



DEPARTMENT OF THE ARMY
HEADQUARTERS, UNITED STATES ARMY TRAINING CENTER AND FORT JACKSON
2400 JACKSON BOULEVARD
FORT JACKSON SC 29207-5015

04 NOV 2024

ATZJ-RE (601-280a)

MEMORANDUM FOR

Commanders, All Units Reporting Directly to US Army Training Center and Fort Jackson
Commander, Fort Jackson Partners in Excellence
Directors and Chiefs, Staff Offices, US Army Training Center and Fort Jackson

SUBJECT: Fort Jackson Policy Memorandum #27 Retention Program

1. Reference Army Regulation (AR) 601-280 (Army Retention Program).

2. Policy.

a. All commanders and command sergeants major (CSM) have a regulatory and inherent responsibility to retain quality Soldiers in our Army, as well as successfully achieve their assigned retention mission. Retention is a commander's program. Commanders by virtue of their position are the retention officers in their unit. CSMs and first sergeants are the retention noncommissioned officers of their units. These responsibilities cannot be delegated except as discussed in the above reference. An effective and successful retention program requires aggressive and enthusiastic involvement from every leader within the organization.

(1) Success in retaining our Soldiers is derived from sustained and concerted efforts by every level of leadership. Leaders must consistently counsel their Soldiers. Consistent counseling shows Soldiers that leaders have taken a personal interest in their careers. Commanders must conduct retention interviews in accordance with (IAW) AR 601-280, Chapter 10.

(2) Immediate commanders will evaluate Soldiers for continued service under the "whole person" concept IAW AR 601-280, Chapter 3-7.

(3) Soldiers deemed not suitable for continued service should be identified early. Commanders must identify, rehabilitate and/or separate those Soldiers who do not meet the Army's standards for retainability.

b. Precision Retention. Precision Retention is designed to sustain unit readiness and force alignment through the reenlistment and reclassification of Soldiers serving in over strength military occupational specialties (MOS). MOS's considered overstrength will be announced by the Army Retention and Reclassification Branch (RRB).

c. The Reserve Component (RC) transition is a crucial element of the total Army force. It is imperative our leaders encourage separating Soldiers to transition into a Reserve Component.

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d. Command teams at every echelon are responsible for ensuring subordinate command teams are adhering to the standards IAW AR 601-280, current retention policies and current mission letters.

(1) Commanders must work closely with their servicing career counselor regarding the implementation of their retention program and report compliance failures.

(2) Career counselors and RC career counselors will work together and conduct follow-up and transition counseling.

(3) Commanders will allow Soldiers time to receive proper retention counseling and time to transition properly.

(4) Career counselors, command teams, and personnel sections must communicate and coordinate appropriately concerning actions that affect a Soldier's retainability. (e.g., reductions, absent without leave, Integrated Disability Evaluation System). Failure to coordinate appropriately may adversely impact the unit readiness and the Soldier.

(5) Retention teams must conduct training on retention changes as often as needed, and ensure it is received at the lowest levels. Fort Jackson Retention Office will host retention training for all PMOS 79S and full-time reenlistment NCOs monthly.

3. Subordinate commanders at all levels will implement in writing a retention incentive program. Examples of those incentives may include but are not limited to time off, four- and three-day passes, exemption from the duty roster, or other likewise non-monetary policies used to incentivize and promote continued service.

4. The Fort Jackson Commanding General will award commanders at the end of each fiscal year for those who have achieved the standard and exceeded the standards in retention in all Active Component categories.

5. This policy memorandum is effective until superseded or rescinded.

6. Point of contact for this memorandum is the command career counselor at (803) 751-7691.



DARYL O. HOOD
Major General, USA
Commanding