



Department of Defense DIRECTIVE

NUMBER 1304.19

September 18, 1993

ASD(P&R)

SUBJECT: Appointment of Chaplains for the Military Services

- References:
- (a) Title 10, United States Code
 - (b) DoD Directive 1304.19, "Accession of Chaplains for the Military Services," November 22, 1988 (hereby canceled)
 - (c) DoD 5025.1-M, "DoD Directives System Procedures," December 1990, authorized by [DoD Directive 5025.1](#), December 22, 1988
 - (d) [DoD Directive 6130.3](#), "Physical Standards for Enlistment, Appointment, and Induction," March 31, 1986
 - (e) through (i), see enclosure 1

1. REISSUANCE AND PURPOSE

This Directive under reference (a):

- 1.1. Reissues reference (b) to update policy, responsibilities, and procedures.
- 1.2. Continues the educational and ecclesiastical requirements for appointment of military chaplains.
- 1.3. Continues requirements and procedures under which faith groups may become ecclesiastical endorsing organizations.

2. APPLICABILITY

This Directive applies to the Office of the Secretary of Defense, the Military Departments (including the National Guard), the Chairman of the Joint Chiefs of Staff and the Joint Staff, the Unified and Specified Commands, and the Defense Agencies. The term "Military Services," as used herein, refers to the Army, the Navy, the Air

Force, and the Marine Corps.

3. POLICY

It is DoD policy that professionally qualified clergy shall be appointed as chaplains to provide for the free exercise of religion for all members of the Military Services, their dependents, and other authorized persons. Clergy appointed as chaplains shall be designated by the title "chaplain" and shall wear the insignia designating their distinctive faith group, in accordance with uniform regulations of the Military Services. They shall minister to personnel of their own faith group, and facilitate ministries appropriate to the rights and needs of persons of other faith groups in the pluralistic military environment. Chaplains also shall provide professional staff chaplain support to the Military Department concerned.

4. RESPONSIBILITIES

4.1. The Assistant Secretary of Defense (Personnel and Readiness) may issue additional implementing guidance consistent with reference (c), as appropriate.

4.2. The Secretaries of the Military Departments shall follow the policy and procedures in this Directive to ensure that persons appointed as chaplains shall meet the minimum professional and educational qualifications prescribed in this Directive, the physical standards prescribed by DoD Directive 6130.3 (reference (d)), and any additional requirements established by law and regulation for appointment as an officer and a chaplain (DoD Directive 1310.2, reference (e)).

5. PROCEDURES

5.1. Ecclesiastical Certification of Clergy

5.1.1. To be considered for appointment to serve as a chaplain, clergy shall be certified by a religious faith group that the Department of Defense recognizes as an ecclesiastical endorsing organization. Certification of ecclesiastical endorsement shall attest that the applicant is as follows:

5.1.1.1. A fully qualified clergy person of the certifying faith group.

5.1.1.2. Willing to support directly or indirectly the free exercise of religion by all members of the Military Services, their dependents, and other

authorized persons.

5.1.1.3. Educationally qualified for appointment as a chaplain by:

5.1.1.3.1. Possessing a baccalaureate degree of not less than 120 semester hours from an accredited college or university that is listed in the "Accredited Institutions of Post Secondary Education" (reference (f)), or from a school whose credits are accepted by an accredited college or university listed in the Directory, Association of Theological Schools Bulletin (reference (g)).

5.1.1.3.2. Having completed successfully 3 resident years of graduate professional study in theology or related subjects at an accredited graduate school (normally validated by the possession of a Master of Divinity degree or an equivalent degree) that leads to ecclesiastical certification as a member of the clergy fully qualified to perform the functions of a chaplain. That study shall be completed at an accredited graduate school listed in reference (f) or (g) or from a school whose credits are accepted by an accredited school listed in reference (f) or (g).

5.1.2. The required ecclesiastical certification shall be made on DD Form 2088, "Certificate of Ecclesiastical Endorsement" (enclosure 2).

5.1.3. Applicants for appointment as chaplain will meet the physical standards under reference (d) and be otherwise qualified to serve as commissioned officers under reference (e).

5.1.4. Chaplains whose initial or subsequent ecclesiastical endorsement is withdrawn shall lose their qualification to serve as chaplains and shall be processed in accordance with DoD Directive 1332.31 (reference (h)).

5.2. Requirements for Recognition as Ecclesiastical Endorsing Organizations

5.2.1. Religious faith groups seeking DoD recognition as ecclesiastical endorsing organizations for supplying chaplains to the Military Services shall apply to the Armed Forces Chaplains Board (AFCB) (DoD Directive 5120.8, reference (i)). To be granted DoD recognition, religious faith groups shall meet the following requirements:

5.2.1.1. Be organized exclusively or substantially to provide religious ministries to a lay constituency.

5.2.1.2. Possess ecclesiastical authority to grant or withdraw initial and

subsequent ecclesiastical certification.

5.2.1.3. Present an applicant for appointment as a chaplain who meets the qualifications in paragraph 5.1.1., above.

5.2.1.4. Provide to the AFCB the name, title, mailing address, and telephone number of the designated official authorized to represent the organization to the Military Services.

5.2.1.5. Agree to abide by all DoD issuances and Military Department regulations and policies on the qualification and endorsement of clergy for service as military chaplains.

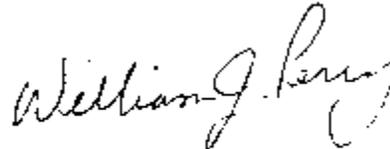
5.2.1.6. Agree to notify the Department of Defense and the Military Department concerned of any withdrawal of an existing ecclesiastical endorsement.

5.2.2. By October 1, 1993, and every 3 years thereafter, each DoD-recognized ecclesiastical endorsing organization shall provide written verification to the AFCB that it continues to meet the requirements in paragraph 5.2.1., above.

5.2.3. For the Department of Defense, the AFCB may revoke recognition of any ecclesiastical endorsing organization that no longer meets the requirements in paragraph 5.2.1., above. Before taking such action, the AFCB shall give notice stating the reasons for the proposed revocation and allow the organization concerned a reasonable opportunity to provide a written reply that will be carefully considered in making a final decision.

6. EFFECTIVE DATE AND IMPLEMENTATION

This Directive is effective immediately. Forward two copies of implementing documents to the Assistant Secretary of Defense (Personnel and Readiness) within 120 days.

A handwritten signature in cursive script that reads "William J. Perry".

William J. Perry
Deputy Secretary of Defense

Enclosures - 2

- E1. References, continued
- E2. DD Form 2088, "Certificate of Ecclesiastical Endorsement"

E1. ENCLOSURE 1

REFERENCES, continued

- (e) [DoD Directive 1310.2](#), "Appointing Regular Commissioned Officers," March 24, 1984
- (f) "Accredited Institutions of Post Secondary Education," current edition ¹
- (g) Directory, Association of Theological Schools (ATS) Bulletin, Part 4, current edition ²
- (h) DoD Directive 1332.31, "Administrative Separation of Chaplains Upon Loss of Professional Qualifications," October 16, 1981
- (i) [DoD Directive 5120.8](#), "Armed Forces Chaplains Board Charter," July 24, 1979

1. Available from The American Council on Education, 1 Dupont Circle, Washington, DC 20036

2. Available from the Association of Theological Schools, 10 Summit Park Drive, Pittsburgh, PA 15275-1103

E2. ENCLOSURE 2

DD Form 2088, "Certificate of Ecclesiastical Endorsement"

CERTIFICATE OF ECCLESIASTICAL ENDORSEMENT		Form Approved OMB Number 0704-0190 Expires Apr 30, 1996													
<p>Public reporting burden for this collection of information is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302, and to the Office of Management and Budget, Paperwork Reduction Project (0704-0190), Washington, DC 20503.</p> <p>PLEASE DO NOT RETURN YOUR FORM TO EITHER OF THESE ADDRESSES. RETURN COMPLETED FORM TO APPLICANT'S ENDORSING OFFICIAL.</p>															
PRIVACY ACT STATEMENT															
<p>AUTHORITY: Title 10, United States Code, Sections 532 and 591; and EO 9397</p> <p>PRINCIPAL PURPOSE(S): To certify the professional qualifications of clergy for appointment in the Military Services. This form is an essential element of a chaplain's professional qualifications and will become part of a chaplain's military personnel record.</p> <p>ROUTINE USE(S): None.</p> <p>DISCLOSURE: Voluntary; however, failure to provide all the information requested may significantly delay the processing of this endorsement.</p>															
1. FROM		2. TO													
<p>a. TYPED OR PRINTED NAME OF ENDORSING ORGANIZATION Rev. I. M. Clergy Ecclesiastical Fellowship of Worshippers</p>		<p>a. CHIEF OF CHAPLAINS (X appropriate block)</p> <table border="1"> <tr> <td><input checked="" type="checkbox"/></td> <td>(1) ARMY</td> </tr> <tr> <td><input type="checkbox"/></td> <td>(2) NAVY</td> </tr> <tr> <td><input type="checkbox"/></td> <td>(3) AIR FORCE</td> </tr> </table>		<input checked="" type="checkbox"/>	(1) ARMY	<input type="checkbox"/>	(2) NAVY	<input type="checkbox"/>	(3) AIR FORCE						
<input checked="" type="checkbox"/>	(1) ARMY														
<input type="checkbox"/>	(2) NAVY														
<input type="checkbox"/>	(3) AIR FORCE														
<p>b. ADDRESS (Street, City, State, and Zip Code) Box 123 Washington, DC 20301-1000</p>		<p>b. ADDRESS (Street, City, State, and Zip Code) Department of the Army 2700 Army Pentagon Washington, DC 20310-2700</p>													
<p>3. APPLICANT INFORMATION. IS THIS AN INITIAL ENDORSEMENT? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p>															
<p>a. TYPED OR PRINTED NAME (Last, First, Middle Initial) Chaplain, Wanabee A.</p>		<p>b. ADDRESS (Street, City, State, and Zip Code) 1312 Seminary Church Drive Hamilton, VA 22301-2000</p>													
<p>c. SSN 000-00-0111</p>	<p>d. TELEPHONE NUMBER (Include Area Code) 200-413-1111</p>														
<p>e. NUMBER OF YEARS OF PROFESSIONAL MINISTRY EXPERIENCE APPLICANT HAS COMPLETED (Following completion of the certification requirements for Military Chaplaincy) 1 year</p>	<p>f. NUMBER OF MONTHS OF PRIOR ACTIVE MILITARY SERVICE APPLICANT HAS COMPLETED</p> <table border="1"> <tr> <td>(1) OFFICER none</td> <td>(2) ENLISTED 36 months</td> </tr> </table>	(1) OFFICER none	(2) ENLISTED 36 months	<p>g. APPLICATION IS FOR (X one)</p> <table border="1"> <tr> <td><input type="checkbox"/></td> <td>(1) Reserve (Non-Active Duty)</td> </tr> <tr> <td><input checked="" type="checkbox"/></td> <td>(2) National Guard</td> </tr> <tr> <td><input type="checkbox"/></td> <td>(3) Initial Active Duty (3 years)</td> </tr> <tr> <td><input type="checkbox"/></td> <td>(4) Extended Active Duty (Indefinite)</td> </tr> <tr> <td><input type="checkbox"/></td> <td>(5) Regular Commissioned Officer</td> </tr> </table>		<input type="checkbox"/>	(1) Reserve (Non-Active Duty)	<input checked="" type="checkbox"/>	(2) National Guard	<input type="checkbox"/>	(3) Initial Active Duty (3 years)	<input type="checkbox"/>	(4) Extended Active Duty (Indefinite)	<input type="checkbox"/>	(5) Regular Commissioned Officer
(1) OFFICER none	(2) ENLISTED 36 months														
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<input checked="" type="checkbox"/>	(2) National Guard														
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<input type="checkbox"/>	(4) Extended Active Duty (Indefinite)														
<input type="checkbox"/>	(5) Regular Commissioned Officer														
4. ENDORSER INFORMATION															
<p>a. AS THE DESIGNATED OFFICIAL AUTHORIZED TO REPRESENT (Name of religious faith group) <u>Ecclesiastical Fellowship of Worshippers</u> AND IN RECOGNITION OF DOD DIRECTIVE 1304 19, I HEREBY CERTIFY THE ABOVE APPLICANT PROFESSIONALLY QUALIFIED AS CLERGY AND ENDORSED FOR THE MILITARY CHAPLAINCY</p>															
<p>b. TYPED OR PRINTED NAME (Last, First, Middle Initial) Clergy, Issac M.</p>		<p>c. ADDRESS (Street, City, State, and Zip Code) Box 123 Washington, DC 20301-1000</p>													
<p>d. TELEPHONE NUMBER (Include Area Code) 202-189-9300</p>															
<p>e. SIGNATURE</p>		<p>f. DATE SIGNED 1 Sep 93</p>													
<p>5. COMMENTS Applicant is a Phi Beta Kappa, graduated cum laude and is an All-American track star. Because of his prior service and exceptional ability, we have waived 1 year of our normal 2 year requirement of professional ministry experience.</p>															