



DEPARTMENT OF THE ARMY
US ARMY INSTALLATION MANAGEMENT COMMAND
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FORT GEORGE G. MEADE, MARYLAND 20755-5000

IMME-RE

SEP 13 2018

MEMORANDUM FOR SEE DISTRIBUTION


SUBJECT: Fort George G. Meade Policy Memorandum #12, Retention Awards Program

1. REFERENCE. AR 601-280, Army Retention Program, 1 April 2016.
2. PURPOSE. To establish a Command Retention Awards Program that promotes reenlistment and encourages unit commanders to achieve their assigned retention mission.
3. APPLICABILITY. The provisions of this program are applicable to all military personnel of the Active Army on Fort George G. Meade.
4. POLICY. Only those Soldiers who have maintained a record of acceptable performance will be offered the privilege of reenlisting within the Active Army, transferring, or enlisting into the Reserve Component (RC).
5. PROCEDURES. The Installation Retention Office is responsible for all matters related to the Command's Retention Program and Retention Awards Policy.
 - a. Unit Commanders will develop an Army Retention Incentive Program. Each individual program will enhance mission accomplishment by recognizing those persons who reenlist, enter special programs, or enlist or transfer into an RC unit. The program will be announced by memorandum, dated, signed by the current commander, maintained by the additional duty Retention NCO, well-publicized the unit, and posted on the unit retention bulletin board.
 - b. Regular Army reenlistments and RC transfers and enlistments are significant events that demonstrate an individual's commitment to our nation. These ceremonies must be conducted professionally and in a manner meaningful to the Soldier. Commanders should publicize the event and coordinate the ceremony in accordance with Appendix D of AR 601-280.
 - c. Retention awards for individual units recognize outstanding retention on an annual basis. Such awards encourage maximum command involvement, support, and interest at all levels of command. Each unit achieving its annual retention mission in all categories for the fiscal year will receive an award.

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6. POC for this memorandum is the Installation Career Counselor at (301) 677-7760 or email: tenequa.v.jones.mil@mail.mil.



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