MILPER Message Number

20-181

Proponent

AHRC-ROR-ADB

Title

Amendment to MILPER Message 19-379, Calendar Year (CY) 2021 United States Army Reserve (USAR) Lieutenant Colonel (LTC) Troop Program Unit (TPU) Command Board Announcement

...Issued:[6/18/2020 11:15:33 AM]...

A. MILPER Message 19-379, 20 Nov 2019, Calendar Year (CY) 2021 United Program Troop Program Unit (TPU) Command Board Announcement

1. This MILPER message will expire NLT 31 Dec 20.

2. Paragraph 2 of MILPER Message 19-379, Calendar Year (CY) 2021 United States Army Reserve (USAR) Lieutenant Colonel (LTC) Troop Program Unit (TPU) Command Board Announcement is amended as follows:

a. Reads as: An HQDA selection board will convene on or about 8 Jul 20 to consider eligible USAR LTCs, promotable Majors (MAJs), and MAJs in the or above the zone for mandatory promotion FY20 for assignment to CY21 USAR LTC TPU command positions other than Army Acquisition Corps (AAC) and Judge Advocate General (JA) command positions

b. How changed: An HQDA selection board will convene on or about 20 Oct 20 to consider eligible USAR LTCs and promotable Majors (MAJs) in FY20 for assignment to CY21 USAR LTC TPU command positions other than Army Acquisition Corps (AAC) and Judge Advocate General (JA) command positions

3. Paragraph 5 of MILPER Message 19-379, Calendar Year (CY) 2021 United States

Army Reserve (USAR) Lieutenant Colonel (LTC) Troop Program Unit (TPU) Command Board Announcement is amended to read:

a. Reads as: Key dates for the CY21 USAR LTC TPU command board:

Application Period (CPD) Dates	OER thru Dates (Code 09)	My Board File Dates	AMHRR Date for Documents Submission	DA Photo Date Submission	OER Received by Date	Board Dates
6 Dec 19 – 22 Apr 20	2 Apr 20	10 May – 1 Jul 20	22 Jun 20	2 Jul 20	1 Jul 20	8 Jul - 3 Jul 20

b. How changed: Key dates for the CY21 USAR LTC AGR/TPU command board:

Application Period (CPD) Dates	OER thru Dates (Code 09)	My Board File Dates	AMHRR Date for Documents Submission	DA Photo Date Submission	OER Received by Date	Board Dates
6 Dec 19 – 22 Apr 20 and 1 Jul 20 – 7 Sep 20	15 Jul 20	10 May – 1 Jul 20 and 22 Aug-14 Oct 20	4 Oct 20	14 Oct 20	13 Oct 20	20 Oct - 13 Nov 20

4. Paragraph 6a of MILPER Message 19-379, Calendar Year (CY) 2021 United States Army Reserve (USAR) Lieutenant Colonel (LTC) Troop Program Unit (TPU) Command Board Announcement is amended as follows:

a. Reads as: All TPU LTCs, MAJs (promotable), and MAJs considered for promotion by the FY20 LTC Army Promotion List (APL) or the FY20 LTC Army Medical Department (AMEDD) promotion selection boards who meet the eligibility criteria under this paragraph will be considered. AGR officers who do not want to be considered for command must decline consideration by following the instructions in paragraph 8f.

b. How Changed: All TPU LTCs, MAJs (promotable), and MAJs considered for promotion by the FY20 LTC Army Medical Department (AMEDD) promotion selection boards who meet the eligibility criteria under this paragraph will be considered. AGR officers who do not want to be considered for command must decline consideration by following the instructions in paragraph 8f.

5. Paragraph 8a of MILPER Message 19-379, Calendar Year (CY) 2021 United

States Army Reserve (USAR) Lieutenant Colonel (LTC) Troop Program Unit (TPU) Command Board Announcement is amended as follows:

a. Reads as: The application period for this board is 6 Dec 19 through 22 Apr 20. This is a mandatory application driven opt-out board meaning TPU officers will be considered if they do not decline regardless if they complete their application.

b. How Changed: The application periods for this board are 6 Dec 19 through 22 Apr 20 and 1 Jul 20 through 7 Sep 20. This is a mandatory application driven opt-out board meaning TPU officers will be considered if they do not decline regardless if they complete their application.

6. Paragraph 8h(1) of MILPER Message 19-379, Calendar Year (CY) 2021 United States Army Reserve (USAR) Lieutenant Colonel (LTC) Troop Program Unit (TPU) Command Board Announcement is amended as follows:

a. Reads as: MBF opens 10 May 20 through 1 Jul 20. The MBF application is comprised of the official photo as recorded in Department of the Army Photograph Management Information System (DAPMIS), Automated/Officer Record Brief (ORB) and documents from the Performance Section of their Army Military Human Resources Record (AMHRR).

b. How Changed: MBF opens 22 Aug – 14 Oct 20. The MBF application is comprised of the official photo as recorded in Department of the Army Photograph Management Information System (DAPMIS), Automated/Officer Record Brief (ORB) and documents from the Performance Section of their Army Military Human Resources Record (AMHRR).

7. Paragraph 9d of MILPER Message 19-379, Calendar Year (CY) 2021 United States Army Reserve (USAR) Lieutenant Colonel (LTC) Troop Program Unit (TPU) Command Board Announcement is amended as follows:

a. Reads as: All AMHRR/IPERMS updated submissions must be received NLT 18 May 20 to allow for sufficient processing time. Ensure S-1/ARA/MPD/MIL HR offices and HRC Career Managers type the word "Board" in the container field of the batch for priority processing. Write down the batch number for future reference. All updates to the Performance folder of the AMHRR will populate the MBF application, but there is typically a delay involved. This is normal; applicants must plan according.

b. How Changed: All AMHRR/IPERMS updated submissions must be received NLT 4 Oct 20 to allow for sufficient processing time. Ensure S-1/ARA/MPD/MIL HR offices and HRC Career Managers type the word "Board" in the container field of the batch for priority processing. Write down the batch number for future reference. All updates to the Performance folder of the AMHRR will populate the MBF application, but there is typically a delay involved. This is normal; applicants must plan according.

8. Paragraph 10a of MILPER Message 19-379, Calendar Year (CY) 2021 United States Army Reserve (USAR) Lieutenant Colonel (LTC) Troop Program Unit (TPU) Command Board Announcement is amended as follows:

a. Reads as: This board will review the official photograph in digital format stored in Department of the Army Photograph Management Information System (DAPMIS). In view of the emphasis on official photographs, officers are encouraged to review their official photograph IAW the guidelines in AR 640-30. If needed, go to https://vios.army.mil/, to find your nearest DAPMIS photographic facility location. Officers unable to view their DA photo in DAPMIS within three duty days after the photo was taken should contact the Installation Photographic Facility for assistance. Photographs must be accepted in DAPMIS NLT 29 May 20 to allow for required processing time.

b. How Changed: This board will review the official photograph in digital format stored in Department of the Army Photograph Management Information System (DAPMIS). In view of the emphasis on official photographs, officers are encouraged to review their official photograph IAW the guidelines in AR 640-30. If needed, go to https://vios.army.mil/, to find your nearest DAPMIS photographic facility location. Officers unable to view their DA photo in DAPMIS within three duty days after the photo was taken should contact the Installation Photographic Facility for assistance. Photographs must be accepted in DAPMIS NLT 14 Oct 20 to allow for required processing time.

9. Paragraph 11 of MILPER Message 19-379, Calendar Year (CY) 2021 United States Army Reserve (USAR) Lieutenant Colonel (LTC) Troop Program Unit (TPU) Board Announcement is amended to read.

a. Senior raters should provide a current and accurate evaluation for officers considered by the selection board. HRC will carefully screen evaluations for format inconsistencies or impermissible content. To that end, the suspenses listed below are established to ensure sufficient processing time prior to the board convene date. Senior raters retain the authority to submit regular reports up to 90 days from the thru date of the report, as specified in AR 623-3, para 3-9a(9)(f). Senior raters may consider submitting an optional OER based upon intervening suspenses as appropriate in order to ensure it is seen by the board. Reminder, optional reports are at the discretion of the rating chain.

b. In order to be considered by the board, all mandatory or optional Officer Evaluation Reports (OER)/Academic Evaluation Reports (AER) must be received, error free, by the HRC Evaluations Branch NLT 13 Oct 20. To ensure reports are received at HRC by this date, commanders at all levels must ensure any applicable evaluation reports for eligible officers are expeditiously processed.

c. OERs must be prepared on the appropriate DA Form 67-10 Series OER form within the Evaluation Entry System (EES) and submitted to HRC via EES. If unable to access and submit evaluations within EES, hard copy DA Form 67-10 Series, OERs can be prepared and mailed to: CDR, USA HRC, AHRC-PDV-ER, 1600 Spearhead

Division Ave, Dept. #470, Fort Knox, KY 40122-5407. Access to EES is available at the following link: https://evaluations.hrc.army.mil/ . If unable to access EES, DA Form 67-10 Series, OERs can be obtained from the Army Publishing Directorate's webpage at the following link: https://armypubs.army.mil/.

(1) Sending OERs by email is only for deployed units or deployed rating officials and should only be used for deployed units who created PDF-F evaluations outside of EES.

(2) All non-deployed units or rating officials with ink-signed or older version forms must mail the hard copy OER to CDR, USA HRC, AHRC-PDV-ER, 1600 Spearhead Division Ave, Dept. # 470, Fort Knox, KY 40122-5407.

d. Complete-the-Record Report (Code 09):

(1) A Code 09, Complete-the-Record OER, is "optional" for officers who meet the criteria IAW AR 623-3, paragraph 3-57.

(2) The required "thru date" for Complete-the-Record Reports (Code 09) is 15 Jul 20. All complete-the-record OERs for this board will be required to be prepared and submitted on the appropriate DA Form 67-10 within EES or found on the Army Publishing Directorate's webpage and must arrive by the established receive no later than date in this announcement.

(3) Any previously submitted Complete-the-Record (Code 09) report having a "thru date" other than 15 Jul 20 is now an invalid evaluation and will not be considered for this board. Previously submitted Complete-the-Record (Code 09) reports containing incorrect "thru dates" will be returned to rating officials for needed updates to the evaluation report "thru date" and to also permit rating officials an opportunity for considered assessment content additions due to an assessment period change with this newly established "thru date".

(4) Refer to AR 623-3, paragraph 3-57, to determine eligibility for submitting a Complete-the-Record Report; all criteria must be met to receive this report.

(5) All other reports (mandatory or optional), excluding complete-the-record (Code 09) will have "thru dates" that reflect the date of the event which triggered the report requirement. For example, if the date of the report calls for an annual, then the report date needs to reflect annual.

e. Reports which are received by HRC Evaluations Branch for processing on or before 13 Oct 20, are placed in the officer's Army Military Human Resource Record (AMHRR) and their board file prior to board voting, assuming the evaluation is relatively free of errors. This suspense date is for receipt of evaluations by HRC Evaluations Branch, not for submission to AMHRR. If an evaluation is seen as working in the Evaluation Reporting System (ERS) with a received by date of 13 Oct 20, or earlier and the evaluation is free of errors, it will be completed in time for the selection board.

f. Officers with missing OERs from their board file or AMHRR should first check the online application EES. This will identify any evaluations not completed (either on hold or rejected) due to errors. Officers with questions about OER policy or procedural matters can contact an Evaluations Branch Point of Contact (POC) for resolution at either Commercial (502) 613-9019, DSN 983-9019 or: usarmy.knox.hrc.mbx.tagd-eval-policy@mail.mil.

g. AERs.

(1) AERs prepared on NOV 2015 dated forms having "THRU DATES" of 31 August 2019 and earlier must be mailed hard copy to CDR, USA HRC, ATTN: AHRC-PDV-ER, 1600 Spearhead Division Ave, Dept #470, Fort Knox, KY 40122-5407. Emailing of AERs is not authorized and will not be accepted. DA Form 1059 series AERs, dated NOV 2015 will no longer be utilized for AERs with a THRU date of 1 September 2019 or after. DA Form 1059 series AERs dated NOV 2015 received having a THRU date of 1 September 2019 or later are invalid and will not be processed.

(2) AERs prepared on MAR 2019 dated forms are prepared by using EES or on a fillable .pdf-f version forms. Only the military school or institute of training that issued the AER is authorized to upload and submit the completed AER in EES.

(a) Effective 1 December 2019, DA Form 1059 or DA Form 1059-2 AERs dated MAR 2019 will be initiated, processed, and submitted using EES. There are no exceptions or alternate means for submission of these AERs. E-mail and hard copy submissions of a DA Form 1059 or DA Form 1059-2 AER will be considered invalid and will not be processed by HRC.

(b) DA Form 1059-1 AERs dated MAR 2019 .pdf-f forms are the only reports authorized to use the AER File Upload tool in EES.

h. Career Managers, board support personnel, and IPERMS support personnel are not authorized to place any evaluations directly into the AMHRR. All evaluations must process through the HRC Evaluations Branch using normal processing channels into the AMHRR and then into the officer's board file. OERs that are not labeled (and profiled) by the Evaluations Branch will not be seen by this board.

10. Paragraph 12 of MILPER Message 19-379, Calendar Year (CY) 2021 United States Army Reserve (USAR) Lieutenant Colonel (LTC) Troop Program Unit (TPU) Command Board Announcement is amended to read:

a. As an exception to AR 135-155, paragraph 3-3a(3), effective 1 Jan 18, the DA Form 2-1, PQR, is not authorized for inclusion in an officer's My Board File (MBF). In its place, the MBF of Reserve Component (RC) officers will contain an automated DA Form 4037, Officer Record Brief (ORB). Both the Army Reserve and Army National Guard now have the necessary systems in place to fully automate the transmission of ORB data to the DA Secretariat.

b. Officers are responsible for keeping their ORB updated with the most current

information.

(1) The RCMS ORB module generates an authorized version of DA Form 4037, ORB that selection boards use to assess an officer record. To ensure the board receives an accurate ORB, officers must be made aware of the following.

(2) On or about 22 Aug 20, HRC will import the RCMS version of the ORB into each officer's MBF, and then again on 8 Oct 20. The second import will allow officers to view the final version of the ORB that board members will view. After the ORB is imported a second time, no additional changes will be made.

(3) Officers can review their automated ORB by going to the US Army Reserve's RCMS G-1 Soldier Support website at https://selfservice.rcms.usar.army.mil and selecting My Record Brief. In the My Record Brief page, select "View Certified Selection Board Record Brief".

(4) To update or correct their RCMS ORB, officers must contact their TPU Unit Administrator, S-1, RPAC, or HR Section. Officers assigned to units outside of the USARC must contact their HRC Career Manager for help in updating their ORB. To allow sufficient time for corrections to be processed, requests must be submitted as soon as possible, but NLT 4 Oct 20.

11. Paragraph 13b of MILPER Message 19-379, Calendar Year (CY) 2021 United States Army Reserve (USAR) Lieutenant Colonel (LTC) Troop Program Unit (TPU) Command Board Announcement is amended as follows:

a. Reads as: Officers may write a memorandum to the President of the Board if there is information which would be deemed important in the consideration of their record. For example, if the officer is currently deployed and does not have a recent OER and are unable to update a photo. Officers should email memorandums in PDF format to usarmy.knox.hrc.mbx.tagd-board-agrcobncmd@mail.mil NLT 27 May 20. Applicants should not write a memorandum to the President of the Board which summarizes their military career or that is self-aggrandizing. Memoranda should be short, to the point and relevant.

b. How Changed: Officers may write a memorandum to the President of the Board if there is information which would be deemed important in the consideration of their record. For example, if the officer is currently deployed and does not have a recent OER and are unable to update a photo. Officers should email memorandums in PDF format to usarmy.knox.hrc.mbx.tagd-board-agrcobncmd@mail.mil NLT 12 Oct 20. Applicants should not write a memorandum to the President of the Board which summarizes their military career or that is self-aggrandizing. Memoranda should be short, to the point and relevant.

12. Points of contact for this message are:

a. POC for CPD issues: HRC USAR Command Program Manager, (AHRC-ROR-

ADB), MAJ Misty J. West at 502-613-6162, DSN 983-6162, email: misty.j.west.mil@mail.mil.

b. POC for all actions and slating: Army Reserve Command Board Program Manager (AFRC-PRP), Mr. Pfiffner Valery at 910-570-8834, DSN 670-8834, email: pfiffner.valery.civ@mail.mil or usarmy.usarc.usarc-hq.mbx.ar-g1cmdboards@mail.mil.

c. POC for board consideration file/eligibility questions/ application:

(1) AGR officers should contact the applicable assignment officer, (AHRC-ROM): https://www.hrc.army.mil/content/Army%20Reserve%20Officer%20Directory

(2) AMEDD officers (all AMEDD branches) should contact the AMEDD Officer Reserve Management Branch, (AHRC-OPH-R), at (502) 613-6525, DSN: 983-6525, email: usarmy.knox.hrc.mbx.opmd-hsd-reserve-branch@mail.mil.

(3) Judge Advocate General (JA) officers should contact the Office of the Judge Advocate General, Commercial (703) 545-2881.

d. POC for OER procedural matters, Evaluations Branch - Policy, (AHRC-PDV-EP), DSN 983-9019, Commercial (502) 613-9019, email: usarmy.knox.hrc.mbx.tagd-eval-policy@mail.mil.

e. POC for AMHRR/IPERMS is the Army Soldier Records Branch, Records Support Team: Commercial (502) 613-9990, press 2, DSN 983-9990, press 2 or e-mail: usarmy.knox.hrc.mbx.iperms-board-support@mail.mil. Do not send AMHRR update documents to this email; follow the procedures in paragraph 10 above. For additional information refer to the following website: https://www.hrc.army.mil/tagd/updating%20board%20documents or on Facebook at https://www.facebook.com/iPERMS.