



DEPARTMENT OF THE ARMY
HEADQUARTERS, 25TH INFANTRY DIVISION AND U.S. ARMY HAWAII
BUILDING 580 KOLEKOLE AVENUE
SCHOFIELD BARRACKS, HAWAII 96857-6000

APVG-CG

6 April 2020

MEMORANDUM FOR RECORD

SUBJECT: United States Army Hawaii (USARHAW) Policy Letter # 20 – Celebration of Service (Retirement Ceremonies)

1. Reference: Army Regulation 600-8-7, Retirement Services Program, 18 January 2017.
2. Applicability. The provisions of this policy apply to all units assigned, attached, and operating in support of the USARHAW.
3. Purpose. 25th ID and USARHAW will provide Soldiers, regardless of component, and Department of the Army Civilians (DACs) the opportunity to participate in an appropriate retirement ceremony referred to as a Celebration of Service. Retirees will be recognized and honored for their dedicated service to the U.S. Army and the Nation.
4. The Celebration of Service will be a quarterly event that recognizes Service Members and DACs for their distinguished service, contributions, and sacrifices to the organization as they prepare to retire from the Army. The intent is to invite Families, friends, and the community to honor our retirees and conduct a professional celebration of service ceremony in accordance with Army Regulation and traditions.
 - a. The quarterly Celebration of Service is the only command-sponsored ceremony for retirees in USARHAW. Personnel may elect to participate in a ceremony at another Army installation on a case-by-case basis.
 - b. Personnel who do not wish to participate in the quarterly Celebration of Service must obtain approval from the USARHAW Chief of Staff.
5. Proponent. The proponent for this policy is the USARHAW G1 at 808-787-1803.

A handwritten signature in green ink, appearing to read "J. B. Jarrard", written over a white background.

JAMES B. JARRARD
Major General, USA
Commanding