

Proponent
AHRC-PL

Title
Army Career Intermission Pilot Program (CIPP) Calendar Year (CY) 2016

...Issued:[12-Aug-2016]...

A. Duncan Hunter National Defense Authorization Act for FY09, public law 110-417, section 533.

B. National Defense Authorization Act for FY12, public law 112-81, section 531.

C. National Defense Authorization Act for FY13, public law 112-239, section 522.

D. Carl Levin and Howard P. "Buck" McKeon National Defense Authorization Act for FY15, Public Law 113-291, section 522.

E. Title 10, U.S. Code.

F. Chapter 5 of title 37, U.S. Code.

G. Joint Travel Regulation (JTR).

H. Chapter 30 of title 38, U.S. Code.

I. Army Directive 2014-07 (Army Career Intermission Pilot Program), 9 May 2014.

J. Army Regulation 600-8-24, (Officer Transfers and Discharges), 12 April 2006, (Rapid Action Revision (RAR) 13 September 2011).

K. AR 600-8-101, (Personnel Processing (In-, out-, Soldier Readiness, Mobilization, and Deployment Processing)), 9 February 2015.

L. AR 635-200, (Active Duty Enlisted Administrative Separations), 6 June 2005, (RAR 6 September 2011).

M. AR 623-3, (Evaluation Reporting System), 31 March 2014.

1. This MILPER message is effective upon release and expires NLT 1 August 2017, and rescinds MILPER message number 15-161.

2. Purpose. The purpose of the Career Intermission Pilot Program (CIPP) is to evaluate whether assigning a Soldier from the Regular Army (RA) or United States Army Reserve (USAR) Active Guard/Reserve (AGR) program to the Individual Ready Reserve (IRR) in a non-participating inactive status will provide an effective means of enhancing retention through greater career flexibility. The Army CIPP provides a one-time temporary transition from the RA/USAR AGR to IRR to allow Soldiers to pursue personal or professional growth outside the army while providing a mechanism for their return to active duty in their prior component. The Army's long term intent is to retain the valuable investment in experience and training that is otherwise lost when a Soldier separates permanently.

3. Background. Reference a authorizes the armed forces in the Department of Defense (DoD) to establish a pilot program under which Officers and Enlisted members may be temporarily released from the RA/USAR AGR with a corresponding appointment/ enlistment in the IRR for a period of up to three years. Under this program, Soldiers will retain certain RA/USAR AGR benefits and shall return to the RA/AGR at the end of the inactive duty period.

4. Scope. This message applies to RA/USAR AGR Soldiers, and provides temporary authority to allow officers and enlisted personnel each calendar year to transition from the RA/USAR AGR to the IRR for a length of time no less than one year and not to exceed three years. Throughout this message, the term officer refers to both commissioned and warrants; the term Soldier applies to officers, warrant officers, and enlisted members. All program participants are contractually obligated to return to the RA/USAR AGR at the end of their period of IRR participation, and must serve two

months Active Duty Service Obligation (ADSO)/Service Remaining Requirement (SRR) in the RA/USAR AGR for each month of inactivation under the pilot program.

5. Non-eligibility criteria. The following Soldiers are ineligible and are excluded from application:

a. Soldiers who have an approved retirement or separation date, or who have 17 or more years of creditable service for retirement as of the requested program entry date.

b. Soldiers who have not completed their initial active duty obligation or enlistment period before the requested program entry date.

c. Officers who have an ADSO, graduate school ADSO, post-commissioning duty station ADSO, branch of choice ADSO, SRR, or any other service obligation not completely fulfilled before the program entry date, including an ADSO/SRR or minimum initial service required as a result of the decision to transfer benefits to a dependent under the post 9/11 Veterans Educational Assistance Act of 2008 (Title V of the Supplemental Appropriations Act of 2008, Section 3311 of Public Law 110-252, known as the Post 9/11 GI Bill).

d. Enlisted members who are unable to serve the incurred SRR obligation upon return to active duty because of limitations on retention control points and officers who are unable to serve the incurred ADSO upon return to active duty because of maximum time in grade (TIG), time in service (TIS), or age.

e. Officers, warrant officers, and enlisted Service Members on a centrally selected promotion list. Soldiers conditionally promoted who have not completed the requisite formal NCOES for the promoted grade.

f. Officers who have failed primary zone selection for promotion and enlisted personnel who have been denied command list integration for promotion or denied reenlistment.

g. Within two years preceding the request for participation in the program, officers using the DA Form 67-9 series Officer Evaluation Report (OER) who have received a referred OER with any rating of "unsatisfactory performance," "do not promote," or "below center of mass", or for officer reports using the DA form 67-10 series OER, a rating of qualified

or not qualified, enlisted Soldiers who have received a rating of “marginal” or performance/potential rating of “4” or “5”. Soldiers that have received a DA Form 1059 Academic Evaluation Report (AER) with rating of unsatisfactory, marginal, or failed.

h. Soldiers in receipt of and executing permanent change of station (PCS) orders.

i. Soldiers identified for a deployment.

j. Soldiers currently receiving a bonus for Critical Skills Retention Bonus (CSRB) and those fulfilling an ADSO requirement based on the acceptance of a CSRB. A Soldier may apply to participate in the program in the last year of the associated ADSO provided the Soldier will not enter the program until after completion of the ADSO. Requests to recoup CSRB for the purpose of participation will not be considered.

k. Soldiers who received a Selective Retention Bonus (SRB) and/or are fulfilling an SRR pertaining to SRB. A Soldier may apply to participate in the program in the last year of the associated SRR provided the Soldier will not enter the program until after completion of the SRR. Requests to recoup SRB for the purpose of participation will not be considered.

l. Aviators attending or having completed initial entry rotary wing (IERW) training and still serving their aviation related ADSO. Other aviators serving aviation related training ADSO are ineligible unless they complete the ADSO before the program entry date.

m. Soldiers currently under suspension of favorable personnel actions, pending investigation, non-judicial punishment, court-martial or civilian criminal charges or proceedings. Soldiers must have no record of disciplinary action (civil arrest, non-judicial punishment, general officer memorandum of reprimand or courts-martial) within two years preceding the request for participation in the program.

n. Soldiers not meeting medical readiness retention standards or pending medical or physical evaluation board (MEB/PEB) proceedings.

o. Soldiers centrally selected for officer, warrant, or noncommissioned officer education system schools.

p. Enlisted Soldiers: CMF 18; PMOS 12D, 25D, 31D, 35L, 35P, 35Q, 37F, 38B, 51C, and 79R.

q. Soldiers assigned to the medical corps, dental corps, veterinary corps, medical service corps, army nurse corps, army medical specialist corps, judge advocate general's corps and chaplains (RA and USAR AGR).

r. Soldiers previously identified, or in the zone of consideration by separation program boards to include but not limited to: qualitative service program, qualitative management program, enhanced selective early retirement, selective early retirement, early retirement, officer separation boards.

6. Eligibility criteria:

a. If not otherwise excluded by preceding provisions of 5a through 5r the following Soldiers are eligible to apply:

(1) RA competitive category Officers.

(2) RA Warrant Officers.

(3) RA Enlisted Sergeants and Staff Sergeants.

(4) USAR AGR officers, warrant officers, and enlisted Soldiers who have completed their initial three-year term of active duty.

b. Requests for exceptions to the provisions of 5a through 5r may be considered on a case by case basis at the discretion of the CG HRC, provided the disqualification provisions are not restricted by statute.

7. ADSO/SRR and counseling:

a. Before being released from the RA/USAR AGR, each Soldier will enter into a contractual agreement under which the Soldier agrees to be recalled/enlisted back to the Regular Army (or AGR, as applicable) for a period of not less than two months for

every month of program participation following the Soldier's return to active duty. Participation in the program may not exceed three years from the date of release from the RA/USAR AGR. Soldiers will indicate the length of time desired to participate in the program at the time of application. Soldiers may request to voluntarily terminate participation early and return to the RA/USAR AGR in which case the associated ADSO/SRR will be prorated. All applicants must have time to complete the associated ADSO/SRR prior to reaching retirement eligibility, RCP, age, or maximum service retention point.

b. Soldiers will complete and sign a contractual agreement and program counseling form which will be co-signed by the first Lieutenant Colonel (LTC) / O5 commander or civilian equivalent. The contract is a binding action codifying the agreement to serve the appropriate ADSO/SRR. Obligations incurred under this program will be served in accordance with the applicable Soldier contract.

c. Enlisted Soldiers will be counseled by the servicing career counselor using program counseling form prior to signature by the commander or civilian equivalent.

8. Application packet: application packets will contain items a through e, as follows:

a. As applicable - CIPP AC officer/warrant officer contract" for RA applicants. A completed "ARMY CIPP AC enlisted contract" for RA enlisted applicants. A completed "Army CIPP AGR officer/warrant officer contract" for USAR AGR applicants. A completed "army career intermission pilot program (CIPP) AGR enlisted contract" for USAR AGR enlisted applicants.

b. Completed "Army Career Intermission Pilot Program (CIPP) individual counseling", either AC or AGR, mandatory for all applicants.

c. Statement from applicants explaining why they are applying for the CIPP program. The Soldier will type the statement in 12 pitch Arial font, not to exceed one page in length. Title the statement "why am I applying for the Army Career Intermission Pilot Program."

d. Most recent officer record brief (ORB) or enlisted record brief (ERB) as applicable.

e. Incomplete packets will be returned to the applicant without action. Download contracts, counseling and program information from the HRC OPMD website <https://www.hrc.army.mil/officer/career%20intermission%20pilot%20program%20-%20CIPP> or EPMD website <https://www.hrc.army.mil/enlisted/enlisted%20career%20intermission%20pilot%20program%20CIPP>.

9. Application process and submission:

a. Applications may be submitted to HRC on an open enrollment basis. Applications received will be reviewed and considered for enrollment by a selection panel. Applicants for this program will request to start participation not earlier than eight months from date of separation in order to process the packet, accommodate leave, regulatory transition requirements, and appointment scrolling of officers to the IRR.

b. Process application packets through the first LTC / O5 Commander or civilian level equivalent. Enlisted packets will process through the appropriate level career counselor prior to signature by the Commander.

c. Once signed by the commander, forward packets via encrypted email to the appropriate CIPP career manager. Officers will forward packets to the OPMD retention team email box address: usarmy.knox.hrc.mbx.opmd-retention@mail.mil. Enlisted applicants forward packets to email address: usarmy.knox.hrc.mbx.epmd-CIPP@mail.mil (email must be encrypted).

d. CIPP career managers will staff requests through the appropriate branch chief to verify administrative eligibility. The branch will provide the CIPP manager written disapproval notification for packets that are incomplete or determined ineligible in accordance with paragraphs 5a through 5r. CIPP career managers will forward a copy of the notification to the Soldier. Only packets administratively correct and qualified will be held until panel selection.

10. Selection of participants:

a. Under this program, up to twenty officers and twenty enlisted currently serving in the

RA and USAR AGR program may be selected in a calendar year.

- b. Available quotas by CMF, WOPMOS, OR PMOS will be determined by force alignment and officer/enlisted readiness divisions.
- c. A selection panel will convene and results will be provided to officer and enlisted CIPP career managers. CIPP managers will notify the branch and will also notify selected Soldiers to initiate separation actions. If the Soldier is no longer interested, he/she will decline in writing within 14 days of notification.
- d. Officers. Within 14 days of selection notification will decline or submit a request for unqualified resignation in accordance with AR 600-8-24, chapter 3, using the separation date requested in CIPP contract. Submit officer requests via chain of command to: usarmy.knox.hrc.mbx.opmd-retention@mail.mil (email must be encrypted).
- e. Enlisted who are indefinite status. Within 14 days of selection notification indefinite status enlisted Soldiers will decline or request a release from active duty in accordance with AR 635-200, chapter 4, para 4-4 using the separation date requested in the CIPP contract. Submit separation requests via chain of command to: USARmy.knox.hrc.mbx.epmd-CIPP@mail.mil (email must be encrypted).
- f. Enlisted who are not indefinite status. Within 14 days of selection notification enlisted Soldiers who are not indefinite status will decline or request a release from active duty IAW AR 635-200, chapter 5, para 5-3 using the separation date requested in the CIPP contract. Submit separation requests through the installation DHR to: USARmy.knox.hrc.mbx.epmd-CIPP@mail.mil (email must be encrypted).
- g. Installations will expedite requests to HRC.
- h. All separation requests must cite the CIPP program as the basis for requesting early separation and will include the following statement verbatim:

Officers: "I understand and agree that in return for the opportunity to participate in the Army Career Intermission Pilot Program (CIPP), I will incur an active duty service obligation (ADSO) of two months for each month of participation in the CIPP. The ADSO for my participation will be served upon my return to active duty concurrently with any other ADSO, except that my CIPP ADSO will be served consecutively to any ADSO

for special or incentive pay or bonus that was in force when I began participation in the CIPP. In the case of consecutive ADSOs, the CIPP ADSO will be added to the remaining portion of the existing ADSO. In the case of concurrent ADSOs, the obligated period will be equal to the length of the longest remaining ADSO. I understand that misconduct or failure to comply with the agreed upon terms of this program is considered voluntary “default” of contract. Default will result in immediate return to the active component and may also result in service recoupment of program participation costs as determined by the Army actuary office.”

Enlisted: “I understand and agree that in return for the opportunity to participate in the Army Career Intermission Pilot Program (CIPP), that I will incur a service remaining requirement (SRR) of two months for each month of participation in the CIPP. The SRR for my participation will be served upon my return to active duty concurrently with any other SRR, except that my CIPP SRR will be served consecutively to any SRR for special or incentive pay or bonus that was in force when I began participation in the CIPP. In the case of consecutive SRRs, the CIPP SRR will be added to the remaining portion of the existing ADSO. In the case of concurrent SRRs, the obligated period will be equal to the length of the longest remaining SRR. I understand that misconduct or failure to comply with the agreed upon terms of this program is considered voluntary “default” of contract. Default will result in immediate return to the active component and may also result in service recoupment of program participation costs as determined by the Army actuary office.”

i. Separation authority for participation in the CIPP is the CG, HRC.

j. CIPP managers will provide branch managers a copy of all documents and submit all documents on selected individuals to the Army Personnel Records Division (APRD) for inclusion in the Soldier’s Army Military Human Resource Record (AMHRR) maintained in iPERMS.

k. HRC APRD will file CIPP packets and associated contracts and counseling documents in the service portion of the Soldiers AMHRR in iPERMS.

11. Transition from active to IRR status:

a. CIPP career managers will contact selected Soldiers directly to begin transition

actions.

b. Prior to release from their losing unit, commands will ensure Soldiers receive an evaluation utilizing code 04 discharge/IRR. The thru date will be the day before release. The period of participation in the CIPP is non-accountable for evaluation purposes. Upon return to active duty the start date for evaluation purposes is the date returned to active duty.

c. Transition leave must be considered when requesting separation and taken prior to the requested separation date. Additionally, applicants assigned overseas should consider the time required for out-processing after receipt of orders when planning and requesting a release date. See paragraph 13g(3) below for additional details on leave.

e. Immediately upon acceptance into CIPP the Soldier must initiate Soldier For Life - Transition Assistance Program (SFL-TAP) services and receive the congressionally mandated pre-separation briefing and complete all required career readiness standards. This counseling is recorded on a DD Form 2648 or DD Form 2648-1 as appropriate. Completion of career readiness standards will be recorded on DD form 2958 (service member's individual transition plan checklist). These forms must be completed a minimum of 90 days prior to scheduled release date. This requirement cannot be waived; therefore, Soldiers are advised to take this into consideration when choosing a potential separation date. Soldiers and their family members are fully eligible and encouraged to participate in all available SFL-TAP services.

e. Transition center. Soldiers will process through the local transition center (TC) and receive a DD 214. The servicing TC will ensure the Soldier's pay account is staged to meet the pay requirements of this program per reference (A) and that the Soldier receives a DD form 2765 for access to active duty Tricare benefits and base privileges to cover the Soldier's participation in the program. Transition centers will cite the following in DD 214:

(1) block 9: USAR Control Group (IRR), 1600 Spearhead Division Avenue, Fort Knox, KY 40122

(2) block 18: participating in army career intermission pilot program (CIPP).

(3) block 23: release from active duty.

(4) block 24: honorable.

(5a) block 25: AR 635-200, chapter 5, para 5-3 (for enlisted, not indefinite status)

(5b) block 25: AR 600-8-24, chapter 3 (for officers)

(6) block 26: MFF

(7) block 27: enlisted - re-1 and officer – n/a

(8) block 28: “Secretarial Authority”

12. Provisions of IRR status:

a. IRR status. Upon release from active duty, program participants will be reappointed/scrolled/enlisted as required and gained in the IRR. All participants will return to RA/USAR AGR at the end of their period of participation in the program.

b. Time spent in the IRR will not count toward:

(1) Eligibility for retirement, retired reserve or transfer to any reserve component.

(2) Computation of retired pay or regular active duty pay or active duty service.

(3) Computation of total years of commissioned service.

(4) Enlisted retention control point or enlisted active service.

(5) Officer mandatory retirement date or grade retention point.

c. Accountability reporting. IRR status does not require a specified number of inactive duty training periods or days of annual training per year. However, Soldiers in the CIPP will report monthly to the CIPP manager to whom they have been assigned via physical muster, electronic mail, electronic message, or telephonic report. Accountability reporting is intended to verify the Soldier’s contact information, health and well-

being. Soldiers who fail to comply with monthly muster requirements will be in voluntary default of CIPP contract and subject to termination from the program and immediate return to the RA/ USAR AGR.

d. Program termination. Participation in the program may be terminated at any time based on the needs of the Army and result in immediate recall to active duty in the RA or USAR AGR. Soldier participation terminated under this provision is not in default of contract. A Soldier may also be required to terminate participation in the program and be ordered to return to RA/USAR AGR for failure to maintain or abide by the terms of the contractual agreement thus constituting voluntary default of the contractual agreement. Soldiers in default of contract are subject to service recoupment of program costs. A Soldier may voluntarily terminate participation early, and if otherwise qualified, will not be in default of contract. Service obligations will be prorated to reflect the correct obligation for period served in the program.

e. Mobilization. Soldiers are prohibited from voluntary participation in mobilization or activities which would be creditable for points or service.

f. Medical and dental benefits. Soldiers in the CIPP program and their dependents are entitled to the same coverage under Tricare as is provided to members of the armed forces on active duty for a period of more than 30 days.

g. Pay and allowances:

(1) Monthly pay. Each month during participation in the program, Soldiers will be paid two times 1/30th of the monthly basic pay to which the participant would be otherwise entitled, based on grade and years of service at the time of transfer into the IRR.

(2) Special or incentive pays. While in an IRR status CIPP participant Soldiers may not receive any special or incentive pay or bonus under title 38, U.S.C., chapter 30, to which a Soldier would otherwise be entitled for such period. When the Soldier returns to the RA/USAR AGR after the period of CIPP participation, Soldiers will be entitled to reinstatement of basic pay and all special and incentive pays which they were entitled to and receiving before being released from the RA/USAR AGR for which the Soldier qualified at the time of return to the RA/USAR AGR per CIPP legislative guidelines. Soldiers will not be back paid basic, special, or incentive pays for the CIPP period.

(3) Leave. Soldiers may take several actions with their remaining leave balance. They may use, sell, carry forward, or any combination thereof. If leave is carried forward, the number of days carried forward will not exceed 60 days. If an eligible Soldier chooses to sell back a portion of their remaining leave balance, the payment will count against the one time buyback of up to 60 days leave. Any leave remaining not used, carried forward, or sold will be forfeited. Forfeited leave will not be restored. Special leave accrual is not applicable to CIPP selectees or participants.

h. Travel and transportation. Soldiers are authorized travel and transportation allowances under Joint Travel Regulations (JTR) for travel from current assignment location to home of selection (hos) within the United States designated by the Soldier as their residence during the period of CIPP participation, as well as for the Soldier's travel from the Soldier's residence to the Soldier's duty station upon return to the RA/USAR AGR at the end of the Soldier's participation in the program. An allowance will be paid under this section for travel to and from one residence only.

i. Education benefits. Soldiers are not eligible for tuition assistance benefits while in an IRR status. Time in the IRR does not count toward post 9/11 GI bill benefits. Soldier may use post 9/11 GI bill benefits per title 38, U.S.C., chapter 30.

j. Promotions. Soldiers are excluded from promotion consideration while a program participant effective on entry into the IRR until released back to active duty. Upon return to the RA, RA officers must serve at least 12 months on active duty prior to promotion consideration unless they request and have an approved waiver to AR 600-8-29, chapter 1, section iii, para 1-10e(5). Upon reenlistment to active duty, RA enlisted become eligible for promotion as announced by applicable board message. Upon reinstatement to the USAR AGR, USAR AGR officers and enlisted Soldiers become eligible for promotion as announced by applicable board message. Consideration and/or selection of any Soldier while a CIPP participant shall constitute erroneous selection and will be invalid. Promotable Soldiers are excluded from participation.

k. Licensed/certified professionals. While in an IRR status under the CIPP, the Army will not compensate Soldiers for licensing, continuing education credit, liability, or malpractice insurance. Soldiers are responsible for maintaining licensure, professional credentialing and certifications at their own cost while in the program. Upon return to the RA/USAR AGR, Soldiers must provide current licensure, credentials, and

certification materials.

l. Uniform code of military justice (UCMJ). Soldiers in an IRR status are not normally subject to the UCMJ, but participants in the CIPP must report any civil actions or criminal arrests and/or convictions immediately to the CIPP manager.

m. Retention standards. Soldiers agree by contract to maintain service retention, height, weight, fitness standards as well as personal security and clearance eligibility requirements while in the program. Soldiers remain subject to substance abuse testing and provisions of AR 600-85.

n. SGLI/FSGLI/TSGLI. Soldiers are ineligible to elect SGLI/FSGLI/TSGLI while in an IRR inactive status in accordance with AR 600-8-1, section iii, para 12-11. Soldiers and dependents are not covered by SGLI/FSGLI/TSGLI while in the CIPP program.

o. CIPP career managers will maintain oversight of each program participant, to include, as a minimum, documentation and maintenance of Soldier's permanent file regarding participation in the program and re-affiliation into the Regular Army/USAR AGR upon program completion. CIPP managers will provide LNO support between the participant and HRC until return to RA/USAR AGR and branch control. CIPP and branch individual assignment managers are vital to the application process and to maintaining communication during the intermission and finally with the program member's smooth return to the active duty.

p. Forward pay and stipend inquires to the DFAS-Indianapolis, System Liaison and Procedures Division (SLAPD) mailbox at dfas-in.system@dfas.mil.

13. Return to active duty:

a. Notification. CIPP career managers will notify participants at least 6-9 months prior to the scheduled end of their period of inactive duty to initiate the return to active duty process. Notification via formal letter, in person, email, or telephone, initiates the appointment/enlistment process ensuring the greatest opportunity for assignment and expeditious return to the RA/USAR AGR.

b. Appointment/enlistment. Upon return to RA/USAR AGR, officers will be scrolled and

appointed in the component, branch and functional area previously held. Enlisted Soldiers will be enlisted in the component and MOS previously held. Military entrance processing stations (MEPS) will support and coordinate enlistment of CIPP returnees with USAREC retention operations center (ROC), HRC retention branch and accessions branch. If a Soldier's current functional area, branch, or MOS was merged with another prior to the Soldier's return to RA/USAR AGR, the Soldier will be accessed to the new functional area, branch, MOS. If a Soldier's current functional area, branch, or MOS was disestablished prior to the Soldier's return to RA/USAR AGR, the Soldier will be afforded the opportunity to convert to a functional area, branch, or MOS for which the Soldier qualifies and the Army has a need with Army needs taking precedence. Disestablishment or merger of previous branch, functional area, or MOS will not constitute contract default by the service or constitute member relief from ADSO or SRR incurred from program participation.

c. Participants ineligible for active duty service. At the end of the program members are ordered and will return to the RA/USAR AGR. Soldiers must meet all physical readiness and service retention standards and security clearance qualifications for return to RA/USAR AGR service. If the Soldier, for any reason, does not return or meet physical readiness and security qualifications, the Soldier is subject to default of the contractual terms of ADSO or SRR associated with CIPP and the signed agreement with the Secretary of the Army's designee. As such, the Department of the Army is authorized to recoup from the Soldier the value of benefits, and entitlements authorized while the Soldier was in IRR status to include health care, monthly stipend, and associated pcs costs. The value of these benefits will be determined by the Department of Defense (DoD) actuary and office of the Secretary of Defense comptroller. After being returned to the RA/USAR AGR, the Soldier may be subject to an administrative separation board whereby the Soldier may be subject to separation from the Army under "other than honorable" conditions for violation of the terms of agreement. Failure to return may also subject Soldiers to absent without leave and dropped from the rolls proceedings.

d. Return to active duty processing. Enlisted participants will process through the nearest MEPS. MEPCOM will process national agency checks and local agency checks (NACLACS) and drug screening to validate muster reports of compliance. Enlisted Soldiers will then coordinate with the nearest military installation senior career counselor for enlistment to active duty. Officers will coordinate directly with HRC accessions and career branches for re-accession and appointment to active

duty. Additionally, all returning Soldiers will complete a periodic health assessment (PHA) during in-processing at their first duty assignment.

e. Promotion eligibility. All members of the CIPP are ineligible for promotion consideration under reference (A) of this message, from the date of release from the RA/USAR AGR through the period of participation in the program, until return to the RA/USAR AGR. Upon return to the RA/USAR AGR, the Soldier will be appointed or reenlisted in the same grade last held on active duty and date of rank adjusted with the exception of items “f” and “g” below.

f. Service computation requirements officers. Upon return to active duty, an officer’s date of rank (DOR) will be adjusted to a later date under regulations prescribed by SECARMY so as to delete the period of absence. Officers will complete a DD Form 1506 and DA Form 7301-R as part of the accession process. Other administrative data will be adjusted by officer accessions branch as required (i.e. BASD, YMAV, DTECUR, AFCS, YG, DTE last evaluation).

g. Service computation requirements enlisted. Upon return to active duty, an enlisted DOR will be adjusted to a later date under regulations prescribed by SECARMY so as to delete the period of absence. Enlisted Soldiers will complete a DD Form 1506 and DA Form 7301-R as part of the accession process. Other administrative data (i.e. BASD, PEBD, GCMDL date, last evaluation) will be adjusted by MEPS or accessions branch as required.

h. Pay and allowances. The effective date of pay and allowances will be the date the Soldier returns to active duty.

i. Reinstatement of CSRB. If a Soldier is entitled, but has not received payments under the service agreement prior to program participation, the payment will be deferred until the Soldier returns to active duty status provided the Soldier is otherwise qualified.

j. Evaluations. The period served in CIPP is not addressed for evaluation purposes.

14. Timeline:

a. Packets will be reviewed by HRC on an open enrollment basis for consideration.

- b. Selection panel will convene when packets are complete and submitted.
- c. Only selectees will be notified via email.

15. Points of contact:

- a. Officer CIPP career manager: HRC Leader Development Division, Officer Retention Branch (AHRC-OPL-R), Mr. Robert Peterson, 502-613-6599, DSN 983-6599, robert.w.peterson22.civ@mail.mil.
- b. Enlisted CIPP career manager: HRC Operations Management Division (AHRC-EPO-A), Ms. Pat Woods, 502-613-5122, DSN 983-5122, patricia.l.woods10.civ@mail.mil.
- c. DFAS representative: System Liaison and Procedures Division, Mr. Stuart Kran, stuart.a.kran@dfas.mil.

16. This is an HQDA DCS, G1 and HRC coordinated message.