



DEPARTMENT OF THE ARMY
OFFICE OF THE CHIEF, ARMY RESERVE
2400 ARMY PENTAGON
WASHINGTON, DC 20310-2400

DAAR-IR

4 April 2018

MEMORANDUM FOR U.S. Army Reserve Command (USARC) G1, Human Resources Command (HRC) G1, and Geographic and Functional Command (GFC) G1 Offices

SUBJECT: Army Reserve Internal Review (ARIR) Policy for approval of 6T (Military Auditor) Skill Identifier (SI) or Additional Skill Identifier (ASI) for Army Reserve Soldiers

1. References:

- a. Assistant Secretary of the Army for Financial Management and Comptroller (ASA[FM&C]); Internal Review Guide, Chapter 14; (SI and ASI for Military Auditors) at <http://asafm.army.mil/offices/FO/InternalReview.aspx?OfficeCode=1500> (Encl 1).
- b. DA PAM 611-21, Military Occupational Classification and Structure, Tables 4-3 and 12-2; <https://www.milsuite.mil/book/groups/smartbookdapam611-21> (Encl 2).
- c. AR 11-7, (Army Internal Review Program), 29 March 2017, para's 1-6 and 2-2d (Encl 3).
- d. Memorandum. USARC, AFRC-PRP, 21 January 2016, subject: Delegation of Authority for Voluntary Branch Transfer and Functional Area Designation Requests for Army Reserve Troop Program Unit (TPU) Officers (Encl 4).
- e. Memorandum. OCAR, DAAR-HR, 11 January 2016, subject: Reclassification of Army Reserve Troop Program Unit Enlisted Soldiers; *pending revision* (Encl 5).
- f. Memorandum. USARC, AFRC-IR, 12 March 2018, subject: USAR Policy on Nomination of Troop Program Unit personnel for Army Reserve Internal Review (IR) Office positions (Encl 6).

2. Purpose. To provide proponent level procedures for approval of the 6T (Military Auditor) Skill Identifier (SI), or Additional Skill Identifier (ASI) for military personnel assigned to U.S. Army Reserve units. The SI/ASI 6T (Military Auditor) was created to enable the Army to quickly identify qualified military auditors when it becomes necessary or desirable to establish an internal review activity within a forward tactical area (See reference 1a).

3. Applicability. The SI/ASI 6T may be awarded to Army Reserve Soldiers with any Area of Concentration (AOC) or Military Occupational Specialty (MOS) IAW DA PAM 611-21.

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4. Policy.

a. Current policy for application and submission of requests for SI or ASI approval for Army Reserve Soldiers is established at USARC G1 (TPU Soldiers) and HRC (Active Guard Reserve [AGR] Soldiers) IAW the respective Personnel Action Guide (PAG).

b. Commanders will ensure certification for SI/ASI 6T is completed within 18 months of assignment for nominees who have been selected for IR TPU military auditor positions IAW reference 1f above.

5. Proponent. As the formal proponent agency, ASA (FM&C) has established that approval authority for 6T Skill Identifier (SI) is the Chief, Army Reserve (CAR). The Army Reserve Internal Review (ARIR) Office is the designated authority for the CAR, providing the final approval authority for award of SI/ASI-6T.

6. Approval Procedures. The Army Reserve Internal Review (ARIR) Office is the designated authority for the proponent agency to review qualifications of SI/ASI 6T for the CAR IAW Reference 1a and 1b above for all interested Army Reserve Soldiers (Officer and Enlisted). The following procedures will apply:

a. Applications for award of SI/ASI 6T will be submitted using the G1 Personnel Action Guide (PAG) checklist A-2-A-2, A-2-A-3, T-2-O-1 or T-2-E-1 through unit human resource channels to USARC G1/HRC. Applications will include the "Reclassification" option on DA Form 4187 addressed to USARC, Army Reserve Internal Review Office, 4710 Knox Street, Fort Bragg NC 28310. Specific documents required to be submitted with each application are listed on the SI/ASI 6T checklist ([Encl 7](#)).

b. USAR G1/HRC will provide a quality control check of each SI/ASI 6T packet received. Upon validation, G1/HRC will forward the packet to the ARIR mailbox at usarmy.usarc.usarc-hq.mbx.ir-training@mail.mil for proponent approval.

c. The ARIR Action Officer will review the education and experience requirements to ensure the applicant meets the eligibility standards per DA PAM 611-21, Table 4-3 (Officers) or Table 12-2 (Enlisted). The ARIR Director will review the application packet to ensure SI/ASI 6T qualification standards are appropriately met using the ARIR approval checklist ([Encl 8](#)).

d. If SI/ASI 6T eligibility criteria are met, the ARIR Action Officer will create a memorandum of approval ([Encl 9](#)) signed by the ARIR Director and addressed to USAR G1 (or HRC G1 for AGR Soldiers) for final processing of orders.

e. If SI/ASI 6T eligibility criteria are not met, the ARIR Action Officer will return the packet with a memorandum of disapproval ([Encl 9](#)) signed by the ARIR Director and addressed to USAR G1 (or HRC G1 for AGR Soldiers) stating the reason for ineligibility.

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7. Classification Memorandum or Orders will show the MOS/AOC and SI/ASI awarded and will be placed in the Soldier's Official Military Personnel File (OPMF)/interactive Personnel Electronic Records Management System (iPERMS).
8. Expiration. This Policy will remain in effect until superseded or rescinded.
9. POC for this action is E'Meka Davis, emeka.s.davis.civ@mail.mil, (910) 570-8083.

Debbie Marois

Encls

DEBBIE MAROIS
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Internal Review

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