in a non-pay, non-drill status per reference (f).

c. VTU. Unique to the Navy Reserve, VTUs are a subset of the IRR and consist of personnel organized into units, who are not in a pay status, but who voluntarily drill for retirement point credit.

3. Responsibilities

a. Navy Reserve Center (NRC) Commanding Officer (CO) will:

(1) Act as the reporting senior for the VTU, and is responsible for the continual screening and management of the NRC's VTU. The CO may delegate this authority, in writing, in accordance with reference (g).

(2) Determine the best use of VTU Sailors to maximize the support of the Navy Reserve and Supported Commands.

(3) Ensure Sailors transferring to the VTU receive counseling regarding their affected benefits and incentives.

b. VTU Sailors will:

(1) Prior to transferring to the VTU, sign a NAVPERS 1070/613, Administrative Remarks acknowledging their status change and subsequent affects on benefits and incentives per reference (f).

(2) VTU Sailors must maintain satisfactory participation requirements per references (a) and (b).

(a) VTU Sailors who fail to perform regularly scheduled Inactive Duty for Training (IDT) periods are subject to the same policies as Sailors in a Selected Reserve (SELRES) status.

(b) Accumulation of more than the allocated unauthorized absences (UA) or authorized absences (AA), per references (a) and (c), will result in transfer to the IRR-ASP or administrative separation.

(c) VTU Sailors may perform Funeral Honors Duty (FHD) in accordance with reference (c).

1. It is not the intention for Sailors assigned to the VTU to only perform FHD; regular IDT participation is also required.

2. Sailors who are only interested in performing FHD may do so as members of the IRR-ASP.

c. VTU Sailors may request Active Duty Training or Active Duty for Operational Support orders if funding is available and appropriate training opportunities exist.

#### 4. VTU Assignment Process

a. Personnel desiring transfer from IRR-ASP status to a VTU should contact their local reserve recruiter for assistance.

b. COMNAVRESFORCOM (N12) assigns Sailors to a VTU attached to the NRC closest to their residence.

(1) If the NRC is greater than 50 miles away, then berthing will be provided by the NRC.

(2) If the NRC is greater than 100 miles away, then the Sailor must sign a NAVPERS 1070/613, Administrative Remarks acknowledging that they freely accept commuting this distance or the Sailor will be transferred to the IRR-ASP.

c. If the Sailor desires to be assigned to an alternate VTU, the Sailor must sign a NAVPERS 1070/613 Administrative Remarks acknowledging the NRC is greater than 50 miles away and there is another NRC less than 50 miles away. The Sailor must acknowledge that berthing will not be provided.

d. Request for transfers to the IRR must be submitted via the member's chain of command no earlier than 90 days from the requested transfer date, via the NSIPS Retirements & Separations module, with accompanying NAVPERS 1070/613s as required by references (d) and (e).