

## MILPERSMAN 1300-318

### SCREENING PROCEDURES FOR GLOBAL SUPPORT ASSIGNMENT (GSA), INDIVIDUAL AUGMENTATION MANPOWER MANAGEMENT (IAMM), AND RESERVE COMPONENT (RC) MOBILIZATION ASSIGNMENTS

|                               |         |        |     |               |
|-------------------------------|---------|--------|-----|---------------|
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| <b>References</b> | (a) BUMEDINST 1300.3 |
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1. **Purpose**. To outline screening policy and procedures for the following assignments for officer and enlisted personnel:

- Global Support Assignment (GSA)
- Individual Augmentation Manpower Management (IAMM)
- Reserve Component (RC) Mobilization

2. **Policy**. Expeditionary screening is required for all Individual Augmentees (IAs) (GSA, IAMM, and RC Mobilization). This screening is comprised of two separate parts, Medical/Dental and Administrative:

(See the table below.)

| <b>Expeditionary Screening</b> |  |
|--------------------------------|--|
| a.                             | <p><b>Medical/Dental</b></p> <p>(1) NAVMED 1300/4 (3-09), Expeditionary Medical and Dental Screening for Individual Augmentee (IA) and Support Assignments to Overseas Contingency Operations (OCO), can be obtained at the Bureau of Medicine and Surgery (BUMED) Web site below. Select <b>Forms</b> from the menu. Specific link is:</p> <p><u><a href="http://navymedicine.med.navy.mil/Files/Media/directives/NAVMED%201300-4.pdf">http://navymedicine.med.navy.mil/Files/Media/directives/NAVMED%201300-4.pdf</a></u></p> <p>(2) Any required Area of Responsibility (AOR) theater-specific medical screening forms (NAVMED 1300/5 (3-09) through NAVMED 1300/11 (3-09), Individual Augmentee (IA) and Support Assignments to Overseas Contingency Operations (OCO) Specific Requirements for (<i>specific location</i>) Area of Responsibility (AOR)) and all other applicable medical screening forms can be found on the BUMED Web site below. Select <b>Forms</b> from the menu or use the link below:</p> <p><u><a href="http://navymedicine.med.navy.mil/default.cfm?seldmod=706435D4-8C78-A781-8663C37197B239CD&amp;seltab=Directives&amp;type=ALLBMDF">http://navymedicine.med.navy.mil/default.cfm?seldmod=706435D4-8C78-A781-8663C37197B239CD&amp;seltab=Directives&amp;type=ALLBMDF</a></u></p> |
| b.                             | <p><b>Administrative.</b> The administrative portion of the expeditionary screening consists of the following:</p> <p>(1) NAVPERS 1300/21 (4-09), Medical Suitability Certification.</p> <p>(2) NAVPERS 1300/22 (4-09), Expeditionary Screening Checklist.</p> <p>These forms can be found on the Bureau of Naval Personnel (BUPERS) Web site below:</p> <p><u><a href="http://www.npc.navy.mil/CareerInfo/Augmentation/Expeditionary_Screening/Forms.htm">http://www.npc.navy.mil/CareerInfo/Augmentation/Expeditionary_Screening/Forms.htm</a></u></p>   |
| c.                             | <p><b>Additional Policies and Guidance.</b> For more information and guidance on the IA process (including business rules and advancement policies and procedures), members are encouraged to review the current information available on the Navy Personnel Command (NAVPERSCOM) (NPC) Web site below:</p> <p><u><a href="http://www.npc.navy.mil/ReferenceLibrary/Messages/">www.npc.navy.mil/ReferenceLibrary/Messages/</a></u></p>   |

3. **Background**. Since the beginning of the Global War on Terror (GWOT), the Navy has deployed Sailors on a temporary basis to the various Combatant Commanders as Individual Augmentees (IA) in support of Overseas Contingency Operations (OCO). Improper expeditionary screening causes undue hardship on members and imposes additional burdens to commands. The establishment of standardized Expeditionary Screening requirements is necessary to ensure that Navy IA personnel are properly screened for expeditionary assignments.

4. **Responsibilities**. Three separate **order processes** are utilized for IA assignments (GSA, IAMM, and RC Mobilization). Each operates in parallel to meet the Navy's contingency manpower requirements. While the majority of AC requirements may be filled utilizing the GSA process, the choice of which process to use may also be driven in part by what is in the best interest of each individual servicemember. All prospective IA Sailors receiving orders under one of the three systems must be screened per the procedures contained in this article.

a. **GSA**: Sailors receive standard permanent change of station (PCS) orders to either Expeditionary Combat Readiness Center (ECRC) Forward Detachment Norfolk, VA or San Diego, CA. GSA Sailors also receive either temporary duty (TDY) or intermediate temporary duty (ITDY) orders issued by NAVPERSCOM, Career Management Department (PERS-4G) detaching them temporarily from ECRC locations for training, transportation, and deployment to the ultimate IA location. The Sailor's command at the time of initial PCS orders notification (i.e., detaching command) is ultimately responsible for completion of all IA screening requirements per this article and applicable references.

b. **IAMM**: Sailors remain assigned to their permanent duty station (PDS) for the duration of the IA assignment. IAMM Sailors receive either TDY or ITDY orders issued by NAVPERSCOM (PERS-4G) detaching them temporarily from their PDS for training, transportation, and deployment to the ultimate IA location (returning back to the same PDS upon completion of the IA). The Sailor's command at the time of initial TDY/ITDY orders notification (i.e., parent command) is ultimately responsible for completion of all IA screening requirements per this article and applicable references.

c. **RC Mobilization**: RC Sailors receive mobilization orders for training, transportation, and deployment to the ultimate IA location. Navy Reserve Activities (NRAs)/Navy Operational Support Centers (NOSCs) are responsible for ensuring the completion of the expeditionary screening checklists for RC Sailors assigned to their command.

## 5. Procedures

a. **Authority.** The policies and procedures in this article and those outlined in reference (a) will be utilized for all expeditionary IA assignments. (**Note:** NAVMED 1300/1 (Rev. 6-06), Medical, Dental and Educational Suitability Screening for Service and Family Members, will **not** be utilized for IA screening.)

b. **Oversight.** It is the responsibility of the service-member's **current commanding officer (CO)** to ensure expeditionary screening is conducted per this article and applicable references. **Command Individual Augmentee Coordinators (CIACs)**, as well as **other command assets**, shall advise, direct and assist IA deployers in completing all administrative, medical, training, and other requirements in preparation for their upcoming assignment. Commands will also provide each IA servicemember with the information listed in the reference section of this article as well as instructions on how to download/print the IA expeditionary screening checklists, the Individual Augmentee Sailor Handbook, and the Individual Augmentee Family Handbook.

c. **IA Action.** **IAS** must complete all components of the expeditionary screening (medical and administrative) prior to obtaining CO's signature. The IA must initiate both medical/dental and administrative components upon receipt of orders, allowing sufficient time for medical/dental clearance. Early identification (and correction if possible) of disqualifying factors will improve individual readiness.

d. **Medical Treatment Facility (MTF) Action.** Per reference (a), **MTF COs** and **officers-in-charge (OICs)** (or **MTF designees**) will ensure completion of NAVPERS 1300/21 and ensure correct medical data is entered in the deployment section of the Medical Readiness Reporting System (MRRS) upon completion of medical screening. NAVMED 1300/4 and required AOR-specific forms will be filed in the member's medical record.

e. **CO Action.** **COs** must review the completed, signed NAVPERS 1300/21, any medical waivers, and the completed NAVPERS 1300/22 before signing. **COs** must ensure that member's suitability is reported via BOL, <https://www.bol.navy.mil/> (login is required), within 30 days of notification of orders. Suitability will be reported using the Overseas/IA Screening application from the BOL menu.

(1) **For GSA Sailors:** Report suitability via the "Detaching Orders" link.

(2) **For IAMM and RC Mobilization Sailors:** Report suitability via the "Augmentation Screening Input" link.

**Note:** Commands that do not report screening status via BOL within 30 days of notification of orders will receive a delinquency message. Compliance will be monitored by **NAVPERSCOM (PERS-4G)** and enforced by **U.S. Fleet Forces Command (USFF)**.

**g. Sailor's Accompanying Documentation and Additional Screening.** Medical and dental records with individual medical readiness (IMR) documentation, hard copies of NAVPERS 1300/21, and NAVPERS 1300/22, and copies of medical waivers must accompany servicemembers to the Navy Mobilization Processing Site (NMPS). Sailors will undergo additional screening and review of the expeditionary medical/dental and administrative checklists upon reporting to NMPS.

**h. CIAC Records.** A copy of the NAVPERS 1300/21 and the NAVPERS 1300/22 screening forms will be held by the CIAC for a minimum period of 2 years.

**6. Resources.** The following Web sites contain valuable information on the IA process, including the required expeditionary screening checklists, IA handbooks, and links to the NMPSs; frequently asked questions (FAQs), and family readiness:

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| Navy Knowledge Online (NKO)                  | <a href="https://www.nko.navy.mil">https://www.nko.navy.mil</a><br>(NKO Login Required)   |
| Expeditionary Combat Readiness Center (ECRC) | <a href="http://www.ecrc.navy.mil">www.ecrc.navy.mil</a>  |
| Navy Personnel Command (NAVPERSCOM) (NPC)    | <a href="http://www.npc.navy.mil/CareerInfo/Augmentation/">http://www.npc.navy.mil/CareerInfo/Augmentation/</a>                             |
| Bureau of Medicine and Surgery (BUMED)       | <a href="http://navymedicine.med.navy.mil/default.cfm?selTab=Directives">http://navymedicine.med.navy.mil/default.cfm?selTab=Directives</a> |
| U.S. Fleet Forces Command (IA Web site)      | <a href="http://www.ia.navy.mil">www.ia.navy.mil</a>  |