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[MILITARY DEPARTMENT]

ANNUAL REPORT

ON

CAREER INTERMISSION PROGRAM

June 20XX

Prepared by:

[Office, Military Department]

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## [Military Department] Annual Report on the Career Intermission Program

### CIP Description

The Career Intermission Program was implemented under the authority granted in Section 551 of the National Defense Authorization Act for Fiscal Year 2019 (Public Law 115-223; 10 U.S.C. 710). This provision of the law repealed the Duncan Hunter National Defense Authorization Act for Fiscal Year 2009 (Public Law 110-417) and changed the Career Intermission Program from a pilot program with temporary authorization to a program with permanent authorization. Additionally, the law authorized the Secretary of each Military Department to carry out programs under which members of the regular components and members on Active Guard and Reserve duty of the armed forces under the jurisdiction of such Secretary may be inactivated from active service in order to meet personal or professional needs and returned to active service at the end of such period of inactivation. The Navy implemented its program in 2009 followed by the Marine Corps in 2013 and the Army and Air Force in 2014. CIP provides a temporary transition from active duty to the Individual Ready Reserve (IRR) for service members to pursue personal or professional growth outside the service while providing a mechanism for their seamless return to active duty. The long term intent of this program is to retain the valuable experience and training service members possess that might otherwise be lost by permanent separation.

### **Overview (Required reporting elements) – Calendar Year (CY) 2018**

- a. Narrative description of criteria used to select individuals for participation:
  - o Subjective
  - o Objective
  
- b. Assessment of retention benefit:
  - o Provide narrative account of retention trends based on CIP participation.
    - Did members meet reaccessions requirements and return to duty?
    - Do members retain through service obligation?
    - Do they retain beyond service obligation?
    - Has CIP aided in critical skills retention?
    - Has CIP provided retention benefit in highly stressed careers?
    - Have any specific career fields benefitted from CIP participation?
  - o Use charts to provide data on retention trends.
  
- c. Assessment of career progression:
  - o Enlisted retainability
  - o Promotion rates (Narrative description and see tables. Identify small sample sizes)
  - o Early promotion
  - o Command Selection
  - o Professional Military Education / School Selection
  - o Negative career impacts (if any)

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- d. Description of reasons members choose to participate in CIP:
  - o Examples:
    - Education
    - Raise/grow/adopt children
    - Care for ill/elderly/disabled family member
    - Pursue alternate career opportunity/transition preparation
    - Travel
    - Align dual military couples career timing
    - Religious (missionary work/pilgrimage)
  
- e. Assessment of ability to respond to personal/professional goals for participation in the program (data is from post participation survey results):
  - o Provide narrative description/personal accounts of members ability to increase work/life balance, career flexibility, respond to personal and professional needs
  - o Respond to the following questions:
    - Did the Service member accomplish the intent behind their initial reasons for which they were approved to participate? (e.g. – completion of degree, able to provide in-home care for ailing family member, delivered care to new born and/or expanded family)
    - What was most useful about the program’s ability to provide flexibility?
    - What was most constraining/restrictive about the program’s ability to provide flexibility?
  
- f. Description of *actual* costs to each military department for previous calendar year:
  - o PCS costs
  - o Pay
  - o Medical / Dental / Tricare benefits (will be provided by OSD)
  
- g. Description of members who did not return to active duty at the conclusion of their inactivation and reasons why:
  
- h. Description of inactive duty training required as part of participation (if any/applicable):
  
- i. Overall Program Narrative by military department:
  
- j. Program Assessment by military department:

**CIP Participation:**

The table below provides the [Service] CIP participation for calendar years 2009-2018. The table provides the number of applications, approved applications and program participants who entered the program during each year of eligibility.

(Service) CIP PARTICIPATION/EXECUTION BY YEAR												
YEAR	TOTAL APPLICANTS*		ELIGIBLE / QUALIFIED APPLICANTS		APPROVED APPLICANTS DECLINED / WITHDRAWN PRIOR TO CIP		DISSAPPROVED (NOT SELECTED) APPLICANTS		TOTAL APPROVED APPLICANTS		TOTAL ENTERING PROGRAM*	
	OFFICER	ENLISTED	OFFICER	ENLISTED	OFFICER	ENLISTED	OFFICER	ENLISTED	OFFICER	ENLISTED	OFFICER	ENLISTED
2009												
2010												
2011												
2012												
2013												
2014												
2015												
2016												
2017												
2018												
<b>TOTAL</b>												

**Definitions:**

**Total Number of Applicants** = count of all personnel who submitted an application for consideration

**Eligible/Qualified Applicants** = count of all personnel who submitted an application AND met their respective Service's initial eligibility criteria

**Approved Applicants – Declined/Withdrawn Prior to CIP** = count of all personnel who applied, met their respective service's eligibility criteria and were subsequently selected to enter the program but who, after approval, voluntarily declined or withdrew their request to participate

**Disapproved (Not Selected) Applicants** = count of all personnel who submitted an application for consideration, met their respective Service's eligibility criteria, but were not selected to participate

**Total Approved Applicants** = count of all personnel who submitted an application to participate in the program, met their respective Service's eligibility criteria, and were selected to participate

**Total Entering Program** = count of all personnel who applied, met their respective Service's eligibility criteria, were approved and entered the program

*\* NOTE: include additional information to explain any differential in total number of applicants vs. total number of personnel entering program – e.g. there were 10 applicants in 2015; however, only 5 applicants entered the program in 2015.)*

**CIP Participation by Race, Ethnicity and Gender (CY)**

The below table includes the total number of women and minority applicants who participated in the CIP program as compared to the male, non-minority applicants.

CIP PARTICIPATION RACE/ETHNICITY/GENDER DATA – CY__												
RACE	FEMALE				MALE				TOTAL			
	APPLICANTS		PARTICIPANTS		APPLICANTS		PARTICIPANTS		APPLICANTS		PARTICIPANTS	
	OFFICER	ENLISTED	OFFICER	ENLISTED	OFFICER	ENLISTED	OFFICER	ENLISTED	OFFICER	ENLISTED	OFFICER	ENLISTED
American Indian/Alaska native												
Asian												
Black/African American												
Hawaiian/Other Pacific Islander												
White/Caucasian												
2 or more Races												
Declined to Respond/Unknown												
<b>TOTAL</b>												
<b>ETHNICITY</b>												
Hispanic/Latino												
Not Hispanic/Latino												
Declined to Respond/Unknown												
<b>TOTAL</b>												

**Definitions:**

**Applicants** = count of personnel who submitted an application

**Participants** = count of personnel who submitted an application, met their respective service's initial eligibility criteria, were approved to participate, and subsequently entered the program

**CIP Participation by Pay Grade (CY)**

The below table includes the total number of applicants and participants by pay grade.

CIP PARTICIPATION PAY GRADE			
PAY GRADE	APPLICANTS	APPROVED	PARTICIPANTS
E-1			
E-2			
E-3			
E-4			
E-5			
E-6			
E-7			
E-8			
E-9			
W-1			
W-2			
W-3			
W-4			
W-5			
O-1			
O-2			
O-3			
O-4			
O-5			
O-6			
O-7			
O-8			
O-9			
O-10			

**Note:** Applicants may be approved and have not yet transitioned into the IRR or declined their approval quota and did not participate.

**Definitions:**

**Applicants=** Total number of applications received for each pay grade

**Approved=** Total number of applications approved for each pay grade

**Participants=** Total number of program participants, either currently in IRR or already completed the program

CIP Participation rates vs. retention rates (CY \_\_)

CIP Participation rates vs. retention rates for CY__							
Pay Grade at entry into CIP	# Participants	# In IRR status	# Returned to duty (AC / RC)	# Did not return to AC /RC post CIP participation	#Serving out service commitment incurred prior to CIP participation	# Serving out CIP service commitment	# Retained post CIP service commitment
E-1							
E-2							
E-3							
E-4							
E-5							
E-6							
E-7							
E-8							
E-9							
W-1							
W-2							
W-3							
W-4							
W-5							
O-1							
O-2							
O-3							
O-4							
O-5							
O-6							
O-7							
O-8							
O-9							
O-10							

**Definitions:**

**# of Participants**= Count of personnel who submitted an application, met their respective Service’s initial eligibility criteria, were approved, and entered the program.

**# in IRR Status**= Count of personnel who entered the program and were placed in an IRR status for the duration of their intermission; tracked separately by each Service (e.g., Air Force assigns each individual to a specific PASCODE that denotes IRR status).

**# Returned to duty (AC/RC)**= Count of personnel who entered the program, completed their intermission and were subsequently returned to their original duty status, either in the AC or RC.

**# Did not return to AC/RC post CIP participation**= Count of personnel who entered the program, and completed their full intermission but were not returned to their original duty status, either in the AC or RC.

**# Serving out Service commitment incurred prior to CIP participation**= Count of personnel who entered the program, completed their intermission, and were returned to their original duty status, and are currently fulfilling previous Service commitments (incurred from other programs and prior to CIP participation).

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# **Serving out CIP Service commitment**= Count of personnel who entered the program, completed their intermission, were returned to their original duty status and either had no prior service commitments, or who have finished serving out prior service commitments, and are now fulfilling the CIP Service commitment.

**CIP Participation rates vs. Retention rates (cumulative)**

Pay Grade at entry into CIP	CIP Participation rates vs. retention rates (cumulative)						
	# Participants	# In IRR status	# Returned to duty (AC /AGR)	# Did not return to AC / AGR post CIP participation	#Serving out service commitment incurred prior to CIP participation	# Serving out CIP service commitment	# Retained post CIP service commitment
E-1							
E-2							
E-3							
E-4							
E-5							
E-6							
E-7							
E-8							
E-9							
W-1							
W-2							
W-3							
W-4							
W-5							
O-1							
O-2							
O-3							
O-4							
O-5							
O-6							
O-7							
O-8							
O-9							
O-10							

**Definitions:**

# **of Participants**= Count of personnel who submitted an application, met their respective Service's initial eligibility criteria, were approved, and entered the program.

# **in IRR Status**= Count of personnel who entered the program and were placed in an IRR status for the duration of their intermission; tracked separately by each Service (e.g., Air Force assigns each individual to a specific PASCODE that denotes IRR status).

# **Returned to duty (AC/RC)**= Count of personnel who entered the program, completed their intermission and were subsequently returned to their original duty status, either in the AC or RC.

# **Did not return to AC/RC post CIP participation**= Count of personnel who entered the program, and completed their full intermission but were not returned to their original duty status, either in the AC or RC.

# **Serving out Service commitment incurred prior to CIP participation**= Count of personnel who entered the program, completed their intermission, and were returned to their original duty status, and are currently fulfilling previous Service commitments (incurred from other programs and prior to CIP participation).



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# **Serving out CIP Service commitment**= Count of personnel who entered the program, completed their intermission, were returned to their original duty status and either had no prior service commitments, or who have finished serving out prior service commitments, and are now fulfilling the CIP Service commitment.

**CIP Participants -- Career Progression (Enlisted Retention)**

The below table includes promotion rates for enlisted CIP participants to the next higher grade in comparison to their peers promotion selection opportunity to the next higher grade.

<b>CIP PARTICIPATION CAREER PROGRESSION (ENLISTED)</b>		
<b>Pay Grade</b>	<b>% Promotion rate of CIP participants promoted on time</b>	<b>% Promotion selection opportunity</b>
E-1		
E-2		
E-3		
E-4		
E-5		
E-6		
E-7		
E-8		
E-9		
W-1		
W-2		
W-3		
W-4		
W-5		

**Definitions:**

**% Promotion rate of CIP participants promoted on time** = The rate at which CIP participants were promoted within the individual’s expected promotion window, and with their adjusted peer group; the “on-time” promotion window varies within each Service and is further impacted by year group and career field.

**% Promotion selection opportunity** = The overall probability, for each Service, of being promoted to the next higher grade; percentage (%) of service personnel who will be promoted to the next higher grade; this % varies for each service, and is impacted by grade and year group.

Services will provide a narrative description of “promoted on time.”

**CIP Participants -- Career Progression (Officer)**

The below table includes promotion rates for officer CIP participants to the next higher grade in comparison to their commensurate peer group.

CIP PARTICIPATION CAREER PROGRESSION (OFFICER)		
Pay Grade upon entry into CIP	% Promotion rate of CIP participants promoted on time	% Promotion rate of commensurate peer group
O-1		
O-2		
O-3		
O-4		
O-5		
O-6		
O-7		
O-8		
O-9		
O-10		

**Definitions:**

**% Promotion rate of CIP participants promoted on time:**

$$\% \text{ CIP participants promoted on time} = \frac{\# \text{ of personnel promoted on time (as defined by each Service)}}{\text{total \# of CIP participants}}$$

**% Promotion rate of commensurate peer group** = Percentage of individuals, in the CIP participant's adjusted year group and competitive category, who were promoted to the next higher grade.