



DEPARTMENT OF THE ARMY
U.S. ARMY MANEUVER SUPPORT CENTER OF EXCELLENCE
14000 MSCOE LOOP, SUITE 316
FORT LEONARD WOOD, MISSOURI 65473-8929

ATZT-CG

29 JUL 2016

MEMORANDUM FOR SEE DISTRIBUTION:

SUBJECT: Command Policy 31, Army Transition Policy

1. References.

a. Memorandum, Secretary of the Army, 29 August 2011, subject: Army Transition Policy.

b. Headquarters, Department of the Army (HQDA) Executive Order (EXORD) 054-12, Army Transition.

c. Public Law 112-56, Sections 201-265, Veterans Opportunity to Work to Hire Heroes Act of 2011.

d. TRADOC EXORD 12-010, In Support of (ISO) Army Transition.

e. Headquarters, U.S. Army Installation Management Command (IMCOM) Operations Order 15-020, Soldier Life Cycle (SLC) Concept Implementation (U).

2. General.

a. As the Army emerges from the longest conflict in its history, one million Soldiers will transition to civilian life over the next 10 years. We have a solemn obligation to prepare these Soldiers and their Families for successful reintegration into civilian careers and communities.

b. The Soldier for Life—Transition Assistance Program (SFL-TAP) implements requirements of the Veterans Opportunity to Work to Hire Heroes Act and provides robust, individualized career readiness services to transitioning Service members and their Families.

c. My intent is that commanders will ensure Soldiers leaving the Army with 180 days or more of continuous active duty enroll in SFL-TAP on the earliest possible date, so they and their Families can receive the training and resources they need to successfully reintegrate into civilian careers and communities after they transition from the Army.

ATZT-CG

SUBJECT: Command Policy 31, Army Transition Policy

3. Policy and Procedures.

a. SFL-TAP is a commander's program which requires emphasis and engagement at all levels of leadership.

b. All Soldiers separating with 180 days or more of continuous active duty will enroll in SFL-TAP. Commanders will proactively forecast and identify Soldier separation dates, ensure that Soldiers identified for transition enroll in SFL-TAP at the earliest possible date, provide Soldiers sufficient time to prepare for transition, and monitor Soldier progress in the program.

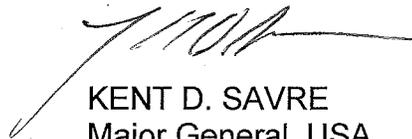
c. Commanders will ensure Soldiers identified for separation enroll in SFL-TAP at the earliest possible date (not later than 13 months prior to separation, when possible). Soldiers who enroll in SFL-TAP at least 13 months prior to separation are generally better prepared and are employed more quickly. SFL-TAP enrollment timeliness will be reviewed by the Fort Leonard Wood Transition Council.

d. Commanders will certify the career readiness of Soldiers using DD Form 2958 (Service Member Career Readiness Standards/Individual Transition Plan Checklist). The SFL-TAP office will not clear Soldiers for departure without a completed DD Form 2958 signed by the commander.

e. Commanders, command sergeants major, and first-line leaders will work closely with the SFL-TAP office to ensure that mandatory transition tasks for Soldiers enrolled in SFL-TAP are completed within required timelines.

4. Supersession. This supersedes memorandum, HQ MSCoE, ATZT-CG, 23 February 2015, subject: Command Policy 31, Army Transition Policy.

5. Proponent. The proponent of this policy is the Directorate of Garrison Human Resources, SFL-TAP Program (573) 596-0131, ext 61727.



KENT D. SAVRE
Major General, USA
Commanding

DISTRIBUTION:

All Schools, Brigades, Battalions,
Companies, Detachments, Tenant Units,
Directorates, and Personal Staff Offices