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051901ZAUG16

FM CDR XVIII ABN CORPS
TO CDR USASOC
CDR JSOC
CDR USACAPOC
CDR 82 ABN
CDR 1 TSC
CDR 3 ESC
CDR 18 FA BDE
CDR 20 EN BDE
CDR 16 MP BDE
CDR 525 E-MIB
CDR 44 MED BDE
CDR HHBN/XVIII ABN CORPS
CDR 10 PCH
CDR 108 ADA BDE
CDR GARRISON CMD
CDR 406 AFSB
CDR 4 BDE, EASTERN REGION, USACC (ROTC)
CDR WAMC
CDR 43 AIRLIFT GROUP
CDR 139 IN REGT (RTI) (NCANG)
CDR USA RESERVE CENTER
CDR 1-313 LSBN (USAR)
CDR 2-311 BN (CS) (CSS) (USAR)
CDR 6-108 MI (TNG) (USAR)
CDR 419 CSB
CDR 10 MP BN (CID)
CDR DENTAC
CDR FORSCOM/USARC STB
CDR USA ASOTD
CDR USA PARACHUTE TM (GOLDEN KNIGHTS)
CDR USA SORB
CDR USA SATMO
DIR USASNEC - FORT BRAGG
CDR FB AREA/RESIDENT OFFICE, SAVANNAH USAED
DIR CHRA - FORT BRAGG
DIR GISA FORT BRAGG
DIR JID - FORT BRAGG
DIR MICC - FORT BRAGG
CMDT NCOA - FORT BRAGG
CDR B/249 EN BN
CDR A/1-169 AV
CDR C/2-228 AV
CDR FB MI DET/308 MI BN (CI)
CDR 548 SC
INFO CDR FORSCOM
BT
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REF/B/DOC/USG/23OCT92//
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REF/G/DOC/USG/03JAN12//
REF/H/DOC/DOD/24JAN14//
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REF/J/ORD/HQDA/22DEC15//
REF/K/DOC/HQDA/17MAY16//

NARR/REF A IS PUBLIC LAW 101-510. REF B IS PUBLIC LAW 102-484. REF C IS PUBLIC LAW 107-103. REF D IS PUBLIC LAW 112-56, THE VOW TO HIRE HEROES ACT. REF E IS HQDA EXORD 054-12 ISO ARMY TRANSITION. REF F IS TITLE 10 U.S.C. 1142. REF G IS TITLE 10 U.S.C. 1144. REF H IS DODI 1322-29, JTEST-AI FOR ELIGIBLE SERVICE MEMBERS. REF I IS ARMY DIRECTIVE 2014-08, ARMY CAREER AND ALUMNI PROGRAM. REF J IS HQDA EXORD 087-16, TRANSITION LIFE CYCLE TO COINCIDE WITH THE RELEASE OF NEW ARMY TRANSITION POLICY. REF K IS AR 600-81 SOLDIER FOR LIFE-TRANSITION ASSISTANCE PROGRAM.//

GENADMIN/MSGID/CDRXVIIIABNCORPS//

SUBJECT: DIRECTIVE FOR XVIII ABN CORPS AND FORT BRAGG SOLDIER FOR LIFE-TRANSITION ASSISTANCE PROGRAM (SFL-TAP).//

TIMEZONE/R//

1. SITUATION.

1.A. IN DECEMBER 2011, THE ARMY PUBLISHED HQDA EXORD 054-12 (REF G) IN SUPPORT OF ARMY TRANSITION, SETTING NEW STANDARDS AND TIMELINES FOR TRANSITION SERVICES BASED ON PUBLIC LAW 112-56, ALSO KNOWN AS THE VOW TO HIRE HEROES ACT OR VOW ACT OF 2011. THE EXORD INTRODUCED A NEW DEADLINE FOR EACH SERVICE MEMBER TO BEGIN THE TRANSITION PROCESS (NLT 12 MONTHS OUT), NEW TRAINING REQUIREMENTS, AND TIME STANDARDS FOR THEIR COMPLETION.

1.B. THESE NEW STANDARDS BECAME EFFECTIVE ON THE EFFECTIVE DATE OF THE LAW, 21 NOV 12. PER THE EXORD, COMMANDERS ARE RESPONSIBLE FOR ENSURING THAT SERVICE MEMBERS INITIATE SOLDIER FOR LIFE-TRANSITION ASSISTANCE PROGRAM (SFL-TAP) SERVICES EARLY IN THE CAREER DECISION-MAKING OR TRANSITION PROCESS, NLT 12 MONTHS FROM SEPARATION DATE. THIS ALLOWS THE SERVICE MEMBER TO MAKE INFORMED CAREER DECISIONS AS HE/SHE COMPLETES THE MANDATED AND ELECTIVE TRANSITION REQUIREMENTS, WHICH INCLUDE: TRANSITION CORE CURRICULUM; DEPARTMENT OF LABOR EMPLOYMENT WORKSHOP; DEPARTMENT OF VETERAN AFFAIRS SEMINAR; GOALS, PLAN AND SUCCEED (GPS) EVENTS TO INCLUDE EDUCATION, TECHNICAL, AND ENTREPRENEURIAL TRACKS; AND A CAPSTONE EVENT.

1.C. RECOGNIZING THAT THE EFFECTIVENESS OF SERVICES IS DIRECTLY LINKED TO THE TIME SERVICE MEMBERS SPEND PREPARING FOR KEY DECISIONS OR FOR THEIR TRANSITION FROM ACTIVE DUTY, CONGRESS DIRECTED THAT SERVICE MEMBERS MAY ACCESS SERVICES UP TO 2 YEARS FOR RETIREES OR 18 MONTHS FOR ALL OTHER SERVICE MEMBERS PRIOR TO SCHEDULED SEPARATION DATE.

1.D. SERVICE MEMBERS WHO BEGIN THEIR SFL-TAP SERVICES EARLY IN THE WINDOW HAVE MORE CAREER OPTIONS, ARE BETTER ABLE TO COMPLETE SFL-TAP ACTIVITIES AROUND UNIT DUTY REQUIREMENTS, MAKE INFORMED CAREER DECISIONS AND ARE MORE SUCCESSFUL IF THEY DECIDE TO SEPARATE FROM THE ARMY. IF THE ARMY IS TO REALIZE THE BENEFITS OF REDUCED UNEMPLOYMENT COMPENSATION COSTS, HIGHER ACTIVE DUTY RETENTION, HIGHER ENLISTMENT IN THE NATIONAL GUARD AND RESERVE,

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AND ENHANCED IMAGE OF THE ARMY AS A GREAT PLACE TO START, SERVICE MEMBERS MUST HAVE TIME TO RECEIVE SUBSTANTIVE CAREER DECISION-MAKING AND EMPLOYMENT ASSISTANCE SERVICES.

1.E. IN JUNE 2014, THE CHIEF OF STAFF OF THE ARMY DIRECTED THE REBRANDING OF THE ARMY CAREER AND ALUMNI PROGRAM (ACAP) TO THE SOLDIER FOR LIFE-TRANSITION ASSISTANCE PROGRAM (SFL-TAP). THIS MARKED A CONTINUATION OF THE PARADIGM SHIFT RECOGNIZING THE IMPACT TAKING CARE OF SOLDIERS DURING THEIR CAREER DECISION-MAKING PROCESS AND EVENTUAL TRANSITION FROM ACTIVE DUTY HAS ON THE ARMY'S IMPERATIVE TO MAINTAIN A PREMIER ALL-VOLUNTEER FORCE.//

2. U.S. ARMY GARRISON AND FORT BRAGG SERVICE MEMBERS, IN COORDINATION WITH SFL-TAP, RECEIVE CAREER DECISION-MAKING AND TRANSITION SERVICES BEGINNING NLT 12 MONTHS PRIOR TO THEIR ETS, REFRAD, OR PROJECTED RETIREMENT IN ORDER TO MAKE INFORMED CAREER DECISIONS AND, EVENTUALLY, TO ENABLE A SUCCESSFUL TRANSITION INTO THE CIVILIAN SECTOR.//

3. EXECUTION.

3.A. FORT BRAGG LEADERS WILL ENSURE SERVICE MEMBERS WITHIN 24 MONTHS OF RETIREMENT OR 18 MONTHS OF ETS OR REFRAD REPORT TO, AND RECEIVE CAREER DECISION-MAKING AND TRANSITION SERVICES IN ACCORDANCE WITH THE VOW ACT AND HQDA EXORD 054-12 (REF G) IOT MAKE INFORMED CAREER DECISIONS AND MEET DEPARTMENT OF DEFENSE (DOD) AND DEPARTMENT OF THE ARMY (DA) TIMELINESS METRICS. LEADERS WILL ALSO ENSURE THAT SERVICE MEMBERS HAVE ACCESS TO SERVICES AND EVENTS, WHICH SUPPORT THE INDIVIDUAL TRANSITION PLAN (ITP) TO INCLUDE SEMINARS, HIRING EVENTS, INTERNSHIP OPPORTUNITIES, AND INTERVIEWS. FURTHERMORE, LEADERS WILL ACKNOWLEDGE AND ENFORCE TRANSITION FOCUS WINDOWS DURING WHICH TRANSITION ACTIVITIES TAKE PRECEDENCE FOR SOLDIERS PLANNING TO SEPARATE FROM THE ARMY. UPON ENTERING ELIGIBILITY WINDOWS, TRANSITION ACTIVITIES ARE SOLDIERS' ADDITIONAL DUTY AND SOLDIERS WILL SCHEDULE EVENTS AROUND UNIT REQUIREMENTS UNTIL THEY ENTER THEIR RESPECTIVE TRANSITION FOCUS WINDOWS. ONCE THEY ENTER THEIR TRANSITION FOCUS WINDOWS, TRANSITION ACTIVITIES BECOME THEIR PRIMARY DUTY. SUCCESS WILL BE ACHIEVED WHEN 85 PERCENT OF SEPARATING SERVICE MEMBERS COMPLETE REQUIRED SERVICES IAW HQDA EXORD 054-12 (REF G) TIMELINE METRICS.

3.A.1. DEPLOYMENTS. SIX MONTHS PRIOR TO DEPLOYMENT, UNIT LEADERSHIP WILL IDENTIFY SERVICE MEMBERS WHO ARE WITHIN EIGHTEEN MONTHS PRIOR TO ETS, REFRAD, OR RETIREMENT PRIOR TO DEPLOYMENT AND ENSURE THEY COMPLETE PRE-SEPARATION COUNSELING (DD FORM 2648) AND INITIAL SFL-TAP COUNSELING PRIOR TO DEPLOYMENT. DEPLOYING SERVICE MEMBERS MUST COMPLETE MANDATED TRANSITION SERVICES PRIOR TO DEPLOYMENT IF THEY WILL NOT MEET TIMELINE METRICS AFTER REDEPLOYMENT.

3.A.2. ACCELERATED/INVOLUNTARY SEPARATIONS. SERVICE MEMBERS BEING PROCESSED FOR ACCELERATED/INVOLUNTARY SEPARATIONS (I.E. ADVERSE, EARLY RELEASE, MEDICAL SEPARATIONS) WILL COMPLETE DD FORM 2648 PRIOR TO SUBMITTING THE SEPARATION PACKET. SERVICE MEMBERS WILL NOT BE ALLOWED TO OUT PROCESS UNTIL DA FORM 2648 AND PRESEPARATION COUNSELING HAS BEEN ACCOMPLISHED. THE CLEARANCE RECORD (DA FORM 137-2) WILL BE SIGNED, AT SFL-TAP, FOR THE SERVICE MEMBERS THAT HAVE NOT COMPLETED THE MANDATORY WORKSHOPS, BUT A MESSAGE WILL BE PLACED IN THE COMMENT SECTION THAT STATES SFL-TAP REQUIREMENTS NOT COMPLETED.

3.B. CONCEPT OF OPERATIONS.

3.B.1. PER PARA 3, LINE 3.B(3) OF REF G, COMMANDERS WILL APPOINT A FOCAL POINT ADVISOR (FPA) AT BRIGADE AND SEPARATE BATTALION LEVEL, WHO WILL ACT AS A LIAISON BETWEEN THE BDE AND SFL-TAP TRANSITION SERVICES MANAGER (TSM).

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NAMES OF THE DESIGNEES WILL BE SUBMITTED TO THE SFL-TAP TSM. NAMES WILL BE SUBMITTED BETWEEN 15 TO 24 MONTHS FOR RETIREES AND 15 TO 18 MONTHS FOR ETS OR REFRAD SERVICE MEMBERS. SERVICE MEMBERS WILL COMPLETE THE DD FORM 2648 (PRE-SEPARATION COUNSELING CHECKLIST) NLT 12 MONTHS PRIOR TO SEPARATION.

3.B.1.A. THE FPA SHOULD BE AN E-6 OR E-7 WITH AT LEAST ONE YEAR REMAINING IN THE UNIT.

3.B.1.B. DUTIES OF THE FPA.

3.B.1.B.1. ATTEND THE FORT BRAGG TRANSITION COUNCIL (FBTC) MEETINGS TO ADDRESS QUESTIONS AND CONCERNS RELATING TO THE TRANSITION PROCESS AS IT PERTAINS TO SEPARATION FROM THE MILITARY.

3.B.1.B.2. MONITOR UNIT ENROLLMENT STATUS IN SFL-TAP. ENROLLMENT GOAL IS 85 PERCENT OF ELIGIBLE SOLDIERS COMPLETE PRE-SEPARATION COUNSELING.

3.B.1.B.3. MONITOR TIMELINESS METRICS OF ALL UNITS. TIMELINESS GOAL IS 85 PERCENT OF SEPARATING SERVICE MEMBERS COMPLETE CAREER READINESS STANDARDS.

3.B.1.B.4. BE A CENTRAL POINT OF CONTACT FOR TRANSITION ISSUES.

3.B.1.B.5. RECEIVE AND DISTRIBUTE REPORTS FROM SFL-TAP.

3.B.1.B.6. FACILITATE INFORMATION FLOW TO LOWEST LEVEL.

3.B.1.B.7. ATTEND FBTC MEETINGS.

3.B.1.B.8. BRING ISSUES/QUESTIONS/CONCERNS REGARDING TRANSITION TO THE FBTC.

3.B.2. FORT BRAGG LEADERS IDENTIFY SERVICE MEMBERS WITHIN 18 MONTHS OF ETS OR POSSIBLE REFRAD, OR WITHIN 24 MONTHS OF RETIREMENT. LEADERS ENSURE THOSE INDIVIDUALS SCHEDULE REQUIRED CAREER DECISION MAKING AND TRANSITION SERVICES TO ENSURE COMPLETION OF PRE-SEPARATION COUNSELING NLT 12 MONTHS PRIOR TO SEPARATION.

3.B.3. SERVICE MEMBERS WILL COMPLETE ALL REQUIRED TRANSITION SERVICES WITHIN THE TIMELINE METRICS:

3.B.3.A. PRE SEPARATION COUNSELING - NLT 12 MONTHS PRIOR TO SEPARATION.

3.B.3.B. INITIAL COUNSELING - NLT 12 MONTHS PRIOR TO SEPARATION.

3.B.3.C. TRANSITION OVERVIEW, MOS CROSSWALK (COMPLETED IN THE 5-DAY TRANSITION WORKSHOP) - NLT 10 MONTHS PRIOR TO SEPARATION.

3.B.3.D. FINANCIAL PLANNING SEMINAR (COMPLETED IN THE 5-DAY TRANSITION WORKSHOP) - NLT 10 MONTHS PRIOR TO SEPARATION.

3.B.3.E. DEPARTMENT OF LABOR EMPLOYMENT WORKSHOP (COMPLETED IN THE 5-DAY TRANSITION WORKSHOP) - NLT 10 MONTHS PRIOR TO SEPARATION.

3.B.3.F. DEPARTMENT OF VETERANS AFFAIRS SEMINAR (COMPLETED IN THE 5-DAY TRANSITION WORKSHOP) - NLT 10 MONTHS PRIOR TO SEPARATION.

3.B.3.G. CAPSTONE - NLT 90 DAYS PRIOR TO SEPARATION.

3.B.4. SERVICE MEMBERS COMPLETE A RESUME NLT 5 MONTHS PRIOR TO SEPARATION AND PRESENT A 12-MONTH BUDGET NLT 90 DAYS PRIOR TO SEPARATION. COMPLETION OF THE DD FORM 2958, INDIVIDUAL TRANSITION PLAN CHECKLIST, IS THE CAPSTONE EVENT AND MUST BE COMPLETED AND SIGNED BY THE SERVICE MEMBER'S COMMANDER NLT 90 DAYS PRIOR TO SEPARATION.

3.B.5. FORT BRAGG SFL-TAP EXECUTES A FORT BRAGG TRANSITION COUNCIL (FBTC) IN ORDER TO SYNCHRONIZE AND COORDINATE TRANSITION SERVICES AND RESOURCES, AND MONITOR COMPLIANCE WITH REF G. THE SFL-TAP TSM IS THE ACTION OFFICER FOR THE FBTC AND IS RESPONSIBLE FOR SCHEDULING AND COORDINATION. CORE MEMBERS OF THE FBTC WILL INCLUDE, AS A MINIMUM, TRANSITION STAKEHOLDERS: XVIII ABN CORPS DGC, FORT BRAGG DHR, XVIII ABN CORPS G1, SFL-TAP TSM, SFL-TAP TSS, FORT BRAGG RETIREMENT SERVICES OFFICER, FORT BRAGG TRANSITION CENTER BRANCH CHIEF, FORT BRAGG EDUCATION SERVICES OFFICER, 82 ABN CAREER COUNSELOR, RESERVE COMPONENT

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CAREER COUNSELOR, BRIGADE LEVEL/SEPARATE BATTALION FPA'S, AND A REPRESENTATIVE FROM FORT BRAGG DFMWR. FBTC MEETINGS WILL BE SCHEDULED, AT A MINIMUM, QUARTERLY. MEETING MINUTES WILL BE SUBMITTED TO IMCOM SFL-TAP.

3.C. TASKS TO GARRISON COMMANDER/DIRECTORATE OF HUMAN RESOURCES (DHR).

3.C.1. SFL-TAP.

3.C.1.A. MAINTAIN A ROBUST SCHEDULE OF EVENTS, WITHIN RESOURCE CONSTRAINTS, TO SUPPORT SERVICE MEMBERS' FLEXIBLE SCHEDULING AROUND UNIT MISSION REQUIREMENTS.

3.C.1.B. DEVELOP AN ANNUAL MARKETING PLAN THAT PROMOTES TIMELY AND WILLING PARTICIPATION IN TRANSITION SERVICES.

3.C.1.C. PERFORM OUTREACH TO EFFECTIVELY FACILITATE CONNECTING SERVICE MEMBERS, VETERANS AND THEIR FAMILY MEMBERS TO VIABLE EMPLOYMENT, EDUCATIONAL, AND CONTINUED SERVICE OPPORTUNITIES.

3.C.1.D. EDUCATE LEADERS ABOUT CAREER DECISION-MAKING PROCESSES AS RELATED TO TRANSITION.

3.C.1.E. COORDINATE, MARKET AND EXECUTE HIRING EVENTS IAW IMCOM GUIDANCE.

3.C.1.F. SFL-TAP TSM COORDINATES AND EXECUTES THE SCHEDULE OF SERVICES TO SUPPORT FORT BRAGG THROUGHPUT.

3.C.2. TRANSITION CENTER. PROVIDE TIMELY INFORMATION REGARDING SCHEDULED AND UNSCHEDULED LOSSES TO SFL-TAP.

3.C.3. PHYSICAL EVALUATION BOARD LIAISON OFFICE (PEBLO) REFER SERVICE MEMBERS TO SFL-TAP IMMEDIATELY AFTER DETERMINATION HAS BEEN MADE THAT THE SERVICE MEMBER'S MEDICAL RECORDS ARE BEING FORWARDED TO THE MEDICAL EVALUATION BOARD.

3.D. SERVICE MEMBERS.

3.D.1. SERVICE MEMBERS WITHIN 24 MONTHS OF RETIREMENT OR 18 MONTHS OF ETS CAN START THE TRANSITION PROCESS.

3.D.1.A. GO TO [HTTPS://WWW.SFL-TAP.ARMY.MIL](https://www.sfl-tap.army.mil) (MUST USE INTERNET EXPLORER WEB BROWSER).

3.D.1.B. SERVICE MEMBERS ASSIGNED TO THE 82 ABN SELECT 82 ABN SFL-TAP AND ALL OTHER SERVICE MEMBERS ON FORT BRAGG WILL SELECT BRAGG MAIN SFL-TAP.

3.D.1.C. SELECT UNIT FROM DROP DOWN MENU AND ENTER PERSONAL INFORMATION.

3.D.1.D. SELECT APPROPRIATE VERSION (AC OR RC) OF THE DD FORM 2648 AND COMPLETE THE FORM.

3.D.1.E. SERVICE MEMBER WILL BE CONTACTED BY EMAIL OR PHONE TO SCHEDULE INITIAL COUNSELING SESSION.

3.D.2. THE PRE-SEPARATION/INITIAL COUNSELING SESSION SHOULD BE NLT 12 MONTHS PRIOR TO ETS OR RETIREMENT DATE IAW HQDA EXORD 054-12.

3.D.3. SERVICE MEMBERS ATTEND TRANSITION APPOINTMENTS OR CONTACT SFL-TAP TO RESCHEDULE APPOINTMENTS IF UNABLE TO ATTEND. UNITS WILL NOT SCHEDULE SERVICE MEMBERS FOR DUTY OR OTHER DETAIL THAT CONFLICTS WITH AN SFL-TAP APPOINTMENT.

3.D.4. SIX MONTHS PRIOR TO DEPLOYMENT, UNITS IDENTIFY SERVICE MEMBERS WHO WILL BE WITHIN 18 MONTHS OF ETS, REFRAD, OR RETIREMENT UPON REDEPLOYMENT AND ENSURE THEY COMPLETE PRE-SEPARATION COUNSELING AND INITIAL COUNSELING PRIOR TO DEPLOYMENT. DEPLOYING SERVICE MEMBERS COMPLETE MANDATED TRANSITION SERVICES PRIOR TO DEPLOYMENT IF THEY WILL NOT MEET TIMELINE METRICS AFTER REDEPLOYMENT.

3.D.5. UNIFORM FOR ALL SFL-TAP EVENTS IS APPROPRIATE CIVILIAN ATTIRE. APPROPRIATE CIVILIAN ATTIRE IS BUSINESS CASUAL, WHICH ARE SLACKS OR KHAKIS WITH POLO OR BUTTON DOWN SHIRT WITH OR WITHOUT A TIE FOR MEN AND SKIRT,

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SLACKS, BUSINESS DRESS WITH BLOUSE AND/OR JACKET FOR WOMEN. SKIRTS AND DRESSES WILL NOT EXCEED TWO INCHES ABOVE THE KNEE.

3.D.6. TRANSITION FOCUS WINDOWS ARE IDENTIFIED BASED ON TIMELY COMPLETION OF MANDATED SERVICES AND CAREER STATUS IN THE ARMY, I.E., RETIREE, BEYOND FIRST TERM, OR FIRST TERM FROM 18/24 MONTHS PRIOR TO ANTICIPATED ETS, REFRAD, RETIREMENT, ETC... UNTIL 6 MONTHS PRIOR TO SEPARATION DATE, TRANSITION ACTIVITIES ARE AN ADDITIONAL DUTY, I.E., WILL BE SCHEDULED AROUND UNIT TRAINING BUT IAW TIMELINE METRICS. ONCE A SOLDIER ENTERS HIS/HER TRANSITION FOCUS WINDOW, TRANSITION ACTIVITIES BECOME THE PRIMARY DUTY AND TAKE PRECEDENCE.

3.D.7. IF SOLDIERS MEET TRANSITION TIMELINES AND COMPLETE MANDATED EVENTS NLT 6 MONTHS PRIOR TO SEPARATION DATE:

3.D.7.A. IF RETIRING, TRANSITION FOCUS WINDOW BEGINS 6 MONTHS PRIOR TO SEPARATION.

3.D.7.B. IF BEYOND FIRST TERM OF ENLISTMENT, TRANSITION FOCUS WINDOW BEGINS 120 DAYS PRIOR TO SEPARATION.

3.D.7.C. IF FIRST TERM, TRANSITION FOCUS WINDOW BEGINS 90 DAYS PRIOR TO SEPARATION.

3.D.8. IF SOLDIERS DO NOT COMPLETE MANDATED SERVICES IAW TRANSITION TIMELINES, THEY ENTER THEIR TRANSITION FOCUS WINDOW 6 MONTHS PRIOR TO SEPARATION DATE, REGARDLESS OF CAREER STATUS.

3.D.9. SEPARATION DATE, IN THE CONTEXT OF TRANSITION FOCUS WINDOWS, IS DEFINED AS THE DATE THE SOLDIER IS A LOSS TO THE ARMY, I.E., FINAL OUT DATE.

3.D.10. COMMANDERS MUST CONSIDER READINESS WHEN APPROVING TERMINAL LEAVE.

3.D.11. TRANSITION FOCUS WINDOW ACTIVITIES MAY INCLUDE CAREER FAIRS, HIRING EVENTS (INTERVIEWS), CAREER SKILLS PROGRAM OPPORTUNITIES (INTERNSHIPS, JOB TRAINING, ETC.), AND OPTIONAL TRAINING OPPORTUNITIES. IDENTIFICATION OF TRANSITION FOCUS WINDOWS DOES NOT PRECLUDE PARTICIPATION IN THESE AND OTHER EVENTS PRIOR TO ENTERING THE WINDOWS; PARTICIPATION SHALL BE AUTHORIZED BASED ON UNIT REQUIREMENTS.

3.D.12. PRE-SCREEN FOR CAREER SKILLS PROGRAM. SOLDIERS MUST MEET THESE SCREENING CRITERIA LISTED BELOW:

3.D.12.A. NOT BE FLAGGED IN ACCORDANCE WITH ARMY REGULATION 600-8-2 (SUSPENSION OF FAVORABLE PERSONNEL ACTIONS).

3.D.12.B. HAVE A HIGH SCHOOL DIPLOMA OR HIGH SCHOOL EQUIVALENCY CREDENTIAL THROUGH THE GENERAL EDUCATION DEVELOPMENT (GED) TESTS.

3.D.12.C. ACHIEVE AN ASVAB MECHANICAL MAINTENANCE LINE SCORE OF 95 OR HIGHER

3.D.12.D. ACHIEVE A MINIMUM ASVAB GENERAL TECHNICAL SCORE OF 90.

3.D.12.E. MEET THE CORE JOB TRAINING REQUIREMENTS.

3.D.12.F. EXPECT TO RECEIVE AN HONORABLE OR GENERAL DISCHARGE.

3.D.13. STEPS FOR ENROLLMENT IN CAREER SKILLS PROGRAM.

3.D.13.A. ATTEND CAREER SKILLS AWARENESS EVENT.

3.D.13.B. SUBMIT RESUME TO SELECTED CAREER SKILLS EMPLOYER.

3.D.13.C. INTERVIEW WITH CAREER SKILLS EMPLOYER.

3.D.13.D. EXCEPT CONDITIONAL OFFER... HIRE-TRAIN-EMPLOY.

3.D.13.E. VISIT WITH SFL-TAP COUNSELOR. OBTAIN ADDITIONAL INFORMATION ABOUT CSP AND INITIATE A MEMORANDUM OF PARTICIPATION BETWEEN COMMANDER AND SOLDIER.

3.D.13.F. RETURN THE SIGNED MEMORANDUM OF PARTICIPATION TO COUNSELOR.

3.D.13.G. COUNSELOR WILL FORWARD APPLICANT PACKET TO MANAGEMENT REPRESENTATIVE OF THE FORT BRAGG REGIONAL CAREER ACADEMY.

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3.D.13.H FORT BRAGG REGIONAL CAREER ACADEMY MANAGEMENT WILL MAINTAIN AND REPORT DAILY ACCOUNTABILITY.

3.D.13.I. SUPPORT SERVICE MEMBER PARTICIPATION IN FORT BRAGG HIRING EVENTS THAT SUPPORT SERVICE MEMBER'S INDIVIDUAL TRANSITION PLAN (ITP) GOALS AND OBJECTIVES.//

4. POCS.

4.A. XVIII ABN CORPS G1 POC IS 1LT HINDS, 910-432-2619.

4.B. XVIII ABN CORPS G3/5/7 POCS:

4.B.1. G33 CHOPS IS LTC BUSS, 910-396-7400.

4.B.2. FBOC WATCH TEAM, 910-396-0371.

4.C. FORT BRAGG SFL-TAP TRANSITION SERVICES MANAGER IS MR. MCMILLIAN, 396-2248, NIPR E-MAIL: WILLIAM.B.MCMILLIAN.CIV@MAIL.MIL.

AUTHENTICATION/WATSON, COL, COFS, OFFICIAL: BAUS, COL, G3//

ENCLOSURE://

1. - [APPLICATION AND MEMORANDUM OF PARTICIPATION BETWEEN TRANSITIONING SOLDIER AND BATTALION/SQUADRON COMMANDER.](#)//

AKNLDG/YES/INST: PHONE FBOC WATCH TEAM UPON RECEIPT, DSN 236-0371, COMM 910-396-0371.//

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