

*25th Infantry Division
Tropic Lightning*



***LEADERS GUIDE TO
RETENTION***



OATH OF REENLISTMENT

I, _____, do solemnly swear (or affirm), that I will support and defend the constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same and that I will obey the orders of the President of the United States and the orders of officers appointed over, according to regulations and the Uniform Code of Military Justice. So help me God!



**HONOR THE HISTORY,
CONTINUE THE LEGACY
STAY TROPIC LIGHTNING!**

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Reenlistment Qualification Steps

Qualifying a Soldier for reenlistment entails five steps. These steps must be followed to ensure that Soldiers being reenlisted meet all statutory and regulatory requirements for immediate reenlistment.

- a. Determination of eligibility for discharge.
- b. Determination of eligibility for reenlistment.
- c. Determination of eligibility for waiver(s) if necessary.
- d. Determination of reenlistment periods.
- e. Determination of eligibility for reenlistment option(s).

Qualification of a Soldier for Discharge

A Soldier may be discharged for immediate reenlistment at the times shown in below.

- a. A Soldier may be discharged for immediate reenlistment at any point within 24 months of his/her ETS. Election of this discharge option is available to all reenlistment eligible Soldiers. Upon reenlistment, Soldiers may elect to cash in accrued leave.
- b. A Soldier may be discharged for immediate reenlistment at any time prior to ETS when the Soldier incurs a service remaining requirement (SRR) imposed by HQDA that cannot be met on the current enlistment or enlistment as extended. Soldiers must be advised of the benefits or disadvantages of AR 601-280, electing an extension of enlistment instead of discharge and immediate reenlistment. The new period of reenlistment must not expire earlier than the previous ETS.
- c. Soldiers may be discharged for immediate reenlistment upon completion of training under the BEAR Program. The new period of reenlistment must not expire earlier than the previous ETS.

CAREER COUNSELING SESSIONS/RETENTION INTERVIEWS

Type and Timeframe

Who conducts:

Within 30 days of assignment to unit (all Soldiers)
Integration

Career Counselor

90-120 days after assignment to unit (all Soldiers).
Professional and Career Development

Career Counselor

Annually on BASD anniversary (All Soldiers)
Professional and Career Development

Company Commander

26 months prior to ETS (all Soldiers not on indefinite status)
Sustainment

Company Commander

24-25 months prior to ETS (all Soldiers not on indefinite status)
Sustainment

Career Counselor

16-18 months prior to ETS (all Soldiers not serving on indefinite status)
Sustainment

Career Counselor

12-13 months prior to ETS (all Soldiers not serving on indefinite status)
Sustainment

Career Counselor

7 months prior to ETS (all Soldiers not serving on indefinite status).
Sustainment

Career Counselor

180 days prior to ETS or beginning of transition leave
Reserve Component Benefits and Options

RC Career Counselor

60-90 days after reenlistment (all Soldiers).
Career Development

Career Counselor

60-90 days prior to PCS/Leave/Training Start Date or Transition Leave/ETS (all Soldiers).

Career Development

Career Counselor

The Army Career Counseling System is designed to develop leaders, improve force alignment and impact Army end-strength. The system and required counseling sessions are not designed to replace or provide oversight of the unit leader developmental counseling requirements, but rather supplement the process through leader development and Soldier education.

Retention Control Points

<u>Rank</u>	<u>Total Active Service in Years</u>
PVT-PFC	8 (POL MSG 09-01 (C1))
CPL/SPC	10
CPL/SPC (Promotable)	15
SGT	15
SGT (Promotable)	20
SSG	23
SSG (Promotable)	26
SFC	26
SFC (Promotable)	29
1SG/MSG	29
1SG/MSG (Promotable)	32
CSM/SGM	32

1. The RCP for Soldiers in the ranks of SSG(P) and above who are assigned to special bands (West Point Band, The Army Band, The Fife and Drum Corps and the Army Field Band) differs from the above table. They are: SSG(P) and SFC 30 years; SFC(P) and 1SG/MSG 33 years; and 1SG/MSG(P) and CSM/SGM 35 years.

2. (POL MSG 09-01 (C1)) Command Sergeants Major serving in nominative positions where the commander is a GO and the CSM serving a Commandant, USA Sergeants Major Academy are authorized retention beyond 30 years. These Soldiers will not be retained beyond 35 years of active federal service.



Reenlistment Options

Soldiers must meet the retention qualification listed in AR 601-280 such as:

Valid APFT; meet HT/WT standards, all requirements that they need to have to stay within their MOS; rank; trainability; if re-training must meet the requirements for the new MOS...

OPTION 1

Open to all soldiers; can reup between 2-6 years provided it will not go past their RCP (Retention Control Point); SSG with over 10 years at discharge; Soldiers on assignment instructions; Soldiers who are in over strength on AI; SSG(P).

OPTION 2

Soldiers under 10 years AFS and reenlisting more than 6 months from ETS, DEROS or lifecycle; must reup for a minimum of 4 years; can reup for 4, 5, 6 years.

OPTION 3

Initial term Soldier or Soldiers in an over strength MOS with under 10yrs AOS; must reup for 4 years except if reenlisting for CMF 11,13,19,21. Must meet the qualifications for the new MOS. Must meet the time on station (TOS) requirements or DEROS.

OPTION 4

Initial or mid-career Soldiers , who are SSG or below and reenlist for 4, 5, 6. Must meet TOS or DEROS.

OPTION 5

Initial or mid-career with less than 10 years AFS; must meet TOS.

Indefinite Reenlistment Option

1. Regular Army Soldiers in the rank of SSG-CSM who will have 10 or more year's active federal service (AFS) on the date of discharge for immediate reenlistment will be restricted to an indefinite term of reenlistment, unless prohibited by other provisions of AR 601-280. Soldiers mentioned above will reenlist for the indefinite reenlistment program upon entry into the normal reenlistment window or when required to reenlist for a service remaining requirement.
2. Additionally, Soldiers over 10 years AFS who are selected for promotion to SFC - CSM who will have insufficient service remaining (24 months upon promotion) will be required to reenlist for indefinite status prior to being promoted.
3. Although the program is labeled "indefinite", retention control points (RCP) for the Soldier's current or promotable rank will govern the period of enlistment.
4. RCPs listed in table 3-1, AR 601-280 will be used to establish the Soldier's ETS and will automatically default to the last day of the month of the Soldier's RCP. When computing the RCP, do not use the 29 day rule.
5. Soldiers who are promoted or attain promotion list status after they have reenlisted for indefinite status will automatically be entitled to serve until the RCP for the new rank and the ETS will be updated from the top of the system with the exception of CSM over 30 years and special bands persons.

Bonus Extension and Retraining (BEAR) Program

The objectives of the BEAR Program are to attract highly qualified Soldiers in the rank of SSG and below who are currently serving in an over-strength/balanced MOS to migrate into a critically short SRB MOS, and receive an SRB in the newly awarded PMOS.

1. Soldiers applying for the BEAR Program must be eligible for reenlistment.
2. Soldiers must be in the rank of SSG or below. Additional rank requirements are as follows:

(1) If the Soldier's rank is SGT and below, the appropriate rank column for PMOS (as shown in current HRC In/Out Calls Message) must show N/N or N/Y at their current rank and MOS.

(2) If the Soldier's rank is SSG, the appropriate rank column for PMOS (as shown in current HRC In/Out Calls message) must show (BEAR MSG 09-01) N/N or N/Y at their current rank and MOS.

(3) Soldiers on an initial enlistment must be rank PFC or higher, and must be eligible to extend to complete 24 months TIS after completion of training. No waivers will be considered. They may apply for the BEAR Program regardless of status of in/out calls. These Soldiers will be scheduled for training so that they will have a minimum of 17 months of continuous AD upon completion.

3. Soldiers requesting reclassification into selected MOS as published BEAR Program message, may request reclassification regardless of the status of their PMOS.

4. Soldiers, other than initial term Soldiers, must not have been alerted for reassignment at the time application is received at HRC.

5. Soldiers who possess a PMOS identified as being a space imbalanced MOS (SIMOS) are eligible to apply for the BEAR Program.

6. Soldiers must be qualified for training and attendance at the U.S. Army service school per DA Pam 611-21, AR 614-200, and DA Pam 351-4, and meet any special requirements for requested MOS.

7. Soldiers must be recommended for participation in the BEAR Program by the Soldier's immediate commander.

8. The Soldier must have completed at least 2 years of active duty (12 months for 2-year enlistees) and at the time of application be within 24 months of ETS. In addition, Soldiers serving in an oversea area must be within 24 months of normal tour completion at time of application. The SRR is 24 months upon course completion. Soldiers must not age outside of the SRB zone for which they extended.

SELECTIVE REENLISTMENT BONUS

The SRB program is a retention incentive paid to Soldiers who reenlist for a minimum of three years in a military skill designated as critical. The objective of the SRB program is to increase the number of reenlistments in critical MOSs that do not have adequate retention levels to man the force. A qualified Soldier may be paid an SRB only once within each zone of eligibility and is paid on the additional obligated service.

Those zones are:

Zone A - reenlistment between 21 months and six years of active service.

Zone B - reenlistment between six to 10 years of active service.

Zone C - reenlistment from 10 to 14 years of active service.

Currently, awarded bonuses are paid in lump-sum.

Reenlistment bonuses are fully taxable, unless the soldier reenlists in a designated combat zone which has been declared a tax-free zone. In that case, the entire amount of the reenlistment bonus is tax-free (federal income tax), regardless of when it is actually paid.

The eligibility criteria for awarding the SRB and other program features are outlined in AR 601-280, Army Retention Program, Chapter 5.

<http://www.armyreenlistment.com/board.htm>

Commander's Rehabilitative Tool
(Reference - Chapter 8, AR 601-280)

1. Documentation is collected in support of the bar to reenlistment.
 2. Bar is prepared (ERB attached).
 3. Soldier is flagged. (See AR 600-8-2)
 4. Bar is presented to Soldier by the initiating commander.
 - a. Commander counsels Soldier using DA Form 4856-R.
 - b. If Soldier refuses to acknowledge receipt, see AR 600-37.
 5. The Soldier is given 7 days to prepare a statement, if desired.
 6. Annotate the DA Form 4591-R with the date and reason the bar is being submitted.
 7. The Soldier gives the statement to the initiating commander.
 - * 8. All commanders endorse the bar to the approval authority.

---(Any commander can disapprove)---
 - * 9. The bar is approved.
 10. AEA code of (C) is submitted when applicable (see AR 614-200).
 11. An (9K) Immediate Reenlistment Prohibition Code is submitted (see AR 680-29).
 12. The bar is endorsed to the unit commander.
 13. Unit commander advises the Soldier (see AR 600-37).
 14. The Soldier is allowed 7 days for an appeal statement, if desired.
 15. Annotate the DA Form 4591-R w/approval date and the (9K) Immediate Reenlistment Prohibition Code.
 16. The Soldier gives the appeal to the unit commander.
 - * 17. All commanders endorse the appeal to the appeal authority.
 - * 18. The appeal authority approves or disapproves the appeal.
 19. The appeal is endorsed by all commanders to the unit commander.
 20. The unit commander informs the Soldier of the appeal authority's decision.
 21. 1 copy of the bar with enclosures will be delivered to the retention office for further processing.
- * Career Counselor reviews the bar and advises the commander(s)

RESERVE COMPONENTS PROGRAMS

Soldiers who have not completed their 8 year Military Service Obligation and separate at their expiration term of service (ETS) will have the opportunity to decide how they will fulfill their remaining Statutory Obligation with one of the below components.

a. Individual Ready Reserve (IRR: IRR Soldiers play a critical role in our Nation's defense and are subject to involuntary called to active duty service during times of War or National Emergency by the President of the United States. There is no guarantee for stabilization coming off of Active duty and going into the IRR, you are an asset to fill a shortfall within the Reserve Components if needed.

b. Transitioning into the United States Army National Guard(ARNG) or United States Army Reserve(USAR) will guarantee a qualified Soldier many important benefits such as stabilization from deployment, continued medical care, monthly income, commissary, post exchange, base privileges, retirement and many others. You receive these benefits for your weekend drill of a Saturday and Sunday consisting of 8hr days one weekend a month and 14 days annual training a year.

A qualified Soldier is one that is separating under honorable conditions that has completed their contractual requirement of active duty service and that is not being chaptered, barred or flagged (There are some exceptions for chapters and flags) Your Reserve Component Career Counselor will determine your qualifications through your Enlisted Records Brief (ERB).

You have many options transitioning into the ARNG or USAR with reclassification and special programs (i.e., Drill Sergeant and Officer Candidate School); Based on your ETS date will determine what options are available at that time. Start talking to your Reserve Component Career Counselor 6 months from your ETS, this will help you determine what benefits you currently have compared to what you will have when you ETS. This is your opportunity to ensure you are prepared for adjustment into the civilian world. We are here to assist you with that transition back home for you and your family.

Options in Deployed Theater

9 Months prior to LAD
Eligible Service Member
Deployment Extension Incentive Pay (DEIP)

3 Months prior to LAD
Lose movement options due to stop move
DEROS will adjust to redeploy + 3 months.

Eligible for E-1 & E-2 & E-3 (options)
18 months

All bonus tax free:

Movement options available approximately:
90 days after Boots On Ground and
within 11 months of DEROS

90 days prior to ETS no options available only
ETP

All Soldiers whose ETS date is within:
90 days of redeployment,
their stop move end date
and their DEROS
will only be eligible for
Needs of the Army
if approved ETP



Other Programs

25th Div Retention

<http://www.25idl.army.mil/retention/index.asp>

Nomination Assignments

<http://www.armyreenlistment.com/nominativeassignments.htm>

Bear Messages:

<http://www.armyreenlistment.com/bear.htm>

Reclassification

<http://www.armyreenlistment.com/reclass.htm>

Army Reenlistment Options:

<http://www.armyreenlistment.com/option5.htm>

POST 9-11 GI Bill

http://www.gibill.va.gov/GI_Bill_Info/CH33/Post-911.htm

Upon submission of request Please see your Retention NCO or Career Counselor immediately to finalize your request.

My Army Benefits

<http://myarmybenefits.us.army.mil/>

Mission

As the program administrators and expert technical advisors, we are here to provide the leadership with necessary guidance to enable them to achieve their Retention Mission, attain the readiness posture of the organizational Army Retention Program, comply with HQDA and higher headquarters regulatory guidance, and administer the daily operations of the Commander's Retention Program.

Vision

To deliver the best quality service while maintaining a high state of readiness in an organization of excellence.

Goals

- **Reenlist Soldiers on a long term basis.**
- **Enlist, or transfer/assign separating Soldiers into RC units.**
- **Achieve and maintain Army force alignment.**
- **Support special programs: USMAPS and ROTC "Green to Gold".**
- **Strive for our Retention Team to have a mutual respect, confidence, and a stable foundation so as to which long-term relations fostered and organizational effectiveness achieved.**



TROPIC LIGHTNING MARCH

**We strike like Tropic Lightning,
We're trained and ready to fight!
The Twenty-Fifth has written tales of
glory,
We can always add another story.
Through the whole Pacific,
Our answer will always be swift!
We're tough, we're ready for whatever
mission, We are the Twenty-Fifth!**