ASSIGNMENT VS. ACCESSION IMA ACTIONS

Assignment and accession actions are two different processes that are often made interchangeable. Assignment actions reassign members within the Air Reserve Component (ANG, TR, IMA & IRR) while accession actions require appointment or enlistment into the gaining component. We will provide how to determine an assignment verse an accession action and the appropriate process for completing each action.

COMMUNICATION:
- RSOO, DPAR & DPAAA: Each office will "tag" the RIO DETs when transferring/creating MyVector incidents to the next office for continued processing. The goal is to keep the RIO DET informed as requests are processed through ARPC & reduce the amount of status inquiries being created. The POC to be "tagged" will be reflected on the af1288 (2nd endorsement) submitted for processing.

ASSIGNMENT ACTIONS
Process Flow: (**RS>>>DET>>>DPAAA)**
The following are considered assignment actions:
- IRR to IMA
- TR to IMA
- Cat E to IMA
- Cat E to TR
- IMA to TR
- IMA to ANG
- IMA to Cat E
- IMA to IRR
- PIRR to IMA, TR or ANG
- VLPAD to IMA (Members separating from VLPAD and electing to return to the Selected Reserve (SELRES)
- Enlisted Palace Chase Assignment (RegAF Members RELEASED from active-duty to continue to serve in the Selected Reserve and have a remaining Military Service Obligation (MSO).
- Enlisted Palace Front Assignment (RegAF Members RELEASED from active duty to continue to serve in the SELRES & have completed the active-duty service commitment may/may not have a remaining MSO.

These requests are initially submitted by HQ RIO Detachments via a MyVector application and directed to ARPC/DPAAA.

Important Notes:
These members should be **RELEASED** from RegAF (SPD Code will generally start with an "M" indicating a release).

Enlisted members under an MSO. If the enlisted member has less than 180 days remaining on their current enlistment, or an enlistment is necessary to obtain sufficient retainability for the Palace Front/Chase service obligation, a DD4 should accompany the request to ARPC/DPAAA per AFRCMAN36-2004, para 5.5.

Officers with or without a remaining MSO. Officers meeting the criteria for DPAAA assignment action will have already been scrolled and appointed previously by ARPC/DPAR as a RESERVE OFFICER.

ACCESSION ACTIONS
Process Flow: **(DET>>>RS>>>DPAR>>>DPAAA)**

Palace Front/Chase members meeting the following criteria will flow through Recruiting to DPAR for Accession action:

- o RegAF Officers that have not been scrolled and appointed to the AFR as Reserve officers (Resigning Regular officers...SPD code will generally start with an "F")
- o RegAF Enlisted members that are DISCHARGED (SPD Code will generally start with a "K" indicating a discharge)

Accession Actions are initially submitted to DPAR through RS. DPAAA will receive a MyVector request from DPAR once the appointment/enlistment process is complete and orders have been generated.

Important Notes:
Creating separate requests to ARPC/DPAAA on accession actions will cause duplication and delay.

Resigning Regular Officers (RSOO): MUST communicate to DPAR
- Pending appointment to the IRR have 30 days before appointment orders are generated
- Pending an assignment to SELRES while processing for appointment have 7 days before appointment orders are generated. **If assignment is not received, appointment orders to the IRR will be finalized and the DET will need to generate a MyVector request to DPAAA for IRR to IMA processing.**
- Palace Front Officer with no MSO (K prefix SPD Code) -- if member is within 30 days of DOS gaining HQ RIO Detachments MUST communicate with RSOO via RSOO Org Box – arpc.rsoo.org@us.af.mil ONLY for status of Appointment Order before submitting assignment ticket to DPAAA to prevents duplicate MyVector requests, resulting in assignment processing delays.