



DEPARTMENT OF THE ARMY
OFFICE OF THE DEPUTY CHIEF OF STAFF G-1
300 ARMY PENTAGON
WASHINGTON DC 20310-0300

DAPE-ZA (600-8-24, 635-200)

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Extension of Temporary Change to Timeline for Requesting Voluntary Retirement from Active Service

1. References:

- a. Army Regulation 600-8-24 (Officer Transfers and Discharges).
- b. Army Regulation 635-200 (Active Duty Enlisted Administrative Separations).
- c. Memorandum, DAPE-ZA, Amendment to Temporary Change to Timeline for Requesting Voluntary Retirement from Active Service, 18 April 2023.
- d. Memorandum, DAPE-ZA, Extension of Temporary Change to Timeline for Requesting Voluntary Retirement from Active Service, 7 February 2024.

2. I hereby approve an extension to the temporary change to the timeline for Soldiers requesting voluntary retirement from active federal service. This extension will expire on 30 September 25 unless extended or incorporated into references 1.a. and 1.b.

3. Soldiers may submit voluntary retirement requests under this exception to policy (ETP) at least 12 months, but no more than 24 months, before their requested retirement date. Soldiers requesting voluntary retirement must have 18 or more years of active federal service and be able to complete all service obligations by the requested retirement date. Neither submission of a voluntary request for retirement nor an approved retirement prohibits reassignment if necessary to meet Army requirements or to be subject to future force shaping initiatives determined to be in the best interest of the Army.

4. Ineligibility for submission of voluntary retirement requests for Soldiers with fewer than 19 years of active federal service (AFS):

- a. Soldier is under assignment consideration and in the process of being selected for an assignment. This includes, but is not limited to, notification of entry into a market or being considered for a nominative assignment.
- b. Soldier has received official notification of a permanent change of station (PCS) assignment.

DAPE-ZA

SUBJECT: Extension of Temporary Change to Timeline for Requesting Voluntary Retirement from Active Service

5. Soldiers with 19 or more years of AFS under assignment consideration or have been officially notified of a PCS assignment may request retirement in lieu of the PCS within 30 days of the notification date. The requested retirement date must be within 12 months of assignment consideration or the official PCS assignment notification date.

6. In addition to the data being collected by U.S. Army Human Resources Command (HRC) for officer retirements, the following, at a minimum, will be collected by HRC for enlisted retirements submitted to HRC for approval:

a. Number of voluntary retirements initiated at the 24-month mark compared to the actual approval date.

b. Number of approved voluntary retirements that were later changed (change of retirement date, withdrawn, etc.).

c. Number of 24-month voluntary retirement requests initiated (E-7 thru E-9) at the 12-month time in grade mark after a promotion).

d. Specifically for CSM/SGM: Number of voluntary retirement requests submitted in lieu of complying with assignment instructions when selected for CSM/Key Billet.

7. Policy for requesting retirement remains otherwise unchanged. Procedural guidance will be published by HRC via MILPER message.

8. The points of contact for this action are Mr. Gerald A. Conway, Military Enlisted Personnel Policy, (703) 695-7989, gerald.a.conway.civ@army.mil; and Mr. Anthony B. Clark, Military Officer Personnel Policy, (703) 695-7277, anthony.b.clark4.civ@army.mil.

BRIAN S. EIFLER
Lieutenant General, GS
Deputy Chief of Staff, G-1

DISTRIBUTION:

Principal Officials of Headquarters, Department of the Army
Commander

U.S. Army Forces Command

U.S. Army Training and Doctrine Command

(CONT)

DAPE-ZA

SUBJECT: Extension of Temporary Change to Timeline for Requesting Voluntary Retirement from Active Service

DISTRIBUTION: (CONT)

- U.S. Army Materiel Command
- U.S. Army Futures Command
- U.S. Army Pacific
- U.S. Army Europe and Africa
- U.S. Army Central
- U.S. Army North
- U.S. Army South
- U.S. Army Special Operations Command
- Military Surface Deployment and Distribution Command
- U.S. Army Space and Missile Defense Command/Army Strategic Command
- U.S. Army Cyber Command
- U.S. Army Medical Command
- U.S. Army Intelligence and Security Command
- U.S. Army Corps of Engineers
- U.S. Army Military District of Washington
- U.S. Army Test and Evaluation Command
- U.S. Army Human Resources Command
- U.S. Army Corrections Command
- U.S. Army Recruiting Command
- Superintendent, U.S. Military Academy
- Commandant, U.S. Army War College
- Director, U.S. Army Civilian Human Resources Agency
- Executive Director, Military Postal Service Agency
- Director, U.S. Army Criminal Investigation Division
- Director, Civilian Protection Center of Excellence
- Director, U.S. Army Joint Counter-Small Unmanned Aircraft Systems Office
- Superintendent, Arlington National Cemetery
- Director, U.S. Army Acquisition Support Center

CF:

- Principal Cyber Advisor
- Director of Enterprise Management
- Director, Office of Analytics Integration
- Commander, Eighth Army