



DEPARTMENT OF THE NAVY
OFFICE OF THE CHIEF OF NAVAL OPERATIONS
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WASHINGTON, DC 20350-2000

OPNAVINST 1210.5A
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OPNAV INSTRUCTION 1210.5A

From: Chief of Naval Operations

Subj: LATERAL TRANSFER AND REDESIGNATION OF OFFICERS IN THE NAVY

Ref: (a) BUPERSINST 1001.39F
(b) MILPERSMAN
(c) OPNAVINST 1520.40B
(d) 10 U.S.C.
(e) DoD Instruction 1310.02 of 26 Mar 2015

Encl: (1) Definitions

1. Purpose. To provide flexibility in the manning of officer communities, under references (a) through (e), and prescribe regulations governing the lateral transfer and redesignation of active duty officers between various designators in the unrestricted line, restricted line, and staff corps. This instruction revises community specific lateral transfer requirements including the removal of the special warfare community from the lateral transfer board process. This instruction is a complete revision and should be reviewed in its entirety.

2. Cancellation. OPNAVINST 1210.5.

3. Applicability. This instruction applies to all officers on the active duty list who are applicants for lateral transfer and redesignation within the active-duty component of the Navy.

a. The lateral transfer and redesignation of Selected Reserve officers on the reserve active status list is regulated by reference (a).

b. Reference (b) addresses the lateral transfer and redesignation of full-time support officers (article 1001-020), the lateral transfer and redesignation and augmentation of Selected Reserve and full-time support officers on the reserve active status list to the active duty list through the Navy Indefinite Recall Program (article 1320-150), community specific eligibility requirements (contact the appropriate officer community managers for specialized requirements or request procedures)(article 1212-010), redesignation procedures for limited duty officers (LDO) and chief warrant officers (CWO) within their respective communities (article 1212-020), and the redesignation of regular permanent and temporary LDOs (article 1212-030).

4. Definitions. Definitions of terms used in this instruction are provided in enclosure (1).

5. Lateral Transfer and Redesignation. The lateral transfer and redesignation process provides flexibility in officer community manning and improves the Navy's return on investment in officer training and education by maximizing and utilizing the specialized skillsets of officers throughout their careers. Except as provided in paragraph 7, all lateral transfers and redesignations of officers under this instruction must be made following the approved reports of lateral transfer and redesignation boards appointed by the Chief of Naval Personnel (CHNAVPERS) and sponsored by Commander, Navy Personnel Command (COMNAVPERSCOM) Career Progression Division (PERS-8). Officers' eligibilities are listed in subparagraphs 5a through 5k.

a. Officers applying for lateral transfer and redesignation into another community must meet the applicable criteria specified for that community under this instruction and the precepts set forth in the board quota letter.

b. Officers may request consideration for no more than two designators within the same or different competitive categories and must meet any other such eligibility requirements as may be prescribed by CHNAVPERS.

c. Applicants must have completed at least 24 months of commissioned service above the grade of CWO-5.

d. Officers with an approved resignation or retirement request are not eligible to apply to the board.

e. Officers who are, or have been notified that they are, being processed for administrative separation are not eligible to apply to the board.

f. If serving under an agreement for any special or incentive pay in which an obligation is incurred, an officer is not eligible to apply to the board until within 1 year of satisfaction of that obligation.

g. Officers must possess at least a baccalaureate degree with the exception of LDOs who are within 6 months of completing their baccalaureate degree. Their package must include an official letter from an accredited university or college stating they are in good standing and also contain expected degree and graduation date (month and year).

h. Officers must agree to serve on active duty at least 3 years from the date of designator change, to be served concurrently with any other obligations.

i. Officers in the unrestricted line may not request lateral transfer and redesignation until within 1 year of completing obligated service in their present community as a result of functional training received.

j. Officers in the unrestricted line must have achieved final warfare qualification in their current community before applying for lateral transfer and redesignation.

k. Officers requesting lateral transfer into or within the staff corps must meet additional eligibility criteria prescribed by the applicable OPNAVINST 1120 series.

6. Lateral Transfer and Redesignation Application Package Contents

a. Applications must be submitted in proper letter format to COMNAVPERSCOM Enlisted Administrative Board Branch (PERS-803) via the applicant's commanding officer. The command endorsement should discuss the motivation and potential of the applicant and provide a specific recommendation concerning the request.

b. Applications must include the information contained in subparagraphs 6b(1) through 6b(11).

(1) Designator(s) applying to, listed in order of preference (maximum of two).

(2) A statement indicating a member's desire to be considered or not considered for lateral transfer and redesignation by communities not listed as one of their primary choices.

(3) Date and place of birth.

(4) Source of commissioning.

(5) Date of original commission.

(6) Date of rank (temporary and permanent, if applicable).

(7) Date of end of obligated service in the present community.

(8) Citizenship (if naturalized, include naturalization number).

(9) Officers applying for designators explosive ordnance disposal (119X), foreign area officer (17XX), information warfare (181X), information professional (182X), and intelligence (183X) must submit proof of an adjudicated top secret or special compartmented information clearance or an SF-86 Questionnaire for National Security Positions, with the application package. Upon selection to any of these designators, a single scope background investigation must be initiated. Lateral transfer and redesignation is contingent upon the successful completion of the single scope background investigation and eligibility for special compartmented information access. Additionally, applicants for information warfare must successfully complete a personnel security screening counterintelligence scope polygraph.

(10) Academic profile code, which is a three-digit code that summarizes pertinent portions of an officer's prior college performance. The Naval Postgraduate School routinely generates academic profile codes for officers of most Navy communities, usually within 3 years of commissioning. The three independent digits reflect an individual's cumulative grade-point average, exposure to and performance in calculus-related mathematics courses, and exposure to and performance in selected science and engineering areas. If applicants do not have an academic profile code on file, they must submit college transcripts with their application.

(11) Additional information that the applicant feels should be brought to the attention of the selection board. Requests for waiver of any of the eligibility requirements specified in this article should be thoroughly substantiated.

c. Applicants must meet the appropriate occupational and physical standards for the community in which they are applying.

d. Community specific eligibility requirements are addressed in reference (b), article 1212-010.

7. Without Board Action Lateral Transfer and Redesignations. Deputy Chief of Naval Operations for Manpower, Personnel, Training, and Education (CNO (N1)) may take action to redesignate qualified officers listed in subparagraphs 7a through 7h without lateral transfer and redesignation board action.

a. Officers redesignated as a result of qualification within an unrestricted line warfare designator.

b. Officers redesignated as trainees in an unrestricted line warfare designator within their respective core community.

c. Student officers redesignated as a result of completing professional requirements for appointment in the Medical, Dental, Judge Advocate General, or Chaplain Corps.

d. Officers redesignated as a result of administrative or medical board action requiring revocation or restoration of status.

e. Active duty LDOs to other active duty LDO designators where they are qualified to serve.

f. Active duty LDOs determined for off-ramp in the specific case wherein both the losing and gaining officer community managers have developed a phasing plan for movement of inventory and billets and the officer is a part of this phasing plan.

g. At the discretion of CNO (N1) when such action is in the best interest of the Navy.

h. Community-specific without lateral transfer and redesignation board action are listed in subparagraphs 7h(1) through 7h(5).

(1) Engineering Duty Option Program. Qualified officers are designated as surface warfare or submarine officers upon commissioning, and these officers are redesignated as engineering duty officers upon completion of specified career milestones without board action, following reference (b), article 1212-040.

(2) Information Warfare Community Option Programs. Qualified officers are designated as surface warfare officers upon commissioning, and these officers are redesignated as oceanography, information warfare, information professional, or intelligence officers upon completion of specified career milestones without board action, following reference (b), article 1212-050.

(3) Permanent Military Professors. Under reference (c), permanent military professor officers who do not maintain satisfactory progress in their required education program or those whose academic or professional performance fails to maintain the exemplary standards required by the gaining institution will be subject to redesignation. The impacted community managers must both agree to the without board action request.

(4) Information Warfare Community (18XX). Active duty information warfare community LDOs in grades lieutenant commander (LCDR), commander (CDR), and captain (CAPT) into the restricted line (18XX) community are eligible on a case by case basis as part of the LDO and CWO sustainability initiative. Cyber warfare engineers at their minimum service requirement are eligible on a case by case basis to redesignate into the information warfare (1810) or information professional (1820) communities.

(5) Naval Nuclear Propulsion Program. Officers may be approved for redesignation by OPNAV Nuclear Program Manager (OPNAV N133) from one component of the Naval Nuclear Propulsion Program to another (includes 1210, 1220, 1110, 1160 (nuclear), and 1120, 1170). In addition, officers may be released from their original community and accepted for training in the Naval Nuclear Propulsion Program, following reference (b), article 1520-050.

8. Lateral Transfer and Redesignation Boards

a. Board Composition. Boards must be convened by CHNAVPERS and must consist of at least five officers. A majority of the members will be officers of the Regular Navy. No member of the board will act in the case of an applicant for redesignation who is serving in a higher grade than the member, but will be at least serving in the grade of O-4 or above. A member may serve

on two or more successive boards convened under this instruction. As an administrative board, officer community managers, detailers, and placement officers may serve as board members and support staff as required.

b. Oath. All members of the board must swear or affirm that they will perform their duties as a member of the board without prejudice or partiality and having in view both the special fitness of the officers and the efficiency of the Naval Service.

c. Information to be Furnished. CHNAVPERS will furnish the board with the names, applications, and records of all eligible applicants.

d. Applications to be Considered. Prior to consideration at the board, all officers must have the concurrence of both the current and potential gaining officer community managers to ensure their eligibility for lateral transfer. The board must carefully consider each applicant for lateral transfer and redesignation in the competitive category or categories requested under the guidelines set forth by CHNAVPERS in the precept. If applicants request consideration and are qualified for lateral transfer and redesignation in more than one designator, the board will recommend the applicants for lateral transfer and redesignation in their first choice designator.

e. Further Consideration Statement. Applications must include a statement indicating the applicant's desire to be considered or not considered for lateral transfer and redesignation by communities not listed as one of their primary two choices. Those applicants indicating the desire to be considered by communities other than their primary two choices, must be reviewed by all communities with remaining quotas if the applicant was not selected by one of their primary two communities. If eligible and approved by the current and potential gaining officer community managers to be selected into an alternate community, officers will be offered the opportunity to redesignate via official correspondence.

f. Quotas. Each board may recommend for lateral transfer and redesignation eligible officers in numbers not to exceed quotas furnished by CHNAVPERS. The board is not obligated to select to the numbers provided, however, quotas will in no case be exceeded.

g. Board Reports. The board will submit one or more written reports signed by all acting members and recorders. Each report must certify that the board has complied with all instructions and directives contained in its precept, and that in the opinion of at least a majority of the members, the applicants recommended for lateral transfer and redesignation are qualified for such and are the best qualified for lateral transfer and redesignation, in the competitive category recommended, of all the candidates under consideration.

h. Forwarding and Disclosure of Board Proceedings and Recommendations. The report of each board must be forwarded to CNO (N1) for approval or disapproval. The proceedings and recommendations of the board must not be divulged by any member of the board or by the recorders, except as authorized by the Secretary of the Navy (SECNAV).

i. Removal. CHNAVPERS may remove the name of any officer from the list of officers recommended for redesignation.

9. Appointment

a. Appointments must be made as stated in the sections of reference (d) listed in subparagraphs 9a(1) through 9a(5).

(1) Regular Navy - sections 531, 532, and 533.

(2) Regular Navy CWOs - section 572, and 573.

(3) Permanent LDO - section 5589.

(4) Temporary LDO - section 5596.

(5) Line to Staff and Staff to Line - section 5582.

b. Officers in the unrestricted line or restricted line do not need reappointment if redesignating to any of the unrestricted line or restricted line communities.

10. Effective Date of Designator Change and Projected Transfer Month. Determining the timing of designator changes is a coordinated effort by both the losing and gaining communities. Officer community managers will coordinate with COMNAVPERSCOM (PERS-803), who will execute the change normally within 6 months after the release of the Navy Lateral Transfer and Redesignation Selection Board results naval administrative (NAVADMIN) message. Officers can expect assignment to a billet appropriate to their new designator within 9 months from approval of change of designator or at projected rotation date (PRD), whichever occurs earlier.

a. Officers, O-4 and above laterally transferring from line to staff, staff to line, or staff to staff require Senate confirmation before redesignation can be effected. Senate confirmation may take 6 to 8 months to complete, but officers can still expect assignment to a billet appropriate to their new designator within 9 months from approval of change of designator or at PRD, whichever occurs earlier.

b. Officers selected for promotion within their current community will not be redesignated before their promotion date. These officers must notify their current detailer and COMNAVPERSCOM (PERS-803) to ensure redesignation does not occur before their promotion date. These officers can also expect assignment to a billet appropriate to their new designator within 9 months from approval of change of designator or at PRD, whichever occurs earlier.

c. Officers who are serving under an agreement for special or incentive pays as discussed in subparagraph 5f may not be redesignated before satisfaction of their obligation. These officers can expect assignment to a billet appropriate to their new designation within 1 year from approval of change of designator or at PRD, whichever occurs earlier.

d. Aviation officers must not be permitted to redesignate until the latter of completion of the active duty service obligation, fulfillment or expiration or cancellation of aviation career continuation pay contract, or PRD, unless amended by the aviation officer community manager. Aviation officers in operational flying billets (billet designator XXX1 or XXX2) must not be permitted to redesignate until PRD.

e. Officers selected who do not desire to accept lateral transfer and redesignation must notify COMNAVPERSCOM (PERS-803), within 30 days of release of the NAVADMIN announcing the Navy Lateral Transfer and Redesignation Selection Board results.

11. Waivers of Eligibility Requirements. CHNAVPERS may grant requests for waivers of any eligibility requirements, except those established by statute, as listed in subparagraphs 11a through 11c.

a. For a definable class of individuals that is rationally distinguishable on grounds related to the needs of the Navy from those persons for whom no exception is made by regulation or statute.

b. When gross inequity to the applicant would otherwise result.

c. When in the judgment of CHNAVPERS, extraordinary circumstances cause such a waiver to be in the best interest of the Navy.

12. Records Management. Records created as a result of this instruction, regardless of media or format, must be managed per SECNAV Manual (M-)5210.1 of January 2012.

13. Review and Effective Date. Per OPNAVINST 5215.17A, CNO (N1) will review this instruction annually on the anniversary of its issuance date to ensure applicability, currency, and consistency with Federal, DoD, SECNAV, and Navy policy and statutory authority using OPNAV 5215/40 Review of Instruction. This instruction will automatically expire 5 years from its issuance date unless reissued or canceled prior to the 5-year anniversary date, or an extension has been granted.

14. Forms and Information Management Control

a. SF 86 Questionnaire for National Security Positions is available online at the U.S. Office of Personnel Management's Web site: <http://www.opm.gov/forms/html/sf.asp>.

b. Report and data collections contained in subparagraph 8g are exempt from information management control per SECNAV Manual M-5214.1 of December 2005, part IV, subparagraph 7k.



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Releasability and Distribution:

This instruction is cleared for public release and is available electronically only via Department of the Navy Issuances Web site, <http://doni.documentservices.dla.mil/>

DEFINITIONS

1. Active Commissioned Service. Service on active duty as a commissioned officer in a grade above warrant officer, W-1.
2. Active Duty: Full-time Duty in the Active Military Service of the United States. Includes duty on the active duty list, recalled or mobilized duty, full-time training duty, annual training duty, and attendance, while in the active Military Service, at a school designated as a Service school by law, or at a school designated as a Service school by the Secretary of the Military Department concerned.
3. Active Duty List. A single list of all officers on active duty. It includes all officers of the Regular Navy on active duty, except the officers listed in subparagraphs 3a through 3j.
 - a. Reserve officers on active duty for training.
 - b. Reserve officers serving as members of the Reserve Forces Policy Board.
 - c. Reserve officers on active duty at the seat of government and at headquarters responsible for reserve affairs, to participate in preparing and administering the policies and regulations affecting the reserve component.
 - d. Reserve officers on active duty in connection with organizing, administering, recruiting, instructing, or training the reserve components.
 - e. Reserve officers on active duty for special work.
 - f. Selected Reserve officers on Military Personnel, Navy recall with cumulative active duty periods not exceeding 1,095 days in the previous 1,460 days.
 - g. Reserve officers on active duty for the administration of the Selective Service System.
 - h. Warrant officers.
 - i. Retired officers on active duty.
 - j. Students at the Uniformed Services University of the Health Sciences.
4. Applicant. An officer or warrant officer who applies, or who is considered without making formal application, for redesignation under this instruction.

5. Full-Time Support. An officer of the Navy Reserve on active duty, other than active duty for training, but not on the active duty list, designated for the training and administration of the Navy Reserve.
6. Lateral Transfer. Any change of designator between competitive categories (e.g., line to staff) or within the staff corps designators.
7. Off-ramp. A change of designator from LDO to the respective restricted line or staff corps counterpart community. Off-ramps were developed to consolidate officers of the same or similar capabilities and technical acumen under one restricted line or staff corps designator.
8. Redesignation. Any change of designator in the line of the Navy to a different line competitive category (e.g., unrestricted line to restricted line) or in the same competitive category to a different specialty (e.g., surface warfare officer to pilot).
9. Regular Officer. An officer of the Regular Navy on the active duty list serving under a permanent appointment in a grade above CWO-5.
10. Regular Permanent LDO. An officer of the Regular Navy on the active duty list who is designated for limited duty in the line or staff corps, as indicated by the individual's designator, and who is serving under a permanent appointment in a grade above CWO-5.
11. Regular Temporary LDO. An officer whose permanent status in the Regular Navy is warrant officer or enlisted member and who is serving on active duty under a temporary appointment in a grade above CWO-5 as an officer designated for limited duty in the line or staff corps, as indicated by the individual's designator.
12. Reserve CWO. An officer of the Navy Reserve serving in a permanent CWO grade.
13. Reserve LDO. An officer of the Navy Reserve who is designated for limited duty in the line or staff corps as indicated by the individual's designator, and who is serving under a permanent appointment in a grade above CWO-5.
14. Reserve Officer. An officer of the Navy Reserve on the reserve active-status list, or on active duty as a full-time support officer, serving under a permanent appointment in a grade above CWO-5.