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L:DISTRICT OF COLUMBIA,L:WASHINGTON,OU:CNO WASHINGTON

DC(uc)

SUBJECT: IA GRAM 08-03 PARENT COMMAND ASSIGNMENT AND RESPONSIBILITIES FOR IA SAILORS AND THEIR FAMILIES

TEXT:

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FM CNO WASHINGTON DC//N1//

TO NAVADMIN

INFO SECNAV WASHINGTON DC

CNO WASHINGTON DC//N1//

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NAVADMIN 293/08

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SUBJ/IA GRAM 08-03 PARENT COMMAND ASSIGNMENT AND RESPONSIBILITIES FOR IA SAILORS AND THEIR FAMILIES //

REF/A/MSG/GENADMIN/CNO WASHINGTON DC/051201ZJUN2008//

REF/B/MSG/GENADMIN/COMUSFLTFORCOM NORFOLK VA/151850ZSEP08/NOTAL//

NARR/REF A IS NAVADMIN 160/08, INDIVIDUAL AUGMENTATION POLICY UPDATE.

REF B IS USFF IA GRAM 08-2.//

RMKS/1. THIS MESSAGE PROVIDES OPNAV POLICY/USFF INDIVIDUAL AUGMENTEE (IA) EXECUTIVE AGENT (EA) GUIDANCE.

2. THIS NAVADMIN ASSIGNS AND SPECIFIES PARENT COMMAND RESPONSIBILITIES FOR IA SAILORS AND THEIR FAMILIES.

3. PER REF A, AN IA IS DEFINED AS ANY SAILOR IN RECEIPT OF INDIVIDUAL DEPLOYMENT ORDERS FROM PERS-4, TO INCLUDE INDIVIDUAL AUGMENTEE MANPOWER MANAGEMENT ASSIGNMENTS (IAMM), GLOBAL WAR ON TERRORISM SUPPORT ASSIGNMENTS (GSA), MOBILIZED RESERVE PERSONNEL (RC MOB) NOT MOBILIZED AS PART OF AN ESTABLISHED COMMISSIONED RESERVE COMPONENT UNIT, AND HEALTH SERVICES AUGMENTATION PROGRAM (HSAP) PERSONNEL.

4. THE FOLLOWING GUIDELINES ASSIGN COMMAND RESPONSIBILITIES FOR SUPPORTING IAS AND THEIR FAMILIES. THE ASSIGNED PARENT COMMAND WILL SUPPORT ITS SAILORS AND FAMILIES THROUGHOUT THE IA TOUR UNTIL

THE SAILOR REPORTS TO THEIR NEXT PERMANENT DUTY STATION FOLLOWING COMPLETION OF THE IA ASSIGNMENT. SPECIFIC SUPPORT RESPONSIBILITIES ARE DEFINED IN PARAS 5 AND 6.

A. FOR IAMM: COMMANDS WITH SAILORS TAD IN SUPPORT OF AN IAMM ASSIGNMENT RETAIN PARENT COMMAND RESPONSIBILITY FOR THEIR IAMM SAILORS AND THEIR FAMILIES.

B. FOR GSA: COMMANDS FROM WHICH GSA SAILORS DETACH RETAIN PARENT COMMAND RESPONSIBILITY FOR DEPARTING GSA SAILORS AND THEIR FAMILIES. EXPEDITIONARY COMBAT READINESS CENTER (ECRC) IS ASSIGNED ADMINISTRATIVE RESPONSIBILITY FOR GSA SAILORS.

C. FOR MOBILIZED RESERVISTS: THE NAVY OPERATIONAL SUPPORT CENTER FROM WHICH RESERVISTS HAVE BEEN MOBILIZED RETAIN PARENT COMMAND RESPONSIBILITY FOR MOBILIZED SAILORS AND THEIR FAMILIES. ECRC IS ASSIGNED ADMINISTRATIVE RESPONSIBILITY FOR MOBILIZED RESERVE IA SAILORS.

5. PARENT COMMAND RESPONSIBILITIES FOR IA SAILORS AND THEIR FAMILIES INCLUDE, BUT ARE NOT LIMITED TO THE FOLLOWING:

- A. FAMILY SUPPORT VIA OMBUDSMEN OR FAMILY READINESS GROUPS
- B. EXECUTING ACCOUNTING AND EVACUATION ORDERS FOR FAMILIES DURING A DISASTER
- C. PERIODIC CONTACT WITH IA SAILOR WHILE IN THEATRE
- D. PERIODIC CONTACT WITH IA FAMILY WHILE MEMBER IS EXECUTING ANY PART OF AN IA ASSIGNMENT
- E. PRE-DEPLOYMENT SAILOR SCREENING

6. ECRC ADMINISTRATIVE RESPONSIBILITIES FOR IA SAILORS INCLUDE, BUT ARE NOT LIMITED TO THE FOLLOWING:

- A. DEPLOYMENT ADMINISTRATIVE SUPPORT TO INCLUDE, BUT NOT LIMITED TO, EXAM ORDERING AND EXAM ADMINISTRATION PER BUPERSINST 1430.16F AND MOST RECENT ADVANCEMENT NAVADMINS.
- B. DEPLOYMENT PAY/HOUSING/MEDICAL/LEGAL SUPPORT
- C. PERSONNEL ACCOUNTING OF SAILORS DURING A DISASTER
- D. CONTINUOUS REACHBACK SUPPORT FOR EMERGENT DEPLOYMENT ISSUES

7. REGIONAL COMMANDERS SHALL ENSURE A SUPPORTING FLEET AND FAMILY SUPPORT CENTER (FFSC) INDIVIDUAL DEPLOYMENT SUPPORT SPECIALIST (IDSS) IS ASSIGNED TO EVERY IA FAMILY. FOR THE SMALL PERCENTAGE OF FAMILIES WHO DECIDE TO MOVE TO A NEW LOCATION WHILE THE IA SAILOR IS DEPLOYED, THE REGIONAL COMMANDER OF THE NEW LOCATION WILL ENSURE FFSC IDSS FROM WITHIN THEIR REGION SUPPORT THE RELOCATED FAMILY AS NEEDED.

A. THE PARENT COMMAND IA COORDINATOR (CIAC) AS ASSIGNED PER REF B WILL NOTIFY THE LOSING AND GAINING REGIONAL COMMAND IA COORDINATORS OF THE FAMILY MOVE AND WILL COORDINATE WITH BOTH FOR ASSIGNMENT OF A NEW FFSC REPRESENTATIVE.

B. ONCE A NEW FFSC IDSS IS ASSIGNED, THE LOSING REGIONAL

COMMAND IA COORDINATOR WILL CONTINUE LIAISON BETWEEN THE DETACHING AND GAINING FFSCS TO ENSURE A POSITIVE HANDOFF OF THE FAMILY.

8. REGIONAL COMMANDER RESPONSIBILITIES FOR IA SAILORS AND THEIR FAMILIES INCLUDE, BUT ARE NOT LIMITED TO THE FOLLOWING:

- A. PREDEPLOYMENT/RETURN AND REUNION SUPPORT
- B. FAMILY SUPPORT VIA FLEET AND FAMILY SUPPORT CENTERS
- C. ISSUING ACCOUNTING AND EVACUATION ORDERS FOR FAMILIES DURING A DISASTER
- D. PERIODIC CONTACT WITH IA FAMILY WHILE MEMBER IS EXECUTING ANY PART OF AN IA ASSIGNMENT

9. USFF POINTS OF CONTACT:

- A. OVERALL: MS. KATE PERLEWITZ, USFF N1F, AT (757) 836-0493/DSN 836 OR EMAIL AT KATE.PERLEWITZ(AT)NAVY.MIL
- B. IA REQUIREMENTS: MS. JANE BARCLIFT, USFF N1D AT (757) 836-6037/DSN 836 OR EMAIL AT JANE.BARCLIFT(AT)NAVY.MIL
- C. IA SOURCING: CAPT STEVEN HOLLAND, USFF N1P, AT (757) 836-3557/DSN 836 OR EMAIL AT STEVEN.W.HOLLAND(AT)NAVY.MIL
- D. IA/IA FAMILY SUPPORT: MS. GLENDA ARRINGTON, USFF N1F3, AT (757) 836-2881/DSN 836 OR EMAIL AT GLENDA.ARRINGTON(AT)NAVY.MIL
- E. USFF NFAAS COORDINATOR: CDR JIM LINDSEY, USFF N1F2A, AT (757) 836-0454/DSN 836 OR EMAIL AT JAMES.LINDSEY(AT)NAVY.MIL
- F. IA/IA FAMILY SUPPORT STAKEHOLDER EXECUTIVE SECRETARY: LT MIKE HOSKINS, USFF N1F3A, AT (757) 836-4145/DSN 836 OR EMAIL AT MICHAEL.HOSKINS(AT)NAVY.MIL
- G. USFF IA/IA FAMILY SUPPORT WEB SITE: INFORMATION

INCLUDING PAST IA GRAMS, FAQ, AND IA/GSA POLICY CAN BE FOUND ON THE WEB AT:

[HTTP://WWW.CFFC.NAVY.MIL/AUGMENTEES/INDEX.HTM](http://www.cffc.navy.mil/augmentees/index.htm)

10. YOUR CONTINUED AND RENEWED SUPPORT TO OUR SAILORS SERVING IN THESE IMPORTANT MISSIONS, AS WELL AS THEIR FAMILIES IS CRITICAL.

USFF IS FIRMLY COMMITTED TO IMPROVING THIS SUPPORT, AND WELCOMES YOUR SUGGESTIONS TO ACHIEVE THAT OBJECTIVE. PLEASE PROVIDE YOUR BEST PRACTICES TO THE POINTS OF CONTACT ABOVE.

11. RELEASED BY VADM M. E. FERGUSON III, N1.//

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