

ALARACT 033/2007 TRANSITION TEAM SUPPORT: RESPONSIBILITIES, GUIDANCE, AND PROCEDURES, DTG 281550Z FEB 07. This message emphasizes the importance of U.S. Army Transition Teams (TTs). Soldiers assigned to the TT mission are part of small, squad-sized elements that deploy primarily as 10-12 member teams. Transition Teams must train and deploy as fully mission capable teams. The loss of any one soldier from a team jeopardizes its mission. The Army's goal is that every team will arrive, train, and deploy at 100%. To meet that goal, Soldiers must arrive on time and report deployable for Transition Team training. All individuals, units, staff agencies, and installations are directed to comply with the requirements of this message. See the message for specifics at the following link.

Classification: UNCLASSIFIED
Caveats: NONE

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FM PTC WASHINGTON DC//ALARACT//
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***** THIS IS A COMBINED MESSAGE *****

SUBJ: ALARACT 033/2007

THIS MESSAGE HAS BEEN SENT BY THE PENTAGON TELECOMMUNICATIONS CENTER ON BEHALF OF DA WASHINGTON DC//DAPE-MPE//

SUBJECT: TRANSITION TEAM SUPPORT: RESPONSIBILITIES, GUIDANCE, AND PROCEDURES

1. THE U.S. ARMY TRANSITION TEAMS (TTS) MISSION IS THE ARMY'S TOP PRIORITY AND IS THE WAY TO ACHIEVE A MORE SECURE REGION IN THE PRIMARY THEATERS OF OPERATION--IRAQ AND AFGHANISTAN--IN SUPPORT OF THE GLOBAL WAR ON TERROR (GWOT). SOLDIERS ASSIGNED TO THE TT MISSION ARE PART OF SMALL, SQUAD-SIZED ELEMENTS THAT DEPLOY PRIMARILY AS 10-12 MEMBER TEAMS. ACTIVE COMPONENT (AC) SOLDIERS WHO ARE ASSIGNED TO TTS UNDERGO A PERMANENT CHANGE OF STATION (PCS) EITHER TO FT RILEY, KS, OR KUWAIT. ALL TT TRAINING OCCURS AT FT RILEY, KS. SOLDIERS ASSIGNED FOR TT DUTY UNDER A PCS TO KUWAIT WILL SERVE IN 90 DAY TEMPORARY DUTY (TDY) STATUS AT FT RILEY WHILE IN TRAINING PRIOR TO PCS TO KUWAIT. SOLDIERS WHO PCS TO FT RILEY WILL TRAIN FOR TT MISSION AT FT RILEY PRIOR TO UNDERGOING A TEMPORARY CHANGE OF STATION (TCS) TO KUWAIT FOR TT DUTY. 1ST ID RETAINS RESPONSIBILITY FOR TRAINING AND DEPLOYMENT OF TTS. U.S. ARMY FORCES COMMAND (FORSCOM) RETAINS OVERALL RESPONSIBILITY FOR TT PLANNING, SUPPORT, TRAINING, AND OPERATIONS. COMBINED FORCE LAND COMPONENT COMMAND (CFLCC), C-1, KUWAIT, RETAINS RESPONSIBILITY FOR RECEIVING AND PROCESSING TT SOLDIERS UPON ARRIVAL IN KUWAIT AND FOR THEIR FURTHER MOVEMENT INTO THEATERS OF OPERATION AS TEAMS.
2. TRANSITION TEAMS MUST TRAIN AND DEPLOY AS FULLY MISSION CAPABLE TEAMS. THE LOSS OF ANY ONE SOLDIER FROM A TEAM JEOPARDIZES ITS MISSION. THE ARMY S GOAL IS THAT EVERY TEAM WILL ARRIVE, TRAIN, AND DEPLOY AT 100%. TO MEET THAT GOAL, WE MUST ENSURE THAT SOLDIERS ARRIVE ON TIME AND REPORT DEPLOYABLE FOR TRANSITION TEAM TRAINING. THIS IS A TOTAL

TEAM EFFORT. ALL INDIVIDUALS, UNITS, STAFF AGENCIES, AND INSTALLATIONS WILL COMPLY WITH THE FOLLOWING REQUIREMENTS.

A.. COMMANDERS AND UNIT CHAIN OF COMMAND. THE ENTIRE UNIT CHAIN OF COMMAND AND SUPPORTING STAFF HAVE A RESPONSIBILITY IN ENSURING THAT ANY SOLDIER FROM THEIR UNIT ON ORDERS FOR TT DUTY DEPARTS THAT INSTALLATION AS DEPLOYABLE FOR THE TT MISSION. UNIT COMMANDERS AT THE COMPANY, BATTALION, AND BRIGADE OR O6 LEVEL EQUIVALENT WILL ENSURE THAT SOLDIERS ON ORDERS FOR TT DUTY WILL UNDERGO A COMPLETE SOLDIER READINESS PROCESS (SRP) TO INCLUDE MEDICAL SCREENING FOR DEPLOYABILITY FOR TT DUTY NOT MORE THAN 60 AND NOT LESS THAN 45 DAYS PRIOR TO REPORTING FOR TT TRAINING AT FT RILEY. THESE LEADERS WILL PERSONALLY ENDORSE SRP PACKETS AND INSTALLATION CLEARANCE RECORDS AS PART OF SOLDIERS CLEARING PROCESS FROM THEIR UNIT AND INSTALLATION PRIOR TO PCS ING FOR TT ASSIGNMENT. COMMANDERS WILL NOT SUBMIT NOR ENDORSE ANY OPERATIONAL DELETION OR DEFERMENT REQUESTS OF SOLDIERS ON TT ORDERS. UNIT S1S WILL ENSURE THAT SOLDIERS ON ASSIGNMENT FOR TT DUTY HAVE UPDATED RECORDS AND SRP PACKETS. S1S WILL CAREFULLY REVIEW AND ENDORSE INDIVIDUAL CLEARANCE RECORDS TO ENSURE COMPLIANCE WITH TT ASSIGNMENT REQUIREMENTS. S1S WILL ENSURE THAT ANY ONGOING PERSONNEL ACTIONS I.E., RECENT FLAGGING ACTIONS OR ANY RECENT CHANGE IN SOLDIER STATUS ARE REFLECTED IN EMILPO. UNIT S1S WILL DEPART TT SOLDIERS WITH LEAVE DAYS AND 90 DAYS TDY, AS APPLICABLE, ON EMILPO DEPARTURE TRANSACTIONS. EFFECTIVE 1 MAR 07, BRIGADE/O6 LEVEL COMMANDERS WILL REVIEW RECORDS OF ANY SOLDIER FROM THEIR UNIT WHO EITHER FAILS TO REPORT, REPORTS LATE, REPORTS AS NON-DEPLOYABLE/MEDICALLY UNFIT FOR TT DUTY, OR IS REPORTED AS A FAILURE TO GAIN TO TT MISSION ON EMILPO. NLT 10 DAYS AFTER REPORTED TT DISCREPANCIES, O6 LEVEL CDRS MUST BE PREPARED TO PROVIDE A FORMAL RESPONSE THROUGH HIGHER CHAIN OF COMMAND TO HQDA, G-1.

B. OFFICE OF THE SURGEON GENERAL (OTSG) AND INSTALLATION DEPUTY COMMANDER OF CLINICAL SERVICES (DCCS). IN SUPPORT OF TT MEDICAL SCREENINGS CONDUCTED AT LOCAL SRP SITES, OTSG WILL CONTINUALLY MONITOR ITS OPERATIONS ARMY-WIDE THROUGH EACH LOCAL MEDICAL TREATMENT FACILITY (MTF). MTF CDRS WILL SUPPORT UNIT CDRS IN CONDUCTING FORMAL REVIEWS (AS REQUIRED BY DA G-1) SHOULD A TT SOLDIER REPORT MEDICALLY UNFIT TO FT RILEY, KS. LOCAL INSTALLATION DCCS WILL BE READILY AVAILABLE TO ASSIST UNIT COMMANDERS IN VERIFYING MEDICAL DEPLOYABILITY, OR CONDUCTING FORMAL REVIEWS AS REQUIRED. THESE REVIEWS SHOULD INCLUDE THE FOLLOWING: SOLDIERS WHO DEPART THEIR UNIT AND INSTALLATION AS MEDICALLY FIT BUT REPORT FOR TT DUTY AS MEDICALLY NON-DEPLOYABLE; SOLDIERS WHO WERE ALLOWED TO PCS FOR TT DUTY THAT WERE EVALUATED AS MEDICALLY UNFIT AT MEDICAL SCREENING. ICW HQDA, G-1 AND 1ST INFANTRY DIVISION, OTSG WILL CONTINUALLY MONITOR MEDICAL DEPLOYABILITY DATA OF ARRIVING TT SOLDIERS AND DEVELOP SEPARATE OR ADDITIONAL MEDICAL GUIDANCE IN SUPPORT OF THE TT MISSION AS REQUIRED.

C. INSTALLATION MANAGEMENT COMMAND (IMCOM). IMCOM WILL ENSURE THAT SUPPORTING INSTALLATIONS ARMY-WIDE PROPERLY RECEIVE, REVIEW, AND ADMINISTER TT REQUESTS FOR ORDERS (RFOS) AND ASSIGNMENT INSTRUCTIONS (AI) AS GENERATED IN A STANDARD FORMAT BY U.S. ARMY HUMAN RESOURCES COMMAND (HRC). ALL INSTALLATION LEVY SECTIONS WILL INCLUDE ALL INFORMATION AS PART OF STANDARDIZED PCS ORDERS FOR TT DUTY TO BE PUBLISHED AND ISSUED TO SOLDIERS ON TT ASSIGNMENTS. LEVY SECTIONS WILL NOT DEVIATE FROM THESE STANDARD FORMATS. LEVY SECTIONS WILL THOROUGHLY BRIEF SOLDIERS ON TT ASSIGNMENT ON THE CONTENT AND REQUIREMENTS OF THEIR PCS ORDERS, TO INCLUDE ALL FINANCIAL ENTITLEMENTS IAW UNIT S-1S, INSTALLATION LEVY SECTIONS WILL ALSO ENSURE SOLDIERS ON TT ASSIGNMENT HAVE UNDERGONE A LOCAL SRP PRIOR TO DEPARTURE FROM THAT INSTALLATION.

D. U.S. ARMY HUMAN RESOURCES COMMAND (HRC). HRC RETAINS RESPONSIBILITY FOR ASSIGNING SOLDIERS TO TT DUTY. HRC WILL PROVIDE RFOS AND AIS AS PART OF STANDARDIZED PCS ORDER FORMATS TO INSTALLATIONS TO ISSUE FOR ALL TT SOLDIERS. HRC WILL ALSO CONTINUE TO ADMINISTRATIVELY SCREEN SOLDIER RECORDS FOR NECESSARY TT DUTY QUALIFICATIONS, DEPLOYABILITY, AND RETAINABILITY TO COMPLETE TT ASSIGNMENTS. HRC, ICW IMCOM AND HQDA G-1, WILL PUBLISH SPECIFIC ASSIGNMENT GUIDANCE AND SUPPORTING ADMINISTRATIVE PROCEDURES FOR BOTH ACTIVE COMPONENT (AC) AND RESERVE COMPONENT (RC) SOLDIERS SELECTED FOR TT DUTY IN SEPARATE HQDA AND/OR MILPER MESSAGES AS APPROPRIATE. SOLDIERS ASSIGNED AS TTS WHO ARRIVE AS MEDICALLY NON-DEPLOYABLE WILL BE SUBJECT TO REASSIGNMENT TO FT RILEY IN SUPPORT OF THE TT TRAINING MISSION, PENDING NEEDS OF THE ARMY. EFFECTIVE 15 MAR 07, HRC WILL CONTACT ALL LOSING UNITS OF TT SOLDIERS WHO FAIL TO REPORT, REPORT NON-DEPLOYABLE, OR REPORT WITH ADMINISTRATIVE ISSUES. HRC WILL CONFIRM REASONS WHY SOLDIERS FAILED TO REPORT OR REPORTED AS NON-DEPLOYABLE, AND WILL BE PREPARED TO (BPT) PROVIDE AN UPDATE TO HQDA, G-1 ON A MONTHLY BASIS EFFECTIVE 1 APR 07.

E. INDIVIDUAL SOLDIERS. INDIVIDUAL SOLDIERS NOTIFIED OF TT ASSIGNMENT WILL COMPLY WITH ALL INSTRUCTIONS AND REQUIREMENTS AS PROVIDED BY THEIR BRANCH/ASSIGNMENT NCO/OFFICER AND AS DIRECTED IN THEIR PCS ORDERS. INDIVIDUAL SOLDIERS ON TT ASSIGNMENT WILL IMMEDIATELY NOTIFY POCS IDENTIFIED IN THEIR PCS ORDERS AND/OR HRC ASSIGNMENT MANAGER SHOULD THEY BECOME NON-DEPLOYABLE EN ROUTE TO TT TRAINING AT FT RILEY. SOLDIERS ASSIGNED TO A TRANSITION TEAM MISSION CAN EXPECT TO BE STABILIZED IN TT ASSIGNMENT FOR UP TO 15 MONTHS, DUE TO TRAINING AND TEAM DEPLOYMENT REQUIREMENTS. ADDITIONAL GUIDANCE CONCERNING SOLDIERS ELIGIBILITY TO SUBMIT REQUESTS FOR RETIREMENT OR SEPARATION WILL BE PROVIDED IN SUPPORTING MILPER MESSAGES.

F. HQDA, G-1. ICW HRC, HQDA, G-1 WILL PUBLISH ADDITIONAL HQDA LEVEL AND/OR MILPER MESSAGES AS NEEDED TO SUPPORT AND CLARIFY PERSONNEL ACTIONS REQUIRED IN SUPPORT OF TT ASSIGNMENT PROCEDURES TO INSTALLATIONS AND UNIT PERSONNEL OFFICES. ICW OTSG, HQDA G-1 WILL MONITOR TT MEDICAL NON-DEPLOYABLE DATA AND WILL BPT ESTABLISH TT MEDICAL/NO-SHOW REPORTS AS NEEDED TO BETTER ENFORCE TT DEPLOYABILITY STANDARDS AND ENSURE UNIT ACCOUNTABILITY.

G. HQDA, G-3. HQDA, G-3 WILL CLARIFY AND ENFORCE AS NEEDED ANY REQUIREMENTS AND DIRECTIVES PER ABOVE IN DA EXECUTION ORDERS AND SUPPORTING MESSAGES AS APPROPRIATE.

H. RESERVE COMPONENT (RC) UNITS WILL PROVIDE REPLACEMENTS FOR ANY OF THEIR SOLDIERS WHO FAIL TO REPORT FOR THE TT MISSION OR REPORT MEDICALLY UNFIT FOR DUTY.

3. POC FOR THIS MESSAGE IS AHRC-PL-PN.
4. EXPIRATION DATE CANNOT BE DETERMINED.

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Caveats: NONE