

**BY ORDER OF THE  
SECRETARY OF THE AIR FORCE**

**AIR FORCE INSTRUCTION 36-2135**

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**Personnel**

**JOINT OFFICER MANAGEMENT**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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This publication implements Department of Defense Instruction (DoDI) 1300.19, *DoD Joint Officer Management (JOM) Program*, Chairman of the Joint Chiefs of Staff Instruction (CJCSI) 1330.05B, *Joint Officer Management Program Procedures*, Department of the Air Force Policy Directive (DAFPD) 36-21, *Utilization and Classification of Air Force Military Personnel*, CJCSI 1331.01D, *Manpower and Personnel Actions Involving General and Flag Officers*. This instruction provides Joint Officer Management guidance for all Regular Air Force (RegAF), Air National Guard (ANG) and Air Force Reserve (AFR) officers. This publication may be supplemented at any level; all major command level supplements must be approved by the Human Resource Management Strategic Board prior to certification and approval. Ensure all records generated as a result of processes prescribed in this publication adhere to Air Force Instruction (AFI) 33-322, *Records Management and Information Governance Program*, and are disposed in accordance with the Air Force Records Disposition Schedule, which is located in the Air Force Records Information Management System. Refer recommended changes and questions about this publication to the Office of Primary Responsibility using the AF Form 847, *Recommendation for Change of Publication*; route AF Forms 847 from the field through the appropriate functional chain of command. The authorities to waive wing/unit-level requirements in this publication are identified with a Tier ("T-0, T-1, T-2, T-3") number following the compliance statement. See Department of the Air Force Instruction (DAFI) 33-360, *Publications and Forms Management*, for a description of the authorities associated with the Tier numbers. Waivers to this instruction are authorized and shall be processed in accordance with DAFI 33-360. Waiver requests will be submitted using the AF Form 679, *Air Force Publication Compliance Item Waiver Request/Approval*, or via e-mail or memorandum if the form is unavailable. Submit requests for waivers through the chain of command to the

appropriate Tier waiver approval authority, or alternately, to the Publication Office Primary of Responsibility thru Air Force Personnel Center, Military Assignments Branch, AFPC/DP3AM, for non-tiered compliance items.

### ***SUMMARY OF CHANGES***

This document has been revised and needs to be completely reviewed. Major changes include : Ensure 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, are not counted toward the 24-month minimum for Joint Duty Assignment (JDA) credit, unless waived by the joint organization concerned. Additionally, the timeframe in which experience-based JDA submissions are submitted was adjusted.

## CHAPTER 1

### JOINT OFFICER MANAGEMENT

**1.1. Overview.** The fundamental purpose of the joint officer management program is to ensure a significant number of officers are educated, trained, and experienced in joint matters. Their expertise enhances the joint war fighting capability of the United States through a heightened awareness of joint operational environments, including multi-service, interagency, international, and non-governmental perspectives. It is also necessary to record and highlight joint matters education, training, and experiences of officers in advancement to joint qualified officer (JQO) status and throughout their careers.

**1.2. Joint Officer Designation.** The Under Secretary of Defense for Personnel and Readiness (USD(P&R)) designates officers as joint qualified. This designation is based on the officer's achievement and/or completion of education, training, and experience that demonstrates the development and utilization of knowledge, skills, and abilities relevant to the definition of joint matters. Joint matters is defined in accordance with DoDI 1300.19 and CJCSI 1330.05B. Progressive levels of joint qualification are known as Level II, Level III (JQO), and Level IV and are defined in DoDI 1300.19.

1.2.1. Officers nominated for JQO status must have no quality force indicators to include unfavorable information files, control roster, referral officer performance reports, non-judicial punishment, and/or courts-martial action reflected in their records. **(T-0).**

1.2.2. Prior to nomination to JQO, officers must have completed Level III requirements, as well as a master's degree and requisite professional military education. Requisite professional military education is considered to be intermediate developmental education for majors and major-selects, and senior developmental education for lieutenant colonels and lieutenant colonel-selects (RegAF and AFR, only; not a requirement for ANG). All other exceptions to this criteria may be considered on a case-by-case basis, while working to ensure the provisions of [paragraph 1.4](#) are met. **(T-0).**

1.2.3. USD(P&R) designates a sufficient number of quality officers to JQO status who have completed JPME Phase I and II (Joint Combined Warfighting School-Hybrid for AFR and ANG officers) and have received full joint duty credit (see [Attachment 1, Terms](#)).

1.2.4. Only officers (RegAF, AFR and ANG) in the grade of major or above will be designated as a JQO on the Active Duty List or Reserve Active Status List.

1.2.5. Officers must meet prerequisites and have been designated a JQO before appointment to brigadier general (RegAF only), unless waived. **(T-0).**

**1.3. Joint Assignment Policy.** Air Force Personnel Center (AFPC), Air Reserve Personnel Center (ARPC), Air Force Reserve Senior Leader Management (AF/REG) and ANG assign officers to standard-joint duty assignments (S-JDA) for a length of time that provides stability to the joint organization. RegAF, AFR and ANG general officers are assigned for not less than 2 years; all others are to be assigned for not less than 3 years. ANG and AFR personnel are assigned for 2 years.

1.3.1. Critical S-JDAs will be filled with JQOs, and S-JDA positions designated as lieutenant colonel or above will be filled with officers who have the appropriate level of joint qualification. **(T-0)**. Noncritical JDA may be filled with qualified officers who are in the process of completing their Level III requirements.

1.3.2. National Defense University graduates are placed in joint assignments consistent with the placement policy found in AFI 36-2110, *Total Force Assignments*.

1.3.3. 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 JPME courses, are not counted toward the 24-month minimum for JDA credit, unless waived by the joint organization concerned.

**1.4. Joint Promotion Objectives.** (RegAF only) AFPC will assign quality officers to S-JDAs such that the promotion rates of those officers meet statutory and policy objectives in accordance with DoDI 1300.19. **(T-0)**.

1.4.1. Officers who are serving on, or have served on, the Joint Staff and on the staff of the Secretary of Defense (SecDef) are expected, as a group, to be promoted to the next higher grade at a rate not less than the rate for officers of the same grade and competitive category who are serving on, or have served on, the Air Staff or who are serving within, or have served within, the Office of the Chief of Space Operations (OSCO) (also informally referred to as "the Space Staff").

1.4.2. Officers in the grade of major or above who have been designated as a JQO are expected, as a group, to be promoted to the next higher grade at a rate not less than the rate for all officers in the same grade and competitive category.

**1.5. Judge Advocate Career Field.** The Professional Development Office (AF/JAX), in the Office of the Judge Advocate General (AF/JA), is the assignment authority for officers designated as judge advocates. The Professional Development Office acts on behalf of the Judge Advocate General, pursuant to Title 10 United States Code Sections 806 (*Article 6, Judge Advocates and Legal Officers*) and 9037 (*Judge Advocate General, Deputy Judge Advocate General: appointment; duties*). The assignment authority exercised by the Professional Development Office includes the responsibility to implement, to the extent practicable, and waive the policies implemented by this instruction.

**1.6. Joint Tour Length Waivers.**

1.6.1. Bulk joint tour length waiver requests are authorized for officers leaving a JDA position to go to command positions presided by a board (G-series orders), or officers leaving to attend senior developmental education. **(T-0)**.

1.6.2. Joint tour length waivers for other than boarded command positions or senior developmental education will be by exception only. **(T-0)**. Justification should demonstrate how the officer is uniquely qualified for the proposed assignment (stating an officer is "the best" or "only" qualified is not sufficient) and the mission impact if the joint tour length waiver is disapproved.

## CHAPTER 2

### ROLES AND RESPONSIBILITIES.

#### 2.1. Deputy Chief of Staff, Manpower, Personnel and Services (AF/A1). Will:

- 2.1.1. Collaborate with the Chief of Air Force Reserve (HQ USAF/RE) and the Director of the Air National Guard (NGB/CF) to develop personnel policy for Joint Officer Management.
- 2.1.2. Develop and maintain procedures to ensure the Air Force complies with statutory and Department of Defense (DoD) policy standards for the Joint Qualification System.
- 2.1.3. Support boards convened by the Assistant Secretary of Defense for Manpower and Reserve Affairs on the management of officers under the DoD Joint Officer Management Program.
- 2.1.4. Ensure the Air Force fulfills statutory and CJCSI guidance governing joint representation to, and analytical review of, major through major general promotion selection boards by the Chairman of the Joint Chiefs of Staff (CJCS). (T-1).
- 2.1.5. Develop and implement procedures to comply with DoD and CJCS policy for Joint Officer Management and the Joint Qualification System for officers in grades O-1 to O-6. (T-1).
- 2.1.6. Manage the joint qualification designation process, including the designation of joint qualification levels II, III and IV. (T-1).
- 2.1.7. Monitor the promotions of JQOs and officers who are serving, or have served, on the Joint Staff to ensure appropriate consideration is given to their performance. (T-1).
- 2.1.8. Review requests for DoD Joint Officer Management program waivers and make recommendations on such requests to the USD(P&R).
- 2.1.9. Develop procedures to screen, endorse, and submit officer experience requests to the Joint Staff for evaluation for award of joint duty credit.(T-1).

#### 2.2. Directorate of Force Development (AF/A1D). Will:

- 2.2.1. Charge development teams, under the oversight of functional authorities/managers in accordance with AFI 36-2640, *Total Force Development*, with vectoring quality officers to fill S-JDA positions. Vectoring will be done such that promotion objectives and required tour lengths are attained in accordance with [paragraph 1.4](#) of this instruction and DoDI 1300.19, paragraph 7.1, JDA Tour Length Requirements. (See “vector” and “functional authority” in [Attachment 1, Terms](#)). (T-1).
  - 2.2.1.1. Development teams vectoring practices will support the Air Force in meeting joint tour length requirements.
  - 2.2.1.2. Development teams will vector quality officers to S-JDA such that their promotion rates are not less than the rate for officers in the same grade and competitive category. (T-0).

2.2.1.3. Development teams will vector quality officers to S-JDA by following joint tour requirements, while considering career milestones that may prevent the officer from completing a full joint tour. (T-1).

2.2.1.4. Development teams will only vector those selected to attend intermediate/senior developmental education to S-JDA positions when the officer can complete the minimum joint tour prior to their last year of eligibility. (T-1).

2.2.1.5. Development teams will vector a sufficient number of JQOs to joint duty to ensure an appropriate number of critical JDA positions are filled. (T-1).

2.2.2. Develop policies to ensure appropriately qualified officers are designated in sufficient numbers to attend the Joint and Combined Warfighting Schools. (T-1).

2.2.3. Ensure the JPME Phase I and Phase II curriculum of Air Force schools meet the criteria established in CJCSI 1800.01F, *Officer Professional Military Education Policy*. (T-1).

**2.3. Directorate of Manpower, Organization and Resources (AF/A1M). Will:**

2.3.1. Ensure that the Air Force Manpower Programming and Execution System is updated on a bi-annual basis to correctly reflect Air Force JDA positions. (T-1).

2.3.2. Coordinate updates to Manpower Programming and Execution System with AFPC, ARPC, and National Guard Bureau (NGB) to ensure accurate accounting of AF JDA positions. (T-1).

**2.4. Directorate of Military Force Management Policy (AF/A1P). Will:**

2.4.1. Develop Air Force policy to ensure compliance with Title 10 United States Code Sections 661-668, *Joint Officer Management*, DoDI 1300.19 and CJCSI 1330.05B. (T-1).

2.4.2. Provide joint officer management reports, as required, through the CJCS to the SecDef. (T-1).

2.4.3. Nominate officers meeting the joint qualification criteria to the CJCS and the SecDef, as appropriate, for designation as Level II and III JQOs. (T-1).

2.4.4. Validate grades O-1 to O-6 Air Force submissions for experience- joint duty assignment (E-JDA) credit prior to submission to Joint Chiefs of Staff, Manpower and Personnel (JCS/J1) to ensure experiences meet the criteria to provide the officer with knowledge, skills and abilities in joint matters. (T-1).

**2.5. Air Force General Officer Management (AF/A1LG). Will:**

2.5.1. Ensure joint provisions applying to general officers are met. (T-1).

2.5.2. Nominate officers meeting the joint qualification criteria to the CJCS and the SecDef, as appropriate, for designation as Level II, III and Level IV joint qualified. AF/A1LG will validate AFR and ANG submissions. (T-1).

2.5.3. Validate grades O-7 through O-10 Air Force submissions for E-JDA credit prior to submission to Joint General/Flag Matters Office to ensure experiences meet the criteria to provide the officer with knowledge, skills and abilities in joint matters. AF/A1LG will certify AFR and ANG submissions prior to submission. (T-1).

2.5.4. Ensure requests for joint tour length waivers are prepared and processed for submission to the CJCS at least 90 days prior to officers' desired departure date. **(T-1)**.

**2.6. Air Force Colonel Group (AF/A1LO). Will:**

2.6.1. Ensure qualified colonels and/or colonel-selects are assigned to colonel JDA billets. **(T-1)**.

2.6.2. Ensure colonels receive JQO or Scientific-Technical designation prior to being selected to the grade of brigadier general. (Exempt: Judge Advocate General's Corps, Medical Corps, Dental Corps, Bio-medical Science Corps, Medical Service Corps, Nurse Corps, Chaplain Corps, and Line of the Air Force officers who qualify for a Scientific-Technical Waiver). **(T-1)**.

2.6.3. Ensure any necessary waivers for colonel-selects. Colonel and brigadier general-selects serving in S-JDA positions are processed before the officer changes duty positions. **(T-1)**.

**2.7. AFPC. Will:**

2.7.1. Publish guidance and procedures to ensure compliance with 10 USC §§ 661-668, DoDI 1300.19, CJCSI 1330.05B and this instruction regarding joint officer management and the Joint Qualification System. **(T-2)**.

2.7.2. Monitor the careers of JQOs and officers who are serving on, or have served on, S-JDA to ensure the promotion objectives and required tour lengths are attained in accordance with [paragraph 1.3 and 1.4](#) of this instruction, and DoDI 1300.19, Section 7.1. **(T-2)**.

2.7.3. Ensure all JDA listings are made in accordance with the below criteria: **(T-2)**.

2.7.3.1. Joint assignment practices result in the Air Force meeting the tour length requirements. **(T-2)**.

2.7.3.1.1. Assign quality officers by informed development team vectors for S-JDA positions. **(T-2)**.

2.7.3.1.2. Assign quality officers to S-JDA by following joint tour requirements, while considering career milestones that may prevent the officer from completing a full joint tour. **(T-2)**.

2.7.3.1.3. Assign officers to S-JDA for a length of time that provides stability to the joint organization. **(T-0)**.

2.7.3.1.4. Assign officers, selected for intermediate/senior developmental education, to standard JDA positions only when they can complete the full joint tour prior to their last year of eligibility. **(T-2)**.

2.7.3.2. Assign a sufficient number of JQOs to joint duty to ensure an appropriate number of critical JDA positions are filled. **(T-2)**.

2.7.3.3. Assign appropriately qualified officers, in sufficient numbers, to attend the Joint and Combined Warfighting Schools. **(T-2)**.

2.7.3.4. Assign quality officers to standard JDAs so the promotion rates of those officers meet promotion objectives as outlined in [paragraph 1.4](#) of this instruction. **(T-2)**.

2.7.4. Route all S-JDA requisitions through Joint Officer Management (AFPC/DP2LWA) for validation/approval. (T-2).

**2.8. AFPC Joint Officer Management (AFPC/DP2LWA). Will:**

2.8.1. Ensure all S-JDA actions are validated for joint duty credit. (T-2).

2.8.2. Ensure only officers (majors and lieutenant colonels) who meet the joint qualification criteria for Level III are nominated for JQO designation. (T-2).

2.8.3. Ensure, in coordination with AF/A1LO, during the summer move cycle that more than 50% of all non-JQO graduates, and 100% of JQO graduates, of National Defense University JPME Phase II-awarding schools be assigned to a S-JDA as their next assignment following graduation. For officers graduating from the Joint Advanced Warfighting School, 100% must be assigned to Joint Staff designated planner positions. Half of the officers subject to that requirement, for each school, may be assigned to an S-JDA as their second assignment (rather than first) following graduation. To the extent practicable, this policy shall also apply to the AFR. (T-2).

2.8.4. Ensure requests for joint tour length waivers are prepared and processed for submission to the CJCS at least 90 days prior to officers desired departure date. (T-2).

2.8.5. Screen experience-based JDA requests received from Defense Manpower Data Center (DMDC) joint qualification system self-nomination website to headquarters prior to forwarding to Headquarters Air Force, Military Force Policy Division (AF/A1PP) for JCS/J1 validation. Ensure E-JDA submissions are submitted for panel consideration not later than 18 months from the close-out date of the experience. Officers must submit their experience via DMDC joint qualification system self-nominating website not later than 12 months from the end of their experience. (T-2).

2.8.6. Validate officer's discretionary point requests (see [Attachment 1, Terms](#)) and staff approval to DMDC. Point requests are batch-processed on a quarterly basis to DMDC for update into the Joint Management Information System. (T-2).

2.8.7. Process requests for differential joint duty credit from officers who meet the criteria outlined in [Attachment 1, Terms](#).

**2.9. Air Force Reserve Senior Leader Management (AF/REG). Will:**

2.9.1. Act as the E-JDA/S-JDA service manager for all AFR general officers. (T-1).

2.9.2. Ensure joint provisions applying to Reserve general officers are met. (T-1).

2.9.3. Nominate appropriate general officers who qualify as Level III/IV JQOs through the Joint Staff. Nominees must not have an established Unfavorable Information File or any other pending derogatory action. (T-1).

**2.10. Personnel Center Joint Officer Management (ARPC/JOM). Will:**

2.10.1. Publish guidance and procedures to ensure compliance with the statutes, DoD policies, and Department of the Air Force policy directive regarding joint officer management and the Joint Qualification System for AFR officers. (T-1).

2.10.2. Ensure S-JDA actions are validated as designated reserve billets for joint duty credit. (T-1).



2.10.3. Act as the E-JDA/S-JDA service manager for AFR officers in the grade of O-6 and below. **(T-1)**.

2.10.4. Prepare, quality check and counsel AFR Airmen on E-JDA package submission to the Joint Experience Review Panel requesting experience-based joint credit in accordance with DoD and CJCS policy. **(T-1)**.

2.10.5. Manage and execute all Joint Officer Personnel Data Systems (service and DoD) requirements related to E-JDA/S-JDA.

2.10.6. Nominate, on a monthly basis, appropriate colonel and below officers who qualify as Level II/III JQOs through the Joint Staff. Nominees must not have an established Unfavorable Information File or any other pending derogatory action. Nominee must have master's degree to become a JQO. **(T-1)**.

2.10.7. Validate officers' discretionary point requests; process requests in batches on a monthly basis into Joint Management Information System. **(T-1)**.

2.10.8. Ensure requests for joint tour length waivers are prepared and processed for submission to the CJCS at least 90 days prior to officer's desired departure date. Waiver requests should be submitted to ARPC/JOM 120 days prior to requested departure date to meet the 90-days deadline to CJCSI. **(T-1)**.

**2.11. ARPC Force Development (ARPC/DPAF). (T-2). Will:**

2.11.1. Ensure joint assignment practices result in the AFR meeting joint tour length requirements.

2.11.2. Ensure development teams vector quality officers to S-JDA by following joint tour requirements while considering career milestones that may prevent the officer from completing a full joint tour.

2.11.3. Ensure assignment officers assign quality officers to S-JDA so the promotion rates of those officers meet promotion objectives as required by statute.

**2.12. National Guard Bureau Joint Officer Management (NGB/JOM). Will:**

2.12.1. Publish guidance and procedures to ensure compliance with the statutes, DoD policies, and Department of the Air Force policy directives and instructions regarding joint officer management and the Joint Qualification System for ANG officers. **(T-2)**.

2.12.2. Ensure S-JDA actions are validated as designated ANG billets for joint duty credit. **(T-2)**.

2.12.3. Act as the E-JDA/S-JDA service manager for the ANG officers colonel and below. **(T-2)**.

2.12.4. Prepare, quality check and counsel ANG officers on E-JDA package submission to the Joint Experience Review Panel requesting experience-based joint credit in accordance with DoD and CJCS policy. **(T-2)**.

2.12.5. Manage and execute all Joint Officer Personnel Data Systems (service and DoD) requirements related to E-JDAs and S-JDAs. **(T-2)**.

2.12.6. Nominate, on a monthly basis, appropriate officers who qualify as Level II/III JQOs, through the Joint Staff. **(T-2)**.

2.12.7. Validate officer's discretionary point requests and staff approval to AF/A1P. Point requests are batch-processed on a monthly basis for update into Joint Duty Assignment Management Information System. **(T-2)**.

2.12.8. Ensure requests for joint tour length waivers are prepared and processed so that the requests are submitted to the CJCS at least 90 days prior to officer's desired departure date. Joint tour length waivers must be submitted to JCS/J1 90 days prior to requested departure date. **(T-1)**.

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**Attachment 1****GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

10 USC § 661-668, *Joint Officer Management*  
10 USC § 806, *Article 6, Judge Advocates and Legal Officers*  
10 USC § 9037, *Judge Advocate General, Deputy Judge Advocate General: appointment; duties*  
CJCSI 1330.05B, *Joint Officer Management Program Procedures*, 6 July 2020  
CJCSI 1331.01D, *Manpower and Personnel Actions Involving General and Flag Officers*, 1 August 2010  
CJCSI 1800.01F, *Officer Professional Military Education Policy*, 15 May 2020  
DoDI 1300.19, *DoD Joint Officer Management (JOM) Program*, 3 April 2018  
DAFPD 36-21, *Utilization and Classification of Military Personnel*, 22 August 2019  
AFI 36-2110, *Total Force Assignments*, 5 October 2018  
AFI 33-322, *Records Management and Information Governance Program*, 23 March 2020  
DAFI 33-360, *Publication and Form Management*, 1 December 2015

***Prescribed Forms***

No Prescribed Forms

***Adopted Forms***

AF Form 679, *Air Force Publication Compliance Item Waiver Request/Approval*  
AF Form 847, *Recommendation for Change of Publication*

***Abbreviations and Acronyms***

**AFI**—Air Force instruction  
**AFPC**—Air Force Personnel Center  
**DAFPD**—Department of the Air Force policy directive  
**AFR**—Air Force Reserve  
**AF/REG**—Air Force Reserve Senior Leader Management  
**ANG**—Air National Guard  
**ARPC**—Air Reserve Personnel Center  
**CJCS**—Chairman of the Joint Chiefs of Staff  
**CJCSI**—Chairman of the Joint Chiefs of Staff instruction  
**DMDC**—Defense Manpower Data Center

**DoD**—Department of Defense

**DoDI**—Department of Defense instruction

**E-JDA**—Experience-joint duty assignment

**JDA**—Joint duty assignment

**JPME**—Joint professional military education

**JQO**—Joint qualified officer

**NGB**—National Guard Bureau

**RegAF**—Regular Air Force

**SecDef**—Secretary of Defense

**S-JDA**—Standard-joint duty assignment

**USD(P&R)**—Under Secretary of Defense for Personnel and Readiness

### *Terms*

**Assignment**—The permanent change of an Airman's duty station from one location to another. Also refers to duties performed. (Used alternately with the term "reassignment.")

**Defense Manpower Data Center**—The office responsible for maintenance of the joint information system JDAMIS.

**Development Team (DT)**—DTs are the responsibility of individual career field Functional Authorities, Functional Managers and the Deputy Chief of Staff, Manpower, Personnel and Services (AF/A1). DTs identify and provide vectors for education, training, and experiences appropriate for personnel within each functional community based on current and future requirements.

**Differential Joint Duty Credit**—Differential credit is authorized for officers who served in S-JDAs located in Hazard Fire/Imminent Danger pay and received accrued JDA credit but not enough for full JDA credit. Military Services may only request differential JDA credit for officers who did not receive full JDA credit. Joint Duty Credit must be requested within 12 months of tour completion. The CJCS has the authority to approve or disapprove requests for differential joint duty credit.

**Discretionary Points**—Points earned in excess of the minimum education and experience requirement through exercises, education other than JPME, collective joint training, or individual joint training.

**Experience-Joint Duty Assignment**—Assignments, other than Joint Duty Assignment List positions, and experiences that demonstrate an officer's mastery of knowledge, skills, and abilities in joint matters, as determined under such regulations and policy as prescribed by the SecDef. experience-joint duty assignments may be shorter in duration; therefore, they may be aggregated to achieve the equivalent of a full tour of duty in a standard-joint duty assignment.

**Full Joint Duty Credit**—The joint credit designation granted for completion of a tour of duty in a standard-joint duty assignment that meets all statutory requirements or the accumulation of 36

joint experience points accrued from experience-joint duty assignments and discretionary points from joint training/exercises.

**Functional Authority**—Senior leadership, to include Assistant Secretaries, Deputy Chiefs of Staff (three-star), and other selected Headquarters Air Force two-letter general officer or senior leadership-level leaders who provide corporate perspective of institutional requirements and force management and development. The Functional Authority serves as a final authority to ensure all policies, established in accordance with this Instruction, are implemented within their functional community. Functional Authorities are supported by Functional Managers who are supported by career field managers.

**Joint Duty Assignment**—An assignment to a designated position in a multi-service, joint or multinational command or activity that involves the integrated employment or support of the land, sea, air or space forces of at least two of the three Military Departments. Such involvement includes, but is not limited to, matters relating to national military strategy, joint doctrine and policy, strategic planning, contingency planning, and command and control of combat operations under a unified or specified command.

**Joint Duty Assignment Listing**—Approved listing of all billets designated as a joint duty assignment. In order to receive joint duty credit, an officer must be filling a joint duty assignment list billet. Billets are coded as either JC (requires fill by a JQO) or JD (normal joint duty assignment).

**Joint Duty Assignment Management Information System**—The automated management information system database maintained by the Defense Manpower Data Center, and managed and updated by the Chairman of the Joint Chiefs of Staff and the Military Services.

**Joint Matters**—Matters related to the achievement of unified action by integrated military forces in operations conducted across domains such as land, sea, air, space, or the information environment, including matters relating to national military strategy; strategic and contingency planning; command and control of operations under unified command; national security planning with other departments and agencies of the United States; and combined operations with military forces of allied nations.

**Joint Qualification Level II (Approval Authority, CJCS)**—Officers accrue 18 joint qualification points or are awarded full joint duty credit and complete JPME Phase I (resident or non-resident).

**Joint Qualification Level III (Approval Authority, USD(P&R))**—Officers accrue 36 joint qualification points or are awarded full joint duty credit, complete JPME Phase II (residence only), master's degree and requisite professional military education. AFR and ANG officers accrue 24 joint qualification points, may complete Joint Combined Warfighting School-Hybrid in lieu of JPME Phase II. Officers approved for Level III are designated as a JQO.

**Joint Qualification Level IV (Approval Authority, USD(P&R))**—General officers accrue 24 joint qualification points or are awarded full joint duty credit in a general officer billet in Office Secretary of Defense/Defense Agency/Joint Staff/COCOM Headquarters/Joint Task Force Headquarters, hold the JQO designation and successfully complete CAPSTONE (CAPSTONE - RegAF only). AFR and ANG officers accrue 24 months and 7 additional points.

**Joint Qualified Officer**—An officer on the active duty list who has completed both phases of JPME, been awarded full joint tour credit, and been designated by the SecDef as a JQO (JQOs may fill a critical joint duty assignment billets).

**Joint Qualified Officer Nominee**—An officer who completes a program of JPME, or an officer who has a critical occupational specialty tour. The Military Department concerned designates the officer as a JQO.

**Standard Joint Duty Assignment**—An assignment to an approved Joint Duty Assignment List position in a multi-service, joint, or multinational command, or activity that is involved in the integrated employment or support of the land, sea, air or space forces.

**Vector**—The development team's collective recommendation for Joint Duty Assignments by following joint tour requirements while considering career milestones and assignment level (e.g., Joint Staff, Air Staff, Major Command, base-level, etc.). Training or education opportunity (e.g., resident Developmental Education, advanced functional training), or position type (e.g., flight commander, division chief, instructor, special duty, etc.) a member should be considered for in his or her next or subsequent assignments.