

OHIO MILITARY RESERVE



Regulation 614-3

REASSIGN- MENTS AND TRANSFER

Headquarters, Ohio Military Reserve
Office of the Assistant Chief of Staff,
Personnel and Administration, G1
1000 Lawrence Road
Camp Perry Training Site
Port Clinton, Ohio
43452-9578

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Ohio Military Reserve
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Reassignment and Transfer

By Order of the Governor:

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Supersedes. This regulation supersedes OHMR-R 614-3, 01 January 1986

Applicability. This regulation applies to all components, elements, detachments, units and personnel of the Ohio Military Reserve.

Supplementation. Supplementation of this regulation and establishment of command and local policies are prohibited.

Suggested Improvements. Suggested improvements which may be considered for this regulation should be forwarded in writing to the proponent agency of this regulation, the Office of the Assistant Chief of Staff, Personnel and Administration, OHMR-G1, Camp Perry Training Site, 1000 Lawrence Avenue, Port Clinton, Ohio 43452-9578.

Summary. This Regulation sets forth policy and procedure for requesting transfers within units, and from one unit to another within the OHMR.

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Chapter 1
Transfers

1-1. Authority. The authority to grant transfers is outlined in paragraphs 1-2 through 1-5. When orders effecting transfers are issued in accordance with OHMR Regulation 310-10, cite this regulation on the authority line.

1-2. Transfers within or to Headquarters and Headquarters Detachment (HHD) .

a. Any member occupying a paragraph and line number on the HHD Table of Organization and Equipment (TOE) may request a trans-

fer to another section, division, or branch of HHD; providing a unit vacancy exists.

b. Members of a brigade or battalion may request a transfer to HHD for an open paragraph and line number position.

c. Members of the Mobilization Designee List may request a transfer to HHD for an open paragraph and line number position.

1-3. Transfers within brigades. Members of a brigade may request a transfer to any battalion within that brigade in accordance with the following:

a. A unit vacancy must exist.

b. All commanders involved must approve the request for transfer.

1-4. Transfers between brigades. A member of one brigade may request a transfer to another brigade in accordance with the following:

a. A unit vacancy must exist.

b. All commanders involved must approve the request for transfer.

1-5. Transfers within battalion and companies. Members of a battalion or a company may request a transfer to a unit vacancy within that battalion or company.

1-6. Other transfers.

Mobilization Designee List. See OHMR Regulation 614-4.

1-7. Manner of request and approval authority.

a. Prior to submitting requests, every effort will be made to determine that a unit vacancy exists and obtain informal approval.

b. Manner of request. All requests for any transfer covered by this chapter will

(1) Be in writing.

(2) Be submitted through appropriate military channels.

(3) Have all the proper endorsements and concurrence from all commanders involved in the transfer.

c. Manner of Approval. All requests for transfer must be approved by

(1) Losing commander

(2) Gaining commander

(3) Next higher headquarters, if necessary.

1-8. Announcement of transfer. All approved transfers will be announced in orders in accordance with OHMR Regulation 310-10.

Chapter 2

Reassignment

2-1. Authority. Authority to grant requests for a reassignment is the responsibility of the commander of the specific unit involved. (Ex: A company commander may approve a reassignment in his company only; a battalion commander in his battalion only).

2-2. Request for reassignment. A request for reassignment must be submitted in writing through the chain of command of the unit concerned.

2-3. Approval or request. All requests for reassignment must be approved by all concerned commanders.

2-4. Issuance of orders. All reassignments will be announced in orders in accordance with OHMR Regulation 310-10 by the appropriate personnel office.