



# Department of Defense **INSTRUCTION**

**NUMBER** 1310.01

August 23, 2013

Incorporating Change 1, Effective April 29, 2020

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USD(P&R)

**SUBJECT:** Rank and Seniority of Commissioned Officers

**References:** See Enclosure 1

1. **PURPOSE.** In accordance with the authority in DoD Directive 5124.02 (Reference (a)), this instruction reissues DoD Instruction (DoDI) 1310.01 (Reference (b)) to update policy, responsibilities, and procedures to determine the dates of rank and precedence of commissioned officers on the active-duty list and on the reserve active-status list.

2. **APPLICABILITY.** This instruction applies to OSD, the Military Departments, the Office of the Chairman of the Joint Chiefs of Staff 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 Department of Defense.

3. **POLICY.** It is DoD policy that the relative seniority of commissioned officers who are placed on the active-duty list or reserve active-status list is determined uniformly and equitably among the Military Services.

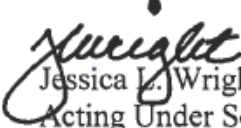
4. **RESPONSIBILITIES.** See Enclosure 2.

5. **PROCEDURES.** Enclosure 3 provides procedures to determine the dates of rank of commissioned officers and the seniority among commissioned officers.

6. **RELEASABILITY.** **Cleared for public release.** This instruction is available on the Directives Division Website at <https://www.esd.whs.mil/DD/>.

7. SUMMARY OF CHANGE 1. The change to this issuance updates references and removes expiration language in accordance with current Chief Management Officer of the Department of Defense direction.

8. EFFECTIVE DATE. This instruction is effective August 23, 2013.

  
Jessica L. Wright  
Acting Under Secretary of Defense for  
Personnel and Readiness

Enclosures

1. References
2. Responsibilities
3. Procedures

Glossary

ENCLOSURE 1

REFERENCES

- (a) DoD Directive 5124.02, "Under Secretary of Defense for Personnel and Readiness (USD(P&R))," June 23, 2008
- (b) DoD Instruction 1310.01, "Rank and Seniority of Commissioned Officers," May 3, 2006, as amended (hereby cancelled)
- (c) DoD Instruction 1310.02, "Original Appointment of Officers," March 26, 2015
- (d) DoD Instruction 1312.03, "Entry Grade Credit for Commissioned Officers and Warrant Officers," December 28, 2018
- (e) Title 10, United States Code

ENCLOSURE 2

RESPONSIBILITIES

1. UNDER SECRETARY OF DEFENSE FOR PERSONNEL AND READINESS (USD(P&R)). The USD(P&R) establishes policies governing the rank and seniority of commissioned officers.
  
2. ASSISTANT SECRETARY OF DEFENSE FOR READINESS AND FORCE MANAGEMENT (ASD(R&FM)). Under the authority, direction, and control of the USD(P&R), the ASD(R&FM) develops and oversees the policies governing the rank and seniority of commissioned officers.
  
3. SECRETARIES OF THE MILITARY DEPARTMENTS. The Secretaries of the Military Departments:
  - a. Implement this instruction.
  - b. Provide for the appointment of officers in accordance with DoDI 1310.02 (Reference (c)).
  - c. Recommend changes, as necessary, to this instruction to the USD(P&R).

ENCLOSURE 3

PROCEDURES

1. COMMISSIONED OFFICER GRADES. Among the grades listed in the Figure, the grades of general and admiral are equivalent and are senior to the other grades of second lieutenant or ensign through lieutenant general or vice admiral; the grades of second lieutenant and ensign are equivalent and are junior to the other grades of first lieutenant or lieutenant (junior grade) through general or admiral.

Figure. Commissioned Officer Grades

<u>Army, Air Force, and Marine Corps</u>	<u>Navy</u>
General	Admiral
Lieutenant General	Vice Admiral
Major General	Rear Admiral
Brigadier General	Rear Admiral (lower half)
Colonel	Captain
Lieutenant Colonel	Commander
Major	Lieutenant Commander
Captain	Lieutenant
First Lieutenant	Lieutenant (junior grade)
Second Lieutenant	Ensign

2. EQUIVALENT GRADE RANKING. Rank among commissioned officers of the same grade or of equivalent grades is determined by comparing dates of rank.

a. An officer whose date of rank is earlier than the date of rank of another officer of the same or equivalent grade is senior to that officer.

b. The Chief of Staff of the Army, the Chief of Naval Operations, the Chief of Staff of the Air Force, and the Commandant of the Marine Corps rank among themselves according to dates of appointment to those offices, and rank above all other officers on the active-duty list of the Army, the Navy, the Air Force, and the Marine Corps, except for the Chairman and the Vice Chairman of the Joint Chiefs of Staff, who respectively outrank all other officers of the Military Services.

3. DATE OF RANK OF REGULAR OFFICERS OTHER THAN ACADEMY GRADUATES.

Except as provided in section 5 of this enclosure, the date of rank of a person originally appointed as a Regular commissioned officer in the Army, the Navy, the Air Force, or the Marine Corps who is not a Service Academy graduate is the date of that appointment unless:

a. The appointee was, at the time of appointment, a Reserve officer on the active-duty list, in which case the date of rank is the same as that which the officer held immediately before his or her appointment as a Regular officer;

b. The appointee was, at the time of appointment, a Reserve officer not on the active-duty list, in which case the date of rank is the same as that which the officer would have held immediately before appointment as a Regular officer (providing that the officer had been serving on the active-duty list as a Reserve officer on the date of appointment as a Regular officer), or;

c. The appointee is credited with service credit. In this case, the date of rank will be adjusted to an earlier date. That date will be earlier to the extent that the service credit awarded is in excess of that required for the officer's appointment grade under DoDI 1312.03 (Reference (d)).

#### 4. DATE OF RANK FOR OFFICERS IN TRANSITION TO AND FROM THE RESERVE ACTIVE-STATUS LIST AND ACTIVE-DUTY LIST

a. The Secretary of the Military Department concerned may change an officer's date of rank to a later date to reflect such officer's qualifications and experience. This applies in the case of a Reserve officer ordered to active duty who:

(1) Is placed on the active-duty list and who has not been on continuous active duty since his or her original appointment as a Reserve commissioned officer; or

(2) Is transferred from an inactive status to an active status and placed on the active-duty list or reserve active-status list, effective on the date on which he or she is placed on the active-duty list or reserve active-status list.

b. The authority to change the date of rank of a Reserve officer who is placed on the active-duty list to a later date does not apply in the case of an officer who:

(1) Has served continuously in the Selected Reserve of the Ready Reserve since the officer's last promotion or;

(2) Is placed on the active-duty list while on a promotion list as described in section 14317 of Title 10, United States Code (Reference (e)).

c. An officer on the reserve active-status list who is on a promotion list and is placed on the active-duty list will be placed on an appropriate promotion list for officers on the active-duty list under section 14317(b) of Reference (e) provided:

(1) The officer is on a promotion list as a result of selection for promotion by a mandatory promotion board or a special selection board.

(2) Before being promoted, the officer is placed on the active-duty list of the same Military Service and placed in the same competitive category.

(3) The effective date of promotion and date of rank will be the same as if the officer had been selected to the grade concerned by the promotion board for active-duty list officers.

d. An officer on the active-duty list and on a promotion list who is removed from the active-duty list and placed on the reserve active-status list of the same Military Service and in the same competitive category (including a Regular officer who on removal from the active-duty list is appointed as a Reserve Officer and placed on the reserve active-status list) will be placed on an appropriate promotion list in accordance with section 14317(c) of Reference (e). The effective date of promotion and date of rank will be the same as if the officer had been selected to the grade concerned by the promotion board for reserve active-status list officers. If the Secretary of the Military Department concerned determines circumstances exist such that an inequity would result in following the foregoing method in determining date of rank, he or she may set the date of rank.

5. DATE OF RANK OF SECOND LIEUTENANTS OR ENSIGNS APPOINTED IN MAY OR JUNE NOT THROUGH THE SERVICE ACADEMIES. The date of rank of second lieutenants or ensigns appointed in accordance with section 2106 or 2107 of Reference (e) in May or June of any year who enter active duty during either of those months is the date that the class of cadets or midshipmen graduated from one of the Service Academies. Such appointees who enter active duty before the graduation date of the appropriate Service Academy may take precedence over academy graduates. Within such groups of section 2106 and 2107 of Reference (e) appointees, distinguished military graduates may take precedence.

6. RANKING OFFICERS WITH THE SAME GRADE AND DATE OF RANK. Graduates of Service Academies will initially be placed on the active-duty list of their Military Service in order of their class standing at the Service Academy from which they graduated. As an exception, academy graduates appointed in another Military Service in accordance with section 541 of Reference (e) will be placed on the active-duty list of the gaining Military Service by integrating their class standing into the class standings of the graduates of the academy of the gaining Military Service. All other officers who have the same or equivalent grades and the same date of rank will rank in order of seniority based on the following criteria:

- a. Previous grade's date of rank or, if the same, the date of rank in an earlier grade.
- b. Previous active duty grade relative seniority (if applicable).
- c. Total active commissioned service.
- d. Total federal commissioned service or date of appointment as a commissioned officer.
- e. Further differentiation as established by the Secretary of the Military Department concerned.

**7. TEMPORARY APPOINTMENTS OR GRADES HELD BY REASON OF ASSIGNMENT.**

A commissioned officer whose position on the active-duty list or reserve active-status list results from service in a temporary appointment or in a grade held by reason of assignment has, when that appointment or assignment ends, the grade and position on the active-duty list or reserve active-status list that he or she would have held had he or she not received that appointment or assignment.

**8. ADJUSTING DATE OF RANK OF CERTAIN PROMOTIONS DELAYED BY REASON OF UNUSUAL CIRCUMSTANCES.** The Secretary of the Military Department concerned may adjust the date of rank of an officer, except a general or flag officer, appointed to a higher grade under section 624(a) or 14308(a) of Reference (e) if the appointment of that officer to the higher grade is delayed by unusual circumstances. The Secretary of the Military Department concerned must determine that the unusual circumstance caused an unintended delay in processing or approval of the selection board report or promotion list in order for an officer's date of rank to be adjusted and will notify the USD(P&R) of adjustments exercised under this authority. The notification will include the name of the officer(s) and a discussion of the reasons for the adjustment of the date of rank.

a. The adjusted date of rank for an officer must be consistent with the officer's position on the promotion list for that grade and competitive category when additional officers in that grade and competitive category were needed. The adjusted date of rank must also be in compliance with applicable strength limitations for officers in that grade and competitive category and will be the effective date for pay and allowances for that grade.

b. When the Secretary of the Military Department concerned adjusts the date of rank of an officer who received Senate confirmation in that grade, and the adjustment is to a date before the Senate confirmation date, that Secretary of the Military Department concerned will send a letter to the Senate Armed Services Committee providing notification of that adjustment. The letter will include the name of the officer and a discussion of the reasons for the adjustment of the date of rank. A copy of that letter will be provided to the USD(P&R).



GLOSSARY

PART I. ACRONYMS

ASD(R&FM) Assistant Secretary of Defense for Readiness and Force Management

DoDI DoD instruction

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

PART II. DEFINITIONS

Unless otherwise noted, these terms and their definitions are for the purpose of this instruction.

active-duty list. Defined in section 101(b)(13) of Reference (e).

commissioned officer. Defined in Reference (c).

reserve active-status list. Defined in section 101(c)(7) of Reference (e).