

Georgia State Defense Force
PERSONNEL CLASSIFICATIONS

**REG
611-1**

Regulation Number:	GSDFR 611-1
Title:	Personnel Classifications
Effective Date:	01 July 2004
New / Revised:	New
Applicability:	This regulation applies to all GSDF personnel.
Supplementation:	Local supplementation, revision or alteration is not authorized. Comments and suggested changes may be submitted in writing to the G1 or Chief of Staff.
Proponent:	ACoS, G1
Appendices:	Personnel Action Form 614-1A

1. The Georgia State Defense Force has seven personnel status-categories for all GSDF members: (1) active, (2) ready reserves, (3) leave of absence, (4) honorable discharge, (5) general discharge, (6) dishonorable discharge and (7) retired. Personnel identified under the first three status-categories remain on the GSDF database record and 201 files remain in the Active File. Personnel identified under the last four status-categories are removed from the database record and 201 files are placed in the Archived File.

2. The GSDF Personnel Action Form 614-1A will be used to process GSDF members between categories. The form will be initiated by the Unit S1, approved by the Unit Commander and submitted to the G1 for final processing. See GSDF Regulation 614-1 (Personnel Actions) for additional information.

3. The seven personnel status-categories are described as follows:

a) **ACTIVE:** Member is assigned to an active unit and attends and participates in drills/activities frequently (10-12 times per year), is current on training/certifications, and attends Annual Training.

b) **READY RESERVES:** Member is assigned to the Ready Reserves Unit and not assigned to an active unit. Member maintains GSDF reserve-status by attending at least two drills per year, is current on training/certifications, and attends Annual Training. See GSDF Regulation 611-2 for additional information and requirements.

c) **LEAVE OF ABSENCE:** Member is on an approved leave of absence for either medical or personal reasons which excuses member from attending GSDF drills or activities for a certain period of time. If leave is for medical reasons, it must also be reviewed by the unit's Medical Detachment. Member may be placed on an initial leave for up to six months. Upon completion of the initial six-month period, the Unit S1 or Unit Commander may, at his/her discretion, extend the leave for up to another six months. However, no leave shall exceed one year unless authorized in writing by the Commanding General. If member does not return to active or ready reserve status following his/her approved leave of absence, member is automatically honorably discharged from the GSDF. It is the responsibility of the Unit Commander or Unit S1 to keep track of member's leave status and inform the G1 as necessary.

d) **HONORABLE DISCHARGE:** Member voluntarily resigns from GSDF in good standing providing at least two (2) months notice and completing service commitment term, is generally eligible for future reinstatement.

e) **GENERAL DISCHARGE:** Member either voluntarily resigns or is asked to resign due to unacceptable performance of a general nature. Depending on the reason for separation, member may or may not be eligible for future reinstatement. However, if reinstated in the future, member will be placed under a probationary status for the first 12 months following reinstatement. Officers and non-commissioned officers who resign without providing at least (2) months notice or who fail to complete their service commitment term, will receive a general discharge.

f) **DISHONORABLE DISCHARGE:** Member is involuntarily dismissed from GSDF and is not eligible for reinstatement. The reason(s) for dismissal may include poor attendance, insubordination, discrimination, harassment, breach of policies, criminal activity, other unacceptable behavior, etc. Depending on the reason(s) for dismissal, further action may be deemed appropriate including civil and/or criminal legal action.

g) **RETIRED:** Member is retired from the GSDF as a result of either voluntary retirement or mandatory retirement upon reaching maximum membership age. At the time of retirement, member must have at least ten years of active service in good standing. Members requesting Retirement but have less than ten years of active service will be classified as Honorable Discharge.