

Total Force Joint Officer Management Handbook



U.S. AIR FORCE



11 August 2014

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References

DoDI 1300.19, DoD Joint Officer Management Program

CJCSI 1330.05, Joint Officer Management Program Procedures

CJCSI 1800.01C, Officer Professional Military Education Policy

**CJCSI 3500.01C, Joint Training Policy and Guidance for the
Armed Forces of the United States**

AFI 36-2135, Joint Officer Management

**Where can I find out more information about the development
of Goldwater—Nichols?**

Victory on the Potomac —

The Goldwater-Nichols Act Unifies the Pentagon by James R. Locher III

PUBLIC LAW 99-433-OCT. 1, 1986

<http://www.ndu.edu/library/goldnich/goldnich.html>

FOREWARD

The Total Force (TF) Joint Officer Management (JOM) Handbook was recreated and published by the Air Force Personnel Center Joint Officer Management Section. This TF handbook will be a useful tool to help you understand the process of applying for experience joint duty credit. As we continue to move forward in creating training tools, we encourage you to share this information with other officers and give us feedback on its usefulness.

This publication applies to military Active Duty Air Force (AF) in the grades of O-1 through O-5, and Reserve Component (RC) officers in the grades of O-1 through O-6. It does not apply to the following:

- (1) Commissioned warrant officers.
- (2) Retired commissioned officers.
- (3) Officers on an inactive status list.
- (4) Enlisted members.

Colonel select and Colonels should contact the Colonel's Group for more info at:

Air Force (AF): (703) 571-3431 or DSN 671-3431

Air Force Reserves (AFR): (720) 847-3413 or DSN: 847-3413

Air National Guard (ANG): (703) 607-5497 or DSN: 327-5497

General Officers should contact the General's Group for info on the Joint Qualification System at:

Air Force (AF): (703) 692-4165 or DSN: 222-4165

Air Force Reserves (AFR): (720) 847-3413 or DSN: 847-3413

Air National Guard (ANG): (703) 607-3644 or DSN: 327-3644

The purpose of establishing the Joint Qualified Officer designation is to ensure the progressive, career-long development of officers in Joint Matters and to ensure that officers serving as general officers have the requisite experience and education to be highly proficient in Joint Matters.

Section 1

Roles and Responsibilities

Roles and Responsibilities

The Service JOMs support and implement OSD and JCS policies of the Joint Officer Management Program. It creates a system which advances the concept of career-long accumulation of joint experiences, education, and training as advocated in the Department's Strategic Plan for JOM and Joint Professional Military Education (JPME) and the Chairman of the Joint Chiefs of Staff Vision for Joint Officer Development.

The Service JOMs administer, develop and implement the JOM program for all Active Duty Officers from the O-1 to O-5 level (O-6 level for AFR and ANG). Active Duty officers in the grades of O-6 should contact the Colonel's Group and O-7 or above (or O-7 select) should contact the General Officer Management Office for details on how to self-nominate experiences.

AFPC JOM:

- Publishes guidance and procedures to ensure compliance with the statutes, DoD policies, and this policy directive regarding JOM and the JQS.
- Ensures joint assignment practices result in the Air Force meeting the tour length requirements specified in 10 United States Code (USC) 664.
- Monitors the careers of JQOs and officers who are serving or have served in S-JDAs.
 - Ensures appropriate assignment of JQOs to critical S-JDAs.
 - Develops procedures to ensure that the qualifications of officers assigned to S-JDAs are such that joint promotion objectives can be achieved.
 - Ensures the Air Force fulfills statutory and CJCSI guidance governing joint representation to and analytical review of O-4 through O-6 promotion selection boards by the Chairman of the Joint Chiefs of Staff.
- Develops procedures to screen, endorse, and submit officer experience requests through the Air Staff to the Joint Staff for joint experience points.
- Nominates officers who meet the prerequisite joint qualification criteria to the Chairman of the Joint Chiefs of Staff and the Secretary of Defense, as appropriate, for designation as a joint qualified Level II or III officer.
- Develops procedures to ensure appropriately qualified Air Force officers are designated in sufficient numbers to attend the Joint and Combined Warfighting School (JCWS) in Norfolk, VA.
- Develops procedures to ensure that of those non-JQO officers identified to fulfill the requirement to be assigned to an S-JDA as their next assignment following graduation from National Defense University JMPE Phase II-awarding schools, at least half of those officers (100% for JAWS graduates) be assigned to an S-JDA as their immediate assignment following graduation.

ARPC JOM:

- Publishes guidance and procedures to ensure compliance with the statutes, DoD policies, and this policy directive regarding JOM and the JQS.
- Ensures joint assignment practices result in the Air Force meeting the tour length requirements specified in 10 United States Code (USC) 664.
- Monitors the careers of JQOs and officers who are serving or have served in S-JDAs.
 - Ensures appropriate assignment of JQOs to critical S-JDAs.

- Develops procedures to ensure that the qualifications of officers assigned to S-JDAs are such that joint promotion objectives can be achieved.
 - Ensures the Air Force fulfills statutory and CJCSI guidance governing joint representation to and analytical review of O-4 through O-6 promotion selection boards by the Chairman of the Joint Chiefs of Staff.
- Develops procedures to screen, endorse, and submit officer experience requests through the Air Staff to the Joint Staff for joint experience points.
 - Nominates officers who meet the prerequisite joint qualification criteria to the Chairman of the Joint Chiefs of Staff and the Secretary of Defense, as appropriate, for designation as a joint qualified Level II or III officer.
 - Monitors, reviews and ensures ANG/AFRC Officer self-nominations meet the JQS criteria. Nominations that do not meet the JQS criteria will be returned to the individual with an explanation of why the self-nomination was not accepted.
 - Ensures self-nomination packages are fully substantiated in order to give them the best chance for gaining joint experience points.
 - Vets proposed JQO nominations with State J1s and forwards them to AF/A1PP for forwarding to CJCS and subsequently to OSD.
 - JQS Review Panel occurs three times a year (Feb, May, and Oct).
 - Supports boards/panels convened by the Joint Chiefs of Staff and OSD on management of officers under the DoD Joint Officer Management Program; and releases the results of JQS Panels.

AFRC/A1K:

- Develops procedures to ensure appropriately qualified Air Force officers are designated in sufficient numbers to attend the Joint and Combined Warfighting School (JCWS) in Norfolk, VA.
- Develops procedures to ensure that of those non-JQO officers identified to fulfill the requirement to be assigned to an S-JDA as their next assignment following graduation from National Defense University JMPE Phase II-awarding schools, at least half of those officers (100% for JAWS graduates) be assigned to an S-JDA as their immediate assignment following graduation.

NGB JOM (NG-J1-JM-JOM):

- Ensures ANG assignments policies and practices for joint duty assignments meet the requirements set forth in DoDI 1300.19.
- To the extent possible, ensures that at least half of the officers graduating from the National Defense University JPME Phase II-awarding schools are assigned to an S-JDA position. This position would be their immediate assignment following graduation. The other half of the graduates would complete that assignment as their second assignment following graduation.
- Assigns Joint Qualified Officers (JQO) to critical S-JDAs to the extent possible.
- Monitors the careers of Level II and JQOs.
- Monitors, reviews and ensures ANG officer self-nominations meet the JQS criteria. Nominations that do not meet the JQS criteria will be returned to the individual with an explanation of why the self-nomination was not accepted.
- Ensures self-nomination packages are fully substantiated in order to give them the best chance for gaining joint experience points.
- Forwards self-nominations which meet the criteria to CJCS for JQS Review Panel. Panel occurs three times a year: Feb, May, and Oct.

- Supports boards/panels convened by the Joint Chiefs of Staff and OSD on management of officers under the DoD Joint Officer Management Program; and releases the results of JQS Panels.
- Vets proposed JQO nominations with State J1s and forwards them to AF/A1PP for forwarding to CJCS and subsequently to OSD.

NGB (JFHQ-State-J1):

The JFHQ-State-J1 supports the implementation of OSD and JCS policies of the Joint Officer Management Program as the subject matter expert and the information conduit on the JQS and JOM program for their state. JFHQ-J1s:

- Are the focal point for information from NG-J1-JM-JOM on the JQS and JOM program.
- Provide briefings on the JQS and JOM program.
- Are the subject matter experts on the statutory definition of Joint Matters.
- Coordinate on all JQO nominations prior to NG-J1-JM-JOM submitting to AF/A1PP for final submission to JCS and OSD.
- Reasons for non-concurrence:
 - Pending retirement
 - Unfavorable information
 - Performance issues

Roles and Responsibilities of Individual Officer

(NOTE: Applies to E-JDA Self-Nomination Process Only)

Individual officers self-nominate experiences they consider meet the statutory definition of Joint Matters (see Section 1, pgs 16-21) and provide documents that fully substantiate their experience(s).

Individual Officers:

- Review information on AF Portal, [myPers](#) website
- Read The Total Force Joint Qualification Handbook thoroughly
- Understand the statutory definition of Joint Matters (see Section 1, pgs 16-17)
- Assemble all supporting documentation (see page 36) prior to entering information on the JQS website
- Understand that the process can be very time consuming. Once JOM Service Managers begins work on a package, it can take as little as a couple of weeks but up to several months. **Cooperation** is a must between the individual officer and your Service JOM to make the self-nomination package as strong as possible
- Understand that each experience is a separate self-nomination
- Ensure official military personnel records contain the most recent information

Officers may begin accumulating joint credit for joint experiences after commissioning, but must be promoted to the rank of Major (O-4) before designation as a JQO.

Section 2

Joint Qualification System

Overview

Joint Qualification System (JQS) Overview

Purpose

This handbook was created to provide guidance for Active Duty Air Force, Reserves and Air National Guard officers regarding the Joint Officer Management (JOM) Program that administers the Joint Qualification System (JQS).

The information contained in this handbook explains the paths for attaining joint qualification through either a Standard-Joint Duty Assignment (S-JDA) or by accumulating an equivalent level of joint experience, education, and training over the course of a career through an Experience-Joint Duty Assignment (E-JDA). The common requirement for both paths is that the appropriate level of Joint Professional Military Education (JPME) must be completed in order to achieve joint qualification.

This handbook will introduce you to the two qualification paths and the first three levels of joint qualification. It will also guide you through the self-nomination process for E-JDA credit and inform you about the roles and responsibilities of the individual officer and key organizations in the process such as AFPC, ARPC, and NGB Service Joint Officer Management Offices.

Background

The Goldwater-Nichols Department of Defense Reorganization Act (GNA) of 1986 set the criteria for joint qualification. Originally, the GNA joint officer management provisions were a time and billet-based system that accredited officers for serving 36 months in a Joint Duty Assignment List (JDAL) position within a Combatant Command Headquarters (CCMD), the Joint Staff (JS), the Office of the Secretary of Defense (OSD), or Defense Agency Headquarters. Completion of JPME Phase I and II, along with an assignment to one of these organizations for the requisite tour length, was the standard for gaining experience in Joint Matters at the time.


Through the years however, “jointness” migrated to other organizations such as joint task forces. This is a testament to the tremendously positive impact of the GNA within the DoD. Additionally, operations on the global stage such as Operations DESERT SHIELD/DESERT STORM and Operations ENDURING FREEDOM and IRAQI FREEDOM, along with domestic operations during Hurricane Katrina and border patrol missions, have proven that joint operations are no longer conducted only by certain military organizations.

“...the appropriate level of JPME must be completed in order to achieve joint qualification.”


Today's forces regularly train, exercise, and conduct day-to-day operations with interagency, international, and non-governmental partners. Thousands of officers are gaining significant experience in Joint Matters as part of the Overseas Contingency Operation (formerly known as GWOT) and in numerous joint exercises and joint training events/courses. Also, for the past 15 years, the joint task force model has been used with more frequency, for humanitarian and domestic operations. Since many of these activities are of short duration and involve our international and non-military partners, the ability of the DoD, under the GNA provisions, to recognize this experience was limited.

Statutory changes in the National Defense Authorization Act 2007 (NDAA 07 - Public Law 109364), enhanced GNA and afforded DoD more flexibility to recognize the dynamic and abbreviated joint experiences that are increasingly characteristic of 21st Century warfare. While the new Joint Qualification System (JQS) enacted by the NDAA 07 keeps the basic premise of GNA, it also allows for the post 9/11 operating environment. The changes enable officers to be recognized for their joint experiences in a systematic, progressive manner, either through the traditional time/billet-based system or through a new points-based system.

Since 01 October 2007, the new JQS has offered an additional experience-based track with a point system for recognizing joint service. The educational requirements stipulated in the Act are still relevant, however, this new track allows for points to be given for Joint Matters experiences gained across the globe. The skills involved in the aiding of U.S. military efforts in responding to national security threats, plus interagency combat operations and humanitarian crises, are now recognized. Points are calculated based upon the environment, duration or frequency of a joint activity, and the intensity.¹

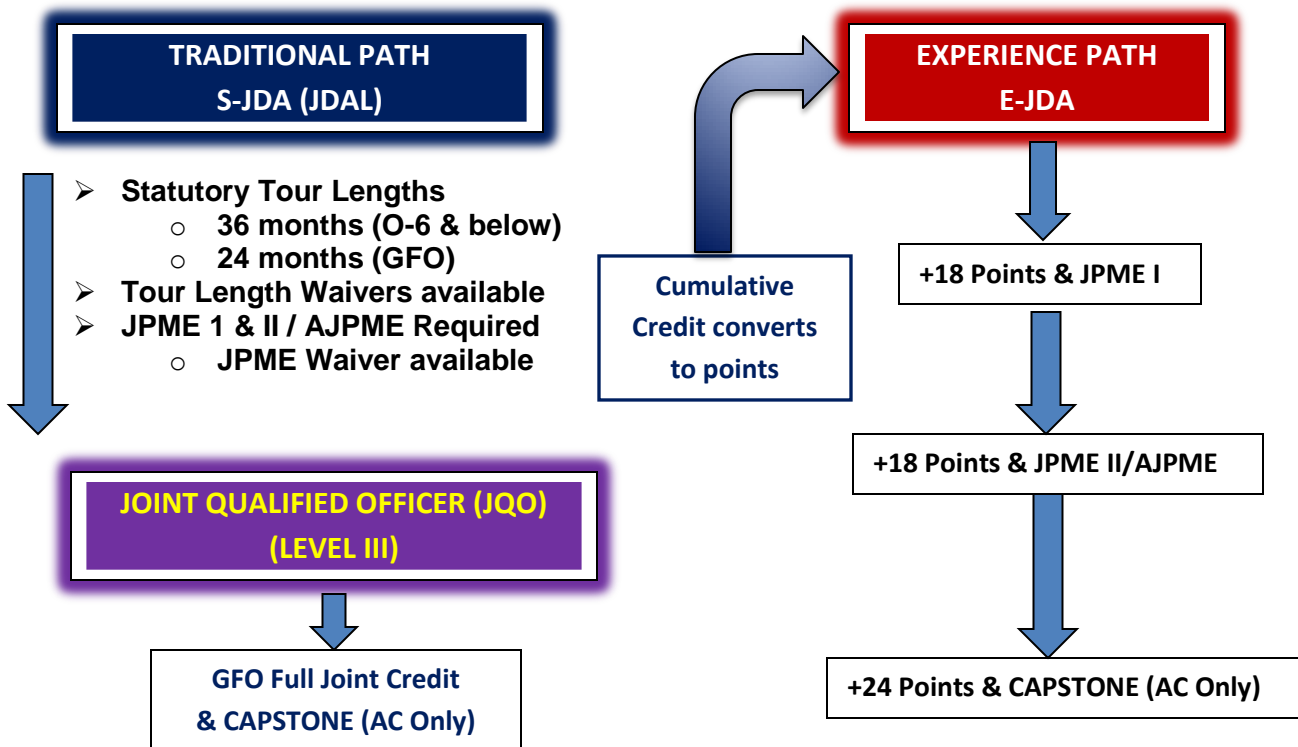


The Overseas Contingency Operation has placed increasing demands on Active (AC) and Reserve Components (RC). Officers are now able to capture their joint experiences wherever they happen. Both Active and Reserve Component officers can become a Joint Qualified Officer (JQO) through a Standard-Joint Duty Assignment (S-JDA), an Experience-Joint Duty Assignment (E-JDA), or a combination of the two that provides a Total Force system.



¹ Intensity: Degree, magnitude or difficulty to which a particular joint task, assignment, or environment provides joint exposure. Combat assignment equals intensity factor 3, non-combat contingency (i.e. humanitarian operation) equals intensity factor 2, and routine staff assignments equals intensity factor 1.

PATHS TO JOINT QUALIFICATION



(Figure 1)

Joint experience opportunities will garner joint activity points for officers; however, these points alone will not enable an officer to earn JQO status. A prescribed amount of joint experience, often with a recency requirement, is mandatory for each qualification level. A minimum of 12 points must come from joint experience while other discretionary points can be gained through exercises, operations and training and education opportunities.

Once it has been determined that an officer's E-JDA application meets the criteria for Joint Matters, an intensity factor is applied and then the application meets the Joint Validation Review Board. If awarded joint credit, the officer will then have to complete necessary actions noted within the E-JDA JQS levels before he or she is awarded JQO status. The JQO status is awarded to E-JDA officers in a similar manner as an officer who took the traditional S-JDA path.

As a reminder, joint qualification points awarded for E-JDA experience are exempt from promotion objectives and reports along with minimum tour length requirements, military service tour lengths averages, and assignment fill rates. E-JDA joint credit points will not show on an officer's SURF or OPB/OSB.

Level	Criteria
I	<p>a. Awarded upon joint certification of pre-commissioning and basic officer course completion. These courses provide learning objectives dealing with “Joint Introduction and Awareness.”</p> <p>b. Junior Officers are focused on Service competencies.</p> <p>c. Qualification points begin to accrue following commissioning via opportune joint experiences, joint training, joint exercises, and other education.</p>
II 18 pts + JPME I	<p>a. Awarded upon completion of JPME I, accrual of 18 points, and certification by CJCS.</p> <p>b. A minimum of 12 points must come from “Joint Experience.”</p> <p>c. Discretionary points may be derived from joint experience, joint training, joint exercises, and other education.</p> <p>d. Awarded by JCS.</p> <p>NOTE: Officers who have Full Joint Tour Credit and have completed JPME Phase I may be nominated by their Service, in accordance with procedures established by the Chairman of the Joint Chiefs of Staff, to be designated as Level II.</p>
III (JQO) 36 pts +JPME II or AJPME	<p>a. Awarded upon completion of JPME II or AJPME (Reserve Component officers), accrual of 36 total points (a minimum of 12 of those points must come from “Joint Experience” since award of Level II), or have been awarded Full Joint duty Credit, and certification by the Secretary of Defense or his designee. Prior to nomination, officers must have completed Level III requirements, as well as a Master’s degree and requisite PME. (RegAF and AFR Only)</p> <p>b. Recency requirement: a minimum of 12 points must come from “Joint Experience since Level II designation earned in the grade of O-4 or higher.</p> <p>c. Discretionary points may be derived from joint training, joint exercises, and other education.</p> <p>d. Formal designation: Joint Qualified Officer (JQO).</p> <p>e. Awarded by OSD.</p>

(Figure 2)

JOINT QUALIFICATION LEVEL
equals

Joint Education + Experience Points + Discretionary Points

Point Accrual Formula

Joint Experience Points = Duration (Days Deployed or TDY/30.4) x Intensity Factor

Intensity Factor = Combat: 3, Non-Combat Contingency: 2, Steady-state: 1

Member is deployed to Afghanistan for 180 days
 $(180/30.4) \times 3 = 17.7$ pts
NO ROUNDING

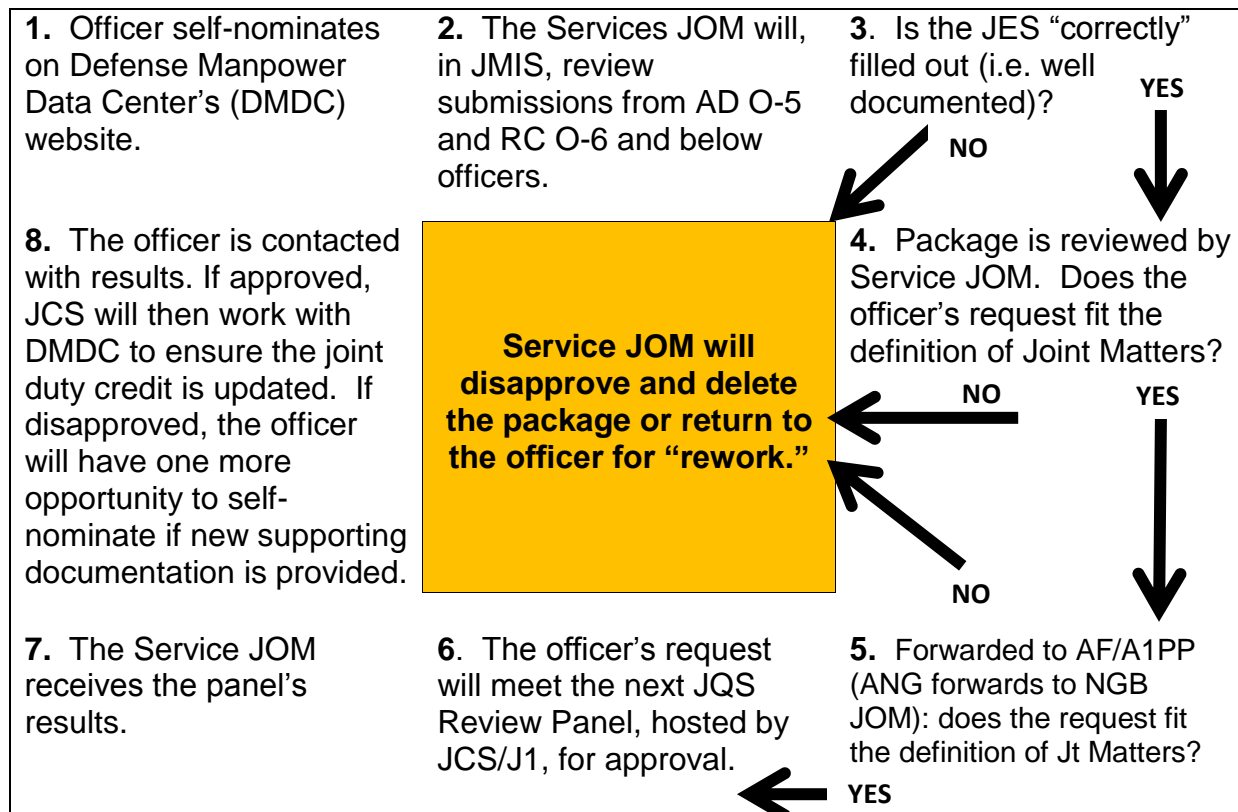
Discretionary Points = Education + Training + Exercise

Education / Training = certification related to “Joint Matters”

Exercise Points = Role [Participant (1pt), Planner (2pts), Leader (3pts)]

(Figure 3)

After an officer completes the online questionnaire, submits the nomination and attaches supporting documentation, the respective Servicing JOM personnel begin the service verification process. The Service JOM will validate the dates of the experience, as well as ensure all documentation supports the officer's answers on the online questionnaire and that the officer's nomination package is as strong as possible. If a nomination fails to meet one or more of the required criteria, Service JOMs will disapprove the nomination and it will not be forwarded to the JCS/J1. Once the Service JOM verifies a nomination has met all criteria, the officer's experience will be forwarded to JCS/J1 to go before a review panel that makes recommendations on awarding joint experience points. Respective Service JOMs will notify the officer upon award or disapproval of the nomination.



(Figure 4)

In order for a self-nomination to be forwarded to a JCS/J1 review panel it must meet the following criteria:

1. Experience must fall within one of the following time frames:
 - a. Experiences after 1 Oct 10 (AFR/ANG: 30 Sept 13) must be submitted within 12 months of completion.
 - b. Accrued a minimum of 30 combined days
2. Duties/Accomplishments must meet the statutory definition of Joint Matters.
3. Experiences that are not self-nominated within 12 months after completion will be ineligible for award of joint experience points. **There is no waiver available if the deadline is missed, regardless of the reason.**

10 USC 668, Definition of Joint Matters

(1) ...matters related to the achievement of unified action by integrated military forces in operations conducted across domains such as land, sea, or air, in space, or in the information environment, including matters relating to:

- What You Did** {
- (A) National military strategy;
 - (B) Strategic planning and contingency planning;
 - (C) Command and control of operations under unified command;
 - (D) National security planning with other departments and agencies of the United States; or
 - (E) combined operations with military forces of allied nations.

(2) In the context of Joint Matters, the term “integrated military forces” refers to military forces that are involved in the planning or execution (or both) of operations involving participants from:

- Who You Did It With** {
- (A) More than one military department; or
 - (B) A military department and one or more of the following:
 - (i) Other departments and agencies of the United States.
 - (ii) The military forces or agencies of other countries.
 - (iii) Non-governmental persons or entities.

Officers who served in a single Service function need to give clear, compelling details and the preponderance (majority) of duties must integrate Joint Matters.

An officer needs to be specific in explaining the relationship of the job versus joint tasks and responsibilities in achieving the definition of joint matters. The member’s duties and actions must contribute to the achievement of unified action by integrated forces consisting of armed forces, departments or agencies from one or more Services or countries. So then, not all of the categories may apply to the officer’s experience.

The burden of proof is on the officer to articulate their joint experiences through source documentation (LOEs, OPRs, decorations, etc.) and joint experience summary. It is a preponderance of one’s duties that must meet the Joint Matters standard. Joint Matters should be performed on a daily basis, not something done weekly/monthly, etc. If the performance of duties is essentially the same as what the officer would be doing in an all AF unit, then it will probably not be considered as joint.

Joint Matters are matters related to the achievement of unified action by integrated military forces in operations conducted across domains such as land, sea, or air, in space, or in the information environment.

The NDAA 2007 enhancements to GNA expanded the definition of Joint Matters. The expanded definition of Joint Matters added the space and information environment to the traditional air, sea, and land missions. In addition, it added national security planning and combined operations with military forces of allied nations to creditable functions. It also broadened the scope of participants to other U.S. departments or agencies, with military forces of other countries and with non-government persons (e.g. American Red Cross, Greenpeace, Doctors without Borders, etc.).

The revised definition defines Joint Matters as *“matters related to the achievement of unified action by integrated military forces in operations conducted across domains such as land, sea, or air, in space, or in the information environment, including matters relating to national military strategy, strategic planning and contingency planning, command and control of operations under unified command national security planning with other departments and agencies of the United States, and combined operations with military forces of allied nations.”*

There are three distinct parts of the definition – the **“who,”** the **“what,”** and the **“unified action.”** In order to satisfy the definition, **one element** of the “who” and “what” must be fulfilled in a way that a unified action is achieved.

“Who did you do it with” - refers to the composition of the organization.

A. Integrated U.S. military forces — USA, USN, USMC & USAF

B. Other departments and agencies of the United States — Department of State, Department of Homeland Security, FEMA, U.S. Border Patrol, U.S. Customs, and State Department of Military and Emergency Affairs

C. The military forces or agencies of other countries — Romanian Army, Canadian Defense Forces, Iraqi Military, Afghan Military, etc.

D. Non-governmental persons or entities — American Red Cross, Asia-Pacific Economic Cooperation (APEC), World Bank Group, etc.

The organization the officer was assigned to must include one of the four outside your parent Service to fulfill this part of the definition (e.g. USAF and USA, or USA and FEMA, or USAF and American Red Cross, or USA and Afghan Armed Forces, etc.).

Officers who served in a single Service function need to give clear, compelling details and the preponderance of duties must integrate joint matters.

“What did you do” - The preponderance of duties must directly deal with producing or promulgating one of the following:

<p>(A) national military strategy</p>	<p>National military strategy (NMS) – A document approved by the Chairman Joint Chiefs of Staff for distributing and applying military power to attain national security strategy and national defense strategy objectives. See also National Security Strategy; strategy; theater strategy. (JP 3-0)</p> <p>Strategy – A prudent idea or set of ideas for employing the instruments of national power in a synchronized and integrated fashion to achieve theater, national, and/or multinational objectives. (JP 3-0)</p> <p>Examples: Contributing to the development of the Joint Planning Document (JPD), Chairman’s Program Assessment (CPA), Chairman’s Program Recommendation (CPR), CJCS Risk Assessment (CRA), Joint Strategic Capabilities Plan (JSCP), Joint Strategy Review (JSR) Report, and/or the Joint Net Assessment (JNA) all of which develop the NMS.</p>
<p>(B) strategic planning and contingency planning</p>	<p>Strategic plan (SP) – A plan for the overall conduct of a war. (JP1)</p> <p>Examples: Contribution to the development of National Defense Strategy (NDS), Guidance for Employment of the Force (GEF), and Guidance for Development of the Force (GDF).</p> <p>Contingency planning (CP) – The Joint Operation Planning and Execution System planning activities that occur in non-crisis situations. The Joint Planning and Execution Community uses contingency planning to develop operation plans for a broad range of contingencies based on requirements identified in the Contingency Planning Guidance, Joint Strategic Capabilities Plan, or other planning directive. Contingency planning underpins and facilitates the transition to crisis action planning. (JP 5-0)</p> <p>Examples: Contribution to the development of Theater Security Cooperation Plan (TSCP), Consequence Management Plans, Operations Plans/Orders, Concept Plans, Functional Plans, Course of Action (COA) development and selection, and time-phased force and deployment data (TPFDD).</p>
<p>(C) command and control of operations under unified command</p>	<p>Command and Control (C2) – The exercise of authority and direction by a properly designated commander over assigned and attached forces in the accomplishment of the mission. Command and control functions are performed through an arrangement of personnel, equipment, communications, facilities, and procedures employed by a commander in planning, directing, coordinating, and controlling forces and operations in the accomplishment of the mission. (JP 1)</p> <p>Operation – 1. A military action or the carrying out of a strategic, operational, tactical, service, training, or administrative military mission. 2. The process of carrying on combat, including movement, supply, attack, defense, and maneuvers needed to gain the objectives of any battle or campaign. (JP 1)</p> <p>Unified Command – A command with a broad continuing mission under a single commander and composed of significant assigned components of two or more Military Departments that is established and so designated by the President,</p>

through the Secretary of Defense with the advice and assistance of the Chairman of the Joint Chiefs of Staff. Also called unified combatant command. (JP 1)

Examples: Commander, Regional Corps Advisory Command, 203rd Corps RC-East; Commander 1st BDE, ETT/LST; Kandak Commander ETT; CAOC Director; Commander, CJSOTF-A.

D) national security planning with other departments and agencies of the United States; or

National security (NS) – A collective term encompassing both national defense and foreign relations of the United States. Specifically, the condition provided by: 1. a military or defense advantage over any foreign nation or group of nations; 2. a favorable foreign relations position; or 3. a defense posture capable of successfully resisting hostile or destructive action from within or without, overt or covert. (JP 1)

Examples: Contribution to plans that ensure state legal codes are not transgressed, and prevention of attacks on public infrastructures and their personnel by implementing civil defense and emergency preparedness measures (including anti-terrorism legislation), and ensuring the resilience and redundancy of critical infrastructure.

E) combined operations with military forces of allied nations

Combined operation – An operation conducted by forces of two or more Allied nations active together for the accomplishment of a single mission. (JP 3-52)

Examples: Working within Military Training Teams, Embedded Training Teams, Border Transition Teams, Logistics Training Teams, Coalition Air Force Training Teams, Provincial Reconstruction Teams, Coalition Military Assistance Training Teams, Coalition Police Assistance Training Teams.

A “**unified action**” is a synergistic application of all the instruments of national and multinational power and includes the actions of non-military organizations as well as military forces.

Example: Operation ENDURING FREEDOM, Operation IRAQI FREEDOM, Operation NOBEL EAGLE.

Tip

When filling out the application an officer should not just cut and paste OPR or decoration comments, as they usually do not address duties specifically enough to satisfy the definition of Joint Matters. Stratification comments, or other superlatives normally found in an OPR do not help the panel make a Joint Matters determination. The JES application must be able to stand alone and comments such as “see attached OPR/Decoration” are not appropriate.

Discretionary Credit Points

In addition to joint credit points earned through the E-JDA process, the JQS allows for points to be awarded for additional JS/J7 approved education, training and exercises; this is called discretionary credit points.

Joint Education/Joint Training:

Officers may be awarded discretionary points for "joint education" completed through distance learning while serving in both an S-JDA and E-JDA. Officers serving in S-JDA assignments cannot earn discretionary points for joint training. Moreover, officers cannot be awarded discretionary points for joint training during any period for which an officer is awarded E-JDA points.

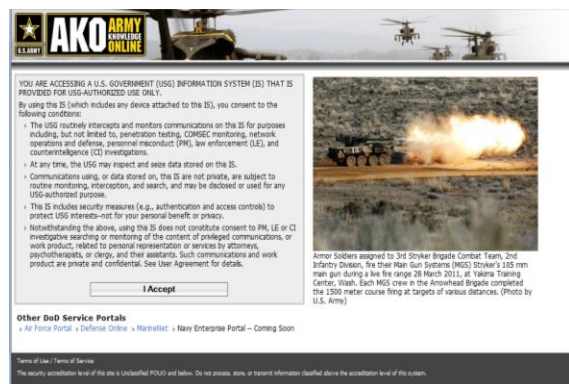
To register for approved education/training, go to <https://www.us.army.mil>

NOTE: To enter the above site all officers must have a Defense Knowledge Online (DKO) account.

To register for a DKO account:

- Go to <https://www.us.army.mil>
- Click "I Accept"
- Under "New User" Click "Register with a CAC"
- Click "Register for DKO" (CAC enabled)
- Select "Create Joint Account"

You can also go to the AF Portal, My Personnel Services ([myPers](#)) webpage listed below, to see the approved list of courses and exercises (See Figure 5 for exercise examples).



Be aware that all courses listed in the guide are not approved for credit for various reasons such as Under Review, On Hold, Submitted but not Certified, Decertified/Revoked. Unapproved courses will typically be found in Appendix B.

AF Portal, myPers webpage: https://gum-crm.csd.disa.mil/app/answers/detail/a_id/6040/p/8%2C9/c/20

Points for Joint Education/Joint Training: A maximum of 2 points is authorized for each completed joint education/training.

Hours Training	# JOQ Points
<16 hours	0 points
16 - 39 hours	.5 point
40 - 59 hours	1 point
60 - 99 hours	1.5 points
>100 hours	2 points

Inclusive dates of the training and education experience must tie back to a source document: end of course (EOC) certificate, memorandum of completion from joint training/non-JPME education, transcript or other documentation showing course title, course hours, and institution. Member should complete [Discretionary Point Worksheet](#) found in AF Portal, [myPers](#) (see figure 5) and forward it, along with supporting documentation to:

AF: AFPC/DPAPPO: dpa.jntoffasn.us.af.mil

AFR: AFRC/DPA: afrc.dpajjom@us.af.mil

ANG: Contact (703) 607-1462 or (703) 607-5497 for current e-mail address.

JOINT EXERCISES

Officers may be awarded points for JS/J7 approved exercises based upon their level of participation (e.g. leader, planner, or participant).

Leader – (3 pts) Exercises formal authority and direction over significant organizational elements or major tasks.

Planner – (2 pts) Serves as the focal point for an activity or organization. Empowered to speak on behalf of their organization and make commitments for specified support. There can be more than one planner.

Participant – (1 pt) A person actively involved in an event capable of making positive contributions to the mission.

To apply for discretionary credit for joint training, education and exercises, complete a “Discretionary Point Worksheet”, in [myPers](#), and forward along with all supporting documents (completion certificate, travel voucher, OPR/AF Form 77, dec, award, letter, or e-mail from supervisor detailing the level of participation to **(AF)**: dpa.intoffasn@us.af.mil **(AFR)**: afrc.dpajjom@us.af.mil, and **(ANG)**: Contact (703) 607-1462 or (703) 607-5497 for current e-mail address.

Joint Training							
SSN	Grade	Last Name, First Name MI	Course Title	Completion Date	Points		
Joint Education							
SSN	Grade	Last Name, First Name MI	Course Title	Completion Date	Points		
Joint Exercise							
SSN	Grade	Last Name, First Name MI	Exercise	Start Date	Stop Date	Role	Points

(Figure 5)

NOTE: Only education, training, and exercise events completed after 11 Sep 01 and on the JS/J7 approved list for the timeframe approved may be awarded discretionary points.

A maximum of 12 discretionary points may be used for award of Level III joint qualification. Of the 12 discretionary points, only 6 can be applied to Level II and only 6 can be applied to Level III.

Example

1) Exercises AUSTERE CHALLENGE & GLOBAL STORM 08 run concurrently, and are synonymous. Timeframe is 5-May-08/13-May-08 for each. The 1st is the EUCOM name and the 2nd is the STRATCOM name.

2) Exercises BULWARK DEFENDER & GLOBAL LIGHTNING 09 run concurrently, and are synonymous. Timeframe is 12-Nov-08/20-Nov-08 for each. The 1st is the Pentagon name and the 2nd is the STRATCOM name.

How many points can I earn if I was involved in multiple exercises on the approved list that occur during the same timeframe?

All four exercises are on the approved list. An exercise/time period can be called a different name depending on a part of that same exercise initiating, or being coordinated from, a different national level or COCOM.

How many points can be awarded for an exercise participant?

Participants earn one point for every combined exercise period. So, in this case, a total of two points would be awarded for the above four exercises.

Example list of joint exercises 11 Sep 01 - 31 Dec 10

"Harbor Shock" Container Ship Nuclear TTX	ELLIPSE ECHO 06	PANDEMIC INFLUENZA CPX 10
(U) FUERTES DEFENSAS 07	ELLIPSE ECHO 07	Pandemic Influenza TTX
3rd US-RF TMDEX	ELLIPSE ECHO 08	PANDEMIC INFLUENZA TTX 08
3rd US-RF TMDEX	ELLIPSE ECHO 09	PATRIOT EXERCISE 09
3rd US-RF TMDEX	Ellipse Series - 0300 Insights	PEACESHIELD 2003 (PS 03)
ABLE ALLY 2001	Ellipse Series - SOF 101	PEACESHIELD 2005 (PS 05) PH I
ABLE ALLY 2003 (FY04)	Endless Glory 04	PEACESHIELD 2005 (PS 05) PH II
ABLE ALLY 2004 (FY05)	Epic Mantle 05	PF 03
ABLE FOCUS 09	EXERCISE GUARDIAN SHIELD 09	PF 05
ABLE GAIN 2002	EXERCISE JUDICIOUS RESPONSE 09	PF 07
ABLE GAIN 2004	EXERCISE KEEN EDGE 10	PHOENIX EXPRESS 08
ABLE GAIN 2005	EXERCISE SEA BREEZE (DTRA) 07	PINNACLE
Able Warrior 06-01	EXERCISE UUSIMAA (DTRA) 08	PKO AMERICAS 10
ABLE WARRIOR 06-01	FABRIC DART (NORAD) 10-1	PKO NORTH 02
ABLE WARRIOR 06-02	FA-HUMANITARIAN 02	PKO NORTH 03
ABLE WARRIOR 07-01	FALCON NEST 09	PKO NORTH 04
ABLE WARRIOR 08-02 08	Falcon Talon 06	PKO NORTH 05
ABLE WARRIOR 08-1 08	Falcon Virgo (was Clear Skies) (monthly)	PKO NORTH 06
Able Warrior Re-Attack	FEMA Region V TTX	PKO NORTH 07
ADRIATIC PHIBLEX 2004-02 (EngineerEx)	FLEET SYNTHETIC TRAINING - JOINT	PKO NORTH 08
ADRIATIC PHIBLEX 2004-5 (Amphib	FLEET SYNTHETIC TRAINING - JOINT	PKO SOUTH 02
ADRIATIC PHIBLEX 2005	FLEET SYNTHETIC TRAINING - JOINT	PKO SOUTH 03
ADVENTURE EXCHANGE 2002	FLEET SYNTHETIC TRAINING JOINT (FST-	PKO SOUTH 04
ADVENTURE EXPRESS 2002	FLEET SYNTHETIC TRAINING JOINT (FST-	PKO SOUTH 05
AFFIRMATIVE ALERT 2002	FLEXIBLE LEADER 2005 (FL05)	PKO SOUTH 06
AFRICA ENDEAVOR 07	FLEXIBLE RESPONSE 08	PKO SOUTH 07
AFRICAN ENDEAVOR 08-2008	FLEXIBLE RESPONSE 09	PKO SOUTH 08
AFRICAN LION 08	FLEXIBLE RESPONSE 10	POLO HAT STRATEGIC 10-01
AFRICAN LION 09	FLINTLOCK 07-2	POSITIVE RESPONSE 02-1
AFRICAN LION 10	FLINTLOCK 09	POSITIVE RESPONSE 10-01
AFRICAN LION 2004	FLINTLOCK 10	PR 02-3
AFRICAN LION 2005	FLINTLOCK 2005	PR 03-3
AFRICOM CPX 09	Flying Eagle 05	PR 04-2
AGILE RESPONSE 04 (AR04)	FREEDOM BANNER 08	PR 05-2
Agro-Terrorism TTX	FRONTIER SENTINEL 08-2	PR 06-2
AIR WING FALLON 08	FUERTES DEFENSAS 03	PR 07-1
AIR WING FALLON 09-1	FUERTES DEFENSAS 04	PR 07-2
AIR WING FALLON 09-3	FUERTES DEFENSAS 05	Pre-Vigilant Shield TTX
AI Bayraq (Native Flag) 06	FUERTES DEFENSAS 06	PRINCIPAL LEVEL EXERCISE (PLE) 1- 10
Alaska "Dark Halo" TTX	FUERTES DEFENSAS 07	PRINCIPAL LEVEL EXERCISE (PLE) 1- 10
	FUERZAS ALIADAS HUMANITARIAS 10	Project Fairfield
ALLIED ACTION 2003 (FY04)	FUERZAS ALIADAS PANAMAX 06	PROMISE VIGILANCE 09
ALLIED ACTION 2004	FUERZAS ALIADAS PANAMAX 07	RAPID TRIDENT 07
ALLIED ACTION 2005 (STEADFAST JACK)	FUERZAS ALIADAS PANAMAX 08	RAPID TRIDENT 08-2008
ALLIED EFFORT 2001	FUERZAS ALIADAS PANAMAX-05 05	RAPID TRIDENT 09
AMALAM ARROW (NORAD) 09-1	FUERZAS ALIADAS-HUM 05	RED FLAG 07-03
AMALGAM ARROW (NORAD) 07-10	FUERZAS ALIADAS-HUM 06	RED FLAG-NELLIS 09-04
AMALGAM ARROW (NORAD) 07-11	FUERZAS ALIADAS-HUM 07	RED FLAG-NELLIS 09-05
AMALGAM ARROW (NORAD) 07-12	FUERZAS ALIADAS-HUM 08	RED REEF 08
AMALGAM ARROW (NORAD) 08-1	FUERZAS ALIADAS-HUMANIT 04	RED ROSE 07

(Figure 6)

NOTE: The Joint Exercises posted in this handbook does not have the sponsoring organization, full exercise name or inclusive dates. Visit the AF Portal, myPers website for more information:

https://gum-crm.csd.disa.mil/app/answers/detail/a_id/6040/p/8%2C9/c/20

Example list of joint education and training

Course Number	Course Title	Hours	Points	Cert Date
J3OP-US112	Joint Fires Observer Familiarization Course	22	0.5	15-Oct-08
J4OP-US116	Joint Deployment Distribution Operations Center (JDDOC)	17	0.5	11-Jan-08
DNWS-CM-202/302	Consequence Assessment Tool Set Level I/II	36	0.5	19-Jun-07
	Joint Information Operations Planners Course (JIOPC)	24	0.5	22-May-07
J3OP-MN036	Defense Against Suicide Bombing	25	0.5	10-May-07
J3ST-MN052	The Inter-American System Course	20	0.5	10-May-07
J3ST-MN108/109	The Inter-American System Course (Spanish/Portuguese)	20	0.5	10-May-07
JT-101	Joint Tactical Information Dist Sys (JTIDS) Course	24	0.5	10-May-07
NA	Joint Senior Leaders Course - CBRN Defense	24	0.5	10-May-07
BTC200402	BMDS Staff Course	16	0.5	9-May-07
CMOCBC605	NORAD / USNORTHCOM Command Center, N2C2, Basic Course	16	0.5	9-May-07
DNWS-NW-101M	Nuclear Weapons Familiarization Seminar (NWFS)	24	0.5	19-Apr-07
DNWS-ICC-101M	Weapons of Mass Destruction Incident Response Workshop (WMDIRW)	23	0.5	19-Apr-07
DNWS-ICC-101	Weapons of Mass Destruction Command, Control, and Coordination	40	0.5	19-Apr-07
DNWS-CM-101/201/301	Hazard Prediction Assessment Capability Level I (HPAC 1/2/3)	40	0.5	19-Apr-07
FM O4-500	JOPEX Functional Managers (FM) Course	32	0.5	19-Apr-07
JDTC 40-06	SAF-Integrated Imagery and Intelligence (I3)	24	0.5	19-Apr-07
JFAST-04-4100	Joint Flow and Analysis System for Transportation	24	0.5	19-Apr-07
	Global Status of Resources and Training	18	0.5	19-Apr-07
JTC-108	Intelligence Support to Information Operations	32	0.5	7-Apr-07
J3OP-MN040/173/173	Conflict Management and Negotiation (English/Spanish/Portuguese)	20	0.5	22-Mar-07
JTC-101	Analysis Fundamentals and Tools	24	0.5	14-Mar-07
JTC-1 12	JTF Collection Management Overview	16	0.5	7-Mar-07
JTC-102	Analysts Notebook	32	0.5	7-Mar-07
JTC-105	Community On-Line Intelligence System for End-Users and Managers	32	0.5	7-Mar-07
JTC-109	Intelligence Support to Joint Targeting	16	0.5	7-Mar-07
JTC-I 15	Modernized Integrated Database (MIDB)	16	0.5	7-Mar-07
JTC-I 16	Multimedia Message Manager (M3)	32	0.5	7-Mar-07
	JTF Intelligence Overview	16	0.5	7-Mar-07
JTC-I 14	Joint Intelligence Preparation of the Battlespace	32	0.5	14-Feb-07
J3OP-US013-17	Joint Task Force Fundamentals Course (JTF 101) Modules 1-15 (FOUO)	28.5	0.5	13-Feb-07
J3ST-US009	Homeland Security and Defense (HSD)	20	0.5	13-Feb-07
J6OP-US007	Joint Information Operations Orientation Course (JIOOC) (FOUO)	18	0.5	13-Feb-07
J3OP-MN248/28/39	Civil Military Relations in an Interagency Context Course	20	0.5	Identified
J3OP-US123	Proliferation, Terrorism, and Response Staff Course	36	0.5	Identified
J3ST-MN049/50/51	National Security and Defense Strategy (English/Spanish/Portuguese)	20	0.5	Identified
J3ST-US285	Adaptive Course Of Action (ACOA)	16	0.5	Identified
J6SN-US273	(CBRNE-ALERT) Course	16	0.5	Identified
	US CENTCOM Staff Indoctrination Course	32	0.5	Identified
PR101	Introduction to Personnel Recovery	24	0.5	Identified
SV93A	DoD Hostage Survival Training	24	0.5	Identified
	Joint Special Operations Task Force Course (JSOTF) Course (v2.0)	16	0.5	Identified
	DoD OPSEC Course	40	1	31-Jul-08
USN: S-2E-0001	Area Air Defense Command System Training	40	1	23-Jul-08
NA	AFRICOM Staff Training Course (ASTC) (Cert Only)	40	1	10-Jul-08
J7SUS289	Common Operational Picture (COP) Management	40	1	2-Jun-08
4M/41-718	Advanced Geographic Information Systems (GIS)	40	1	29-Jun-07
4M/41-712	Remotely Sensed Imagery and Geographic Information	40	1	20-Jun-07
	Joint Theater Air and Missile Defense Course	40	1	10-May-07
SPC606	Staff Basic & Staff Planners Courses	40	1	9-May-07

(Figure 7)

NOTE: The Joint Education and Training courses posted in this handbook does not have all of the sponsoring organization or full name or inclusive dates. Visit the AF Portal, myPers website for more information: https://gum-crm.csd.disa.mil/app/answers/detail/a_id/6040/p/8%2C9/c/20

Section 3

Self-Nomination Process

and

Instructions for JQS Website

Self-Nomination Process Overview

The JQS process involves individual officers taking the initiative to apply by utilizing the JQS website*. User problems or issues with the website should be forwarded by the user to the website help desk (jmis.helpdesk@osd.pentagon.mil). The website entails answering basic screening questions, describing the composition of the assigned organization, and writing an explanation about how your experience meets the definition of Joint Matters.

JQS Website Note: User problems or issues with the website should be forwarded by the user to the website help desk (link located on the website itself)

The website allows officers to attach validating and supporting documents after the self-nomination is submitted to the JOM service manager and assigns it a tracking number. Since every self-nomination must be substantiated by supporting documents, the following are required documents:

- Letter of Evaluation (AF Form 77)
- Personal Awards (include narrative/citations with dates and orders)
- Applicable orders associated with the assignment/deployment (TDY, G-series, etc.)
- vMPF Duty History or RIP
- Officer Performance Report (OPR)
- Include LES or documents to support receipt of Hazardous Fire Pay
- Other miscellaneous documents that verify service during the dates and locations, which might include travel vouchers/claims and Leave and Earning Statements
- Additional documents as requested by JOM Service Manager

*JQS Website: <https://www.dmdc.osd.mil/appj/jmis/JQSindex.jsp>

Processes and Procedures

- Individual officer reviews JOM information on AF Portal, [myPers](#), and reads The Total Force Joint Officer Handbook thoroughly.

A good understanding of the definition of Joint Matters is paramount before proceeding to the next step. Your JOM Service Manager can answer any questions regarding the definition (see page 75).

- Individual officer collects all supporting documentation and logs into the JQS web-site, self-nominates, and submits to service JOM (AFPC, ARPC or NGB).
- The website generates a tracking number and a Joint Experience Summary (JES) (see pages 49 and 54). * **Note the tracking number for referencing when making inquires**
- AFPC Services JOM performs initial screening of self-nominations to ensure compliance with Joint Matters criteria. At this stage, all self-nomination information submitted, along with validating documentation, are reviewed for completeness and relevance, and checked for errors.
- Dates are validated and duties are verified as meeting the definition of Joint Matters using the following supporting documentation:
 - Letter of Evaluation (AF Form 77)
 - Decorations/Awards with citations/narratives
 - Officer Performance Report (OPR)
 - Travel vouchers (the final travel voucher that shows what you were paid)
 - Memorandum for Records
- Service JOM will approve, disapprove, or send the application back for rework. If the application is disapproved, the decision is final. Rework means there are edits and/or additional information that is needed to support the application.
- Service JOM will forward completed self-nomination packages through AF/A1P JOM and JCS/J1 JOM who each have the ability to disapprove an application. If either office disapproves the application, the decision is final. If the application makes it through all levels, it will meet the Joint Experience Review Panel. These panels occur three times a year: (Feb, May, and Oct).
 - Review Panels have three options:
 - Recommend approval
 - Recommend disapproval
 - Recommend no action (not enough information to make a determination)
- Service JOM will notify the individual officer of the approval/disapproval/no action decision of their joint experience application as well as the amount of points earned upon notification and receipt of a signed memorandum from the Joint Staff Vice Director.

- If a self-nomination is disapproved it can go before one additional Review Panel. The officer must provide additional information to enhance the self-nomination. If the nomination is disapproved again, it is no longer eligible for submission.
- If a self-nomination is returned with no action taken, it meant the panel could not make a decision based on the information provided. In these cases, the officer should update the application to clearly reflect Joint Matters. The officer can resubmit up to two more times.

JQS Website Instructions

JQS Website: <https://www.dmdc.osd.mil/appj/jmis/JQSindex.jsp>

Step 1

The screenshot shows the top of the JQS website with a blue header containing 'DMDC' and 'Information and Technology for Better Decision Making', and a yellow banner for 'Joint Qualification System'. Below this is a white box titled 'Self-Service Consent to Monitor [CtM] Banner'. The text inside the box reads: 'You are accessing a U.S. Government (USG) Information System (IS) that is provided for USG beneficiary self-service-authorized use only. By using this IS (which includes any device attached to this IS), you consent to the following conditions:'. It lists five conditions regarding interception, data inspection, PII protection, security measures, and consent to monitoring. At the bottom of the box is an 'OK' button. A callout box with a pointer to the 'OK' button contains the text: 'Click here to proceed to log-in screen.'

Step 2

There are 3 options for logging on. CAC log in is recommended when using a gov't computer and DFAS log in is recommended when using non-gov't computers

The screenshot displays the DMDC Single Sign On interface. It features a yellow header with the text "DMDC" and "Single Sign On". Below the header, there are three main sections: "Consent Notification", "Privacy Act Statement", and "Select Authentication Method".

Consent Notification

You are accessing a U.S. Government (USG) Information System (IS) that is provided for USG beneficiary self-service-authorized use only. By using this IS (which includes any device attached to this IS), you consent to the following conditions:

The USG routinely intercepts and monitors communications on this IS for purposes including, but not limited to, penetration testing, COMSEC monitoring, network operations and defense, personnel misconduct (PM), law enforcement (LE), and counterintelligence (CI) investigations.

At any time, the USG may inspect and seize data stored on this IS.

While all personal identifying information (PII) data stored on this IS are protected under the Privacy Act of 1974, all communications using this IS, and the data captured to support this IS, are not private, are subject to routine monitoring, interception, and search, and may be disclosed or used for any USG authorized purpose.

This IS includes security measures (e.g., authentication and access controls) to protect USG interests—not for your personal benefit or privacy.

Notwithstanding the above, using this IS does not constitute consent to PM, LE or CI investigative searching or monitoring of the content of privileged communications, or work product, related to personal representation or services by attorneys, psychotherapists, or clergy, and their assistants. Such communications and work product are private and confidential. See User Agreement for details.

Privacy Act Statement

The material/information contained herein falls within the purview of the Privacy Act of 1974 and will be safeguarded in accordance with the applicable system of records notice and DLAR S40021.

Select Authentication Method

- Common Access Card (CAC)
[Log On](#)
- DoD Self-Service Logon (DSLogon)
- DFAS Account (myPay)

For assistance with initial login problems, please call 800-477-8227.

Step 3

JQS Self-Nomination Website

The Joint Qualification System (JQS) provides a multi-level joint qualification opportunity over the course of an officer's career through traditional joint duty assignments or the accumulation of equivalent joint experiences. This JQS Website provides officers an opportunity to nominate their past assignments/duties for consideration as "joint experience" and accumulate points toward achieving the various [levels](#) of joint qualification. The JQS is available to both Active Component and Reserve Component officers, O-1 through O-10. However, the JQS website is available only to officers in the current grades of O-1 through O-6. Officers in the current grades of O-7 through O-10 should contact their Service's General / Flag Officer Matters Office or POC for procedures to submit joint experiences.

The website responds to legislative changes in the John Warner National Defense Authorization Act of FY2007 (NDAA 07) as implemented in DoD Instruction 1300.19 and Chairman of the Joint Chiefs of Staff Instruction 1330.05 which provide the eligibility criteria for accruing joint experience points and other related JQS topics.

Each change in duty title, assignment or location to include extended temporary duty assignments is an individual experience. Each individual experience must be entered to be considered on its own merit for meeting the "[Joint Matters](#)" definition as defined by 10 U.S.C., Section 668.

Once an experience has been submitted, it will be reviewed by your Service Joint Officer Management Representative for validity and accuracy through supporting documentation you will provide to them. Those experiences submitted to the Joint Staff by the Services will be considered by a JQS Experience Review Panel with representatives from all Services and Components. JQS Experience Review Panels will be convened periodically to review experiences submitted by the Services to determine if those experiences meet the definition of joint matters, and recommend to the Chairman, Joint Chiefs of Staff, approval or disapproval of the individual experience. *If approved, the points will be entered into your Joint Officer History to be used toward qualification to the next level of joint matters.* *If disapproved, you will have more opportunity to submit the same experience with additional supporting documentation.*

Go to Service Joint Officer Management website for more information.

- [Army](#)
- [Air Force](#)
- [Navy](#)
- [Marines](#)
- [National Guard \(ARNG & ANG\)](#)

Click here to go to the AFPC JOM Website. This is not required to access a Joint Experience Summary application but it will make the process much easier

After reviewing the [eligibility criteria](#), if you believe you are eligible for joint experience points, please click the "Continue" button.

You must read eligibility criteria before you can advance to the next step

Step 4

JQS
Joint Qualification System

Information and Technology for Better Decision Making

JQS Self-Nomination Website

Eligibility Requirements

The Joint Qualification System (JQS) is a multi-level system, open to officers of the Active (Active Duty List (AC)) and Reserve (Active Status List (RC)) Components, which recognizes joint experiences, regardless of where they accrue. RC officers are able to earn the same qualifications as AC officers. All officers regardless of component will be able to submit their joint experiences for point recognition dating back to September 11, 2001. Additionally, in recognition of the RC's inability to receive joint duty credit under Goldwater-Nichols Act (GNA), RC officers may be awarded joint duty credit for completed service in qualifying joint duty assignments designated under provisions of title 10 U.S.C., chapter 38, dating back to the implementation of GNA (October 1, 1988). Current RC officers that were previously in the AC and received joint duty credit during that time will have their previous joint duty history files brought forward automatically into their current history files. Therefore, these experiences do not need to be submitted.

The JQS plan is a phased-in approach that will ultimately capture joint experience, education and training outside the traditional joint duty assignment positions.

Criteria for Points Award

1. Any experience/duty assessed by the CJCS to have direct relevance to the definition of "Joint Matters."
2. Retroactive assignment/duty:
 - a. For Reserve Component who served in traditional joint billets, including positions designated under provisions of title 10 U.S.C., chapter 38, in OSD, the Joint Staff, Combatant Command Headquarters, and Defense Agencies Headquarters, in effect from October 1, 1988 until September 30, 2007.
 - b. For Active and Reserve Components, experience points may be captured from September 11, 2001 through September 30, 2007.
 - c. The new JQS became effective October 1, 2007.
3. Joint Training, Joint Exercise, Joint Education, or other Education (must have direct relevance to the definition of "Joint Matters") designated by the CJCS.

If you have previously served in, or currently serving in, a Joint Duty Assignment for accrued joint qualification points, you are not eligible for joint questions please check with your Service/Component representative Point includes your ce. If you have more

Click Continue

Documentation

Source documents, including copies of TDY orders, award orders, evaluation reports, leave and earning statements, etc., which will help Service managers review and document your joint experiences are required to process submission requests.

Done Trusted sites | Protected Mode: Off 75%

Step 5

JQS Self-Nomination Website

Please verify your personal information below. If there are discrepancies, click on the link below.

[Update my personal profile](#)

Last Name	First Name	Grade	Service	Component
Jones	Gregory	MO-04	Air Force	Active Duty Member

[View Joint Officer History](#): Incumbent JDA history.(Qualification, JPME and Waiver information).

You may input a new joint experience by clicking on the "Input New Experience" button below or continue working on an experience you previously entered by clicking on the appropriate link in the table below.

NOTE: At this time, experiences gained as a result of an assignment as a "Student" do not qualify for joint qualification points.

Policy provisions that allow for retroactive joint experience submissions from Active Duty officers expire September 30, 2010, Per DoDI 1300.19, para E6.4.2.. Effective 1 Oct 2010 Active Duty officers must submit for experiences within 12 months from their tour completion date.

Track ID	Sequence ID	Batch ID	Experience Type	Start Date	End Date	Record Status	Service Review Status	Joint Staff Review Status	Action
43235	A		Joint Experience	12/01/2009	09/30/2010	Denied			View Edit Delete Attach_Files E-Summary
43356	A		Joint Experience	07/01/2010	07/01/2011	Submitted Jul-15-2011			View Edit Delete Attach_Files E-Summary

[Input New Experience](#)

Step 1 - Click on "Update my personal profile" and fill in the requested information. Be sure to use your email for life address so you can be reached in case you PCS before your application is reviewed

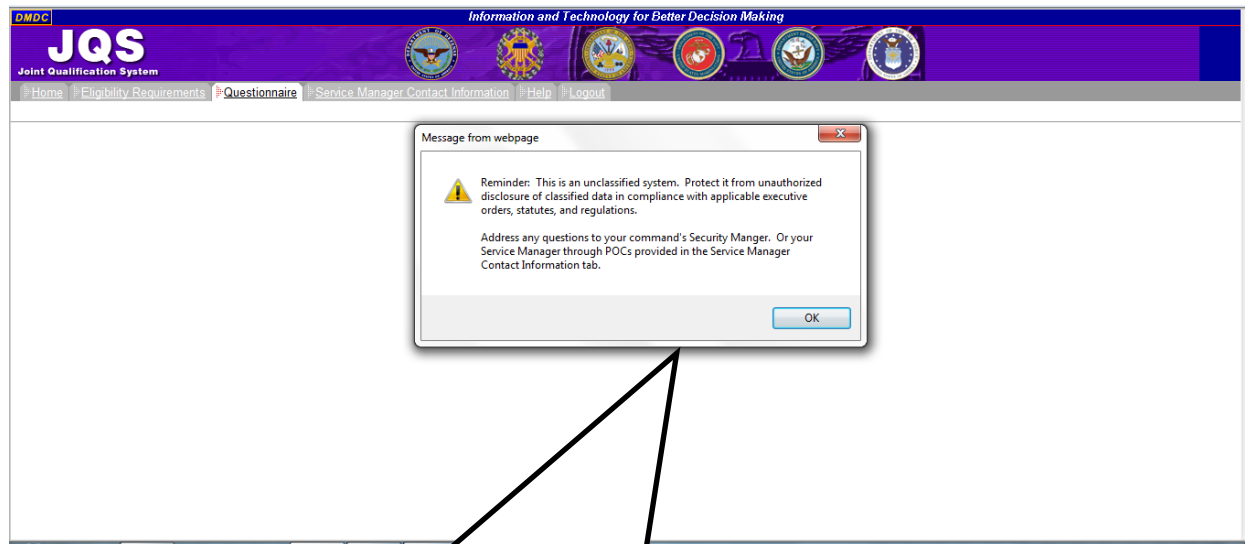
Step 2 - Click "Input New Experience" to advance to the next step

Experiences submitted will be visible here. Status can also be tracked from this view

After meeting the Review Panel, if a self-nomination is:

- a) Disapproved twice - it cannot be submitted again
- b) No Action – can be resubmitted up to two times

Step 6



WARNING!!!

This system is an unclassified system. We do not have the capability to process classified material.

Step 7

DMDC Information and Technology for Better Decision Making

JQS

Joint Qualification System

Home Eligibility Requirements Questionnaire Service Manager Contact Information Help Logout

JQS Self-Nomination Website

Please answer the following questions about the assignment/experience you believe qualifies for joint experience points. If you have more than one joint experience, each joint experience must be submitted separately to your Service.

Part I - Basic Screening Questions

1. Were you a student in a formal training program during this experience? (i.e., Professional Military Education, Technical Schools, Training Programs listed in Joint Electronic Library)

Yes
 No

2. What was your Service/Component/status/category at the time of this experience?

a. Service: -- Select a service --

b. Component: -- Select a component --

c. Reserve/Guard Duty Status: -- Select a duty status --

d. RC Category: -- Select a RC Category --

3. Was the assignment/experience in a Service Position/Billet of your Service?

Yes
 No

4. Dates and grade at time of the assignment/experience.

a. What are the inclusive start and stop dates of this particular assignment/experience? For forward operating locations, dates are your "Boots on the Ground" at the location dates.

Start Date:

Stop Date:

b. What was your grade on the date you completed this assignment/experience?

-- Select a grade --

5. What was the geographic location of the assignment/experience? (city or installation, state or country)

City, state or country:

6. Were you assigned in a staff position to a JTF Headquarters at specified location listed below? (if not, select "None of the Above")

-- Select a JTF Headquarter Location --

Choose full-time or part-time

Choose Air Force

Choose Active, Guard or Reserve

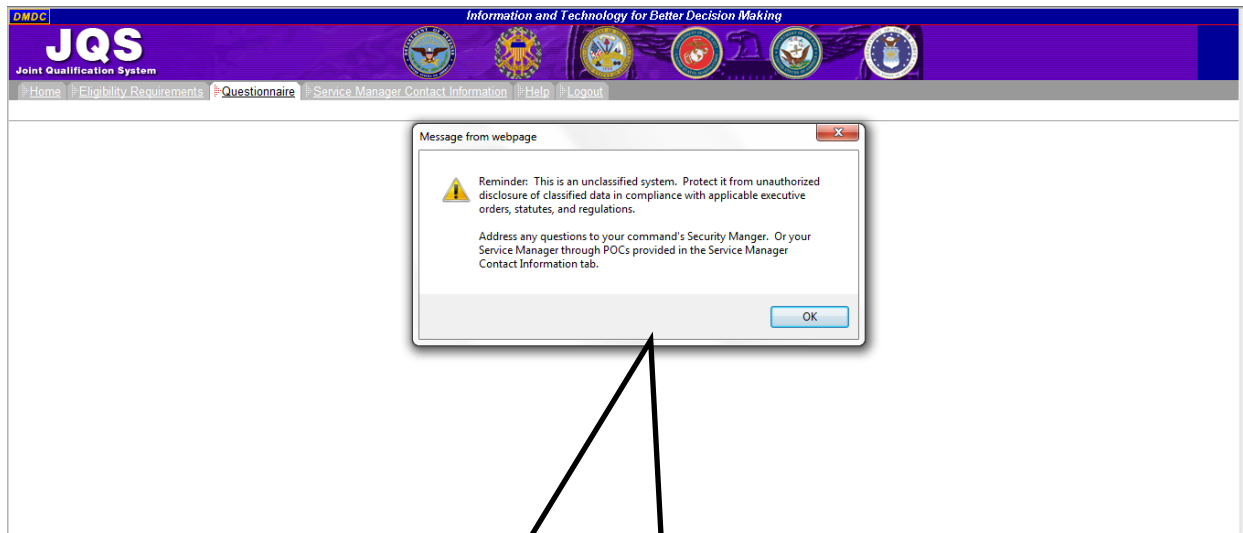
Title 10 is NGB, COCOM HQs, and Statutory Tours
Title 32 is full-time and part-time in a State

Did you fill a USAF position or were you sitting in another Service (Army, Navy, Marine Corps) position?

Click "Continue" once complete with this section

If organization/operation is not listed choose none of the above

Step 8



WARNING!!!

This system is an unclassified system. We do not have the capability to process classified material.

Step 9

DMDC Information and Technology for Better Decision Making

JQS
Joint Qualification System

Home Eligibility Requirements Questionnaire Service Manager Contact Information Help Logout

JQS Self-Nomination Website

Part I - Basic Screening Questions (Continue)

8. Provide the name, rank, service, title and country of your immediate supervisor in your operational rating chain during this experience. (i.e., C-3, CJTF-Proven Force)

9. Provide the name, rank, service, title and country of your immediate supervisor in your operational rating chain during this experience. (i.e., MNC-I reports to MNF-I)

10. Provide the name, rank, service, title and country of the senior rater in your operational rating chain during this experience.

11. What was your duty title?

12. Provide a thorough description of your duty position. (Limited to 320 characters)

Part II - Composition of Joint Experience Organization

13. Name of Department/Service/Agency/Country your commander is assigned to if different from your Service. (i.e., DoS - 4, USAF - 6, British Navy - 3)

14. Name of Department/Service/Agency/Country your supervisor is assigned to if different from your Service.

15. Name of Departments/Services/Agencies and number of peers if different from your Service. (i.e., DoS - 4, USAF - 6, British Navy - 3)

16. Name of Departments/Services/Agencies and number of subordinates under your command/leadership if different from your Service.

Enter the assigned organization (455 AEW, 201 BDE ETT)

Enter the HHQ of the assigned org (AFCENT, CJFT-Phoenix)

Enter the name, rank, service, country of immediate supervisor during the experience. This person may not be the individual who signed the OPR/LOE

Enter the name, rank, service, country of senior rater. This person may not be the individual who signed the OPR/LOE

Enter the duty title held during the experience

Provide a concise position description. NOTE: Limited to 320 characters. TIP: type in "Word" first and then cut and paste (see page 44)

Enter the service, country of commander during the experience (USA, USAF, USMC, British, Afghan, Australian)

Enter the service, country of supervisor during the experience (USAF, USA, USMC, British, Afghan, Australian)

Enter the number and service of each peer (USMC - 4, DOS - 3, Iraqi - 6)

Enter the number and service of each subordinate (USMC - 4, DOS - 3, Iraqi - 6)

Step 10

Part III - Relationship of Duties/Performance to Joint Matters

Joint Matters Definition - 10 USC 668:

- Matters related to the achievement of unified action by integrated military forces in operations or information environment, including matters relating to -
 - a. national military strategy;
 - b. strategic planning and contingency planning;
 - c. command and control of operations under unified command;
 - d. national security planning with other departments and agencies of the United States; or
 - e. combined operations with military forces of allied nations.
- In the context of joint matters, the term "integrated military forces" refers to military forces that are participants from:
 - a. more than one military department; or
 - b. a military department and one or more of the following:
 - i. Other departments and agencies of the United States.
 - ii. The military forces or agencies of other countries.
 - iii. Non-governmental persons or entities.

[JP 1-02 Definitions](#)

17. Select all categories that apply and describe how your duties performance met the definition of "Joint Matters." Be specific in explaining the relationship of your tasks and responsibilities in achieving the definition of Joint Matters. Your duties and actions must contribute to the achievement of unified action by multiple forces consisting of armed forces, departments or agencies from one or more Services or countries. Not all of the categories are required to be selected. Use the following examples/verbiage from fitness reports and/or decoration citations to the maximum extent possible. (Limited to 340 characters per category)

- Command and Control of Operations Under Unified Command
- Strategic Planning
- Contingency Planning
- National Security Planning with Other Departments and Agencies of the United States
- Combined Operations with Military Forces of Allied/Partner Nations Matters Relating to National Security
- Matters (i.e. Duties) Relating to National Military Strategy

Part IV - Additional Documentation

18. Did you receive a personal award for this experience?

- Yes
 No

19. Did you receive Hostile Fire/ Imminent Danger Pay during this experience?

- Yes
 No

Note: Attaching supporting documents occurs after submitting the experience to the Service Manager.

For assistance, please read the Help section or contact mis_helpdesk@osd.pentagon.mil

Question 17. This is the heart of the self-nomination. These answers are what the Joint Experience Panel will review to determine whether or not your submission meets the definition of Joint Matters. See Section 3 for writing tips.

Once you click, a dialog box will open and you will be able to populate with data. You're limited to 340 character spaces for answering that category. You may select one or more categories but the minimum requirement is one of the six (6). It is recommended that you fill in more than one if possible.

Click "Submit to Service POC" once you are satisfied with the application. Use the "Save" feature if you plan on making edits prior to submitting to the Service POC.

Step 11

DMBIC Information and Technology for Better Decision Making

JQS

Joint Qualification System

Home Eligibility Requirements **Questionnaire** Service Manager Contact Information Help Logout

Are you sure you are ready to submit this experience to your Service for review and validation? If so, please read the following statement. Clicking "Submit" one more time signifies your agreement with the statement.

"I have read and understand the information provided and certify that my answers to the questions are true and accurate to the best of my knowledge."

After you submit your nomination, you will be able to attach your supporting documentation for your experience in PDF, doc, tif, or txt format. Simply select the attach documents link within the experience status line on your homepage.

MAKE SURE TO SANITIZE PRIVACY ACT INFORMATION PRIOR TO SUBMITTING DOCUMENTS. Include only those documents required to support your experience for duty, dates and location. Examples of supporting documentation are listed below.

- Performance Reports
- Orders
- DD-214
- HF/ID Pay Financial Documents
- Duty History Report
- Awards/Citations with dates of service
- Travel Vouchers

If you need to submit classified supporting documentation, contact your Service Manager. Contact information can be found on the home page through the Service Manager Contact Information link.

Note: After submitting, click to the Home tab to attach supporting documents

Submit Save

Thank you for your service and for using this website.

This confirms that you are ready to submit.

Regardless of this statement, the Air Force does **not** have the ability to process classified applications.

Step 12

JQS Self-Nomination Website

Please verify your personal information below. If there are discrepancies, please update your information with your Service/Component personnel office.

[Update my personal profile](#)

Last Name	First Name	Grade	Service	Component
Jones	Gregory	MO-04	Air Force	Active Duty Member

[View Joint Officer History](#): Incumbent JDA history. (Qualification, JPME and Waiver information).

You may input a new joint experience by clicking on the "Input New Experience" button below or continue working on an experience you previously entered by clicking on the appropriate link in the table below.

NOTE: At this time, experiences gained as a result of an assignment as a "Student" do not qualify for joint qualification points.

Policy provisions that allow for retroactive joint experience submissions from Active Duty officers expire September 30, 2010, Per DoDI 1300.19, para E6.4.2.. Effective 1 Oct 2010 Active Duty officers must submit for experiences within 12 months from their tour completion date.

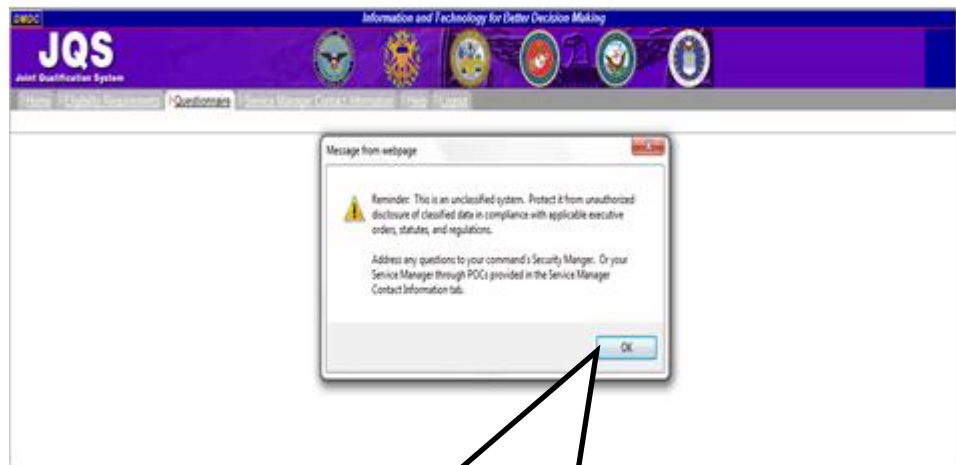
Track ID	Sequence ID	Batch ID	Experience Type	Start Date	End Date	Record Status	Service Review Status	Joint Staff Review Status	Action
43235	A		Joint Experience	12/01/2009	09/30/2010	Denied			View Edit Delete Attach Files E-Summary
43356	A		Joint Experience	07/01/2010	07/01/2011	Submitted Jul-15-2011			View Edit Delete Attach Files E-Summary

[Input New Experience](#)

Make note of the Tracking ID. You will need it for inquiries with your Service JOM.

When you click here to "attach files" request all supporting docs be sent in a single PDF document versus several documents in different formats.

Step 13



WARNING!!!

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Step 14

JQS Self-Nomination Website

Upload File for Experience Track Id# 43356

Convert your file to .pdf, .doc, .tif or .txt and upload the file.

MAKE SURE TO SANITIZE PRIVACY ACT INFORMATION PRIOR TO SUBMITTING DOCUMENTS. Include only supporting documentation are listed below.

- Performance Reports
- Orders
- DD-214
- HF/ID Pay Financial Documents
- Duty History Report
- Awards/Citations with dates of service
- Travel Vouchers

File:

[Finish Upload](#)

Following document(s) has been submitted

File Name	Submitted Date	Action
No records found for the officer.		

Click here to locate the files to upload from a local computer. NOTE: Once files are uploaded they can't be removed. Ensure you attach the appropriate files for each experience.

Recommended Supporting Documents

OPRs, LOEs

Final Travel Voucher (showing what you were paid and the days you were in country)

Decoration Citation and Narrative

Certificate of Appreciation

Memorandum for Record

Step 15

The Joint Experience Review Panel may:

- 1) Recommend disapproval of the experience as clearly not having met the standard of Joint Matters,
- 2) Validate the experience as meeting the standard and determine the intensity factor to be applied, or
- 3) Take no action



WARNING!!!

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How do you find out how much joint credit has been awarded?

The JQS website will show how much credit has been awarded through the E-JDA and S-JDA process. We will notify you once your experience has been approved by the Joint Staff. Check your joint credit by logging onto the [JQS](https://www.dmdc.osd.mil/appj/jmis/JQSindex.jsp) website: <https://www.dmdc.osd.mil/appj/jmis/JQSindex.jsp>

Follow these steps:

1. Login
2. Click eligibility criteria (go to bottom of screen)
3. Click on "Continue"
4. Click on "View Joint Officer History" (middle of page under profile)

As a reminder, E-JDA credit will not show on your SURF or OSB/OPBs; only officers assigned to a JDAL position will show joint duty history for promotion purposes. Promotion objectives do not apply to approved E-JDA credit and will not reflect on promotion records. Additionally, only those who've served in an S-JDA position will show points awarded on the officer's SURF.

Record Status Indicators:

Incomplete: Not enough info was filled out on the JES

Complete: JES was only saved; it was not submitted to your Service JOM

Rework: Service JOM reviewed your JES and it needed additional info; a separate email will be sent with an explanation and suggested ways to improve the JES

Submitted: JES was submitted properly to your Service JOM

Denied: Service JOM has denied the JES; a separate email will be sent with an explanation

Approved/Disapproved: JCS J1 signed a memo awarding/denying joint duty credit to officer

JQS Self-Nomination Website

Please verify your personal information below. If there are discrepancies, please update your information with your Service JOM.

[Update my personal profile](#)

Last Name	First Name	Grade	Service	Component
Jones	Gregory	MO-04	Air Force	Active Duty Member

[View Joint Officer History](#): Incumbent JDA history (Qualification, JPME and Waiver information).

You may input a new joint experience by clicking on the "Input New Experience" button below or continue working on existing experiences.

NOTE: At this time, experiences gained as a result of an assignment as a "Student" do not qualify for joint qualification.

Policy provisions that allow for retroactive joint experience submissions from Active Duty officers expire September 30, 2010. Submit for experiences within 12 months from their tour completion date.

Track ID	Sequence ID	Batch ID	Experience Type	Start Date	End Date	Record Status	Service Review Status	Joint Staff Review Status	Action
43235	A		Joint Experience	12/01/2009	09/30/2010	Denied			View Edit Delete Attach_Files E-Summary
43356	A		Joint Experience	07/01/2010	07/01/2011	Submitted Jul-15-2011			View Edit Delete Attach_Files E-Summary

[Input New Experience](#)

Example of Disapproved by Joint Experience Panel

JOINT EXPERIENCE SUMMARY

Tracking#	NAME (Last, First MI)/CURRENT GRADE		SSN	SERVICE Air Force	COMPONENT	SVC POSITION No
START DATE OF EXP 10/16/2007	STOP DATE OF EXP 04/18/2008	GRADE DURING EXP 04	LOCATION OF EXPERIENCE Bagram Air Base, Afghanistan			
UNIT /ORGANIZATION OF ASSIGNMENT CJTF-82			HHQ'S OF UNIT ISAF			
IMMEDIATE SUPERVISOR (NAME/RANK/SERVICE/TITLE/COUNTRY) LtCol						
SENIOR RATER (NAME/RANK/SERVICE/TITLE/COUNTRY) Col						
DUTY TITLE: CJTF-82 CJ3 Electronic Warfare Officer						
YOUR DUTIES/RESPONSIBILITIES: Chief of OEF Electronic Warfare Coordination Cell. EW advisor to CJTF senior leadership. Responsible for theater Electronic Warfare (EW) operational, strategic, and requirements planning. Integrates and synchronizes EW and ISR assets for CJTF82 and International Security and Assistance Force air and land operations.						
COMPOSITION OF ORGANIZATION						
COMMANDER: USA			SUPERVISOR: USA			
PEERS: USA - 10, USN - 2, USMC - 1						
SUB-ORDINATES: USA - 7, USN - 2						
YOUR ACCOMPLISHMENTS THAT MET THE DEFINITION OF JOINT MATTERS						
COMMAND & CONTROL OF OPERATIONS UNDER UNIFIED COMMAND						
Coordinated theater EW operations through Joint Fires and Effects Coordination Cell process. Planned air operations with 3 US Navy Electronic Attack Squadrons and 2 US Air Force Electronic Combat Squadrons, supporting 2070 requests and executing 620+ EW missions and 3500+ flying hours. Joint EW targeting increased mission effectiveness.						
STRATEGIC PLANNING						
CONTINGENCY PLANNING						
INTERNATIONAL SECURITY PLANNING WITH OTHER DEPARTMENTS AND AGENCIES OF THE U.S.						
COMBINED OPERATIONS WITH MILITARY FORCES OF ALLIED NATIONS						
Coordinated theater EW operations and electromagnetic spectrum deconfliction with ISAF coalition partners (US, Canada, Britain, Australia, New Zealand) to execute and achieve CJTF mission objectives in 5 different international areas of operation.						
MATTERS (i.e., DUTIES) RELATING TO NATIONAL MILITARY STRATEGY						

Question

#12

Question #17

Print Report

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<https://pki.dmdc.osd.mil/appj/jmis/DisplayJointExpReport.do?trkgId=20833&seqId=A&b...> 7/21/2011

JOINT EXPERIENCE SUMMARY

Tracking#	NAME (Last, First MI)	CURRENT GRADE	SSN	SERVICE Air Force	COMPONENT	SVC POSITION Yes
START DATE OF EXP 07/30/2006	STOP DATE OF EXP 07/11/2008	GRADE DURING EXP 05	LOCATION OF EXPERIENCE Osan Air Base, Republic of Korea			
UNIT /ORGANIZATION OF ASSIGNMENT 607th Combat Plans Division			HHQ'S OF UNIT Seventh Air Force			
IMMEDIATE SUPERVISOR (NAME/RANK/SERVICE/TITLE/COUNTRY) Col, USAF, 607 Combat Plans Division Cdr						
SENIOR RATER (NAME/RANK/SERVICE/TITLE/COUNTRY) Brig Gen, USAF, 607 AOC/CC						
DUTY TITLE: Deputy Chief, Combat Plans Division						
YOUR DUTIES/RESPONSIBILITIES: Coordinated with Combined/US Forces Korea on theater airpower issues affecting OPLAN implementation during armistice, contingenc, & exercise. Integrated four joint/combined teams to develop/execute CFACC's Joint Air Ops Plan and plan/produce Air Tasking Order.						
COMPOSITION OF ORGANIZATION						
COMMANDER:			SUPERVISOR:			
PEERS: USA - 30, USN - 5, USMC - 1, ROK - 200						
SUB-ORDINATES: USN - 3						
YOUR ACCOMPLISHMENTS THAT MET THE DEFINITION OF JOINT MATTERS						
COMMAND & CONTROL OF OPERATIONS UNDER UNIFIED COMMAND Supervised integration of joint and combined kinetic/non-kinetic effects into ATO development and AOC process. Ensured joint/combined fires were maximized and deconflicted in Korean Theater of Ops.						
STRATEGIC PLANNING Worked daily with Army, Navy, Marine, and Korean counterparts to conducte deliberate & crisis action planning, wargaming to validate OPLAN and JAOP. Lead 2007 joint/combined strategy seminar on defeating North Korean committed & reserve forces.						
CONTINGENCY PLANNING Developed Global Strike CONOP with USFK and PACOM to mitigate risks to theater and national security resulting from force structuring.						
NATIONAL SECURITY PLANNING WITH OTHER DEPARTMENTS AND AGENCIES OF THE U.S.						
COMBINED OPERATIONS WITH MILITARY FORCES OF ALLIED NATIONS Organized/supervised 2007 Air Boss Conference - KTO's premier US/ROK GO working group on theater OPLAN changes, updates, & implementation.						
MATTERS (i.e., DUTIES) RELATING TO NATIONAL MILITARY STRATEGY						

Print Report

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Example of Application 2 x Disapproved by Joint Experience Panel

JOINT EXPERIENCE SUMMARY

Tracking#	NAME (Last, First MI)/CURRENT GRADE	SSN	SERVICE Air Force	COMPONENT	SVC POSITION No
START DATE OF EXP 08/01/2005	STOP DATE OF EXP 06/04/2007	GRADE DURING EXP 04	LOCATION OF EXPERIENCE RAF High Wycombe, United Kingdom		
UNIT /ORGANIZATION OF ASSIGNMENT USAF Personnel Exchange Program		HHQ'S OF UNIT RAF HQ Air Command			
IMMEDIATE SUPERVISOR (NAME/RANK/SERVICE/TITLE/COUNTRY) RAF Wing Commander					
SENIOR RATER (NAME/RANK/SERVICE/TITLE/COUNTRY) Maj Gen I USAF					
DUTY TITLE: RAF Chief of Oper Trng Strategy, N America					
YOUR DUTIES/RESPONSIBILITIES: Exchange Ofcr. in a HQ staff position integrated into RAF, UK, joint trng. Responsible to CINC, HQ AIR, as RAF Air Staff Off. to create and execute HQ AIR policy on training, readiness, and operational capability of RAF units to meet NATO tasking. Gives guidance to senior RAF leaders on USAF-RAF engagement.					
COMPOSITION OF ORGANIZATION					
COMMANDER: Royal Air Force			SUPERVISOR: Rooyal Air Force		
PEERS: UK-1, USMC-1, USN-1					
SUB-ORDINATES: UK-1					
YOUR ACCOMPLISHMENTS THAT MET THE DEFINITION OF JOINT MATTERS					
COMMAND & CONTROL OF OPERATIONS UNDER UNIFIED COMMAND Responsible to CINC HQ AIR to create and execute policy on training, readiness, and operational capability of RAF units to meet national and NATO tasking.					
STRATEGIC PLANNING Planned, trained, and provided policy and direction for worldwide RAF nuclear and conventional fighter, fighter-bomber, air-defense, reconnaissance, airlift, air refueling, and long-range maritime recce forces.					
CONTINGENCY PLANNING Planned RAFs highest priority exercises. 1st ever RED FLAG between US/UK/AUS with no security firefalls. Paved way for Typhoon participation in the USA, UK TACP participation in air-land events and RAF involvement in USMC weapons and tactics instructor courses					
NATIONAL SECURITY PLANNING WITH OTHER DEPARTMENTS AND AGENCIES OF THE U.S. In charge of all major RAF flying training deployments to the US participating in USAF, USN, and USMC activities.					
COMBINED OPERATIONS WITH MILITARY FORCES OF ALLIED NATIONS Planned, trained, and provided policy and direction for worldwide RAF nuclear and conventional fighter. Provided guidance to CONC HQ AIR on flying exercises with NATO forces and joint/coalition trng. Key facilitator in air/land integration for UK Army.					
MATTERS (i.e., DUTIES) RELATING TO NATIONAL MILITARY STRATEGY Responsible for over \$3M in US Foreign Military Sales cases. Developed and implemented a comprehensive FMS case plan for all RAF exercise/weapons storage in the US over a 2 yr period					

Print Report

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Example of Application 2 x Disapproved by Joint Experience Panel

JOINT EXPERIENCE SUMMARY

Tracking#	NAME (Last, First MI)/CURRENT GRADE	SSN	SERVICE Air Force	COMPONENT	SVC POSITION Yes
START DATE OF EXP 06/28/2002	STOP DATE OF EXP 07/15/2005	GRADE DURING EXP 05	LOCATION OF EXPERIENCE Reston, VA		
UNIT /ORGANIZATION OF ASSIGNMENT National Geospatial Intelligence Agency		HHQ'S OF UNIT Director of Central Intelligence and SECDEF			
IMMEDIATE SUPERVISOR (NAME/RANK/SERVICE/TITLE/COUNTRY) SES-2, DoD, Division Chief, US					
SENIOR RATER (NAME/RANK/SERVICE/TITLE/COUNTRY) Brig Gen, USAF, Military Executive, US					
DUTY TITLE: Deputy Program Manager, Integrated Exploitation Ca					
YOUR DUTIES/RESPONSIBILITIES: Deputy Program Manager for a \$1.1B info technology program serving 56 sites worldwide. Provided principal imagery exploitation tool used by CENTCOM, EUCOM, STRATCOM and NGA analysts. Spearheaded IEC crisis support for OIF and GWOT.					
COMPOSITION OF ORGANIZATION					
COMMANDER:		SUPERVISOR: National Geospatial Intelligence Agency			
PEERS: NGA - 100s, USAF - 15, USN - 2, USA - 2					
SUB-ORDINATES: NGA - 15, USAF - 1					
YOUR ACCOMPLISHMENTS THAT MET THE DEFINITION OF JOINT MATTERS					
COMMAND & CONTROL OF OPERATIONS UNDER UNIFIED COMMAND Led support to OIF, GWOT, hurricane and tsunami relief, political conventions, inauguration, Iraqi elections; USCENTCOM deliveries and intel fusion cell standup; Integrated NGA's Global Hawk, Predator feeds					
STRATEGIC PLANNING Plans, programs, budgets and executes \$700M (grew to \$1.1B) contract for development, deployment and sustainment of critical DoD and national intelligence systems; His plan optimized effectiveness of 120 person O&M team at 25+ sites/deployed locations worldwide					
CONTINGENCY PLANNING Spearheaded crisis response! Devised rapid development plan to meet immediate national/theater needs; Met 50 crisis requirements, achieved 99.6% mission ready rate--unprecedented targeting improvements					
NATIONAL SECURITY PLANNING WITH OTHER DEPARTMENTS AND AGENCIES OF THE U.S. Led IEC's 24x7 operations and maintenance support to DoD Intelligence Centers, Combatant Commands, NGA; National Security Agency Director called it "unmitigated success"--cited as model for War on Terror support					
COMBINED OPERATIONS WITH MILITARY FORCES OF ALLIED NATIONS					
MATTERS (i.e., DUTIES) RELATING TO NATIONAL MILITARY STRATEGY					

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Example of Application 2 x Disapproved by Joint Experience Panel

JOINT EXPERIENCE SUMMARY

Tracking#	NAME (Last, First MI)/CURRENT GRADE		SSN	SERVICE Air Force	COMPONENT	SVC POSITION No
START DATE OF EXP 02/12/2005	STOP DATE OF EXP 06/12/2005	GRADE DURING EXP 04		LOCATION OF EXPERIENCE Camp Syverson, Iraq		
UNIT /ORGANIZATION OF ASSIGNMENT Combined Joint Special Operations Task Force - Arabian Peninsula (CJSOTF-AP)			HHQ'S OF UNIT MNC-I and SOCCENT (two chains)			
IMMEDIATE SUPERVISOR (NAME/RANK/SERVICE/TITLE/COUNTRY) LTC, US Army Special Forces, Chief of Staff						
SENIOR RATER (NAME/RANK/SERVICE/TITLE/COUNTRY) BG, US Army Special Forces, Commander						
DUTY TITLE: CJSOTF-AP J-3 Space Officer-in-Charge						
YOUR DUTIES/RESPONSIBILITIES: Conducts Special Technical Operations. Oversees Tier II Theater Ballistic Missile Wng with multiple unit sites. Tracks and monitors space-based force tracking capabilities. Incorporates space into SOF mission planning. Facilitates space-based intelligence and comms products						
COMPOSITION OF ORGANIZATION						
COMMANDER: U.S. Army			SUPERVISOR: U.S. Army			
PEERS: Breakout #s classified, but ~1200. Org's represented: USA, USN, USMC, USAF, OGA (other govt agencies), as well as other nations (GBR, AUS, Iraq)						
SUB-ORDINATES: None						
YOUR ACCOMPLISHMENTS THAT MET THE DEFINITION OF JOINT MATTERS						
COMMAND & CONTROL OF OPERATIONS UNDER UNIFIED COMMAND						
"Maj McCullough provided truly outstanding support to CJSOTF-AP during his tour in Iraq. His efforts significantly expanded Space support to the SOF fight against the insurgents. These included gaining the CJSOTF-AP vital STO billets that are a prerequisite to effective coordination for space support, and initiating operational..."						
STRATEGIC PLANNING						
"...employment of emerging near-space platforms and technologies that resolved mission-critical shortfalls that significantly impeded operations. Maj McCullough directly and significantly contributed to SOF in Iraq, including over 500 US Army Special Forces and Navy SEAL combat ops that detained in excess of 3,000 insurgents..."						
CONTINGENCY PLANNING						
"...including multiple MNC-I and CENTCOM High Value Individuals, and inflicted 63 enemy KIA, while sustaining no US KIA. These same ops captured thousands of small arms and crew-served weapons, tons of explosives, and vast amounts of documents, computers, and cellular telephones of significant value. SOF trained and combat-advised..."						
NATIONAL SECURITY PLANNING WITH OTHER DEPARTMENTS AND AGENCIES OF THE U.S.						
"...over 20 Iraqi Army and Ministry of Interior Commando battalions, as well as the Iraqi Special Ops Forces Brigade - the premier unit of the Iraqi Armed Forces. Maj McCullough also provided vital support to the SOF conducting the Personal Security Details (PSD) for the five top leaders of the Interim Iraqi Govt and..."						
COMBINED OPERATIONS WITH MILITARY FORCES OF ALLIED NATIONS						
"...Iraq Transitional Govt. This extremely high risk mission had strategic importance, and failure was not acceptable. Despite the risk and criticality of this mission, the CJSOTF-AP executed with precision, leveraging Space capabilities to insure success. A truly remarkable and outstanding performance from an outstanding USAF officer."						
MATTERS (i.e., DUTIES) RELATING TO NATIONAL MILITARY STRATEGY						

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Example of an Approved Application

You should not copy and paste these examples as each panel composition is different and it is not guaranteed your application will be approved because these were

JOINT EXPERIENCE SUMMARY

Tracking#	NAME (Last, First MI)/CURRENT GRADE	SSN	SERVICE Air Force	COMPONENT Reserve	SVC POSITION No
START DATE OF EXP 01/05/2008	STOP DATE OF EXP 07/09/2008	GRADE DURING EXP 05	LOCATION OF EXPERIENCE Baghdad, Iraq		
UNIT /ORGANIZATION OF ASSIGNMENT J2, CJTF Troy		HHQ'S OF UNIT MNC-I			
IMMEDIATE SUPERVISOR (NAME/RANK/SERVICE/TITLE/COUNTRY) LTC, Army, British					
SENIOR RATER (NAME/RANK/SERVICE/TITLE/COUNTRY) Col, Army, Task Force Commander, US					
DUTY TITLE: J2					
YOUR DUTIES/RESPONSIBILITIES: J2 for Counter Improvised Explosive Device Intelligence collection, production, analysis, fusion and dissemination and targeting support to Multi-National Coalition Iraq Forces-38 Nation Alliance. Managed CIED through out ITO.					
COMPOSITION OF ORGANIZATION					
COMMANDER: US Army			SUPERVISOR: US Army		
PEERS: US Army - 4, US Navy- 3, Australian Army -2, UK Army 1, Australian Navy -2					
SUB-ORDINATES: US Army -4, US Navy - 4, Australian Army -1, Australian Navy 1					
YOUR ACCOMPLISHMENTS THAT MET THE DEFINITION OF JOINT MATTERS					
COMMAND & CONTROL OF OPERATIONS UNDER UNIFIED COMMAND					
Directed Intelligence operations support for Division and Brigade Counter IED operations through out Iraq. Managed the counter Intelligence Targeting Program at Corp, Division and Brigade level. Managed Intelligence direction for Weapons Technical Teams and assigned Intelligence personnel.					
STRATEGIC PLANNING					
Worked with US National Assets to direct tactical and operational intelligence collection in support of the counter IED fight in Iraq. Worked with MNC-I level planners (US/UK/Australian/and Coalition Forces) directing Counter IED operations, unit and asset placement, future equipment placement and unit operations.					
CONTINGENCY PLANNING					
Planned operations supporting counter IED operations with Army, Navy, AF EOD units, Intelligence units, UK and Australian Units. Operations supported identifying, tracking and direct operations against insurgent IED planners, emplacers and triggermen.					
NATIONAL SECURITY PLANNING WITH OTHER DEPARTMENTS AND AGENCIES OF THE U.S.					
Worked with JIEEDO, and numerous US Intelligence agencies, Australian and British Intelligence agencies to identify, collect, analyze and mitigate the IED threat in Iraq.					
COMBINED OPERATIONS WITH MILITARY FORCES OF ALLIED NATIONS					
Managed day to day Intelligence focus and operations of over 125 Intelligence personnel from US Military, civilian contractors and Coalition forces supporting MNC-I in the CIED fight. Managed Intelligence reach back support to US/UK and Australian Intelligence agencies.					
MATTERS (i.e., DUTIES) RELATING TO NATIONAL MILITARY STRATEGY					
Identified IED threat locations and made recommendations on Counter-IED technology fielding such as fielding the MRAP and unarmored MRAP geographic location based on threat in area.					

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Example of an Approved Application

You should not copy and paste these examples as each panel composition is different and it is not guaranteed your application will be approved because these were

JOINT EXPERIENCE SUMMARY

Tracking#	NAME (Last, First MI)/CURRENT GRADE	SSN	SERVICE Air Force	COMPONENT	SVC POSITION Yes
START DATE OF EXP 11/28/2003		STOP DATE OF EXP 03/01/2004		GRADE DURING EXP 03	
UNIT /ORGANIZATION OF ASSIGNMENT 19th Air Support Operations Squadron		HHQ'S OF UNIT 18th Air Support Operations Group			
IMMEDIATE SUPERVISOR (NAME/RANK/SERVICE/TITLE/COUNTRY) Lt Col, USAF, Squadron Commander, US					
SENIOR RATER (NAME/RANK/SERVICE/TITLE/COUNTRY) Col, USAF, Group Commander, US					
DUTY TITLE: 19th Expeditionary Squadron Operations Officer					
YOUR DUTIES/RESPONSIBILITIES: Integrated air power in support of Op IRAQI FREEDOM during 89 days of combat. Brigade and Division ALO for 101st Airborne Division (Air Assault) ops. 19 EASOS Operations Officer during combat deployment. Successful execution of 90 CAS missions.					
COMPOSITION OF ORGANIZATION					
COMMANDER:			SUPERVISOR:		
PEERS: 101st Airborne Division, Army - 100					
SUB-ORDINATES: 22-person Tactical Air Control Party, USAF					
YOUR ACCOMPLISHMENTS THAT MET THE DEFINITION OF JOINT MATTERS					
COMMAND & CONTROL OF OPERATIONS UNDER UNIFIED COMMAND Conducted command, control, and communications duties IAW Commanding General (Army) and CFACC intent. Interacted with the C2 on a daily basis from the battalion to the ASOC. Coord cross boundary CAS missions with neighboring Army units. Interfaced with Joint fires units to integrate artillery fire.					
STRATEGIC PLANNING Developed Army 101st Airborne Division universal observer program, now known as Joint Forward Observer. Developed airspace control plan for counter-mortar operations. Procedures still in effect today in Iraq.					
CONTINGENCY PLANNING Planned 70 convoy escort CAS missions along 550-mile route through Iraq. Standardized CAS within the 101st Division to maximize airpower. ALO for quick reaction force, 101st while in Mosul, Iraq. Controlled aerial show of force against insurgents in northern Iraq during near border operation. Saved coalition lives.					
NATIONAL SECURITY PLANNING WITH OTHER DEPARTMENTS AND AGENCIES OF THE U.S.					
COMBINED OPERATIONS WITH MILITARY FORCES OF ALLIED NATIONS Planned and executed Operation LAWN DART in northern Iraq by integrating naval reconnaissance, UAVs, and CAS aircraft to pinpoint and target mortar attacks on US compounds in Mosul, Iraq. Enhanced force protection and saved lives. Coordinated numerous CAS missions with A-10 and F-16 aircraft at Qayyarah West Airfield, Iraq.					
MATTERS (i.e., DUTIES) RELATING TO NATIONAL MILITARY STRATEGY					

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JOINT EXPERIENCE SUMMARY

Tracking#	NAME (Last, First MI)/CURRENT GRADE LtCol	SSN	SERVICE Air Force	COMPONENT	SVC POSITION No
START DATE OF EXP 10/16/2007	STOP DATE OF EXP 04/18/2008	GRADE DURING EXP O4	LOCATION OF EXPERIENCE Bagram Air Base, Afghanistan		
UNIT /ORGANIZATION OF ASSIGNMENT CJTF-82			HHQ'S OF UNIT ISAF		
IMMEDIATE SUPERVISOR (NAME/RANK/SERVICE/TITLE/COUNTRY) LtCol					
SENIOR RATER (NAME/RANK/SERVICE/TITLE/COUNTRY) Col					
DUTY TITLE: CJTF-82 CJ3 Electronic Warfare Officer					
YOUR DUTIES/RESPONSIBILITIES: Chief of OEF Electronic Warfare Coordination Cell. EW advisor to CJTF senior leadership. Responsible for theater Electronic Warfare (EW) operational, strategic, and requirements planning. Integrates and synchronizes EW and ISR assets for CJTF82 and International Security and Assistance Force air and land operations.					
COMPOSITION OF ORGANIZATION					
COMMANDER: USA			SUPERVISOR: USA		
PEERS: USA - 10, USN - 2, USMC - 1					
SUB-ORDINATES: USA - 7, USN - 2					
YOUR ACCOMPLISHMENTS THAT MET THE DEFINITION OF JOINT MATTERS					
COMMAND & CONTROL OF OPERATIONS UNDER UNIFIED COMMAND Coordinated theater EW operations through Joint Fires and Effects Coordination Cell process. Planned air operations with 3 US Navy Electronic Attack Squadrons and 2 US Air Force Electronic Combat Squadrons, supporting 2070 requests and executing 620+ EW missions and 3500+ flying hours. Joint EW targeting increased mission effectiveness.					
STRATEGIC PLANNING					
CONTINGENCY PLANNING					
NATIONAL SECURITY PLANNING WITH OTHER DEPARTMENTS AND AGENCIES OF THE U.S.					
COMBINED OPERATIONS WITH MILITARY FORCES OF ALLIED NATIONS Coordinated theater EW operations and electromagnetic spectrum deconfliction with ISAF coalition partners (US, Canada, Britain, Australia, New Zealand) to execute and achieve CJTF mission objectives in 5 different international areas of operation.					
MATTERS (i.e., DUTIES) RELATING TO NATIONAL MILITARY STRATEGY					

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<https://pki.dmdc.osd.mil/appj/jmis/DisplayJointExpReport.do?trkgId=20833&seqId=A&b...> 7/21/2011

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JOINT EXPERIENCE SUMMARY

Tracking# 2	NAME (Last, First MI)/CURRENT GRADE	SSN	SERVICE Air Force	COMPONENT	SVC POSITION Yes
START DATE OF EXP 12/02/2003	STOP DATE OF EXP 03/30/2004	GRADE DURING EXP 05	LOCATION OF EXPERIENCE Bagram Air Base, Afghanistan & Al Udeid AB, Qatar		
UNIT /ORGANIZATION OF ASSIGNMENT Air Support Operations Center, CJTF-180		HHQ'S OF UNIT HQ USCENCOM			
IMMEDIATE SUPERVISOR (NAME/RANK/SERVICE/TITLE/COUNTRY) BGen, USAF, Afg ACCE					
SENIOR RATER (NAME/RANK/SERVICE/TITLE/COUNTRY) Lt Gen, USAF, 9 AF Commander					
DUTY TITLE: ASOC Director					
YOUR DUTIES/RESPONSIBILITIES: Served as the ASOC Director for AFG for 4-months. Located in CJTF-180 JOC, integrated all offensive airpower with 10 Mtn Div forces real-time across AFG. See OPR - supervised 62 people/18 cmbt locations/900 CAS requests/1700 sorties integrated in Army maneuver					
COMPOSITION OF ORGANIZATION					
COMMANDER: 10 Mtn Div CG, MGen Lloyd Austin, US Army			SUPERVISOR: Whitmore, James, BGen, USAF, Afg ACCE		
PEERS: US Army - 100+, USAF - 8, USN - 3, US Marines <input type="checkbox"/> 2					
SUB-ORDINATES: USAF - 60+ located at 18 Army fire-bases across AFG					
YOUR ACCOMPLISHMENTS THAT MET THE DEFINITION OF JOINT MATTERS					
COMMAND & CONTROL OF OPERATIONS UNDER UNIFIED COMMAND Directed the ASOC: C2 hub located in the CJTF-180 HQ. ASOC executes offensive airpower to meet the real-time dynamics/ Army CG's priorities on the battlefield, within the mission sets given to it by the CAOC. 900 CAS requests/1700 sorties integrated in Army maneuver. Integrated airpower with US and coalition (UK) SOF requirements.					
STRATEGIC PLANNING Hosted planning conference to integrate 22 MEU into AFG in Urzgan Province - got CAOC to attend including the A-3 plus 7 others. Engaged CENTCOM to ASOC expand C2 Architecture to meet increase force increase. Integrated organic ASOC comm suite into CJTF-180 HQ. Advised CJSOTF-A on RFF for increase in JTAC support.					
CONTINGENCY PLANNING Daily planned CJTF180 on airpower/airspace requirements for up-coming operations. Forwarded requirements to CAOC for sourcing on the ATO and C2 planning/integration. Advised CJTF180 on "limits" of airpower for planning and go-no go decisions.					
NATIONAL SECURITY PLANNING WITH OTHER DEPARTMENTS AND AGENCIES OF THE U.S.					
COMBINED OPERATIONS WITH MILITARY FORCES OF ALLIED NATIONS Integrated ISAF CAS response requirements into CAS planning with CAOC. ISAF battlespace increased from just Kabul to NE AFG around Kunduz at this time. Also, integrated over-watch airpower into UK SOF counter-narcotic operations.					
MATTERS (i.e., DUTIES) RELATING TO NATIONAL MILITARY STRATEGY					

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Section 4

**Tips for Submitting
a
Successful
Self-Nomination
and
Lessons Learned**

Tips for a Successful Joint Experience Summary (JES) Self-Nomination Application

- Have all supporting documentation at your fingertips before starting the process. If you have to walk away from filling out your JES application and then come back, you may find the JQS website has timed-out and you will lose your work. It is a good idea to use a Word.doc when creating your application, then cut and paste your narratives into the JES.

- Develop answers to question 12 (provide a thorough description of your duty position) and 17 (describe how **your** duties/performance met the definition of Joint Matters) in a Word document. Use as many words as you need to fully answer the question. Then go back to edit down to 320 characters for question 12 and 340 characters for question 17.
 - Use bullet statements or narrative format but don't cut and paste from your OPR or decoration as they usually do not address specific duties to satisfy JES submissions.
 - Don't put the standard two spaces after periods.
 - Don't use unneeded words such as "I" or restate your name.
 - Use action words such as designed, synchronized, collaborated, led, directed, planned, created, etc.
 - Abbreviate words such as with (w/), and (&), international (int'l), system (sys), mission (msn), personnel (pers), critical (crit), intelligence (intel), etc.
 - Don't restate the composition of the organization or your duties and responsibilities in the answers to question 17.
 - Answers to question 17 are **individual accomplishments** not unit accomplishments; refrain from using "we" or "team effort."
 - Use LOE, individual award narratives, and OPRs to help answer questions. All entries in questions 12 and 17 need to have a corresponding entry on the OPR/LOE or individual award.
 - If the OPR/LOE and individual awards do not substantiate the answers to questions 12 and 17 a letter from the supervisor/senior rater during the experience is acceptable supporting documentation.
 - Provide a Memorandum for Record (MFR) in the supporting documentation that spells out all acronyms and provide additional information telling and selling your joint experience.
 - **Answer all questions completely.** Make sure to double check all information requested is included.
 - Remember JOM Service Managers are here to make sure the self-nomination is as strong as possible. It may take several re-writes to accomplish this goal and you may find your JES in rework status more than once.

Writing To Validate Joint Matters

Part III Question 17 (of JES worksheet) — Relationship of Duties/Performance to Joint Matters Section

Notes

1. You are limited to 340 characters (including spaces) in your response to each category. If you find you need more room, include an MFR as an attachment to help in “telling” your story of your joint experience.
2. Do not cut and paste from the examples given in this handbook. The examples are only a tool to help aid you in understanding what a narrative might look like.

Examples of Command & Control of Operations Under Unified Command

Led Joint & Coalition Staff of more than 50 personnel, responsible for planning and tasking all combat coalition Aerospace Forces supporting surge operations in Iraq and increased kinetic operations in Afghanistan. Oversaw the MAAP, ensuring the capability to respond to all levels of conflict.

Led US/Hungarian/Italian/UK personnel on NATO project; automated commercial C2 software setup, cut install time by 25%. Hugely successful effort to put C2 software on PCs; NATO’s first-ever “Air C2 in a foxhole” capability. Let users switch C2 versions with button click, brutal upgrades became non-event. Made C2 “licensing” 75% faster.

Organized/coordinated dialogue between Government of the Islamic Republic of Afghanistan, Regional Command South, Task Force Zabul. Integrated and synchronized TFZ ops between Police Mentoring Team, Embedded Training Team, USACE, THT, TF-71, TF-77 and RCP resulting in the success of Multiple Joint military ops.

Performed key planning role for operation “Lions Leap”; relocated 80 MeK refugees from Ashraf Refugee Center to United Nations Misirike Refugee Camp in the Kurdistan Republic and the eventual turnover of FOB Grizzly to the battlespace owner. Expertly coord’d air planning efforts between a subordinate MP BDE and MNC-I staff elements.

Planned and executed command move to new FOB in IZ. Deconflicted req’ts. Opened lines of communication for supported/supporting orgs. Ensured successful move; chaired weekly working groups reviewing current status and future requirements for relocation. Gave req’ts to supporting orgs and followed up to ensure action.

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Examples of Strategic Planning

Planned and directed counter-insurgency SOF air ops in the Maysan Province unit airborne psychological ops. Coordinated SOF air component's first use of a dedicated ISR platform to survey an austere LZ. The Iraqi Prime Minister noted this as the country's highest priority and reducing Iranian influence in Al-Amarah.

Led US/Hungarian/Italian/UK personnel on design specification for largest NPC C2 sys. Demo'd system to highest-level NATO Air C2 committee BoD. Pre-defined hardware for next-gen sys; 300+ sites had 18 months more lead-time to get vital Air C2. Worked with Czech Rep/Italy to test-install new C2; cut 7 wks from 280+ site test/distro.

Worked closely/directly with HQ MNC-I & NATO ISAF to ensure the Joint Tactical Air Support requests were supported by coalition air power. Participated in weekly VTCs and planning sessions for all major combat offensives and ensured the use of air power was maximized by attending planning meetings at forward locations.

Implemented the Afghan Nat'l Development Strategy. Developed counter-insurgency strategy in cooperation w/Task Force Zabul, Regional Command-South & ISAF. Supported peace & stability for Zabul's Province through Rule of Law initiatives, reconstruction projects & mentoring authorities by emphasizing democratic processes and institutions.

Coordinated/streamlined Iraqi AF and the Iraqi MoD strategy for how to train the thousands of Iraqi airmen that were about to be accessed into the service. Developed strategy-to-task processes for the first time for the Iraqi AF to ensure all plans meshed with the joint vision for the Iraqi Security Forces.

First-ever integration of space effects into ISAF's deliberate (strategic) planning process. During OP PATAN CHAR II, worked with coalition forces and the Joint Space Operations Center bringing space effects to bare restoring the integrity of Deh Rawod and disrupting the enemy's ability to reconstitute prior to spring operations.

Planned, requested and controlled Close Air Support for US Army and CF ground forces to carry out missions involving cordon and searches, security for (convoys, elections ,referendum, FOBs, etc.), terrain denial and non-traditional ISR (MND-NW).

Authored/delivered >60 DOCEX summary reports to tactical maneuver units, brigade staff, and nat'l intel community; ensured battalion CCs and S2s had targeting info needed to prosecute ops against HVTs; allowed interrogators to identify key players in the Anti-Iraq Force network.

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Examples of Contingency Planning

Developed aircraft allocation for 235 ATOs, 27 flying units and 29,375 sorties. Re-wrote SPINs for the AFCENT AOR, streamlined them by 55%. Led a cross-functional Target Effects Team (TET) that developed 110 deliberate targets supporting ground CC's intent in Iraq/Afghan. The TET worked directly w/ Army BCD daily.

Led US/Hungarian/Italian/UK personnel on first-ever solution in NPC history to eliminate risk of faulty system backups. Led team on first-ever NATO Integrated C2 Sys for Air Ops (ICC) install in Czech Republic; 4 sites on-line earlier than scheduled. Single-handedly installed CAOC-5, Italy C2 software.

Planned 70 convoy escort CAS missions along 550-mile route through Iraq. Standardized CAS within the 101st Division to maximize airpower. ALO for quick reaction force, 101st while in Mosul. Controlled aerial show of force against insurgents in northern Iraq during near border operations. Saved coalition lives.

Planned airlift for three emergency flood relief humanitarian missions in Ethiopia. Provided support to thousands seeking shelter and food. Acquired immediate helicopter support for naval ships seeking MEDEVAC assets and coordinated with CAOC for further transportation to military hospital.

Examples of National Security Planning with Other Departments and Agencies of the U.S.

Chosen over 4 FGOs; led coord w/18 partner-nation NATO C3 Agency for next-gen C2 sys; ensured 400 man-weeks effort met ops reqmts for \$2B in NATO C2. Key coordination with NATO C3 Agency regarding next-gen Air C2 sys; articulated NPC's capabilities; synergized sys developer timelines and NATO ops requirements.

Coordinated with the state department to transfer KIA Ukrainian civilians on US cargo aircraft; planned with RAF OGA LNO for feasibility of reestablishing classified OEF airfield for US Army use.

Responsible for evaluating capabilities of national assets to meet USSTRATCOMs increased role as laid out in updated Unified Command Plan; identified weapon system deficiencies and developed new requirements; worked with services to initiate/support new acquisition efforts to meet discovered needs.

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Examples of Combined Operations with Military Forces of Allied Nations

Lead planner for EAGLE RESOLVE 2008 multi-national air defense exercise. Ensured the defense of the Arabian Gulf was validated and integrated with coalition and joint partners. The high-vis exercise fused all air defense assets. The planning for the exercise require several multi-national and joint service meetings prior to execution.

Lead US/Italian/Dutch C2 install at Hauge for new CAOC team got grueling task down early. Mentored inter'l staff/USN; let C2 sys upgrade on USS Mt Whitney. Led first 4 ICC sys admin courses ever for 99 multinational students; Ran 18-nation helpdesk during normal crew TDY; brought 60+ sites ICC, including accession nations.

Led/coord procurement with CJ-4; required constant coordination with allied personnel that assisted with the training and fielding of Afghan forces. Allied partners within CSTC-A included Canada, Albania, and United Kingdom. Duties also required constant close interaction with Afghan General Staff and Ministries, as well as ISAF-A.

Integrated USAF, USA, Romanian Soldiers, Afghan Police, Afghan National Army and Afghan Governmental officials to conduct tactical mission in support of information operations, public affairs events, reconstruction projects, election coordination and humanitarian assistance in support of strategic objectives.

Examples of Matters (e.g. Duties) Relating to National Military Strategy

Recognized the need to modify the battle rhythm of the only combat tasked CAOC in order to adjust to fluid counter Insurgency Ops. The plan was coordinated through multi-service and multi-national avenues to allow for better flexibility and adaptability to the changing USAFCENT AOR and the GWOT.

Directed 495 combat convoy missions; linked joint PRT ops with 13 units in 22 districts. Executed 60 Civil Affairs and Reconstruction missions engaging afghan officials and tribal elders.

Initiated proto-type C-IED intel collection/distro plan for OP ARAM TANDER using space assets to defeat the network. Worked within multi-national team designed to quickly get information to affected warfighters in Regional Command-South. Defeating C-IOEDS is COMISAF's top priority in his grand strategy for victory in Afghanistan.

NOTE: Do not cut and paste from the examples given in this hand-book. The examples are only a tool to help aid you in understanding what a narrative might look like.

Lessons Learned From JQS Review Panels

- Candidates should list their operational rating chain particularly if the officer is detailed outside his/her parent organization.
- Multiple assignments must be submitted as separate experiences to ensure the panel can review each on its own merit.
 - Example: You were assigned to HQ US Pacific Command in a non-JDAL position from 1 Sep 01 - 3 Sep 05 and you deployed Aug 02 - Dec 02.
 - You will need to create three JES applications:
 - Hawaii: 1 Sep 01 - 1 Aug 02
 - Deployed: 2 Aug 02 - 2 Dec 02
 - Hawaii: 3 Dec 02 - 3 Sep 05
- Understanding joint matters – panel experience has generally **not** viewed representing a Service perspective or serving as a liaison to a joint operation as having met the threshold of Joint Matters.
- Also, officers who supported the joint warfighter as an example, performing typical Service assignments for joint units, were **not** generally viewed as having met the definition of Joint Matters.
- Officers who have applied for experience points while serving on worldwide joint task forces that were heavily engaged in coalition, multi-Service or interagency operations were generally viewed as having **met** the definition of Joint Matters. However, the national or strategic impact of the experience, especially for senior officers, was an important factor.

“Just because joint appears in the name of an organization or duty title—it doesn’t mean the officer performed duties that meet the definition of Joint Matters.”

BG Patton, JCS J1, August 2008

- Past JQS Panels did not find the component of the officer as being relevant to the determination of Joint Matters.
- JQS Panels have recommended the following to help further improve documentation (writing your Joint Experience Summary [JES]):
 - Address the scope of supervision
 - Composition of organization should be specific
 - Acronyms and Service-unique nomenclature should be spelled-out or described so every Service can understand; in some cases, it may be easier to discuss an operation/unit versus spelling it out
 - JTFs are not easily understood by all Services and should be explained and include the dates of the JTF; this helps convey when a steady-state Service component command activates into a JTF
 - When a unit deploys and becomes a joint organization, the JES should reflect the operational name versus the Service nomenclature (e.g. XXX Corps took over as CJTF-XXXX yet JES shows XXX Corps as unit of assignment)
- **JES should stand on its own merit and be descriptive enough so panel members do not need to read between the lines.**

JQS Panels viewed the following as discriminators in deciding to award points:

Positive Discriminators:

- Multinational HQ, worldwide JTFs or other functions that were heavily engaged in coalition, multi-Service or interagency operations.
- Reconstruction and/or civil affair operations such as embedded training teams, military training teams, security cooperation.
- Purple organizations such as joint contracting, law enforcement, public affairs, legal.
- SOF; CJSOTFs; CJTFs.
- Deployed Service positions embedded with other Services such as Electronic Warfare Officer (EWO), and Air Liaison Officer (ALO).
- Coalition Training Teams (i.e. BTTs, ETTs, MITs, CAFTT, CMATT, CPATT).

Negative Discriminators:

- Service-centric duties and competencies regardless if performed with a joint organization or if the Service is appointed Executive Agency.

(i.e. some logistical support functions are core Service competencies, regardless if the officer is supporting the joint warfighter).

- Service support positions in Service components such as protocol, aide or executive assistant in the same Service.

If the duties you are performing are essentially the same as you would be doing in an all AF unit, it's probably not joint matters. For example, if you are working in a position where you are providing information for use in a joint environment (intel, comm, space) or if you are providing MX, BOS, maint support to a joint organization. Your justification needs to show how your duties, meet the definition of Joint Matters and are different than what you would have done in an all AF organization.

- Service-centric instructors, particularly if curriculum is Service-focused.
- Representing a Service perspective or serving as a Service liaison.

Section 5

Frequently Asked Questions

Q. What is the Joint Qualification System (JQS)?

A. Statutory changes in the NDAA 07 directed the SECDEF to establish different levels of joint qualification, as well as criteria for each level. OSD, JS, JFCOM, and the military services collaborated to produce the new Joint Qualification System (JQS). The JQS acknowledges joint experiences, introduces a point accrual formula (which takes into account the environment and intensity where an officer works in the joint environment), establishes four qualification levels and provides the opportunity for officers to earn joint points and qualifications.

Q: What is the Joint Manning Document (JMD)?

A: The JMD is a manning document of unfunded temporary duty positions constructed for or by a supported combatant command that identifies the specific Individual Augmentee positions required to support an organization during contingency operations. This includes positions at permanent organizations required to satisfy a "heightened" mission in direct support of contingency operations. The JMD reflects an activity's mission, functions, organization, current and projected manpower needs and, when applicable, required mobilization augmentation. The JMD lists just about all who could possibly deploy including civilians (DoD/contractor), coalition partners, and military (reserve/guard/active).

Q: What is the Joint Duty Assignment List (JDAL)?

A: The JDAL is the master document that lists Service positions that are approved as joint billets by the Joint Staff (JCS/J1). All positions on the JDAL have met and been approved by a Joint Validation Review Board that determined the preponderance of the duties required of that position meet the definition of Joint Matters. Positions on the JDAL earn automatic joint credit, whereas non-JDAL positions on the JMD do not receive automatic joint credit. Many DoD organizations have Air Force authorizations that are not on the JDAL, and officers assigned to these positions must apply for joint credit through the e-JDA process described in this handbook. **TIP: All JDAL positions will be on the JMD but not all positions on the JMD are JDAL positions. Being assigned to a JMD position simply means you are assigned to a joint organization, it does not necessarily mean you are performing Joint Matters--it is your responsibility to demonstrate that you performed Joint Matters when applying for e-JDA credit.**

Q: Why should an officer have a Joint Qualified Officer (JQO) status?

A: The requirements for commissioned officers to be educated and experienced in Joint Matters were codified as part of the Goldwater-Nichols Act of 1986. The Joint Qualification System (JQS) built upon this historic legislation by providing a structure that recognizes the expeditionary and inherently joint nature of how military forces operate.

Q. Can you explain the paths to a Joint Qualified Officer (JQO) designation and the point accrual formula?

A. The first path is the Standard Joint Duty Assignment (S-JDA); the other path is the Experience-Joint Duty Assignment (E-JDA), or the two can be combined.

The S-JDA path requires an officer (O-4 & above) to complete a three (3) year assignment in a full-time JDAL position. These types of positions are currently located in COCOM HQs, JS, OSD and Defense Agency Headquarters. The officer must also complete Joint Professional Military Education (JPME) Phase I & II. Once the time and education requisites are complete, the officer **may** be nominated by their service for the award of the JQO designation. OSD is the approving authority for JQO designations.

The E-JDA path to a JQO allows officers (O-1 & above) to accumulate joint experience points by completing shorter joint assignments, exercises, or training. A member may start gaining joint experience points upon completion of basic officer education. Once an officer (O-4 & above) has accrued 36 joint experience points and completed JPME Phase I & II; they **may** be nominated by their service for the award of the JQO designation.

Joint experience points are determined by dividing the number of days served by 30.4 and multiplying the appropriate intensity factor. For example if an officer served 90 days in a combat joint experience his points would be calculated as $(90/30.4)*3$ which equals 8.8 points. **Points are not rounded up.**

$$\text{Joint Experience Points} = \text{Days} \div 30.4 \times \text{Intensity Factor}$$

Intensity Factor = Combat: 3, Non-Combat Contingency: 2, Steady-state: 1

Q. Who sits on the Joint Experience Review Panel?

A. The Joint Experience Review Panel is chaired by a joint qualified senior officer from one of the Services, and composed of senior officers representing all Services to include Guard and Reserve.

Q. Why was my application denied?

A. Applications are denied for several reasons to include not meeting the definition of Joint Matters, submitting a poorly written or unjustified application, not providing any information in Section 17, or the member already has 36 points and/or has already been designated a JQO. When it comes to not meeting the definition of Joint Matters, officers are generally disapproved because they are performing their core Air Force job or a core Air Force competency in a joint environment.

Q. Why was my application sent to Rework?

A. Applications are usually sent to rework because they did not sufficiently demonstrate Joint Matters, though the supporting documents did demonstrate Joint Matters. An application may also be sent back to rework because supporting documents were not attached or additional supporting documents may be needed. Placing the application in rework allows the officer the opportunity to edit the application and make it as strong as possible prior to being sent forward for further review.

Q. How will I find out if I've been awarded or denied joint duty credit once it meets the Joint Experience Review Panel?

A. Service JOM will notify officers informing of them of the results. Officers whose applications are approved will receive steps for logging into the Joint Qualification System to view the results. For officers whose applications are disapproved or no action taken, the servicing JOM informs them of the

decision and provide feedback from the panel as to why the decision was made. Results are usually provided 3 - 4 weeks after the panel adjourns.

Q. I've read we'll be able to apply for retroactive joint credit. Can you explain how that will work?

A. This provision has expired. Officers had until 30 Sep 10 to apply for retroactive joint credit for all experiences that occurred 11 Sep 01 - 30 Sep 09. For those officers who missed the deadline, regardless of the reason, no waivers will be granted.

NOTE: Beginning 1 Oct 2010, experiences completed after 1 Oct 2010 will need to be submitted for consideration within *one* year from completion. Once again, there will be no waivers for this deadline either.

Q. How do we apply for joint duty credit?

A. OSD has created a website (see link below) which will allow members to self-nominate their experiences. When you arrive at the website you'll answer several pre-screening questions. Based on your responses you may move on to the next module. If you move on, you'll be asked additional questions to articulate the composition of the organization you belonged to and how your duties met the definition of Joint Matters. When you've submitted the nomination to the service manager (servicing JOM) you will be able to provide documentation which verifies your experience. Substantiating documents include but are not limited to LOEs, awards and decorations, orders, OPRs, etc.

A servicing JOM representative will extract your information from the system and will ensure the documentation provided fully substantiates/validates the dates of the experience and that the duties meet the definition of Joint Matters. Once your experience is validated the information will be packaged and forwarded to JCS for a quarterly Review Panel. Once the JCS Review Panel recommendations are approved and published by JCS, servicing JOM will notify the officer.

JQS self-nomination website: <https://www.dmdc.osd.mil/appj/jmis/JQSIndex.jsp>

Q. How will National War College, ICAF, and Army and Naval War Colleges work with regard to the point system?

A. Points are not awarded to JPME granting schools. JPME is one facet needed to gain joint qualification; it's a must have. The other facet is joint experience which is gained through a traditional S-JDA assignment or through E-JDA which is typically a deployment, humanitarian or non-JDAL joint duty position. Other education/training and participation in exercises is a third way, called Discretionary Points, to earn joint experience points. Knowledge gained through Discretionary Points may also provide points.

Q. Can I submit a classified or top secret Joint Experience Summary?

A. Unfortunately, at this time we do not have the capability to access a SIPR computer or transport classified information. You will need to give as much unclassified information as possible without

compromising the mission or submit your application once the mission is declassified, if the 12-month submission deadline has not passed.

Q. Do all joint jobs count as joint? Do they all count if they are at a joint location or do they not count if they are doing Air Force work? Who decides?

A. No, not all jobs (i.e. positions) in joint agencies or activities will count as a Standard-Joint Duty Assignment (S-JDA). The preponderance of the duties have to meet the definition of Joint Matters for a position to be included on the Joint Duty Assignment List (JDAL). For example: the work performed by EO instructors working at DEOMI, although the agency is staffed by individuals from the other Services, does not rise to the level of Joint Matters.

To answer the second part of that question, experiences may receive joint experience points through the E-JDA process even if it is a service billet as long as the duties meet the definition of Joint Matters. Service positions do not count as joint through the S-JDA path.

Experiences generally not viewed as “Joint Matters” are pre-mobilization/de-mobilization periods and personal staff such as executives, aides and base support personnel (care and feeding of troops) such as those who are in a services or personnel function, legal, medical or finance. These are all considered Service-centric duties with Service competencies even if performed in a joint organization or Service is DoD Exec Agency Legislative Affairs.

Who decides? Joint activities can nominate positions for inclusion on the JDAL twice a year (Jan and Jul). Positions are evaluated by a panel that includes the Services and the JCS. If they determine the preponderance of duties within a position meet the definition of Joint Matters they will recommend to OSD that it be added to the JDAL. OSD will make the final decision on whether the position is added or not. The JCS is set up to review experiences at successive levels. The Service JOM is responsible for screening self-nominations by validating the dates of the experience and ensuring there is proper documentation to validate the officers duties meet the definition of Joint Matters. The JCS is responsible for reviewing, validating, and approving joint experience points from the Services. The OSD has overall policy and oversight of the program and for awarding the JQO designation.

Q. Can a Captain (O-3) obtain joint credit through the traditional path (S-JDA) if assigned to a JDAL billet?

A. Yes. A Captain (O-3) assigned to a JDAL position, receives joint duty credit and all joint duty provisions will apply, including tour length and early release requirements. Joint credit would start when the Captain is assigned to the JDAL billet. **NOTE:** Officers must be an O-4 to be awarded JQO.

Q. What is a COS officer and what are the joint tour length requirements for a COS officer?

A. Critical Occupational Specialty (COS) is a military occupational specialty from among the combat arms in the Army or equivalent military specialties in the Navy, the Air Force, and the Marine Corps where a severe shortage of trained officers in that skill exists. From an Air Force perspective, COS officers are 10X, 11X, 12X, and 13X. COS officers may be released early from an S-JDA if 1) the reassignment is due to a COS-specific skill held by the officer and 2) the officer is serving in their initial S-JDA and has served at least 22 months.

Q. I was assigned to a JMD position, worked for non-Air Force leadership, and received a joint decoration while deployed to the AOR, do I receive automatic joint credit?

A. No. Only JDAL positions garner automatic joint credit and there are only a handful of JDAL positions in the AOR and none of them are in Iraq or Afghanistan. Additionally, working for non-Air Force leadership and receiving a joint decoration does not prove Joint Matters. In situations such as this, the officer will need to apply for joint credit through the E-JDA process and demonstrate the performance of Joint Matters.

Q. Can I use the Joint Experience Summary Self-Nomination application process for exercise, training and education joint duty credit?

A. No. Participation in joint exercises (such as Ulchi Focus Lens, Joint Guardian, etc.) are not eligible for Experience based-Joint Duty Assignment points; however, joint exercises, training and education may receive discretionary points. Please send your supporting documentation to your servicing JOM for award of discretionary points (see page 21).

Q. I was deployed as a Coalition Training Team member, I heard that I can get automatic credit and I don't have to fill out a Joint Experience Summary (JES) Self-Nomination application, is this true?

A. No. Only JDAL positions generate automatic joint credit. The burden of proof is on the officer to articulate their joint experiences on their JES application and by providing source documentation (LOEs, OPRs, Decorations, etc) in support of the information provided on the JES application. Officers that have been assigned or deployed to the AOR in training team duties, such as Embedded Training Teams (ETT), CAFTT, CAPTF, PRTs, Counter IED (JCCS-1, EWO,) JTF-GTMO, etc. are encouraged to submit a JES applications as these duties are generally considered as meeting the definition of Joint Matters. (see page 21)

Q. A friend and I both held the same position at different times and submitted similar applications and he received credit and I didn't, is there an appeal process?

A. No. Each panel is comprised of different members who bring their own perspective to the panel and as such, there will be variation between each panel. Additionally, while each person may have held the same job, the scope and responsibility may have shifted during each rotation.

Q. Why can't I see my "experience" joint duty credit on my SURF or OSB/OPB?

A. Joint qualification points awarded for E-JDA experience are exempt from promotion objectives and reports along with minimum tour length requirements, Military Service tour lengths averages, and assignment fill rates. Joint credit points awarded for experience-based joint duties will not be reflected in MILPDS; therefore it will not show on your SURF or OSB/OPB. Once you've obtained 36 joint duty credits and have attended JPME-II you will then be eligible for JQO nomination. Once you've been awarded JQO status this will then reflect on your SURF and OSB/OPB. In addition, the local/owning unit, not Service JOM, decides which positions will be considered joint. All positions in a joint organization are on the joint manning document (JMD), but not all positions on the JMD are joint duty assignment listing (J-DAL) positions. When we think of joint billets, J-DAL billets are usually what we think of, this can be misleading if you're not familiar with the JMD. You might find your co-worker is in

a J-DAL position, getting automatic joint credit, while you are in a "regular" position on the JMD meaning you have to apply via E-JDA. Only credit for J-DAL positions show up on your SURF and other documents because they are tied to promotion objectives which are tied to law. E-JDA credit is not tied to law, is not tracked and does not show up anywhere. Ultimately, you should care about E-JDA credit because after you earn 36 joint credit points, and attend JPME-II, you're eligible to be nominated as a JQO. Your JQO status will be annotated on your promotion documents, at which time you will be tracked for promotion purposes.

Q. How do I know how much joint credit has been awarded?

A. The JQS Website will show how much credit has been awarded through the experience E-JDA and standard S-JDA process. We will also notify you once your experience has been approved/disapproved by the Joint Staff. Check your joint credit by logging on the following website:

<https://www.dmdc.osd.mil/appj/jmis/JQSLoginMain.do>

Follow the steps:

- Sign in using one of the login options—> next screen
- Click “eligibility criteria” (go to bottom of page) —> next screen
- Click on “Continue” (go to bottom of page) —> next screen
- Click on “View Joint Officer History” (middle of page under your profile)

Q. I received 35.8 joint duties credits, does this round up?

A. No, unfortunately joint duty credit does not round up. An option for reaching the 36 points is to apply for discretionary credit.

Section 6

Acronyms

Glossary

Acronyms

SYMBOL	DEFINITION
AC	Active Component
AFR	Air Force Reserve
ANG	Air National Guard
AKO	Army Knowledge Online
CJCS	Chairman of the Joint Chiefs of Staff
CJCSI	Chairman of the Joint Chiefs of Staff Instruction
CCMD	Combatant Command
DKO	Defense Knowledge Online
DMDC	Defense Manpower Data Center
DODI	Department of Defense Instruction
E-JDA	Experience-Joint Duty Assignment
G/FO	General / Flag Officer
GNA	Goldwater-Nichols Department of Defense Reorganization Act of 1986
JDAL	Joint Duty Assignment List
JFSC	Joint Forces Staff College
JOD	Joint Officer Development
JPME	Joint Professional Military Education
JSO	Joint Specialty Officer (obsolete—replaced by JQO)
NDAA	National Defense Authorization Act
NGB	National Guard Bureau
OPR	Officer Performance Report
PDUSD	Principle Under Secretary of Defense
RC	Reserve Component
RIP	Record of Individual Personnel
S-JDA	Standard-Joint Duty Assignment
ULB	Unified Legislative & Budgeting
U.S.C.	United States Code
vMPF	Virtual Military Personnel Flight
VDJS	Vice Director, Joint Staff

Glossary

Active Component (AC): That portion of the armed forces as identified in annual authorization acts as “active forces,” and in 10 USC 115 as those active-duty personnel paid from funds appropriated for active-duty personnel.

Assignment: The position in an organization to which an officer permanently belongs for manpower accounting purposes. Temporary duty with other organizations does not alter the officer’s permanent assignment status.

Intensity: Degree, magnitude or difficulty to which a particular joint task, assignment, or environment provides joint exposure. (e.g., Assignment to a warfighting COCOM staff may provide a high level of intensity while a routine staff assignment may provide a lesser level of intensity).

In-Service position: A position assigned to an officer’s own Service. These positions will not be placed on the JDAL. The experience-based path allows officers in these positions to apply for joint experience wherever it occurs, provided the experience meets the definition of Joint Matters.

Joint Acculturation: Familiarization with the joint working environment for a duration and intensity that allows understanding and working knowledge of joint operations and sister Service culture(s); member’s primary job duty or extended/repeated exposure to joint environment.

Joint Experience: Joint experience is a key learning opportunity; it is where education and training move from concept to reality. The intellectual understanding of conflict that is gained through experience rounds out the continuum of joint learning. The joint experience pillar implicitly recognizes that the successful application of what individuals learn via Joint Individual Training, JPME, and self-development is essential. Learning to operate jointly is not an academic pursuit although it entails an understanding of the spectrum of conflict; its competencies must be demonstrated by practice. This plan underscores the need for a protocol for measuring joint performance in all its parameters e.g. a joint litmus test. This is an essential requirement for building a larger pool of jointly qualified officers.

Joint Duty Assignment: An assignment which provides significant experience in Joint Matters as defined by title 10 USC, sec 668. There are two types of JDAs.

1. Standard Joint Duty Assignment (S-JDA): An assignment that meets the tour length requirement prescribed in title 10 USC, sec 664(a) and/or DODI 1300.19, Joint Officer Management.

2. Experience-based Joint Duty Assignment (E-JDA): Such other assignments and experiences that demonstrate an officer’s mastery of knowledge, skills, and abilities in Joint Matters, as determined under such regulations and policy as prescribed by the Secretary of Defense. E-JDAs may be shorter in duration; therefore, they may be aggregated to achieve the equivalent of a full tour of duty in a S-JDA.

Joint Officer Development: A process to produce the largest possible body of fully qualified and inherently joint officers for joint and staff responsibilities by cultivating an officer’s service competencies and transforming them into joint capabilities through Joint Professional Military Education, training, experiences and self-development. (CJCS Vision for Joint Officer Development, November 2005)

Joint Officer Management (JOM): The method for managing officers through the continuum of joint experiences, including developmental and joint assignments, along with joint training. Provides the mechanism for tracking joint experiences and qualifications.

Joint Professional Military Education (JPME): A CJCS-approved body of objectives, outcomes, policies, procedures and standards supporting the educational requirements for joint officer management. (CJCSI 1800.01C, 22 December 2005). Joint Professional Military Education is a three-phase approach to professional development in Joint Matters consisting of JPME I, JPME II, and the Capstone course which meet JPME criteria and are accredited by the Chairman of the Joint Chiefs of Staff.

Joint Qualification: (1) a level of proficiency ascribed by the Secretary of Defense with the advice and counsel of the Chairman of the Joint Chiefs of Staff; (2) one in a series of hierarchical standards attained by an individual with joint experiences, education, training, and/or acculturation.

Joint Qualification Experience Review Panel: Joint Staff convenes a panel as directed by the PDUSD(P&R) and composed of representatives from the Chairman of the Joint Chiefs of Staff and the Military Services, as well as an observer from OSD, to review all Military Services Joint Experience Summary application packages and give their recommendation of approval or disapproval for joint recognition.

Joint Qualified Officer (JQO): Replaces legacy term "Joint Specialty Officer (JSO)" by taking into consideration the level, or amount, of joint experience attained by an officer through assignments, education, training, exercises and self-development. Currency, frequency, and intensity are also factors in assessing qualification levels. Officers must complete JPME II (AJPME is acceptable for RC officers only) to be eligible for the JQO designation. An officer must be in the grade of O-4 or above to be designated as a JQO.

Joint Training: Training, including mission rehearsals, of individuals, units, and staffs using joint doctrine or joint tactics, techniques, and procedures to prepare joint forces or joint staffs to respond to strategic, operational, or tactical requirements considered necessary by the Combatant Commanders to execute their assigned or anticipated missions. Joint Training involves forces of two or more Military Departments interacting with a combatant command or subordinate joint force commander, and involves joint forces, joint staffs and/or individuals preparing to serve on a joint staff or in a joint organization and is conducted using joint doctrine.

Promotion Objective Categories: Includes six statutory and three "by-policy" promotion objective categories that are measured against the promotion objective rate. They are:

- Office of the Secretary of Defense below-zone
- Office of the Secretary of Defense in-zone
- Office of the Secretary of Defense above-zone
- Joint Staff below-zone
- Joint Staff in-zone
- Joint Staff above-zone
- All joint duty below-zone
- All joint duty in-zone
- All joint duty above-zone

**Total Force Joint Officer Management
Website Available
thru
AF Portal, myPers Website:**

https://gum-crm.csd.disa.mil/app/answers/detail/a_id/6040/p/8%2C9/c/20



U.S. AIR FORCE

AFPC/DPAPPO Joint Assignment Management: dpa.jntoffasn@us.af.mil

Program Managers: DSN: 665-3416/3720/3718

COMM: 210-565-3416/3720/3718



ARPC/DPAF Joint Officer Management: (720) 847-3413 or DSN: 847-3413



NGB/J1 Joint Officer Management:

DSN: 327-5497/1462

COMM: 703-607-5497/1462
