

**FREQUENTLY ASKED QUESTIONS  
FOR  
RESERVIST and RETIREE AFFAIRS**

**Q: What are the sources of reservists?**

**A:** The following are the sources of reservists:

- Basic and Advance ROTC graduates
- Basic Citizen Military Training (BCMT) graduates
- Professionals/Degree Holders (with or without PRC License)
- Graduates of MNSA at NDCP
- Key and technical personnel of govt and private utilities & companies
- Elected/appointed government officials
- Incorporated Officers (Retired Military personnel)
- Deserving NCO's of the AFP

**Q: What are the Requirements for commission in the PAF Reserve Force?**

**A:** The following are the requirements for commission in the PAF Reserve Force;

**Requirements for Commission for Elected & Appointed Officials**

- Application for Commission duly accomplished
- Affidavit of non-pending case duly notarized
- Bio-data / Curriculum Vitae / SOI
- Full body picture (All original) (White Background)
- Birth Certificate (Orig NSO Copy)
- College Diploma & Transcript of Records (Authenticated by School Registrar)
- COMELEC Certificate & Certificate of Canvass for Elected Official/ Appointment Order from the President for Appointed Official
- Physical Examination Report (PER)
  - - results of Drug Test, Nuero Psychiatry, Dental, X-ray
- Laboratory, ECG, Immunization, EENT
  - - personally conducted in any Private or Gov't Hospital
  - - result should be validated by PAF Hospital
- Command Clearance

### **Requirements for Commission (Professionals with PRC License/Board and Bar Passer)**

- Application form duly accomplished
- Affidavit of non-pending case duly notarized
- Bio-data / Curriculum Vitae / SOI
- Full body picture (All original) (White Background)
- Birth Certificate (Orig NSO Copy)
- College Diploma & Transcript of Records (Authenticated by School Registrar)
- Board Certificate & Board Rating (Authenticated by PRC)
- Physical Examination Report (PER)
  - - results of Drug Test, Neuro Psychiatry, Dental, X-ray
- Laboratory, ECG, Immunization, EENT
  - - personally conducted in any Private or Gov't Hospital
  - - result should be validated by PAF Hospital
- Command Clearance

### **Requirements for Commission for other Profession without PRC License**

- Application form duly accomplished
- Affidavit of non-pending case duly notarized
- Bio-data / Curriculum Vitae / SOI
- Full body picture (All original)(White Background)
- Birth Certificate (Orig NSO Copy)
- College Diploma & Transcript of Records (Authenticated by School Registrar)
- AFPATB (AFP Aptitude Test Battery) Result
- Physical Examination Report (PER)
  - - results of Drug Test, Neuro Psychiatry, Dental, X-ray
- Laboratory, ECG, Immunization, EENT
  - - personally conducted in any Private or Gov't Hospital
  - - result should be validated by PAF Hospital
- Command Clearance

### **Requirements for Commission of MNSA Graduates**

- Duly accomplished Application form
- Duly notarized Affidavit of non-pending case
- Bio-data / Curriculum Vitae / SOI
- Full body picture 3" x 5" (White Background)
- NSO Birth Certificate (Original Copy)
- MNSA diploma/ transcript of records
- Physical Examination Report (PER)
  - results of Drug Test, Nuero Psychiatry, Dental, X-ray
- Laboratory, ECG, Immunization, EENT
  - personally conducted in any Private or Gov't Hospital
  - result should be validated by PAF Hospital
- Command Clearance

### **Requirements for Commission, POTC Graduate**

- Application for Commission duly accomplished
- Affidavit of non-pending case duly notarized
- Picture 3"x 5" Full Body (White Background)
- NSO Birth Certificate (Original Copy)
- College Diploma & Transcript of Records (Authenticated by School Registrar)
- Advance ROTC Certificate
- POTC Certificate
- Declaration of Graduation & Order of Merit
- Physical Examination Report
- Command Clearance
- Statement of Service (For Military)

**Q: What career development programs do you offer to the reservists?**

**A:** The following career development programs are being offered to the reservist:

1. Command and General Staff Course – Non Resident Instructions
2. Squadron Officer Course – Non Resident Instructions
3. Basic Air Force Officer Course – Non Resident Instructions
4. Advance NCO Course (EP) – Non Resident Instructions
5. Basic NCO Course (EP) – Non Resident Instructions

**Q: How do you promote a reservist?**

**A:** Reservist may be promoted to the next higher grade when he/she satisfies the mandatory requirements such as time-in-grade, military career courses and annual active duty training.

**Q: What are the requirements for promotion?**

**A:** Career Courses:

- 2LT – 1LT - Basic Air Force Officer Course
- Captain – Major - Squadron Officer Course
- Lt Col – Colonel - General Staff Course
  - Time-in-grade
    - 02 – 3 years as 2nd Lieutenant
    - 03 – 4 years as 1st Lieutenant
    - 04 – 5 years as Captain
    - 05 – 6 years as Major
    - 06 – 7 years as Lieutenant Colonel
    - 07 – 2 years as Colonel
- Annual Duty Training

- Promotion, Vacancies as per approved Reserve Force Table of Organization

**Q: What type of training can a reservist undergo?**

- A:**
- Pre Reservist Training
    - ROTC
    - POTC
  - MNSA
  - BCMT
  - MOT
  - Individual Training
    - Career Courses (BAFOC, SOC, GSC)
    - Active Duty Training (ADT)
  - Unit Training
    - Organizational Training / UADT
    - DRRO Training
  - Assembly/Pre-mobilization tests
  - Specialization Training

**Q: What are the roles of the PAF reserve force during peacetime crisis/disasters and wartime?**

**A: 1. Peacetime Roles**

- Training (Career, Unit, Billateral Military Exercises and Specialization)
- Participation in Historical Events Celebration
- Preservation of Ecology & Natural resources

**2. Crisis/Disasters Role**

- Participate in response to disasters and calamities.
- Provide air/land transportation assistance
- Participate in health services and rehabilitation and development in the affected areas.
- Assist in the conduct of aerial surveys for search and rescue and relief operations

**3. Wartime Roles**

- Assist in the conduct of aerial surveys for search and rescue and relief operations
- Provide service support, search and rescue operation, and health services.
- Undertake tasks such as garrison duty, manning air defense, internal security and guarding of important points such as supply depots, communication nodes, air bases and other vital areas

**Q: What are the benefits that a reservist may avail of during the period of active duty training?**

**A: Allowances and Benefits**

1. Military and civil auxiliaries are authorized or entitled to receive the following allowances and benefits, but not limited:
  - a. Basic subsistence allowance
  - b. Clothing allowance
  - c. Hospitalization/medical care for injuries and sickness incurred in line of duty as authorized by existing AFP circular.
2. Burial Services
  - a. The PAF shall provide burial expenses to military and civil auxiliaries in the following instances:
    - 1) Death while on active duty
    - 2) Death due to injury incurred in line of duty
    - 3) Death after confinement due to wounds/injuries incurred in line of duty.
  - b. The Philippine flag shall be presented to the designated heirs of the concerned military or civil auxiliary personnel.
3. Insurance coverage thru AFP Mutual Benefits Association Incorporated (AFPMBAI).