

UNCLAS

SUBJECT: CY 2005 ARMY RESERVE ACTIVE GUARD/RESERVE(AGR) SFC-SGM, IRR/IMA SSG-SGM AND AGR/TPU CSM ZONES OF CONSIDERATION FOR PROMOTION

- A. AR 140-158, ENLISTED PERSONNEL CLASSIFICATION, PROMOTION AND REDUCTION, 17 DEC 97
- B. AR 135-205, ENLISTED PERSONNEL MANAGEMENT, 1 SEP 94
- B. AR 635-200, PERSONNEL SEPARATIONS ENLISTED PERSONNEL, 14 JUL 04
- C. AR 600-8-104, MILITARY PERSONNEL INFORMATION MANAGEMENT/RECORDS, 22 JUN 04
- D. AR 640-30, PHOTOGRAPHS FOR MILITARY PERSONNEL FILES, 1 OCT 91
- E. AR 623-205, NONCOMMISSIONED OFFICER EVALUATION REPORTING SYSTEM, 15 MAY 02
- F. AR 25-50, PREPARING AND MANAGING CORRESPONDENCE, DTD 30 JUN 02
- G. AR-PERSCOM MEMO, SUBJ: CERTIFICATION AND PROCESSING OF EVALUATIONS
- H. SENIOR NCO ATTENDANCE AT SISTER SERVICE ACADEMY: MILPER MESSAGE 04-015 DTD 27 OCT 03

1. THIS MILPER MESSAGE WILL EXPIRE NLT JAN 2006.

2. POLICY:

A. IAW REF A, AR 140-158, A DA SELECTION BOARD IS SCHEDULED TO CONVENE AT THE SECRETARIAT FOR DEPARTMENT OF THE ARMY SELECTION BOARDS (RESERVE COMPONENTS), HUMAN RESOURCE COMMAND - ST. LOUIS, MO (HRC-STL), ON THE FOLLOWING DATES TO CONSIDER SOLDIERS FOR PROMOTION. IN ADDITION, THE BOARD WILL NOT REVIEW RECORDS FOR POSSIBLE DA DENIAL OF CONTINUED SERVICE AND SUBSEQUENT SEPARATION UNDER THE QUALITATIVE MANAGEMENT PROGRAM (QMP), PER CHAPTER 19, REF B, UNLESS SECTION 12302, 10 UNITED STATES CODE, IS REMOVED PRIOR TO THE BOARD CONVENE DATE.

- (1) 8 FEB 2005 AGR MSG BOARD
- (2) 7 JUN 2005 AGR SFC BOARD
- (3) 9 AUG 2005 IRR/IMA SSG-SGM BOARD
- (4) 12 OCT 2005 USAR AGR SGM SEL; AGR/TPU CSM; SMC BOARD

B. SOLDIERS ERRONEOUSLY INCLUDED IN THE ZONES OF CONSIDERATION, IF SELECTED, WILL BE ADMINISTRATIVELY REMOVED FROM THE LIST AND WILL NOT BE ELIGIBLE FOR REINSTATEMENT.

3. THIS ANNOUNCEMENT CONTAINS INSTRUCTIONS REGARDING PROMOTION AND QMP CONSIDERATION. CLOSE ATTENTION MUST BE GIVEN TO SPECIFIC ELIGIBILITY CRITERIA AND OTHER REQUIREMENTS CONTAINED IN THIS MESSAGE.

4. ELIGIBILITY CRITERIA FOR PROMOTION CONSIDERATION TO:

A. **MASTER SERGEANT:**

(1) ALL SFC WITH DOR OF 7 FEB 02 AND EARLIER (PRIMARY ZONE), DOR 8 FEB 02 THRU 7 FEB 03 (SECONDARY ZONE), WITH A BASD ON OR AFTER 8 FEB 82.

(2). 180 DAYS IN THE AGR PROGRAM - 13 AUG 04.

(3). DATE OF BIRTH 19470808 AND LATER (57 ½ YEARS)

B. **SERGEANT FIRST CLASS:**

(1) ALL SSG WITH DOR OF 6 JUN 02 AND EARLIER (PRIMARY ZONE), DOR 7 JUN 02 THRU 6 JUN 03 (SECONDARY ZONE), WITH A BASD ON OR AFTER 6 JUN 86.

(2). 180 DAYS IN THE AGR PROGRAM - 10 DEC 04.

(3). DATE OF BIRTH 7 DEC 1947 AND LATER (57 ½ YEARS)

C. IRR/IMA SSG-SGM:

(1) SGT'S DOR 9 AUG 2003 EARLIER; SSG'S DOR 9 AUG 2003 EARLIER; SFC'S DOR 9 AUG 2003 EARLIER; MSG'S DOR 9 APR 2003 EARLIER.

(2) SOLDIERS WHO HAVE NOT RECEIVED A "NOTIFICATION OF ELIGIBILITY FOR RETIRED PAY AT AGE 60" MUST HAVE EARNED A MINIMUM OF 27 RETIREMENT POINTS IN EITHER YEAR OF THE PERIODS OF 1 FEB 03 TO 31 Jan 04 OR 1 FEB 04 TO 31 JAN 05. SOLDIERS IN RECEIPT OF A "NOTIFICATION OF ELIGIBILITY FOR RETIRED PAY AT AGE 60" MUST HAVE EARNED A MINIMUM OF 50 RETIREMENT POINTS IN PREVIOUS RETIREMENT YEAR ENDING (RYE).

(3) SEE REFERENCE A, CHAPTER 5 FOR OTHER ELIGIBILITY REQUIREMENTS.

(4) DATE OF BIRTH 9 FEB 1948 AND LATER (57 ½ YEARS)

D. USAR AGR SGM SEL & SMC:

(1) ALL MSG'S WITH DOR OF 11 OCT 02 AND EARLIER (PRIMARY ZONE), DOR 12 OCT 02 THRU 11 OCT 03 (SECONDARY ZONE), WITH A BASD ON OR AFTER 12 OCT 80.

(2). 180 DAYS IN THE AGR PROGRAM - 16 APR 05.

(3). DATE OF BIRTH: 11 OCT 49 AND LATER MSG WITHOUT SMC
11 OCT 48 AND LATER MSG WITH SMC

(4). AGR MSG/1SG WHO MEET THE QUALIFICATIONS FOR SELECTION CONSIDERATION, BUT DO NOT DESIRE TO SERVE AS AN AGR SGM, MAY DECLINE CONSIDERATION. THESE AGR MSG/1SG ARE ALSO DECLINING CONSIDERATION FOR SELECTION AS A PRIMARY/ALTERNATE ATTENDEE TO THE SENIOR SERVICE SCHOOL (US ARMY SERGEANT MAJORS COURSE (USASMC), US NAVY SENIOR ENLISTED ACADEMY, US AIR FORCE NON COMMISSIONED OFFICER ACADEMY). UNLESS A DECLINATION MEMORANDUM IS SIGNED BY THE SOLDIER AND ACCEPTED BY OFFICE OF PROMOTIONS (RC) HRC-STL PRIOR TO THE BOARD CONVENING DATE, CONSIDERATION FOR SGM/SENIOR SERVICE SCHOOL IS AUTOMATIC. THIS MEMORANDUM WILL NOT BE FILED IN THE SOLDIER'S OMPF AND WILL NOT BE REVIEWED BY THE BOARD MEMBERS. IT WILL BE USED FOR ADMINISTRATIVE PURPOSE ONLY.

THE DECLINATION WILL BE SUBMITTED IN BASIC MEMORANDUM FORMAT AND MUST CONTAIN THE FOLLOWING INFORMATION: "I, _____ (FULL NAME, RANK AND SSN), DECLINE CONSIDERATION FOR PROMOTION TO SERGEANT MAJOR/SENIOR SERVICE SCHOOL. I UNDERSTAND THAT THIS DECLINATION WILL NOT PRECLUDE ME FROM BEING CONSIDERED BY SUBSEQUENT BOARDS FOR WHICH I REMAIN ELIGIBLE. THIS MEMORANDUM WILL NOT BE SEEN BY THE SELECTION BOARD AND WILL NOT BECOME PART OF MY OMPF."

SIGNATURE BLOCK (PAYROLL SIGNATURE)

(DATE)

E. AGR CSM:

(1) THE RCSM PROGRAM IS A VOLUNTARY PROGRAM, THEREFORE, ALL ACTIVE GUARD/RESERVE MSG/1SG/SGM WHO MEET THE SELECTION CRITERIA FOR APPOINTMENT TO CSM

MUST ACCEPT CONSIDERATION. FAILURE TO SUBMIT AN ACCEPTANCE STATEMENT FOR APPOINTMENT TO CSM WILL BE CONSTRUED AS A DECLINATION FOR CONSIDERATION AND THOSE RECORDS WILL NOT BE PROVIDED TO THE BOARD FOR CONSIDERATION. AGR 1SG/MSG MUST BE A GRADUATE OR BE CURRENTLY ENROLLED IN AN SENIOR SERVICE SCHOOL. MSG/1SG'S SELECTED BY THIS BOARD TO SGM ARE AUTO SELECTS FOR AN SENIOR SERVICE SCHOOL, THEREFORE ARE ELIGIBLE FOR THE CSM SELECTION PROCESS.

(2) THE ACCEPTANCE STATEMENT WILL BE SUBMITTED IN BASIC MEMORANDUM FORMAT AND MUST CONTAIN THE FOLLOWING INFORMATION: NAME, SSN, AND DATE "I ACCEPT CONSIDERATION FOR COMMAND SERGEANT MAJOR. I UNDERSTAND THAT IF SELECTED I MAY NOT DECLINE OR VOLUNTARILY WITHDRAW FROM THE PROGRAM BEFORE APPOINTMENT UNLESS EXTREME HARDSHIP OR COMPASSIONATE REASONS ARE CITED. (INSERT SIGNATURE BLOCK)

(3) DATE OF BIRTH: 1 NOV 49 AND LATER. CSM APPLICANTS CAN NOT BE 56 YEARS OF AGE OR OLDER DURING THE MONTH THAT THE CSM SELECTION BOARD IS CONVENED. (AR 135-205, 6-13.A.(3))

F. USAR TPU/IRR/IMA CSM SEL:

(1) CDRS ARE RESPONSIBLE FOR DETERMINING ELIGIBILITY IAW REF A, AND FORWARD THIS MESSAGE TO ALL TPU/IRR/IMA SOLDIERS DESIRING CONSIDERATION. CONSIDERATION PACKETS MUST BE PREPARED IAW PARA 6-15 REF A; TABLE 2-1, REF C; AND THIS MSG. FORWARDING OF DOCUMENTS OTHER THAN THOSE AUTHORIZED WILL NOT BE PRESENTED TO THE BOARD. ELIGIBLE NCOS MAY SUBMIT PACKETS IAW REF A, PARA 6-12, TO INCLUDE SGM WITH A DOB OF **1 NOV 1949** AND LATER AND A PEBD OF **1 NOV 1973** AND LATER. 1SG/MSG WITH A PEBD OF **1 NOV 1974** AND LATER AND WITH A DOR OF **11 OCT 2003** AND EARLIER, MUST HAVE A DOB OF **1 NOV 1949** AND LATER.

(2) SERGEANTS MAJOR, FIRST SERGEANTS AND MASTER SERGEANTS WHO ARE NOT CURRENTLY ENROLLED IN, OR HAVE NOT COMPLETED THE SERGEANTS MAJOR COURSE WILL BE CONSIDERED FOR ENROLLMENT IN THE SMC. IF SELECTED AS A CSM DESIGNEE BY THE BOARD, THE MSG/1SG WILL BE PROMOTED CONDITIONALLY TO SGM UPON ACCEPTANCE OF A CSM BILLET BY THE PROMOTION AUTHORITY AND MUST BE ENROLLED IN THE SMC. THE APPOINTMENT WILL BE AWARDED ON THE CONDITION THE CSM IS ENROLLED IN AND SUCCESSFULLY COMPLETES THE SMC WITHIN 18 MONTHS OF THE DATE OF PROMOTION FOR RESIDENCE COURSE OR 36 MONTHS FOR CORRESPONDENCE STUDIES COURSE. FAILURE TO DO SO WILL RESULT IN REDUCTION TO THE GRADE AND RANK PREVIOUSLY HELD.

(3) SUBMISSION OF A PACKET IS ONLY REQUIRED FOR THOSE NCOS WHO SIGN AN ACCEPTANCE STATEMENT AGREEING TO BE CONSIDERED. THE ACCEPTANCE STATEMENT IS AN IMPORTANT PART OF THE CONSIDERATION PACKET AND MUST BE IAW PARA 6-14, REF A, AND THIS MESSAGE. THE REQUIREMENT FOR CONSIDERATION FOR UNIT VACANCY PER PARA 6-14 IS RESCINDED. THE BOARD WILL BE CONVENED BY THE DA SECRETARIAT AT HRC-STL TO SELECT SOLDIERS AS CSM DESIGNEES WITHOUT REGARDS TO VACANCIES.

(4) WHEN A TPU OR IMA CSM POSITION CANNOT BE FILLED WITH A CSM, THE COMMAND AUTHORITY WILL REPORT THE VACANCY TO HRC-STL(AHRC-EPH-B) FOR FILL FROM ORDER OF MERIT LIST. THE APPROPRIATE CSM DESIGNEE WILL BE ASSIGNED TO THE CSM POSITION.

(5) THE PROMOTION/APPOINTMENT LIST(S) WILL EXPIRE AT ADJOURNMENT OF THE SECOND SUBSEQUENT USAR CSM SELECTION BOARD.

G. SMC APPLICATION: MSG/1SG NOT IN THE PROMOTION ZONE AND WITH A DOR OF 12 OCT 03

THROUGH 11 OCT 04 MAY BE CONSIDERED FOR ENROLLMENT IN THE NONRESIDENT USASMC, SUBJECT TO THE FOLLOWING ELIGIBILITY CRITERIA:

- 1) MUST BE AN ANCOC GRADUATE.
- 2) MUST HAVE A BASD OF 12 APR 85 OR LATER.
- 3) MUST HAVE A DOB OF 12 APR 53 OR LATER
- 4) MUST NOT HAVE AN APPROVED DA OR LOCAL BAR TO REENLISTMENT.
- 5) MUST SEND INFORMAL MEMORANDUM REQUESTING CONSIDERATION FOR

ENROLLMENT IN NONRESIDENT USASMC, ALONG WITH PHOTOGRAPH (REQUIRED) TO OFFICE OF PROMOTIONS (ATTN: 2005X-SMC BRD). THESE SOLDIERS ARE NOT ALTERNATES FOR ATTENDANCE AT THE RESIDENT USASMC.

5. IAW STOP LOSS POLICY, SOLDIERS AFFECTED BY STOP LOSS WITH PREVIOUSLY APPROVED RETIREMENTS WILL BE CONSIDERED FULLY ELIGIBLE FOR PROMOTION CONSIDERATION (PROVIDED OTHERWISE ELIGIBLE) WITH NO ADDITIONAL ACTION REQUIRED OF THE SOLDIER. ALSO DUE TO THE IMPLEMENTATION OF STOP LOSS, SOLDIERS NORMALLY INELIGIBLE DUE TO RCP WILL BE CONSIDERED.

6. NCO'S IN THE FOLLOWING CATEGORIES ARE INELIGIBLE FOR CONSIDERATION FOR PROMOTION:

A. APPROVED RETIREMENT. REGARDLESS OF THE APPROVAL DATE AND REASON FOR SUBMISSION, SOLDIERS WILL NOT REGAIN ELIGIBILITY BY WITHDRAWING THEIR RETIREMENT AFTER THE CONVENING DATE OF THE BOARD.

B. APPROVED DA DIRECTED DENIAL OF CONTINUED SERVICE.

C. APPROVED LOCAL BAR TO REENLISTMENT.

D. NON GRADUATES OF APPROPRIATE NCOES. THE ONLY EXCEPTION IS THOSE SOLDIERS WITH A DOR PRIOR TO 1 OCT 1992.

E. DOES NOT POSSESS A HIGH SCHOOL DIPLOMA/GED EQUIVALENCY OR HIGHER.

F. IS INELIGIBLE TO REENLIST.

7. ARMY RESERVE ACTIVE DUTY MANAGEMENT DIRECTORATE (ARADMD) MUST REPORT ELIGIBILITY STATUS CHANGES ON A CONTINUING BASIS. INCLUDE POINT OF CONTACT AND TELEPHONE NUMBER ON ALL COMMUNICATIONS. SEND NOTIFICATIONS VIA:

A. FAX: 314-592-1207, DSN 892-1201, COMM 877-215-9834

B. E-MAIL: ENLISTED.PROMOTIONS@ARPSTL.ARMY.MIL

8. NOTIFICATION/REVIEWING THE PROMOTION CONSIDERATION FILE (PCF):

A. HRC-STL ENLISTED PROMOTIONS SECTION WILL FORWARD A PROMOTION NOTIFICATION MEMORANDUM BY ELECTRONIC MEANS ONLY TO SOLDIERS IN THE ZONE OF CONSIDERATION FOR THE CY05 SELECTION BOARDS, APPROXIMATELY 90 DAYS PRIOR TO BOARD CONVENE DATE VIA ARMY KNOWLEDGE ON-LINE (AKO). SOLDIERS NOT IN RECEIPT OF A MEMORANDUM 60 DAYS PRIOR TO THE BOARD CONVENE DATE, SHOULD CONTACT HRC-STL, OFFICE OF PROMOTIONS (RC) AT 1-877-215-9834.

B. APPROXIMATELY 60 DAYS BEFORE THE CONVENE DATE OF THE BOARD YOU WILL BE ABLE TO REVIEW YOUR ACTUAL PROMOTION CONSIDERATION FILE (PCF) THROUGH THE HUMAN RESOURCE COMMAND-ST. LOUIS WEBSITE. GO TO [HTTPS://WWW.HRC.ARMY.MIL](https://www.hrc.army.mil). LOG IN WITH YOUR AKO USERID AND PASSWORD. CLICK "MY BOARD FILE," UNDER THE "NAVIGATION"

MENU (WHICH APPEARS ON THE LEFT SIDE OF YOUR MY "2XCITIZEN" WEBSITE. FOLLOW THE INSTRUCTIONS ON THIS PAGE TO REVIEW YOUR BOARD FILE. IT IS A REQUIREMENT THAT ALL U.S. ARMY PERSONNEL HAVE AN AKO ACCOUNT. IF YOU DO NOT HAVE AN AKO ACCOUNT, GO TO [HTTPS://http://WWW.US.ARMY.MIL/PORTAL/PORTAL_HOME.JHTML](https://http://www.us.army.mil/portal/portal_home.jhtml) TO RECEIVE ONE. YOU MAY ALSO CONTACT THE AKO HELP DESK VIA [http://WWW.US.ARMY.MIL](http://www.us.army.mil) OR BY CALLING 1-877-256-8737. PRIOR TO THE PCF BEING PUT ON-LINE, YOU CAN REVIEW YOUR OFFICIAL MILITARY PERSONNEL FILE (OMPF) THROUGH THE HRC-ST LOUIS WEBSITE. YOUR PCF WILL BE CREATED USING THE OMPF, PLUS WHATEVER DOCUMENTS ARRIVE FROM THE FIELD. DOCUMENTS FROM THE FIELD AND THOSE YOU PERSONALLY SEND WILL BE SCANNED AND ADDED TO THE PCF. SOLDIERS WHO DO NOT HAVE ACCESS TO THE INTERNET MUST NOTIFY HRC-STL, OFFICE OF PROMOTIONS (RC) IMMEDIATELY. YOU CAN SCAN YOUR DOCUMENTS AND EMAIL THEM TO ENLISTED.PROMOTIONS@ARPSTL.ARMY.MIL OR FAX: 314-592-1207. DO NOT SEND DUPLICATE PACKETS IT WILL ONLY CAUSE A DELAY IN THE SCANNING PROCESS. SCANNING IS A LONG AND TEDIOUS PROCESS AND TAKES TIME. CHECK BACK AND REVIEW YOUR FILE ONLINE AS OFTEN AS YOU LIKE, BUT REMEMBER THAT IT TAKES TIME TO SCREEN AND SCAN EACH PROMOTION CONSIDERATION FILE. ALL DOCUMENTS RECEIVED WILL BE SCANNED NLT 14 DAYS PRIOR TO BOARD CONVEENE DATE.

9. IT IS THE INDIVIDUAL SOLDIER'S RESPONSIBILITY TO REVIEW THE PCF ONLINE USING THEIR AKO ACCOUNT. MEMORANDUMS IDENTIFYING MISSING DOCUMENTS **WILL NOT** BE SENT OUT TO INDIVIDUAL SOLDIERS. ALL NCOS ARE ENCOURAGED TO REVIEW THEIR PHOTO AND SUBMIT A NEW ONE, IF REQUIRED BY AR 640-30. SOLDIERS ASSIGNED TO AN AREA (INCLUDING HOSTILE FIRE AREAS) WHERE PHOTOGRAPHIC FACILITIES ARE NOT AVAILABLE OR CONDITIONS PREVENT THEM FROM BEING PHOTOGRAPHED, ARE TEMPORARILY EXEMPT FROM SUBMITTING NEW PHOTOGRAPHS EVERY FIVE YEARS. THESE SOLDIERS WILL BE PHOTOGRAPHED WITHIN 90 DAYS FROM REASSIGNMENT TO AN AREA WHERE PHOTOGRAPHIC FACILITIES ARE AVAILABLE.

10. THE ABOVE INFORMATION MUST BE DISSEMINATED PROMPTLY TO ALL LEVELS OF COMMAND, AND ALL ELIGIBLE SOLDIERS. THE POINT OF CONTACT FOR THE SELECTION BOARDS ARE HRC-STL, ENLISTED PROMOTION BRANCH, PREFERRED METHOD OF CONTACT IS BY EMAIL: ENLISTED.PROMOTIONS.ARPSTL.ARMY.MIL OR IVR 877-215-9834.

11. POINTS OF CONTACT:

- A. QMP APPEALS: DSN 892-5105.
- B. NCO-ER POLICY: DSN 892-3500
- C. NCO-ER SUBMISSION: IVR 1-800-648-5484, DSN 892-0377.
- D. BOARD ELIGIBILITY: IVR 877-215-9834, DSN 892-1201
- E. ERB SUBMISSION: ARMY RESERVE ACTIVE DUTY MANAGEMENT DIRECTORATE, 1-800-325-4118, EXT 5108 OR 5109. DSN 892-5108 OR 5109.
- F. PHOTO SUBMISSION: HRC-STL, IVR 1-877-215-9834 DSN 892-1201.
- G. PROMOTION POLICY: SGM ROBERTSON, CHIEF OF BOARD SUPPORT BRANCH AND MSG BEYERL, CHIEF ENLISTED PROMOTIONS IVR 877-215-9834 OR DSN 892-1201.