#  DISABILITY SEPARATIONS CHECKLIST

ENLISTED OFFICER

|  |  |
| --- | --- |
| * **Initial Enlistment Contract (4/1, 4/2, 4/3) \*\*DD Form 1966 can replace the 4/3**
 | * **Active-duty order and amendment(s) bringing SM onto active duty for current period of Active Duty (AD),**
* **DA FM 71 for current period of AD**

**a**  |
| * **All prior DD Form 214s/NGB Form 22, NGB 23/DD Form 220 (IF APPLICABLE)**
* **DA Form 5016 (retirement point sheet, applicable to SMs with prior Reserve time)**
* **Absence Request(s)**
* **Commander’s Counseling Statement**
* **Most Current LES**
 | * **All prior DD Form 214s/NGB Form 22, NGB 23/DD Form 220 (IF APPLICABLE)**
* **DA Form 5016 (retirement point sheet, applicable to SMs with prior Reserve time)**
* **Absence Request(s)**
* **Commander’s Counseling Statement**
* **Most Current LES**
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| * **DD Form 93 & SGLI (Updated within one year)**
* **Enlisted Record Brief (ERB)**
* **Soldier Talent Profile (STP)**
* **DD Form 2648 (TAP)**
 | * **DD Form 93 & SGLI (Updated within one year)**
* **Officer Record Brief (ORB)**
* **Soldier Talent Profile (STP)**
* **DD Form 2648 (TAP)**
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**Provide all documents in 1-3 Attachments**

 **Ms. Karon Pouncy**

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**MPD RETIREMENT UDL:** 000000000039795**/ (Please add as APPROVER)**

**EFFECTIVE 20240307**