

CAREER STATUS BONUS (CSB) ELECTION
(Addendum to Instructions for Completing DD Form 2839)

SECTION I – PERSONAL IDENTIFICATION

Blocks 1 to 3: Self-explanatory.

Block 4: **DIEMS** - The date may be erroneous or missing from the EMILPO database. Consequently, the DIEMS date for each soldier with a BASD of 1 Aug 86 or later must be verified and corrected. The only purpose of DIEMS is to determine whether a soldier is eligible to elect or decline the CSB. It is not used for computation of retirement pay or any other purpose. DIEMS is the actual date of commitment to military service and it is not adjusted like the BASD (basic active service date) or PEBD (pay entry basic date). For example, it could be the date signed up in the Delayed Entry Program (DEP), date enrolled in the Senior ROTC or ROTC scholarship program, begin date in the US Military Academy, etc.

Block 5: **DATE FOR DETERMINATION OF ACTIVE DUTY SERVICE COMPLETED** - Enter the **BASD**. This date is used to compute the date a soldier will reach their 15th year of active service.

Block 6: **DATE OF NOTIFICATION** – Enter the date the soldier is notified of his/her eligibility to make a CSB election. The date may be anytime after the soldier reaches 14 ½ years of active service. This date should also be on the notification memorandum provided to the Soldier, as shown on enclosure 1 to USARPAC Memorandum, Subject: CSB/REDUX Retirement Plan – Policy Memorandum 01-01, 5 June 2001. All soldiers have 6 months from this date to return the election form, but may return the form earlier by completing the Soldier Waiver Memorandum included as enclosure 3 to USARPAC Policy Memorandum 01-01.

SECTION II – DETERMINATION OF ELIGIBILITY

Block 7: Indicate whether the soldier is eligible/not eligible to elect the CSB. If not eligible, enter the reason not eligible.

Block 8: **DATE OF DETERMINATION** – Enter the date block 9b is signed by the first LTC (05) or higher in the member's chain of command, or his/her designee.

SECTION III – NOT CURRENTLY ELIGIBLE FOR CAREER STATUS BONUS

Block 10 & 11: Complete section as appropriate. Reasons for ineligibility are: (1) Have approved separation or disability retirement, or pending medical/physical evaluation board; (2) not eligible for reenlistment; (3) pending adverse actions, such as involuntary separation actions for misconduct, unsatisfactory performance, or flagging actions (i.e. show cause, court martial proceedings, etc.)

SECTION IV – ELIGIBLE AND ELECTING TO RECEIVE THE CAREER STATUS BONUS

Block 12a: Enter X to elect the desired Career Status Bonus option (lump sum or installment payment).

Blocks 12b & 12c: Soldier's signature and date signed.

Blocks 13a thru 13g: **WITNESS** – Complete as appropriate by the first LTC/05 in the Soldier's Chain of Command, or his/her designee. **Block 13g (date signed by Witness) must be the same as block 12c (date signed by Soldier).**

SECTION V – ELIGIBLE AND ELECTION NOT TO RECEIVE THE CAREER STATUS BONUS

Block 14 & 15: Complete if electing not to receive the Career Status Bonus.

SECTION VI – SERVICE RECORDING OF ELECTION (to be completed only if the member elects to receive the CSB – see Section IV)

Block 16: **CSB ELECTION EFFECTIVE DATE** – If the soldier returns the form before completing 15 years active service, enter the date that the soldier will reach 15 years of active service (15 years after BASD shown in block 5). If the soldier returns the form after completing 15 years active service, enter the date it is determined acceptable by service officials in soldier's organization (date cannot be later than 6 months after the date of notification in Block 6).

Block 17: **RECORDING OFFICIAL** – Must be completed and **signed by the same service official as the witness in Block 13, Section IV**. This is required because Section VI is not just a recording of the election; it requires a determination of the effective date of the election (Block 16) which can affect CSB payment dates and taxes. **Block 17g (date signed by Recording Official) must be the same as block 13g (date signed by Witness).**

Revised 22 Apr 11