

**INDIVIDUAL READY RESERVE (IRR)
REQUEST FOR REENLISTMENT/EXTENSION**

PRIVACY ACT STATEMENT

AUTHORITY: 5 U.S.C. 301 Departmental Regulations

PURPOSE: The information will be used to assist in the the processing of your request for reenlistment/extension in the Individual Ready Reserve (IRR).

ROUTINE USES: To designate DOD personnel in carrying out the IRR Reenlistment/Extension and for maintenance/update of the service record.

DISCLOSURE: Completion of the form is mandatory. Failure to provide required information may result in delay in response to, or disapproval, of your request.

1. NAME (LAST NAME, FIRST NAME, MIDDLE INITIAL):

2. RANK/RATE:

3. SSN LAST 4 DIGITS:

4. PLEASE CHECK THE APPROPRIATE BOX AND ENTER NUMBER OF MONTHS OR YEARS YOU ARE REQUESTING (EXTENSION REQUEST OF LESS THAN 24 MONTHS MUST CONTAIN JUSTIFICATION. YOU CANNOT EXTEND FOR MORE THAN 48 MONTHS IN A GIVEN ENLISTMENT):

REENLISTMENT (2 - 6 YEARS)

NUMBER OF YEARS: _____

EXTENSION (24 - 48 MONTHS)

NUMBER OF MONTHS: _____

5. HOME ADDRESS:

6. E-MAIL ADDRESS:

7. HOME PHONE NUMBER:

8. WORK PHONE NUMBER:

9. CELL PHONE NUMBER:

PHYSICAL CONDITION STATEMENT

10. DO YOU HAVE A SERVICE OR VA RELATED DISABILITY? YES NO WHAT PERCENTAGE?

11. WHAT IS THE DATE OF YOUR LAST VIRTUAL SCREENING?

12. WHAT IS THE DATE OF YOUR LAST MEDICAL PHYSICAL?

SEND ANY MEDICAL DOCUMENTS IF YOU
HAVE THEM.

13. DID YOU PARTICIPATE IN AN ONSITE MUSTER THIS YEAR? YES NO

14. ARE YOU VSI? YES NO

15. LIST DATES PERFORMED ACTIVE DUTY FOR TRAINING (ADT) THIS YEAR.

TO THE BEST OF MY KNOWLEDGE AND BELIEF, MY PHYSICAL CONDITION IS SUBSTANTIALLY THE SAME AS WHEN I WAS LAST PHYSICALLY EXAMINED BY THE NAVY.

SIGNATURE: _____

DATE: _____

NOTES

1. YOU MUST BE AN E-3 OR ABOVE TO REENLIST OR EXTEND IN THE IRR.
2. ATTACH A COPY OF YOUR DD 214 TO THIS REQUEST IF AVAILABLE.
3. YOU ARE REQUIRED TO UPDATE YOUR CIVILIAN EMPLOYMENT INFORMATION AT:
 - a. <http://www.npc.navy.mil/CareerInfo/ReservePersonnelManagement/IRR/CEI.htm>
4. IF YOU HAVE QUESTIONS, PLEASE CONTACT AN IRR COUNSELOR AT 1-800-535-2699
5. YOU MUST BE ACTIVELY PARTICIPATING IN THE IRR MEETING YOUR POINT AND VIRTUAL SCREENING REQUIREMENTS (EXCLUDING VSI MEMBERS)

MAIL OR FAX THIS REQUEST WITH ATTACHMENT(s) TO:

NAVY PERSONNEL COMMAND
(PERS-93)
5722 INTEGRITY DRIVE, BLDG 768
MILLINGTON, TN 38054
FAX: (901) 874-2363