MILPER Message 16-297 --- Proponent AHRC-EPD-R

Title

Processing Active Duty Enlisted Home Base/Advance Assignment Program (HAAP) Participation Declinations and HAAP Cancellations Due to Foreign Service Tour Extensions (FSTE)

...Issued:[14-Oct-2016]...

- A. AR 614-200 (Enlisted Assignments and Utilization Management), 26 Feb 09 (Expedite Revision (EXREV) 002, 11 Oct 11).
- B. AR 600-8-11 (Reassignment), 1 May 07 (EXREV 002, 18 Oct 12).
- 1. This message will expire one year after release. Guidance contained herein will be added to the next revision of reference A.
- 2. Declinations.
- a. Participation in the Home Base/Advance Assignment Program (HAAP) is optional. Enlisted Soldiers who decline to participate will indicate so during their reassignment briefing, and the Soldier's desire not to participate in the HAAP will be indicated in his or her permanent change of station orders. The servicing Military Personnel Division (MPD) must send an encrypted email message, with attachment showing HAAP declination, to the Strategic Actions Team (SAT), Enlisted Personnel Management Directorate. The email address is usarmy.knox.hrc.mbx.epmd-readiness-team@mail.mil. Ensure HAAP declination, Soldier's last name, and Soldier's first name are contained on the subject line, and that the full social security number is included in the attachment or the body of the email.
- b. The SAT office will update the Soldier's Home Base/Advanced Assignment Installation (HAAPIN) field to "YY" (Not Applicable) and Home Base/Advance Assignment Status (HBASMT) field to "D" (Declination of HAAP) to reflect the declination. Only the SAT office is authorized to post HAAP declinations for enlisted Soldiers.
- 3. Foreign service tour extensions.
- a. Soldiers who voluntarily extend their foreign service tour will have their HAAP cancelled. Cancellation will be processed at the time the FSTE is approved by Human Resources Command (HRC), or, if the FSTE is approved by the overseas command, at the time HRC receives documentation of the approved FSTE.
- b. The SAT office will update the Soldier's HAAPIN field to "YY" and HBASMT field to

- "F" (Disqualified IAW AR 614-200) to reflect the declination. Only the SAT office is authorized to post HAAP cancellations for enlisted Soldiers.
- 4. Upon completion of the dependent restricted short tour, Soldiers who declined participation in the HAAP or have their HAAP cancelled due to voluntary FSTE will be reassigned according to the needs of the Army.
- 5. All other provisions in AR 614-200, para 9-1 through 9-2 apply.
- 6. The point of contact is Readiness Team, Mr. Davis S. Joseph, AHRC-EPD-R, at either DSN 983-5960, commercial (502) 613-5960, or via email at usarmy.knox.hrc.mbx.epmd-readiness-team@mail.mil.