



DEPARTMENT OF THE NAVY
COMMANDER NAVY RESERVE FORCE
1915 FORRESTAL DRIVE
NORFOLK VIRGINIA 23551-4615

5215
COMNAVRESFOR N1C2
14 Jun 2022

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>
1534-010	<p data-bbox="443 982 899 1016">Strategic Sealift Officer Program</p> <ul data-bbox="493 1024 1419 1575" style="list-style-type: none"><li data-bbox="493 1024 769 1058">• Added definitions<li data-bbox="493 1066 1390 1171">• Removed SSOP Office responsibilities of managing tuition budget and recommending officers to the APPLY Board as they are no longer applicable to COMNAVRESFORCOM (N14)<li data-bbox="493 1180 1419 1243">• Added AQD, NOBC and SSOW Insignia processing to the roles and responsibilities of COMNAVRESFORCOM (N14)<li data-bbox="493 1251 1419 1314">• Removed tracking of Annual Reports and Sailing Status from the list of COMNAVRESFORCOM (N14) office responsibilities<li data-bbox="493 1323 1390 1386">• Updated section to include conditional release recommendations to COMNAVRESFORCOM (N14) responsibilities<li data-bbox="493 1394 1403 1457">• Changed U.S. Navy Reserve Midshipman Program to Strategic Sealift Midshipmen Program to match NETC nomenclature<li data-bbox="493 1465 1419 1575">• Removed section regarding COMNAVRESFORCOM (N3) and (N7) responsibilities to identify ADT and ADT School opportunities for the SSRG

RESPERSMAN 1534-010

STRATEGIC SEALIFT READINESS GROUP

Responsible Office	COMNAVRESFORCOM (N14)	Phone:	DSN	262-2613
			COM	(800) 535-2580
			FAX	(757) 444-7597

References	(a) OPNAVINST 1534.1E Strategic Sealift Officer Program (b) Merchant Marine Act, 1936, Tittle XIII (c) CNSTC M-1533.2D Regulations for Officer Development V18 Final (d) BUPERSINST 1001.39F Administrative Procedures for Navy Reservists (e) BUPERSINST 1610.10F Navy Performance Evaluation System (f) OPNAVINST 6110.1J Physical Readiness Program (g) RESPERSMAN 1534-020 Strategic Sealift Readiness Group Required Participation
-------------------	---

1. Purpose. To issue information and amplifying guidance under references (a) through (g) for the training and administration of Navy Reserve Officers in the Strategic Sealift Readiness Group (SSRG).

2. Definitions.

a. Midshipmen. Students enrolled in either the U.S. Merchant Marine Academy, or a state maritime academy using the Student Incentive Program (SIP).

b. Strategic Sealift Officer (SSO). SSOs are commissioned officers in the U.S. Navy Reserve assigned to U.S. Naval activities that support strategic sealift in times of national defense or emergency. SSOs must be 1665 designated officers and hold a valid merchant maritime credential issued by the U.S. Coast Guard.

c. Strategic Sealift Officer Program (SSOP). The SSOP supports the national defense sealift requirement and capabilities. The SSOP provides SSOs who are licensed merchant marine officers with sealift, maritime operations, and logistics subject matter expertise. The SSOP is composed of Selected Reserve (SELRES), Individual Ready Reserve (IRR), and Strategic Sealift Midshipmen Program (SSMP), per reference (a).

d. SSRG. SSOs in an Individual Ready Reserve (IRR) status make up the SSRG. Members of the SSRG will maintain a U.S. Coast Guard unlimited deck or engine officer merchant mariner credential (MMC) with Standards for the Training and Certification of Watch-standing (STCW) endorsements, and will meet applicable participation requirements per reference (a), and as determined by COMNAVRESFORCOM, per reference (g).

e. Commander, Navy Reserve Forces Command (COMNAVRESFORCOM) (N14). COMNAVRESFORCOM (N14) is the managing office for the SSRG and supports the SSOP.

3. Background. The SSOP is significantly different from other Navy Reserve programs. The program consists only of officers, all of whom are required to maintain U.S. Coast Guard (USCG) Unlimited Tonnage and Horsepower Oceans Merchant Mariner Credentials (MMC) as a licensed Deck or Engineering Officer, and allows these officers to actively participate through either the IRR or the Selected Reserve. Program policy, organization and responsibilities are provided in reference (a).

4. Mission. To manage, support and train SSOs in the Navy Reserve pursuant to reference (b).

5. Organization. The SSRG is organized pursuant to reference (a).

6. Training and Administrative Procedures for the SSRG

a. In addition to the procedures in reference (a), the following training and administrative guidelines apply based on the Reserve status of the program under which an individual is affiliated. COMNAVRESFORCOM (N14) administers the SSRG. Both the SSRG and COMNAVERSFORCOM (N14) are established to meet the unique training and administrative requirements of seagoing civilian employment. COMNAVRESFORCOM (N14) acts as a virtual Navy Reserve Center (NRC), serving as the manager for all SSRG officer indoctrination, readiness training, administration, and compliance requirements.

Note 1: The SSO, Strategic Sealift Midshipmen Program (SSMP) is directed by Navy Education and Training Command (NETC). Program administration, eligibility, participation requirements and training are conducted per reference (c).

Note 2: Selected Reservists (SELRES) SSOs in a drilling status are administered per reference (d).

b. The training and administrative procedures for individuals in the SSRG are covered in the references and amplified by information on the COMNAVRESFORCOM (N14) Navy Reserve Homeport:

[https://private.navyreserve.navy.mil/cnrfc/N-Codes/N1/CNRFC_14/Pages/CNRFC\(N14\)-SSOF.aspx](https://private.navyreserve.navy.mil/cnrfc/N-Codes/N1/CNRFC_14/Pages/CNRFC(N14)-SSOF.aspx)

7. Program Support

a. COMNAVRESFORCOM (N14) is responsible for the training and administration of all SSRG officers. These responsibilities include, but are not limited to, executing Active Duty for Training (ADT), adjudicating ADT waivers, managing an ADT budget, coordinating accessions into the Selected Reserve with Commander, Navy Recruiting Command (COMNAVCRUITCOM), directing and monitoring individual participation, coordinating with

Navy Personnel Command (NAVPERSCOM) on record maintenance and retirement points, coordinating with Naval Service Training Command (NSTC) (at the maritime academies), liaising with the maritime industry and serving as the Navy's subject matter expert for merchant mariner licensure and civilian training requirements.

b. Administration of SSOs by COMNAVRESFORCOM (N14). Communications are completed remotely using the internet, phone, e-mail and mail. This structure is tailored to accommodate the scheduling needs of sailing merchant mariners and the geographic distribution of the membership. The Strategic Sealift Officer Program Manager (SSOPM) maintains direct and frequent contact with Chief of Naval Operations (N4L), National Shipping Authority/U.S. Maritime Administration (MARAD), and other stakeholders on training and support requirements. COMNAVRESFORCOM (N14) can be contacted as follows:

Commander
Navy Reserve Forces Command (N14)
1915 Forrestal Drive
Norfolk, VA 23551-4615

Phone: (800) 535-2580
DSN: 262-2444
FAX: (757) 444-7598
E-mail: CNRFC_N14_Staff@navy.mil

Additional information and resources are also available on the COMNAVRESFORCOM (N14) Navy Reserve Homeport:

[https://private.navyreserve.navy.mil/cnrfc/N-Codes/N1/CNRFC_14/Pages/CNRFC\(N14\)-SSOF.aspx](https://private.navyreserve.navy.mil/cnrfc/N-Codes/N1/CNRFC_14/Pages/CNRFC(N14)-SSOF.aspx)

Consulting the Homeport on a quarterly basis for program updates is advised.

c. Health Records. SSRG officers remain members of the IRR, however their records will be maintained by COMNAVRESFORCOM (N14) with coordination from the NRCs. COMNAVRESFORCOM (N14) will enter any medical documents received into the officer's electronic medical record. Officers may deliver hard copy documents to their local NRC for insertion into the applicable paper record.

8. Responsibilities. The following actions are assigned to specified commands/offices:

a. COMNAVRESFORCOM (N1) will:

- (1) Ensure a qualified SSO serves as the SSOPM.
- (2) Coordinate with SSOP and SSRG stakeholders, as required, to ensure program compliance and administrative objectives are being met.

b. COMNAVRESFORCOM (N14) will:

- (1) Manage Reserve Unit Identification Code (RUIC) 2525M.
- (2) Serve as the point of contact for SSO officers in the SSRG.
- (3) Manage ADT execution for SSRG officers to meet capabilities, as necessary, to meet the objectives of the program, per reference (a).
- (4) Assign SSRG officers to support ADT as requested by supported commands.
- (5) Coordinate, adjudicate and process SSRG requests for:
 - (a) Pay/non-pay ADT per current policy.
 - (b) Inactive Duty Training (IDT) orders.
 - (c) Retirement point credit.
 - (e) Uniform allowance claims.
 - (f) ADT waivers.
 - (g) Additional Qualification Designators (AQDs), Navy Officer Billet Classification Codes (NOBCs), Strategic Sealift Officer Warfare (SSOW) Insignia.
- (6) Track individual officer performance, per reference (g), and current SSO program status, and prepare required reports. Items monitored include, but are not limited to, USCG MMC expiration, STCW endorsement, rank, ADT performance, civilian employer status, and additional information as required.
- (7) Update SSRG Officer Official Military Personnel File (OMPF) via PERS-3.
- (8) Adjudicate qualified SSRG officers for promotion selection board membership, Naval War College, National Defense University courses, and any other program requiring a command endorsement.
- (9) Maintain the public and private SSO Homeport which provides SSRG officers with information regarding their current program qualifications and requirements.
- (10) Adjudicate Selected Reserve affiliation or conditional release recommendations for SSRG officers.
- (11) Adjudicate all requests for SSO designation.

(12) Monitor the SSMP fulfillment of the commissioned service requirements and Training and Service Agreement (TSA).

(13) Report officers who fail to meet their military obligations to NAVPERSCOM (PERS-911). The SSOPM will be the final determination of an individual's SSRG compliance.

(14) Provide annual compliance report to the Maritime Administration (MARAD).

(15) Process loss transactions for individuals who are affiliating with the Selected Reserve, and coordinate unit/billet assignments with COMNAVRESFORCOM (N12) and COMNAVCRUITCOM.

(16) Liaise with NAVPERSCOM (PERS-931) and COMNAVRESFORCOM (N35) on SSO mobilization issues.

(17) Liaise with NETC/NSTC on midshipman commissioning and training issues.

(18) Liaise with Bureau of Naval Personnel (BUPERS) concerning SSO community management issues.

c. COMNAVRESFORCOM (N7) will process funding for schools and training.

d. NRCs will:

(1) Provide medical and dental support for all SSRG officers to include: Electronic Physical Health Assessment (PHA), Human Immunodeficiency Virus (HIV) testing, Physical Fitness Assessment (PFA) and Body Composition Assessment (BCA) measurements pursuant to reference (g). Forward associated documentation to COMNAVRESFORCOM (N14), as requested.

(2) Provide support to COMNAVRESFORCOM (N14) in cases of SSRG medical issues, as required.