COMNAVRESFORCOM INSTRUCTION 1160.1A

From: Commander, Navy Reserve Forces Command

Subj: REENLISTMENT INCENTIVES

Ref: (a) MILPERSMAN 1160-020

1. Purpose. To publish Commander, Navy Reserve Forces Command (COMNAVRESFORCOM) headquarters (HQ) staff policy for reenlistment incentives.

2. Discussion. The decision for a Sailor to reenlist is a major event in their career and shall be recognized and treated as such. An appropriate ceremony shall be held to recognize the importance of the occasion, at the discretion of the Sailor.


4. Action

   a. Personnel assigned and reenlisting at COMNAVRESFORCOM HQ staff shall be granted the following incentives on the day of the ceremony, and or after the ceremony:

      (1) Photographs of the event
      (2) COMNAVRESFORCOM Reenlistment Pen
      (3) COMNAVRESFORCOM Reenlistment Coin
      (4) COMNAVRESFORCOM Key Chain
      (5) Reenlistment Certificate of Appreciation
      (6) Spouse Certificate of Appreciation
      (7) Children Certificates of Appreciation
      (8) Special Liberty

          (a) Six-year reenlistment will receive a four-day special liberty to be used in conjunction with a weekend.
(b) Two, three, four, and five-year reenlistments will receive three days of special liberty to be used in conjunction with a weekend.

(9) Honorable Discharge Certificate

(10) Lapel Pin

b. Special liberties must be taken within three months of reenlisting, contingent on department head approval. In no case shall any combination of the above special liberty incentives and regular periods of liberty exceed the four-day limit when taken in conjunction with a weekend.

c. Re-enlistment location and reenlisting officer will be at the option of the Sailor per reference (a) (within reasonable limits and boundaries).

5. Records Management. Records created as a result of this instruction, regardless of media and format, must be managed per Secretary of the Navy Manual 5210.1 of January 2012.

6. Review and Effective Date. Per OPNAVISNT 5215.17A, COMNAVRESFORCOM will review this instruction annually on the anniversary of its effective date to ensure applicability, currency, and consistency with Federal, Department of Defense, Secretary of the Navy, and Navy policy and statutory authority using OPNAV 5215/40 Review of Instruction. This instruction will automatically expire five years after effective date unless reissued or canceled prior to the five-year anniversary date, or an extension is granted.

R. B. JOHNSON
Chief of Staff

Releasability and Distribution:
This instruction is cleared for public release and is available electronically only via COMNAVRESFORCOM Web site, https://navyreserve.navy.mil