

RESPERSMAN 1300-030

VOLUNTARY TRAINING UNITS

Responsible Office	COMNAVRESFORCOM (N12)	Phone:	DSN	262-2261
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References	(a) RESPERSMAN 1001-010 (b) DoDI 1215.13 (c) RESPERSMAN 1570-020
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1. **Voluntary Training Units (VTUs)**. Unique to the Navy Reserve, VTUs are a subset of the Individual Ready Reserve and provide qualified Sailors the opportunity to drill in a non-pay status at their local Navy Reserve Activity (NRA) for retirement point credit.

a. The NRA commanding officer (CO) is the reporting senior for the VTU. The CO may delegate this authority in writing to an officer assigned to the VTU.

b. VTU Sailors must maintain satisfactory Inactive Duty Training (IDT) participation requirements per references (a) and (b).

(1) VTU Sailors who fail to perform regularly scheduled IDT periods are subject to the same policies as those Selected Reserve Sailors who miss paid IDT periods. Accumulation of more than the allocated unauthorized absences or authorized absences per references (a) and (c) will result in transfer to the Individual Ready Reserve-Active Status Pool (IRR-ASP) or administrative separation.

(2) VTU Sailors may perform funeral honors duty (FHD) in accordance with reference (c). It is not intended for Sailors assigned to the VTU to only perform FHD; regular IDT participation is also required. 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 Special Work orders if/when funding is available and appropriate training opportunities exist.

d. NRA COs shall determine the best use of VTU Sailors to maximize real and meaningful work in support of the needs of the Navy. NRA COs shall task VTU Sailors to fulfill local support roles or to provide operational support to other active commands. The fulfillment of local support roles may include, but is not limited to, participating with organizations, such as: the Navy Reserve Officer Training Corps, Navy Junior Reserve Officers Training Corps, Naval Sea Cadet Corps, Naval Academy Information Program, Campaign Drug Free, and the Navy Reserve Support Element programs.

2. VTU Assignment Process

a. Sailors assigned to the IRR-ASP may be considered for assignment to a VTU. Sailors must meet medical retention standards and be screened for eligibility and approved by Navy Personnel Command (PERS-911/913). Refer to RESPERSMAN 1100-050 for ASP to VTU affiliation procedures.

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

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

(2) If the NRA 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 (for professional or personal reasons), the Sailor must sign a [NAVPERS 1070/613, Administrative Remarks](#) acknowledging the following:

(1) If the alternate NRA is greater than 50 miles away and there is another NRA less than 50 miles away, the Sailor must acknowledge that berthing will not be provided.

(2) If the alternate NRA is greater than 100 miles away and there is another NRA less than 100 miles, the Sailor must acknowledge they freely accept commuting this distance.

3. Benefits and Incentives

a. NRA COs shall ensure:

(1) Sailors transferring from a Selected Reserve (SELRES) status receive counseling regarding their affected benefits and incentives.

(2) Sailors sign a [NAVPERS 1070/613, Administrative Remarks](#) acknowledging their understanding of affected benefits and incentives prior to transferring from SELRES status.

(3) Sailors assigned to the VTU are automatically covered under Servicemembers' Group Life Insurance (SGLI)/Family SGLI (FSGLI), as applicable. Because there is no IDT pay from which to deduct SGLI/FSGLI premiums, VTU Sailors must remit premium payments directly to Defense Finance and Accounting Services or decline coverage by completing SGLV 8286, Servicemembers' Group Life Insurance Election and Certificate.

(a) Failure to decline coverage or pay premiums will result in a debt to the United States Treasury for which the member is liable. Failure to pay this debt may negatively affect a member's credit and may result in further administrative action.