


head start


Photo by PH1 Michael Warner

GREAT LAKES, ILL.—There is no greater threat to a ship and its crew than fire. During the two-week training course NRAC recruits learn life-saving firefighting techniques.

What is NRAC?

RTC GREAT LAKES, ILL.—The Naval Reserve Accession Course (NRAC) provides Navy accession level skills and knowledge to prepare non-prior service Reserve personnel for naval service.

NRAC is a 17-day course of military instruction conducted aboard Recruit Training Command, Great Lakes. NRAC is the residential phase of the Naval

Reserve's four-phase Initial Active Duty Training (IADT) curriculum, and it builds upon earlier military training provided by a Reservist's home Reserve Activity. As a whole, the Naval Reserve's IADT curriculum trains personnel recruited into the Naval Reserve with no prior military service and turns them into Sailors.

Before you go...

Recruits must be able to recite from memory the following three items during their training. Memorize these items prior to arrival:

The Sailor's Creed

- I am a United States Sailor.
- I will support and defend the Constitution of the United States of America, and I will obey the orders of those appointed over me.
- I represent the fighting spirit of the Navy and those who have gone before me to defend freedom and democracy around the world.
- I proudly serve my country's Navy combat team with honor, courage, and commitment.
- I am committed to excellence and the fair treatment of all.

11 General Orders of a Sentry

- 1—To take charge of this post and all government property in view.
- 2—To walk my post in a military manner, keeping always on the alert and observing everything which takes place within sight or hearing.
- 3—To report all violations of orders I am instructed to enforce.
- 4—To repeat all calls from posts more distant from the guard house than my own.
- 5—To quit my post only when properly relieved.
- 6—To receive, obey, and pass on to the sentry who relieves me, all orders from the Commanding Officer, the Officer of the Day, and all officers and non-commissioned officers of the guard only.
- 7—To talk to no one except in the line of duty.
- 8—To give the alarm in case of fire or disorder.
- 9—To call the Corporal of the Guard in any case not covered by instructions.
- 10—To salute all officers and all colors and standards not cased.
- 11—To be especially watchful at night and during the time for challenging, to challenge all persons on or near my post, and to allow no one to pass without proper authority.

Recruit Training Command Chain of Command

President of the United States
Mr. George W. Bush

Vice President of the United States
Mr. Dick Cheney

Secretary of Defense
Mr. Donald Rumsfeld

Secretary of the Navy
Mr. Gordon England

Chief of Naval Operations (CNO)
ADM Vern Clark

Master Chief Petty Officer of the Navy (MCPON)
MCPON(SS/AW) Terry Scott

Commander, Naval Education Training Command (NETC)
VADM Alfred Harms

NETC Force Master Chief (CMC, NETC)
FORCM(AW/SS/SW/PJ) Michael McCalip

Commander, Naval Service Training Command (NSTC)
RADM Ann Rondeau

NSTC Command Master Chief
CNOCM(SW) Bernard Quibilan

Commanding Officer, Recruit Training Command
CAPT Michael Moran

Executive Officer, Recruit Training Command
CDR James Knapp, Jr.

RTC Command Master Chief
CMDM(SW/AW) Michael Tsikouris

Military Training Department
CDR John Ottery

Fleet Commander/Officer in Charge NRAC
LT Scott Kuyedall

Fleet Leading Chief Petty Officer
SKCS(SW) Lawrence Anderson

Download a complete list of NRAC requirements and "Welcome Aboard" package at www.nsgreatlakes.navy.mil/nrac.



Photo by PH1 Michael Warner

GREAT LAKES, ILL.—NRAC recruit Joseph Proctor of Crocker, Mo., gives a hand salute during the hat ceremony performed at the completion of "Team Challenge."



Photo by PH1 Michael Worner

GREAT LAKES ILL.—NRAC recruits search for shipmates in a smoke-filled space during the "Investigate and Rescue" scenario of the "Team Challenge" exercise.

Requirements for NRAC

What does a new recruit need for the Naval Reserve Accession Course? The Naval Reserve Activity will create a package for new recruits containing:

- Dependency Application/Record of Emergency Data (NAVPERS 1070/602), verified within the last 30 days.
- Original and three copies of Annual Training (AT) orders.
- Medical and dental records, shot records.
- AT check out sheet NAVRES 3500/18 (Rev 03-01) with body fat measurements annotated.

All of the above will be placed in a large envelope marked on the outside with the servicemember's rate, last name, first initial and the word "NRAC." A check off sheet with a list of enclosed items will be attached to the envelope.

The recruit will be immediately returned to their Naval Reserve Activity (NRA) if reporting to Recruit Training Command without:

- A copy of their Dependency Application/Record of Emergency Data, NAVPERS 1070/602.
- Medical and dental records.
- Body fat measurement annotated completed in section 4.C of the AT checkout form NAVRES 3500/18 (Rev 03-01).
- Being fit for moderate-risk classes, and/or meeting body fat composition per current policy.

Note: A copy of your Record of Military Processing, DD Form 1966, is no longer required.

Medical and dental requirements for NRAC

A recruit's medical records must state "fit for full duty" and must show a complete dental exam. Currently, students are waived from Dental Class I or II requirements. Due to the required training schedule, students will only receive emergency dental treatment. Students must be physically qualified and prepared to complete all training components during NRAC. Here are some important considerations for new students:

- Medical and dental records must conform to MANMED chapters 6 and 16.
- Students in a Temporary Not Physically Qualified (TNPQ) status (except for dental classification) or light duty status cannot perform the training. Orders will not be issued until physical condition is resolved.
- Due to the moderate-risk training requirements conducted during this course, members not within physical readiness standards will have their AT orders terminated.
- Students must report with a complete, up to date medical record. Women must have a PAP test within 12 months of reporting. Students without the appropriate documentation will have their orders canceled. No "pending" lab results are accepted.
- Ensure dental class is stated in the dental record. If a civilian dentist performed the exam, ensure DD form 2813 is used.;
- Personnel with dental braces, undergoing active treatment, are not permitted to attend NRAC, per MANMED 15-55 .
- Per COMNAVRESFORINST 6000.1A, pregnant servicewomen are not authorized to attend NRAC training. Pregnant servicewomen must notify their Naval Reserve activity regarding their condition so orders may be canceled or modified appropriately.
- Personnel must meet moderate risk medical screening criteria and Navy physical readiness standards. Students must report with their medical, dental and the body fat measurements noted in Section 4.C of the AT checkout form NAVRES 3500/18 (Rev 08-00).

- Personnel with the following medical conditions cannot attend NRAC: Pneumonia; bronchitis or asthma; conjunctivitis; fracture, sprain, splint, cast; pregnancy; recent stitches; severe burns; athlete's foot; fungus infection; a new tattoo or recent surgery (including tooth extraction) within 72 hours of class; prescribed or over-the-counter medication which may have side effects that cause drowsiness, dizziness, visual disturbance or decreased muscle coordination; claustrophobia; hydrophobia or hernia.
- Bring supporting documents for any waiverable conditions.
- A doctor may determine the member is unable to participate in the training due to other medical conditions noted on the risk factor screening, and send the student home.

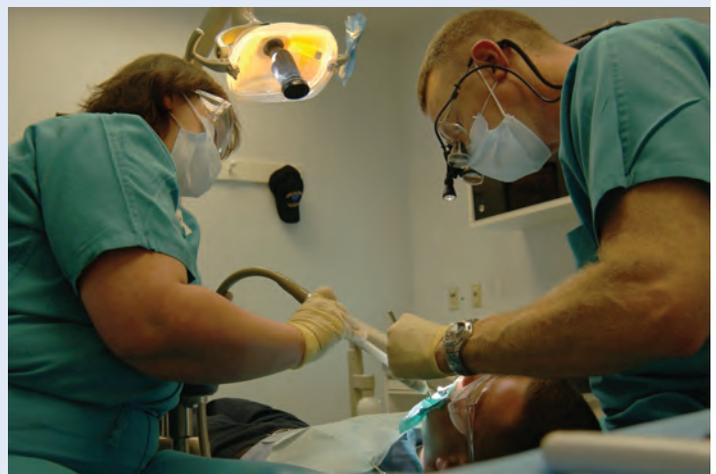


Photo by PH2(AW) Justin C. Proulx

NAS NEW ORLEANS—DT2 Elaine Belford of Cheyenne, Wyo., and LCDR Bruce Green of New Orleans prepare a dental patient to receive fillings.



through the decades

1915

Congress creates the U.S. Naval Reserve on Mar. 3 in response to WW I.

1930s

The Naval Reserve grows in size to meet the threat posed by a strong Japanese Navy.

1920s

A new law passes, establishing three classes of Naval Reserves. These includes the Fleet Naval Reserve, which incorporates the Air Reserve, the Merchant Marine Reserve and a volunteer Naval Reserve.



1950s

Reservists make up one-fourth of all Naval personnel (250,000) during the Korean conflict.

1940s

African Americans enlist in the Reserve. Women Appointed for Volunteer Emergency Service (WAVES) program is established.

1960s

During the Vietnam Conflict, one of every seven active-duty Navy members is a Reservist.

1970s

Commander, Naval Reserve Force is established in New Orleans, La.

1980s

The Naval Reserve conducts drug interdiction patrols throughout the 80s.

1990s

21,000 Naval Reservists are called to serve in Operations *Desert Shield/Storm*.

2004

Today the Naval Reserve is 88,000 strong and Fleet support continues.

Information provided by LCDR John Filostrat, COMNAVRESFOR

The Naval Reservist ... a look back in history

What was happening back then...

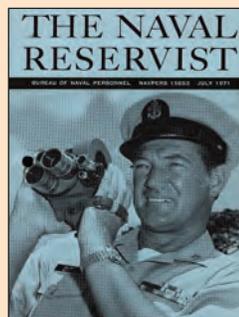
July 1955—WAVES celebrate 13th birthday.

July 1971—The maximum age for a drilling Reservist to receive pay is 58.

November 1993—Wade R. Sanders becomes Deputy Secretary of the Navy for Reserve Affairs. Ironically the current deputy, Thomas F. Hall, is featured on the same page. Hall, as Commander Naval Reserve Force, was visiting Naval Air Reserve San Diego.



July 1955



July 1971



November 1993



Pay questions

Drilling Reservists with questions about military pay should first turn to their Naval Reserve Activity (NRA) for assistance. They are the best source for information on pay issues. If the NRA cannot help, call DFAS-Cleveland Center at 1-800-255-0974, or e-mail CCL-MB-military-pay@dfas.mil. Here are tips on how to help DFAS serve you better:

- When e-mailing a question, include "Drilling Reserve Pay Inquiry" in the subject line.
- Include full name, rank, Social Security number, unit, location, phone number and e-mail address in the note.
- Allow seven business days for reply.

Per diem

Per diem, the daily allowance for food and lodging, is calculated systematically from each destination point and is priced based on Joint Travel Federal Regulations (JTFR) tables. The tables are now available online in NROWS.

NROWS is more sophisticated, estimating seasonal cost fluctuations and updates from the JTFR. NROWS also estimates the cost of multiple legs of travel, while the old RESFMS system only estimates from the first location.

More information on per diem can be found in volumes 1 and 2 of the JTFR or online at www.dtic.mil/perdiem.

Retirement points

By LN2 Edward Lombard
NR SACLANT Det. 120

A Reservist's retirement is based on a point system. A Naval Reservist's Annual Retirement Point Record/Annual Statement of Service History (ARPR/ASOSH) can be found at the Bureau of Naval Personnel's Web site www.BOL.navy.mil. A link will take you to a secure web page, where you will log in.

Select "ARPR/ASOSH Online" to see a summary of your retirement points earned in any given year of your Navy career.

Information contained in these capture sheets updates two months after each month passes. For example, if your anniversary month is April, you may see your updated participation records the first week of July.

This service is open to all Selected Reserve, Temporary Disability Retired List and Individual Ready Reserve personnel currently earning retirement points. It is also open to retired Reserve members currently in a without-pay status, who are eligible for retired pay at age 60.

2004 pay scale

Reservists can view the new 2004 pay charts online at the DFAS Military Pay Rates Web site:

<http://www.dfas.mil/money/milpay/pay>.



Photo by JOC Kevin Elliott

CAMP LEJEUNE, N.C.—LT Kyle Croce, from West Palm Beach, Fla., patrols a landing site during a drill with the NMCCB-14 Seabee Engineering Reconnaissance Team for Exercise Sharp Wedge 2003.

TRICARE assists families of mobilized Reservists

By Sgt. 1st Class Kathleen T. Rhem
U.S.A. American Forces Press Service

Family members of Reservists called to active duty for more than 30 days are eligible for TRICARE benefits the day their military sponsor mobilizes. The type of TRICARE coverage reserve component family members receive depends on the length of the sponsor's activation orders.

Air Force Col. Kathleen Woody, director of medical readiness and programs in the Office of the Assistant Secretary of Defense for Reserve Affairs said Reserve members activated receive the same individual healthcare as their active-duty counterparts.

Coverage for their families though, can take many different forms. If sponsors have orders to active duty for more than 30 days, their families are covered under the TRICARE Extra or Standard programs from the day the member is activated.

Eligible family members pay deductibles and cost-shares under TRICARE Extra and Standard, Col. Woody explained. Using a TRICARE Extra network provider can minimize those costs. Beneficiaries can get information through their local TRICARE service center.

Family members of Reservists activated under orders for 179 days or more have the option to enroll in TRICARE Prime, the military's health maintenance organization.

Woody said the most important thing for all Reserve members is to ensure all information in the Defense Enrollment Eligibility Reporting System (DEERS) is accurate. Activated Reservists are given a chance to review and make changes to their family's DEERS enroll-

ments during the mobilization process.

In cases where members are activated for contingency operations, they and their family members are eligible to retain military medical benefits for up to 30 days after they're released from active duty, unless covered sooner by an employer-sponsored health care plan.



Photo by OS2 Wendy Kahn

BETHESDA, MD.—Reserve surgeons (left to right) LCDR Steve Madison, CDR William O'Connor and LT George Nanos apply bandages to a wounded U.S. Marine.



✓ Annual Training (AT)

Here is a checklist that Reservists can refer to before departing for Annual Training. It is not a complete list and should be used only for reference. Contact your local Naval Reserve support site for details.

- Review your orders to ensure accuracy of information (rental car, length of stay, billeting, flight itinerary, etc.).
- Ensure page two of your service record is accurate and up to date (address, dependents, etc.).
- Make sure medical records are verified and up to date, etc.
- Visit the security officer to check your clearance.
- See your training department to get details regarding expectations during AT, and get any appropriate forms (PQS, advancement info, etc.).
- Make sure you have filled out a Direct Deposit form with a nine-digit bank routing number and personal account number (for depositing travel claim payments).
- Ask for a checklist of any items you may need to bring—particularly when going aboard ship or overseas (uniforms, passport, special equipment, personal items such as dog tags, flashlight, shower shoes, etc.).
- Let your civilian employer know when you are planning to be on AT, ideally at least 60 days in advance.

✓ Medical readiness

By HMCM(SW) C.J. Lewis
COMNAVRESFOR Force Medical

Medical and dental readiness is crucial. As a Reservist, you need to be ready to report to your supported command.

- Ensure that your periodic physical is current: Every five years to age 49, every two years for ages 50 to 59 and annually for ages 60 and older.
- Ensure that you complete the Annual Certificate of Physical Condition (NAVMED 6120/3) each year between periodic physicals.
- Ensure you complete your annual dental examination and that you are dental class I or II. If you are found to be dental class III, make sure that you get dental work completed and up to dental class I or II as soon as possible.
- If you do not have a dental care plan through civilian work, look at the TRICARE Dental Plan offered to assist you to meet your obligation to be dental class I or II. You also have the option to purchase the TRICARE Dental Plan for you and your family members. Call toll-free 1-888-622-2256.
- Ensure all required immunizations are up to date.
- If you have any medical problems that could prevent or delay you from being mobilized, notify your Naval Reserve Activity (NRA) medical department.

If you have questions, contact your NRA medical department representative.

✓ Training travel tips

Here are a few tips for Reservists traveling for duty within the U.S. and overseas in 2004:

- Allow extra time for changing security requirements. Travelers should plan ahead, be ready to provide orders and military ID at check-in, cooperate with all airline policies.
- Orders—are they handy? Keep orders, tickets and itinerary at your fingertips (not in the cargo section with luggage).
- Do your I.D. and orders information match? If your I.D., orders or Page 2 contain errors or outdated information, you may not get through security check points or to your destination.
- Do you have pertinent phone numbers? Keep handy the points of contact for exercise or training, duty office, your security manager, and emergency travel assistance.
- Foreign currency—Exchange a sufficient amount of American money into foreign currency to take you through your arrival and departure from the gaining command. Local currency is handy for taxis, luggage carts, snacks and even a hotel room in case of unexpected emergencies or delays.
- Contingency plan—Plan for the worst. Have at least a phone number for your destination. Communicate with your gaining command before you deploy, obtaining travel details as well as other helpful information, such as how to get to base, uniforms needed, etc.



Photo by PH1(SCW) Lou Messing
ASH SHUAYBAH, KUWAIT—PC3 Ronnie Abrego performs weapons checks on in-shore patrol boats prior to sending the crew on patrol in the port of Ash Shuaybah.



Mobilization and demobilization FAQs

By CAPT Ginger Garbarini, SC, USNR
COMNAVRESFORCOM Mobilization Center

Q: How can I volunteer to be recalled?

A: Contact BUPERS at (901)874-2413/14 or at www.bupers.navy.mil.

Q: Can IRR personnel volunteer for recall?

A: Call 1-800-535-2699 and talk to an IRR counselor. You can also volunteer online at www.bupers.navy.mil. On that page, select the "Recall News" button to access the Volunteer Recall form. BUPERS offers a hotline at 1-866-827-5672.

Q: I want to continue to serve my country. What can I do to stay on active-duty?

A: All recall orders were issued for up to 365 days, with a possible one-year extension. However, mission requirements are constantly changing, which can require an adjustment in your deployment.

Near the end of your service, you will be given ample time to process out and take any accrued leave. If your command still needs your support, you will have opportunity to volunteer to extend for a second year.

Contact your Career Counselor to find out how to apply to be Full Time Support (FTS), or on General Assignment Recall. The reference for application procedures for General Assignment Recall is chapter 19 in the Enlisted Transfer Manual, and chapter 20 for FTS.

Q: What is the policy for activation of military spouses in dual military families with dependent children?

A: Military spouses of dual military families are subject to activation. Ensure that a Department of the Navy dependent care certificate is in each member's service record.

Q: Being on active duty is a hardship due to changes in my family situation. I need to be home. What are my options?

A: First, inform your chain of command of your situation. You can also contact the Noble Eagle Sailor Advocacy (NESA) team toll-free at DSN 882-4684/ 5/6/7/8. They can also be reached by E-mail at nesa@persnet.navy.mil.

Q: Where can my spouse find support in-

formation if I am recalled?

A: Your spouse can call toll-free 1-866-831-8582 for assistance and information.

Q: How does the Soldiers and Sailors Act of 1940 impact me if I'm recalled?

A: Under provisions of the Act, you may qualify for any or all of the following:

- Reduced interest rate on mortgage payments, credit card debt.



TAMPA, FLA.—Hugs await a father arriving home from duties with the U.S. Central Command in support of Operation Iraqi Freedom. Photo by PH1(AW) Gary Bonaccorso

72-hour reporting after notification

Guidance for reporting upon mobilization states:

"Reservists, if practical, should report to their assigned Naval Reserve Activity within 24 hours of recall notification but no later than 72 hours, for initial activation, screening and processing."

—COMNAVRESFOR 151550Z FEB 02, citing CNO policy guidance

- Protection from eviction if your rent is \$1,200 or less.
- Delay of all civil court actions, such as bankruptcy, foreclosure or divorce proceedings.

Q: How do I keep in contact with my Reserve unit?

A: Ensure your chain of command has your correct contact information. Remind the unit to continue sending you the plan of the month, recall bills and telephone rosters.

Q: I'm not working in my rate. What can I do about this?

A: The majority of Reservists mobilized for Operations Noble Eagle and Enduring Freedom were called to augment the Navy's force protection. In the current state of world affairs, this is a critical function. Your life and that of your shipmates may depend on the role you're filling. Try looking at your situation in a bigger context.

Q: How can I let my friends and family back home know what I'm doing on recall?

A: Contact your command's public affairs office to fill out a Fleet Home Town News Release Form (NAVSO 5724/1).

Q: Can a service member who goes on active duty get out of a lease or rental agreement?

A: Yes, if it covers property used for dwelling, professional, business, agricultural or similar purposes and:

- The lease/rental agreement was signed by or on behalf of the service member before entering active duty.
- Leased premises have been occupied for the above purposes by the service member or his or her dependents.

Also, you must deliver written notice to the landlord after entry on active duty or receipt of orders for active duty.

Q: What are my education benefits and entitlements while on active duty?

A: Contact your Navy Campus Office to find out what your benefits are, and what options you have to use them. You may be eligible for tuition assistance. In addition, many commands have classes on the base.

Q: Where can I get a mobilization checklist?

A: The publication "Mission Readiness" contains a mobilization checklist; contact your Naval Reserve Activity for a copy. Your Reserve Activity is authorized to provide you a copy via overnight mail.

You can also view and print A Mobilization Information and Resources Guide at www.defenselink.mil/ra/mobil/pdf/section1.pdf.

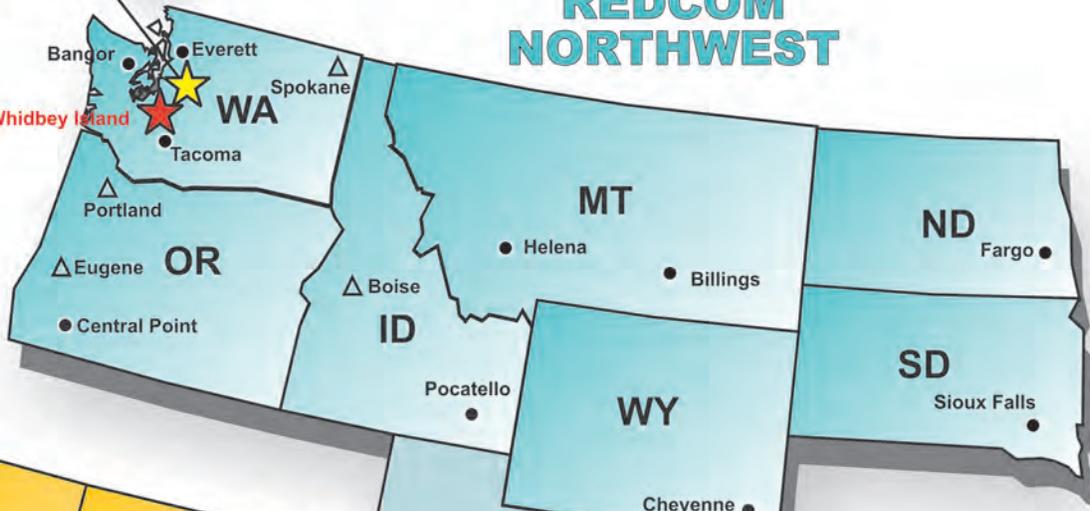


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HQ REDCOM NORTHWEST

REDCOM NORTHWEST

NAR Whidbey Island



REDCOM SOUTHWEST

HQ REDCOM SOUTHWEST

NAR San Diego
HELWINGRES

NAR Point Mugu

HQ COMNAVRESINT
HQ COMNAVRESSECGRU

NAR Ft Worth
FLELOGSUPPING

REDCOM SOUTH

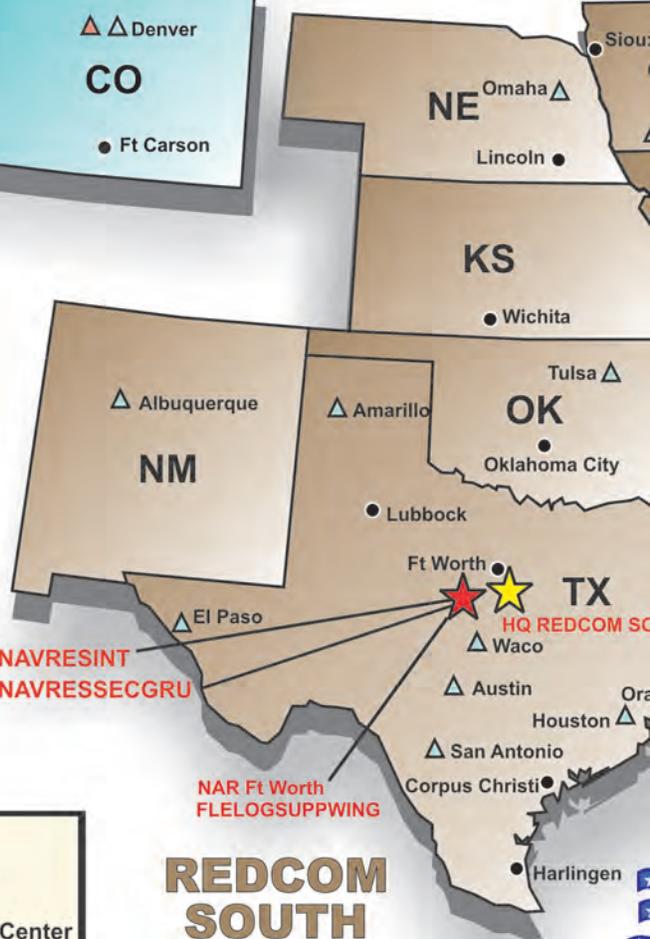


Illustration by Bonnie Bendzans

SYMBOLS LEGEND	
	HQ Readiness Command
	Naval Air Reserve Command
	Naval Reserve Center
	Navy Marine Corps Reserve Center