



PERSONNEL AND  
READINESS

## OFFICE OF THE UNDER SECRETARY OF DEFENSE

4000 DEFENSE PENTAGON  
WASHINGTON, DC 20301-4000

March 24, 2017

MEMORANDUM FOR SECRETARIES OF THE MILITARY DEPARTMENTS  
CHAIRMAN OF THE JOINT CHIEFS OF STAFF  
UNDER SECRETARIES OF DEFENSE  
DEPUTY CHIEF MANAGEMENT OFFICER  
CHIEF, NATIONAL GUARD BUREAU  
GENERAL COUNSEL OF THE DEPARTMENT OF DEFENSE  
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DIRECTOR OF NET ASSESSMENT  
DIRECTOR, STRATEGIC CAPABILITIES OFFICE  
DIRECTORS OF THE DEFENSE AGENCIES  
DIRECTORS OF THE DOD FIELD ACTIVITIES

SUBJECT: Directive-type Memorandum (DTM) 17-005 – “Implementation of the National Defense Authorization Act (NDAA) for Fiscal Year (FY) 2017 Changes to the DoD Joint Officer Management (JOM) Program”

References: Defense Travel Management Office, “Joint Travel Regulations,” date varies by part  
DoD Directive 5124.02, “Under Secretary of Defense for Personnel and Readiness (USD(P&R)),” June 23, 2008  
DoD Instruction 1300.19, “DoD Joint Officer Management (JOM) Program,” March 4, 2014  
DoD Instruction 1315.18, “Procedures for Military Personnel Assignments,” October 28, 2015  
United States Code, Title 10

Purpose. In accordance with the authority in DoD Directive 5124.02, this DTM:

- Establishes interim policy guidance, assigns responsibilities, and provides procedures for implementing the NDAA for FY 2017 changes to the DoD

JOM Program.

- Is effective March 24, 2017; it will be incorporated into DoD Instruction (DoDI) 1300.19. This DTM will expire effective March 24, 2018.

Applicability. This DTM applies to OSD, the Military Departments, the Office of the Chairman of the Joint Chiefs of Staff (CJCS) and the Joint Staff, the Combatant Commands, the Office of the Inspector General of the Department of Defense, the Defense Agencies, the DoD Field Activities, and all other organizational entities within the DoD.

Definitions. See Glossary.

Policy.

- An officer serving in a standard joint duty assignment (S-JDA) will be eligible for joint duty credit after 2 years of service. This policy does not change assignment tour length pursuant to DoDI 1315.18 or supersede Joint Travel Regulation requirements for assignments within or outside the continental United States.
- Service flexibility must be balanced with joint organization continuity. Assignment of high-quality officers to joint organizations will remain a priority.
- Statutory changes to the definition of joint matters expand the types of joint activities considered joint matters, adding other essential joint functions, including command and control, intelligence, fires, movement and maneuver, and protection or sustainment of operations under unified command.

Responsibilities.

- The Under Secretary of Defense for Personnel and Readiness (USD(P&R)) may waive joint tour length requests of less than 22 months for reasons of command selection, professional military education assignment, or reasons listed in Enclosure 7 of DoDI 1300.19.
- The Secretaries of the Military Departments will oversee development of joint assignment practices that result in the Military Departments meeting the joint tour length requirements as specified in this DTM.
- The CJCS will develop Joint Staff procedures to implement and support this DTM.

Procedures. See Attachment.

Releasability. **Cleared for public release.** This DTM is available on the DoD Issuances

Website at <http://www.dtic.mil/whs/directives>.

A handwritten signature in blue ink, appearing to read "A M Kurta".

A. M. Kurta  
Performing the Duties of the Under Secretary of  
Defense for Personnel and Readiness

Attachment:  
As stated

ATTACHMENT

PROCEDURES

1. TOUR LENGTH REQUIREMENTS FOR JOINT DUTY ASSIGNMENTS (JDA) AND EARLY RELEASES. Section 664 of Title 10, United States Code, was amended in the NDAA for FY 2017 to allow full JDA credit for joint duty performed for not less than 2 years. The amendment also eliminates the requirement for each Military Service to maintain a 36-month joint tour assignment average.

a. Joint Tour Length Requirements.

(1) Not all officers will depart an S-JDA at 2 years. However, this DTM gives the Military Services authority to reassign officers at 2 years without a Secretary of Defense joint tour length waiver. This policy does not change assignment tour length pursuant to DoDI 1315.18 or supersede Joint Travel Regulation requirements for assignments within or outside the continental United States.

(2) Temporary duty periods of over 30 consecutive days away from an officer's assigned joint organization for Service-related duties, including pre-command or refresher training, or attendance at joint professional military education (JPME) courses, will not count toward the 24-month minimum for JDA credit. The joint organization to which the officer is assigned will track this requirement outside of the Joint Duty Assignment Management Information System. The joint organization has the authority to waive this requirement when practical.

(3) In accordance with DoDI 1300.19, the Military Services are authorized to award constructive credit to an officer (other than a general or flag officer) who, for reasons of military necessity, is reassigned from an S-JDA within 60 days of meeting the 2-year joint tour length.

b. Early Release from S-JDA and Joint Tour Length Waiver Process.

(1) Military Services may initiate a request to release an officer from an S-JDA before the minimum 2-year tour length requirement when the early release is necessary to allow reassignment to a command boarded position or developmental education. Officers departing an S-JDA with an approved waiver will only be granted accrued points for joint duty credit.

(a) Requests for tour length waivers must provide full justification.

(b) A general or flag officer, or civilian equivalent, in the officer's chain of command must concur with the request. In cases where the joint activity does not concur with the release, the activity will address the disagreement with the CJCS or the USD(P&R), as appropriate, to resolve the issue.

(2) Officers may be released from S-JDAs before completing the prescribed tour lengths without a tour length waiver if they are:

(a) Serving in overseas S-JDAs, including Alaska and Hawaii, for which the tour length prescribed by DoDI 1315.18 is less than 2 years.

(b) Less than full-time Reserve Component (RC) officers.

(c) Reassigned for unusual personal reasons, including extreme hardship and medical conditions beyond the control of the officer or the Military Service concerned.

(d) Retired or released from active duty.

(e) Suspended from duty and reassigned from the Joint Staff or a Combatant Command pursuant to Sections 155(f)(2) or 164(g) of Title 10, United States Code. A suspension from duty that is a result of an adverse action will be documented in the officer's personnel record, and in writing, to the appropriate Military Service.

(3) The Military Services will request a waiver to move an officer from a joint position before 2 years and forward the request through the CJCS to the Office of the Deputy Assistant Secretary of Defense for Military Personnel Policy.

(4) Officers will not depart the joint organization until the waiver is approved. Officers who depart before 2 years without an approved waiver will not receive accrued credit for the tour.

(5) Officers who serve the unaccompanied-by-dependent tours prescribed in DoDI 1315.18 that are less than 2 years will receive accrued credit. A waiver is not required.

(6) RC full joint tour credit will be reduced from 6 years in an S-JDA to 4 years, with a minimum annual participation of 50 days a year. Combination of S-JDA and experience-based joint duty assignment (E-JDA) options will be included in the reissuance of DoDI 1300.19, currently under development.

c. Annual Joint Tour Length Average. The 36-month joint tour length assignment average has been eliminated from the NDAA and is no longer a requirement for the Military Services to meet. Military Services must remain cognizant of joint organization continuity and the assignment of high-quality officers to S-JDAs.

## 2. UPDATE OF THE DEFINITION OF JOINT MATTERS.

a. The updated joint matters definition in Section 668 of Title 10, United States Code, as amended by the NDAA for FY 2017, will be used by Joint Duty Assignment List (JDAL) validation boards and E-JDA boards.

b. Joint organizations continue to retain the flexibility to send positions to JDAL validation boards for consideration in accordance with current policy.

3. JOINT QUALIFIED OFFICER (JQO) REQUIREMENTS. JQO requirements as prescribed in DoDI 1300.19 will remain unchanged for both Active Component (AC) and RC officers. Specific updates to the policy impacting JQO requirements will be made in the reissuance of DoDI 1300.19, currently under development.

GLOSSARY

PART I. ABBREVIATIONS AND ACRONYMS

AC	Active Component
CJCS	Chairman of the Joint Chiefs of Staff
DoDI	DoD instruction
DTM	Directive-type memorandum
E-JDA	experience-based joint duty assignment
FY	fiscal year
JDA	joint duty assignment
JDAL	Joint Duty Assignment List
JOM	joint officer management
JPME	joint professional military education
JQO	joint qualified officer
NDAA	National Defense Authorization Act
RC	Reserve Component
S-JDA	standard joint duty assignment
USD(P&R)	Under Secretary of Defense for Personnel and Readiness

PART II. DEFINITIONS

These terms and their definitions are for the purposes of this DTM.

accrued joint duty credit. The joint credit designation granted to an officer for time served in an S-JDA less than the duration needed to qualify for full joint duty credit.

ACs. The United States Army, Navy, Air Force, and Marine Corps.

assignment. The position in an organization to which an officer permanently belongs for manpower accounting purposes, which temporary duty with other organizations does not alter.

E-JDA. An assignment, other than in a JDAL position:

Through which an officer demonstrates knowledge, skills, and abilities in joint matters;  
and

That may be shorter in duration and, therefore, aggregated to achieve the equivalent of a full tour in an S-JDA, as determined under such regulations and policies prescribed by the Secretary of Defense.

integrated forces. Military forces that are involved in achieving unified action with participants from more than one Military Department or a Military Department and one or more of:

Other departments and agencies of the United States.

The military forces or agencies of other countries.

Non-governmental persons or entities.

JDA. An assignment in which an officer gains significant experience in joint matters. This excludes assignments for joint training and joint education, except as an instructor responsible for preparing and presenting courses for JPME I and II.

JDAL. A list of AC and RC positions designated as S-JDAs approved by the USD(P&R) with the advice and assistance of the CJCS, and reflected in the Joint Duty Assignment Management Information System.

Joint Duty Assignment Management Information System. The automated system of record for all related joint manpower and officer joint personnel information maintained by the Defense Manpower Data Center and managed and updated by the CJCS and Military Services.

joint duty credit. The joint credit granted to an officer for the completion of a tour of duty in a JDAL position (S-JDA) that meets all statutory requirements, the accumulation of joint experience points accrued from an E-JDA and discretionary points from joint training and exercises, or a combination of both. Such credit may also be awarded to RC officers who meet the S-JDA tour length criteria established in Enclosure 13 of DoDI 1300.19.

joint experience. The successful application of what officers learn via joint training and exercises, JPME and other education, and self-development in a joint position. The experience must have direct relevance to the definition of joint matters.



joint matters.

Matters related to the development or achievement of strategic objectives through the synchronization, coordination, and organization of integrated forces in operations conducted across domains such as land, sea, or air, in space, or in the information environment, including matters relating to any of the following:

National military strategy; strategic and contingency planning; command and control, intelligence, fires, movement and maneuver, protection, or sustainment of operations under unified command.

National security planning with other departments and agencies of the United States.

Combined operations with military forces of allied nations.

Acquisition matters conducted by Service members and covered under Chapter 87 of Title 10, U.S.C., involved in developing, testing, contracting, producing, or fielding of multi-Service programs or systems.

Other matters designated in regulation by the Secretary of Defense in consultation with the CJCS.

JPME. A CJCS-approved body of objectives, outcomes, policies, procedures, and standards supporting the educational requirements for JOM.

Joint and Combined Warfighting School-Hybrid. A blended learning course (with distance learning and multiple, short residency periods) for AC/RC officers (O-4 to O-6) taught through the Joint Forces Staff College to JPME Phase I graduates.

JPME Phase I. The first phase of JPME taught at intermediate Service colleges and other appropriate educational programs that meet JPME criteria and are accredited by the CJCS.

JPME Phase II. Instruction to enhance Phase I taught by the Joint Forces Staff College, other National Defense University schools, and accredited senior-level Service colleges required for JQO designation.

Capstone. The third phase of JPME mandated by Section 2153 of Title 10, United States Code, designed to prepare newly selected general or flag officers for high-level joint, interagency, intergovernmental, and multinational responsibilities.

JQO. An officer (O-4 or above) educated and trained in joint matters who has completed the Level III requirements and is designated so by the Secretary of Defense.

Military Services. The AC and RC of the Army, Navy, Air Force, and Marine Corps.

professional military education. The systematic instruction of professionals in subjects that enhance their knowledge of the science and art of war.

RCs. The Army National Guard of the United States, United States Army Reserve, United States Navy Reserve, United States Marine Corps Reserve, Air National Guard of the United States, and United States Air Force Reserve.

S-JDA. An assignment to an approved JDAL position in a multi-Service, joint, or multinational command or activity that is involved in the integrated employment or support of the land, sea, and air forces.

temporary duty. Temporary assignment of an officer to an organization that is not the organization to which they permanently belong for manpower accounting purposes. A temporary assignment does not alter the officer's permanent assignment status.

validation board. A board convened and directed by the USD(P&R) and composed of representatives from the Joint Staff and the Military Services, as well as an observer from OSD, to review and make recommendations on nominated positions for inclusion on the JDAL.