

## **Chapter 11** **(11 Entry Level Performance and Conduct) (JGA)** **Not eligible for IRR**

**Email:** : [usarmy.bragg.usaq.mbx.dhr-transitions-chapters@army.mil](mailto:usarmy.bragg.usaq.mbx.dhr-transitions-chapters@army.mil)

Transition Office must have the following items before a chapter packet can be processed

1. Original Chapter Packet with signature and date; **with clearly identified chapter & paragraph**
  - a. Separation Authority approval memorandum (I direct/ I approve) (Approval Memorandum must state character of Service)
  - b. Recommendation Memorandum (Company Commander & Battalion Commander)
  - c. Initiation Memorandum (Company Commander)
  - d. Memorandum or Letter of Intent
  - e. Acknowledgement of Receipt
  - f. Election of Rights
  - g. Copies of all Article 15s (within last year)
  - h. DA Form 4187 reflecting any changes to duty status AWOL or Confinement, UMCJ (if applicable)
2. Documents rehabilitative counseling and actions taken by command for rehabilitation.
3. DA Form 4126-R (Bar to Reenlistment Certificate) – **(if applicable)**
4. STP (Soldier Talent Profile) (Current within 1 week)  
**(updated with non-transferable flags removed)**
5. Military Personnel Documents:
  - SGLV-8286 (Current within 12 months)
  - DD Form 93 (Current within 12 months)
  - Initial Contract 4/1, 4/2/ 4/3 (no 4/3 if prior service)
  - \* Reenlistment Contract 4/1
  - \* Extensions (DD Form 1695)
  - \* DD 214s for any prior service

\* If applicable