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SECRETARY OF THE AIR FORCE**

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Personnel

JOINT OFFICER MANAGEMENT

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This publication implements Department of the Air Force Policy Directive (DAFPD) 36-21, *Utilization and Classification of Air Force Military Personnel*. It applies to all Regular Air Force (RegAF), Air National Guard (ANG), and Air Force Reserve (AFR) officers. This publication does not apply to the United States Space Force. In collaboration with the Chief of Air Force Reserve (AF/RE) and the Director of the Air National Guard (NGB/CF), the Deputy Chief of Staff for Manpower, Personnel, and Services (AF/A1) develops personnel policy for the joint officer management program. 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 (OPR) using the DAF Form 847, *Recommendation for Change of Publication*; route DAF Forms 847 from the field through the appropriate functional chain of command. This publication may be supplemented at any level; but supplements that directly implement this publication must be routed to the OPR of this publication for coordination and all major command (MAJCOM) level supplements must be routed to the publication OPR for approval by the Human Resource Management Strategic Board prior to certification and approval. The authorities to waive wing, squadron, or 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 Manual (DAFMAN) 90-161, *Publishing Processes and Procedures*, for a description of the authorities associated with the Tier numbers. Submit requests for waivers through the chain of command to the appropriate Tier waiver approval authority, or alternately, through the applicable MAJCOM to

the Air Force Personnel Center, Military Assignments Branch (AFPC/DP3AM) for non-tiered compliance items.

SUMMARY OF CHANGES

This interim change revises AFI 36-2135 by updating the opening paragraph, the office symbols throughout the publication, and the references. It also adds office symbols to [Attachment 1](#). A margin bar (|) indicates newly revised material.

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 senior developmental education for lieutenant colonels and lieutenant colonel-selects (RegAF and AFR, only; not a requirement for ANG). All other exceptions to these 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 DAFI 36-2110, *Total Force Assignments*, as prescribed in DoDI 1300.19 and CJCSI 1330.05.

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-3 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 DAFI 36-2670, *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-3 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 the AFPC Joint Officer Management Office (AFPC/DPMLWJ) for validation/approval. **(T-2)**.

2.8. AFPC Joint Officer Management Office (AFPC/DPMLWJ). 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 Joint Duty Assignment Management Information System (JDAMIS) 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 JDAMIS 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 the JCS/J1. Point requests are batch-processed on a quarterly basis for update into JDAMIS. **(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)**.

ALEX WAGNER
Assistant Secretary of the Air Force
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Attachment 1

GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

References

10 USC Chapter 38, *Joint Officer Management*

10 USC § 806, *Art. 6. Judge advocates and legal officers*

10 USC § 9037, *Judge Advocate General, Deputy Judge Advocate General: appointment; duties*

DoDI 1300.19, *DoD Joint Officer Management Program*, 3 April 2018

CJCSI 1330.05B, *Joint Officer Management Program Procedures*, 6 July 2020

CJCSI 1331.01E, *Manpower and Personnel Actions Involving General and Flag Officers*, 31 March 2022

CJCSI 1800.01F, *Officer Professional Military Education Policy*, 15 May 2020

DAFPD 36-21, *Utilization and Classification of Military Personnel*, 25 August 2023

DAFI 36-2110, *Total Force Assignments*, 15 November 2021

DAFI 36-2670, *Total Force Development*, 25 June 2020

AFI 33-322, *Records Management and Information Governance Program*, 23 March 2020

DAFMAN 90-161, *Publishing Processes and Procedures*, 18 October 2023

Abbreviations and Acronyms

AFI—Air Force instruction

AFPC—Air Force Personnel Center

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

DAFPD—Department of the Air Force policy directive

DoD—Department of Defense

DoDI—Department of Defense instruction

E-JDA—Experience-joint duty assignment

JDA—Joint duty assignment

JDAMIS—Joint Duty Assignment Management Information System

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

Office Symbols

AF/A1—Deputy Chief of Staff for Manpower, Personnel, and Services

AF/A1D—Directorate of Force Development

AF/A1M—Directorate of Manpower, Organization and Resources

AF/A1P—Directorate of Military Force Management

AF/A1PP—Air Force Military Force Policy Division

AF/A1LG—Air Force General Officer Management

AF/A1LO—Air Force Colonel Group

AF/JA—Judge Advocate General

AF/JAX—Office of the Judge Advocate General, Professional Development Office

AF/RE—Chief of Air Force Reserve

AF/REG—Air Force Reserve Senior Leader Management

AFPC/DPMLWJ—Air Force Personnel Center, Joint Officer Management Office

AFPC/DP3AM—Air Force Personnel Center, Military Assignments Branch

ARPC/DPAF—Air Reserve Personnel Center, Force Development Office

ARPC/JOM—Air Reserve Personnel Center, Joint Officer Management Office

JCS/J1—Joint Chiefs of Staff, Manpower and Personnel

NGB/CF—Director of the Air National Guard

NGB/JOM—National Guard Bureau, Joint Officer Management Office

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