United States Air Force Reserve

Integrity - Service - Excellence

IMA Deployments

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- **Seeking deployment opportunities**

- **IMA Volunteer process**

- **Statement of Understanding (SOU)**

- **Involuntary activations**

- **Deployment Waivers**

- **AEFI's**

Seeking Deployment Opportunities

- **Must be "GREEN-TO-GO"**

- **Most deployments require passing fitness assessment; see location-specific Reporting Instructions**

- **Must possess a 3-level in AFSC unless otherwise specified in the requirement**

- **Work through detachment & Active component chain of command**

- **Active Duty unit responsible for training & equipping**
  - **Note: UDM handles training dates, transportation, unit-funded equipment, UNIFORMS**

- **RIO/IPR facilitates tasking the member in DCAPES, requests mandays and initiates all order actions**
  - **Exception: Gaining MAJCOMs process manday requests for exercise participation**

- **IRs may volunteer for deployment opportunities advertised through:**
  - **Volunteer Reserve System (VRS) – AFSC approved**
  - **AFRC Functional Area Managers (FAMs)**
  - **Assigned unit and/or the gaining command assuming they agree to provide associated mandays**
- **0-6 and above need AFRC/CV Approval**
- **Deployments must have a valid Unit Line Number (e.g. be an approved SecDef deployment requirement tracked in SIPR-based system)**
- **Members must submit a Statement of Understanding (SOU) through supporting RIO Det**

Volunteer Reserve System (VRS)

- Access ARCNet through AF Portal
- Select "VRS" tab from the main ARCNet page

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- Select Volunteers tab to start search and application process

VRS (Cont.)

- Volunteer menu view will search all available opportunities using the listed search options

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- **To view additional information on vacancy click on "*+*" or "*Job*"**
- **Click "*Apply*" to start application process**

- **After application is submitted it traverses the following process:**

Deployment Responsibilities

HQ RIO

Per AFI 36-3802

- Cut CED orders for **ALL** IR's

- Initiates AEF tasking in M4S
  (Exception: Gaining MAJCOMs process M4S for exercise participation)

- Initiates Contingency Orders and AROWS-R (AROWS-R orders are Title 10 orders for IR's to be paid, CED orders are for travel to and from AOR)

- Updates DPDRT (Deployment Discrepancy System)
  (Note: a discrepancy will count against the IR's tasking unit)
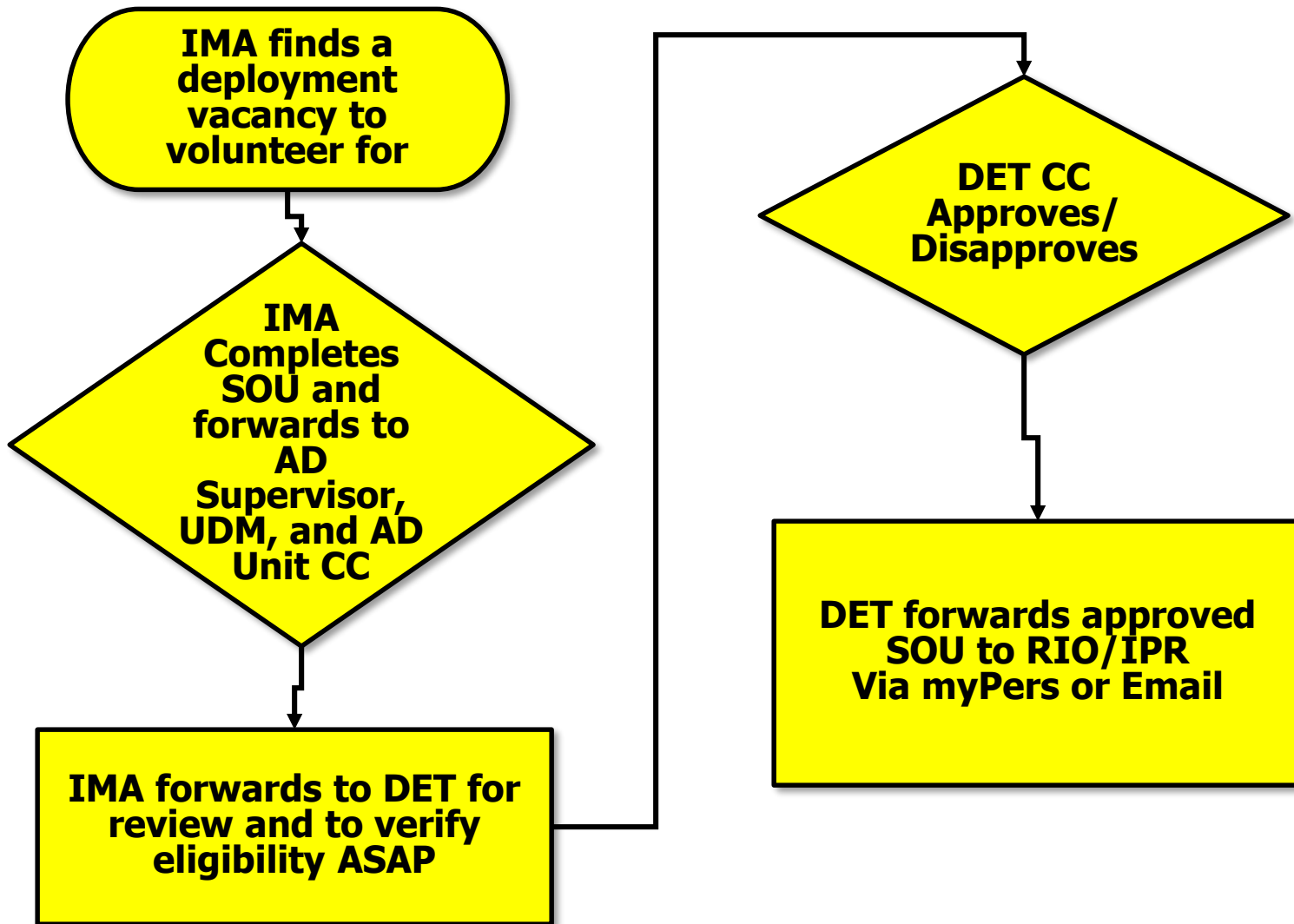
AD Unit

Per AFI 10-401

- Forecast 2 years in advance for MPA Money if considering using IR's for deployments

- Trains

- Equips- uniforms and equipment

- Schedules Pre-deployment training

- Schedules Transportation to AOR

- In and Out-Processing

- Provide reason for DPDRT Discrepancy

- Submits Delayed Report

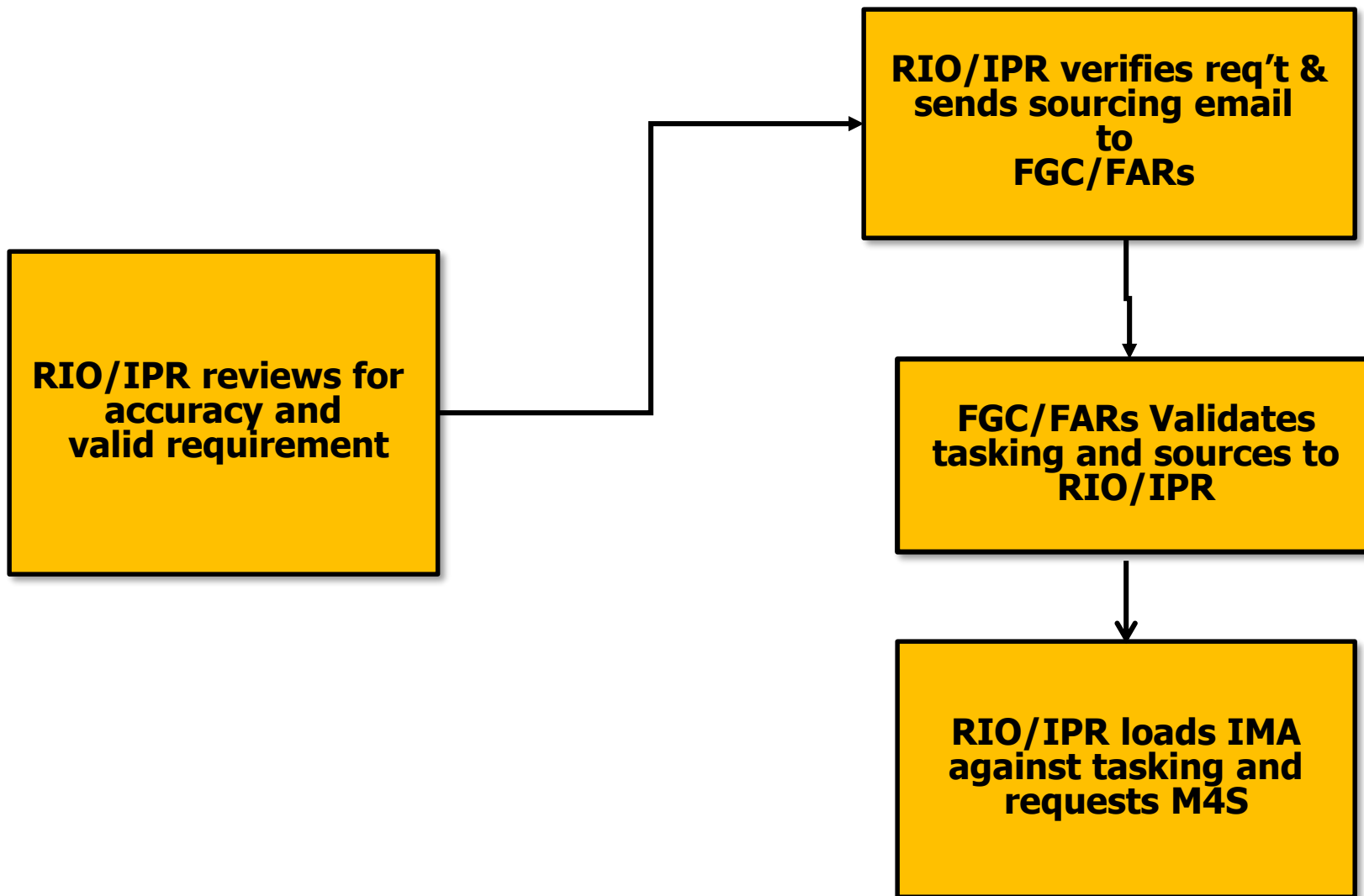- Submits the reclama when an IR is unable to fill a requirement
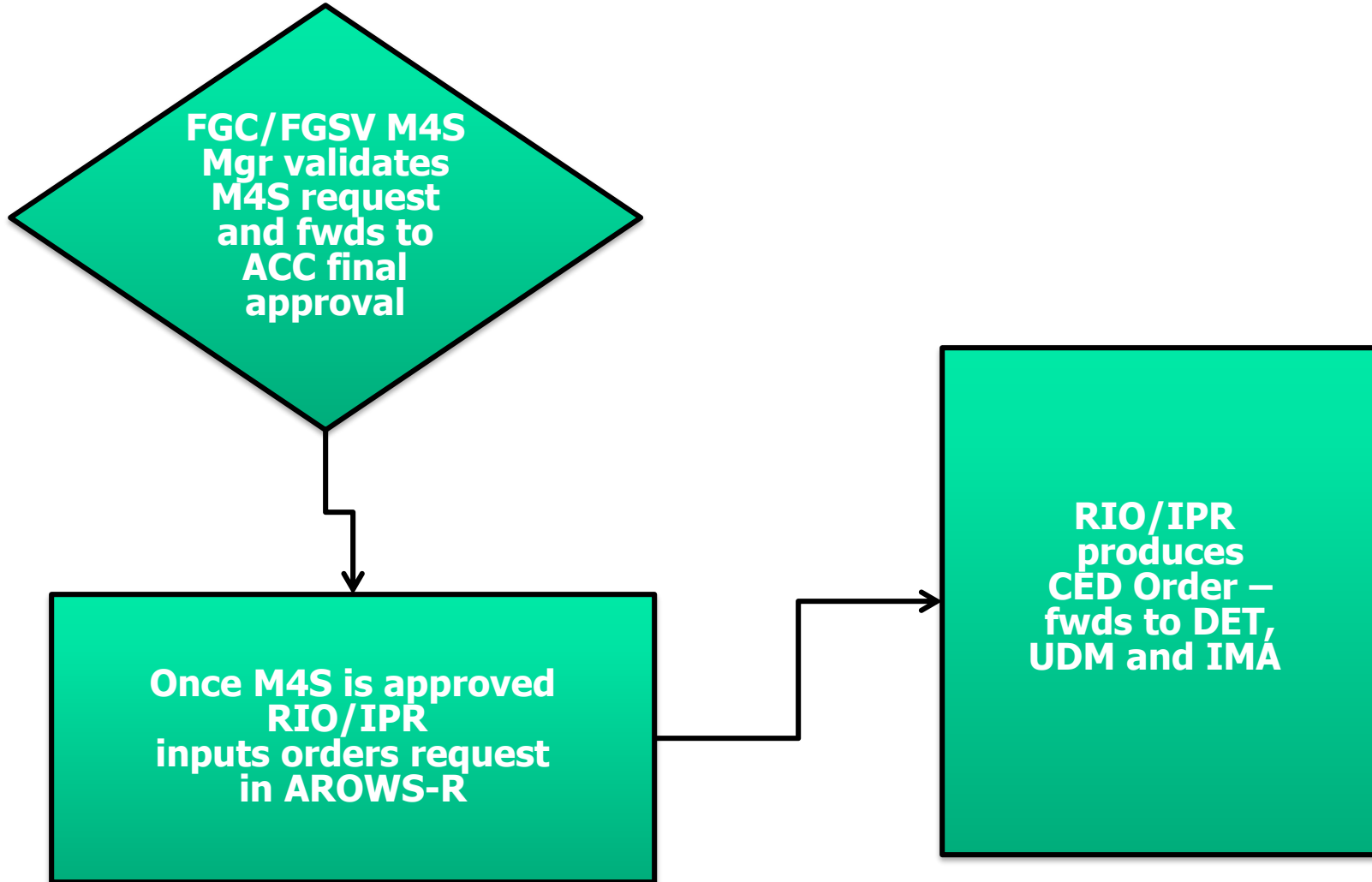
IMA Volunteer Process (phase 1)

```
┌──────────────────────┐
│ IMA finds a          │
│ deployment           │
│ vacancy to           │
│ volunteer for        │
└──────────────────────┘
          │
          ▼
      ◇ IMA Completes SOU and forwards to AD Supervisor, UDM, and AD Unit CC ◇
          │
          ▼
┌──────────────────────────────┐
│ IMA forwards to DET for       │
│ review and to verify          │
│ eligibility ASAP              │
└──────────────────────────────┘
```

IMA finds a deployment vacancy to volunteer for

IMA Completes SOU and forwards to AD Supervisor, UDM, and AD Unit CC

IMA forwards to DET for review and to verify eligibility ASAP

DET CC Approves/Disapproves

DET forwards approved SOU to RIO/IPR Via myPers or Email

IMA Volunteer Process (phase 2)

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```
RIO/IPR reviews for
accuracy and
valid requirement
```
→
```
RIO/IPR verifies req't &
sends sourcing email
to
FGC/FARs
```
↓
```
FGC/FARs Validates
tasking and sources to
RIO/IPR
```
↓
```
RIO/IPR loads IMA
against tasking and
requests M4S
```

IMA Volunteer Process (phase 3)

```
     ┌──────────────┐
     │  FGC/FGSV    │
     │  M4S Mgr     │
     │  validates   │
     │  M4S request │
     │  and fwds to │
     │  ACC final   │
     │  approval    │
     └──────┬───────┘
            │
            ▼
  ┌──────────────────┐        ┌──────────────────┐
  │ Once M4S is      │        │  RIO/IPR         │
  │ approved RIO/IPR │───────▶│  produces        │
  │ inputs orders    │        │  CED Order —     │
  │ request in       │        │  fwds to DET,    │
  │ AROWS-R          │        │  UDM and IMA     │
  └──────────────────┘        └──────────────────┘
```

Statement of Understanding (SOU)

- All Deployment and Exercise requests require members to submit a Statement of Understanding (SOU) through their unit and supporting RIO Det which can be found at http://www.arpc.afrc.af.mil/HQRIO/IMA-Deployments/

- **All members of the SelRes are subject to mobilization per AFI 10-401 and AFI 10-402**
  - **Discuss vulnerability windows with your AFRC FAM**
  - **Proactively identify any deployment-limiting conditions**

- **Requirements for involuntary activations are submitted to AFRC and then sourced by the AFRC FAM**

- **Mobilization packages require GO concurrence from IMAs command of assignment**

- **Once tasked, members are INELIGIBLE for any other personnel actions (i.e. retirement, IRR transfer)**

- **Volunteers can be substituted in place of non-vols**
  - **Original member remains frozen until vol deploys**

- **1095—A waiver is required for participation exceeding 1095 days in a rolling 4-year window**
  - **If greater than 1095 but less than 1400 & does not cross fiscal years = AFRC & ACC CV approval required**
  - **If greater than 1400 and/or crosses fiscal years = SAF/MR approval required**
  - **1095 waivers are not required for 12302 and 12304(b)**
- **Per Diem—Any TDY greater than 180 days automatically results in a PCS without PCA; members will receive local BAH entitlements vs per diem**

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- **All IMAs must have an AEF Indicator entered into MilPDS per AFI 10-401**

  - **All IRs should have an AEFI code assigned in MILPDS by their assigned active duty unit which should correspond to their unit's AEF vulnerability period. i.e. X1, X2 etc. (Note: IRs assigned to those organizations can be tasked only through mobilization or volunteer process).**

Questions?