ARMY RESERVE

RECORD OF INDIVIDUAL PERFORMANCE OF RESERVE DUTY TRAINING

For use of this form see AR 140-185; the proponent agency is DCS, G-1.

PRIVACY ACT STATEMENT

AUTHORITY: 10 USC 10141, Ready Reserve, Standby Reserve, Retired Reserve, placement and Status of member, training categories; Army Regulation 140-185, Training and Retirement Point Credits and Unit Level Strength Accounting Record.

PURPOSE: This form is used to record Inactive Duty Training (IDT) by troop program unit (TPU) Soldiers, TPU Soldiers attached to another USAR unit, non-unit Soldiers under the jurisdiction of HRC who are attached for retirement points only performing IDT assemblies when pay is authorized. These records are created and maintained to manage the member's Army and Army National Guard service effectively, to document historically a member's military service and safeguard the rights of the member and the Army. See the System of Records Notice A0600-8-104b AHRC Official Military Personnel Record A0600-8-104b AHRC > Privacy, Civil Liberties, and Freedom of Information Directorate > DOD-wide SORN Article View (defense.gov).

ROUTINE USES: To the Department of Veteran Affairs to provide information relating to military service, benefits, and pensions.

DISCLOSURE: Voluntary; however, form will not be processed without personnel data on each soldier and nondisclosure may result in non-verification of duty performed.

1. DATE *(YYYYMMDD)*	2. FROM: *(Reporting Agency) (Include ZIP Code)*	3. ANNIVERSARY YEAR ENDING DATE *(MM/DD)*

4. TO: *(Records Manager AMHRR) (Include ZIP Code)*
(Must be submitted NLT 90 days from performance of duty)

5. LAST NAME - FIRST NAME - MIDDLE INITIAL	5a. DOD ID NO.	6. RANK	7. MOS

8. INDIVIDUAL'S ASSIGNED ORGANIZATION *(If different from office of addressee)*

9. THE ABOVE-NAMED SOLDIER PERFORMED

☐ EQUIVALENT ☐ ATADL ☐ FOR POINTS ONLY ☐ OTHER: _____

(Check applicable box) DUTIES, TRAINING OR INSTRUCTION ON THE DATES AND FOR THE HOURS INDICATED AS AUTHORIZED BY *(Cite AR 140-185, Table 2-4)*:

a. DATE			HOURS *b.*	RETIREMENT POINTS *c.*	PHYSICAL LOCATION OF DUTIES, NATURE OF DUTIES, TRAINING OR INSTRUCTION *d.*
DAY	MONTH	YEAR			

10. TYPED NAME, GRADE AND POSITION OF INDIVIDUAL HAVING KNOWLEDGE OF DUTIES PERFORMED	10a. SIGNATURE OF INDIVIDUAL
11. TYPED NAME, GRADE AND POSITION OF CDR OR UNIT REPRESENTATIVE VALIDATING APPROVED DUTY	11a. SIGNATURE OF CDR OR UNIT REPRESENTATIVE VALIDATING APPROVED DUTY

12. *FOR RECORDS MANAGER OF INDIVIDUAL SOLDIER'S RECORDS*

☐ SUBMITTED TO iPERMS	PAY DATA:	☐ SUBMITTED	☐ NOT APPLICABLE

INSTRUCTIONS

1. WHEN PREPARED.

Prepare DA Form 1380 by the last day of each duty month, to submit to either the appropriate pay channel or to the Army Human Resources Command (AHRC) for non-paid duty training utilizing AR 140-185, Table 2-4, to cover the following:

a. Reserve Training outside the normal Inactive Duty Training (IDT) battle assembly.

b. Equivalent or appropriate duties performed by Soldiers assigned/attached to USAR units, Active Component units, or another service per AR 140-10.

2. AUTHORIZED APPROVER FOR DUTY.

a. For training projects with prior approval from AHRC per AR 140-1, by the chief of the proponent agency for the project.

b. For attendance at professional or trade convention meetings – by the designated military representative at the meeting or unit commanding officer authorizing the meeting. Must include itinerary.

c. For training in an attached status – by the commanding officer of the unit of attachment.

d. For training attachments with another service - the Soldier will complete all items except the signature and then obtain the signature of the duly authorized official of the unit attachment

e. For all other Reserve training - as directed by the area commander.

f. For Continuing Medical Education (CME) per AR 351-3 in a paid or non-paid status by the commanding officer of the unit with prior approval.

3. INSTRUCTIONS FOR COMPLETION

a. Items 1 through 3, 5 through 8, and 10 through 12, self-explanatory.

b. Item 4 (TO:). Enter the complete designation and address of the record manager of the Soldier's records.

c. Item 9. Check the appropriate block to indicate type of duty performed. Cite the documentary authority listed in Table 2-4 of AR 140-185 for the training reported. When the form covers more than one period of duty or training of variable types, list the location, nature of duties, and training or instruction per duty day.

(1) Column a. Enter day, month, and year per duty day per month for which duty, training or instruction was performed.

(2) Column b. Enter the total number of hours per duty day in accordance with Table 2-4 of AR 140-185.

(3) Column c. Enter the Paid (P) or Non-Paid (N) code followed by the correlating retirement point credits earned per AR 140-185, Table 2-4 (Example: “P-1” equals a four hour period paid; “P-2” equals an eight hour period paid; “N-1” equals a four hour period non-paid; and, “N-2” equals an eight hour period non-paid.) Voluntary Inactive Duty “N-1” equals a two hour non-paid period and “N-2” equals aggregated eight hour non-paid period.

(a) Exception to the rule for funeral honors for one retirement point per day.

(b) Exception to the rule for preauthorized conferences for one retirement point per day.

(4) Column d. Enter location, description of the duties, training, or instruction performed.

d. Item 11. The responsible officer verifying the duty will provide the signed DA Form 1380 to the unit commander or unit representative validating duty. Units will ensure DA Form 1380s are processed for pay no later than 90 days from the date the duty was performed. (Example: Duty performed on 21 January 2022, DA Form 1380 must be prepared and submitted to the appropriate organization NLT 20 April 2022) Nonpaid DA Form 1380 must be prepared and submitted to HRC for IMA/IRR and to the Readiness Division (RD) for TPU, to award of retirement points no later than 90 days from the date the duty was performed. Units will process TPU Non-Paid DA Forms 1380s in ePAT in accordance with the Personnel Action Guide (PAG) “T-11-A-8 Process DA Form 1380 for Retirement Points Only. AHRC points of contact for submission of non-paid IDT actions can be located at https://www.hrc.army.mil/content/RPMD%20Retirement%20Points%20Team

4. DISPOSITION.

Units will ensure DA Forms 1380 are submitted to the Soldier's AMHRR (iPERMS) IAW AR 600-8-104 once validated and paid by DFAS or validated and non-paid retirement points are awarded AHRC will ensure DA Forms 1380 are submitted to the Soldier's AMHRR (iPERMS) IAW AR 600-8-104 once validated and non-paid retirement points are awarded for Soldiers assigned IRR/IMA. IMA Coordinator will ensure DA Forms 1380 are submitted to the Soldier's AMHRR (iPERMS) IAW AR 600-8-104 once validated and paid by DFAS.