



DEPARTMENT OF THE ARMY
HEADQUARTERS, UNITED STATES ARMY FIRES CENTER OF EXCELLENCE AND FORT SILL
455 MCNAIR AVENUE, SUITE 100
FORT SILL, OKLAHOMA 73503

REPLY TO
ATTENTION OF

ATZR-C

15 August 2016

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Soldier For Life (SFL) Transition Assistance Program (TAP), CG Policy Memo 16-07

1. References:

- a. Title 10 United States Code, sections 1142-1144.
- b. VOW to Hire Heroes Act, Pub. L. No. 112-56, sections 201-256, 125 Stat 711-733 (2011)
- c. Army Directive 2014-18 Army Career and Alumni program (ACAP), 23 June 2014.

2. Scope: This policy memorandum governs all Service Members assigned to Fort Sill, Oklahoma.

3. Policy:

a. Our commitment to our Soldiers does not end upon their separation from active military service. Our focus extends much further. Our goal is to ensure Soldiers "Start Strong, Serve Strong, Reintegrate Strong, and Remain Strong." To that end, commanders and leaders at all levels will ensure transitioning Service Members assigned to Fort Sill meet all Career Readiness Standards (CRS) as prescribed in Army Directive 2014-18 prior to their Transition date. "Transition" is defined as separating from active duty after serving 180 days or more of continuous active service pursuant to Title 10 United States Code. This policy is focused on facilitating the successful transition for both active component (AC) and reserve component (RC) Soldiers.

b. If at all possible Army Transition counseling shall begin no later than 12 months prior to planned separation.

c. A Service Member's decision to leave active duty cannot erase his or her sacrifices and dedication. Early and managed TAP participation minimizes the impact on unit missions, helps Service Members to leverage their valuable military-acquired skills, training, and experience to access higher education or technical training, obtain civilian employment, or start a small business. A veteran whose military experience has been positive will also assist us with military recruiting for generations to come.

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4. Commanders will:

a. Promote TAP attendance and allow Service members sufficient time to meet all CRSs for transition.

b. Exempt Service Members from unit duties during mandatory TAP events.

c. Provide an escort for Service Members who are being considered for involuntary separation or who are barred from reenlistment, to their initial visit to the TAP Center to ensure timely enrollment into the program. Involuntary separating SMs are required to receive as many transition services as possible prior to their separation date.

d. Review the TAP XXI Commanders Report to ensure Service members enrollment and compliance with the law and this policy.

e. Sign the DD Form 2958, provided by the TAP staff, verifying that all career readiness standards have been met. TAP and the Fort Sill Transition Center will not clear SMs who fail to comply with this policy.

5. This policy memorandum supersedes CG Policy Memorandum, IMSI-HR, 12 December 2014, subject: Army Career and Alumni Program, CG Policy Memo 14-07.

6. Point of contact is the SFL-TAP Transition Services Manager, 580-442-6428/2222.



BRIAN J. MCKIERNAN
Major General, USA
Commanding

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