

Request Transfer to the USAR Individual Ready Reserve (IRR) (Control Group Reinforcement) Process: Soldiers who elect to be transferred to the Control Group Reinforcement after receiving their 20 Year Notification of Eligibility (NOE) Letter

No.	Activity/Decision Point Name	Description	Regulations and Supporting Resources	Documents and Forms	Systems	Notes
1	From 20 Year Notification of Eligibility (NOE) Letter for Non-Regular Retirement Process (Complete Map)	This process will start at the point during the 20 Year Notification of Eligibility (NOE) Letter for Non-Regular Retirement Process when the Soldier decides to request a transfer to the USAR Individual Ready Reserve (IRR). See 20 Year NOE Letter for Non-Regular Retirement Process for more information.	AR 600-8-7 NGB 600-200			Please see 20 Year Notification of Eligibility (NOE) Letter for Non-Regular Retirement Process for more details.
2	Complete and send packet	Unit Personnel and the Soldier complete the Request for Transfer to the Control Group Reinforcement Packet. Once complete, Unit Personnel sends the Request for Transfer to the Control Group Reinforcement packet from the ARNG through the chain of command to the State G1.	AR 140-10	NGB Form 23D Request Transfer to the Control Group Reinforcement Packet (State-specific)		Documents within the Request for Transfer to the Control Group Reinforcement vary from State to State. Coordinate with the Soldier's Unit to assemble required documents in accordance with the State's guidance.
3	Receive packet requesting transfer to the IRR	State MILPO designated personnel receives the Request for Transfer to the Control Group Reinforcement Packet from the Unit Personnel.				Documents within the Request for Transfer to the Control Group Reinforcement vary from State to State.
4	Review supporting documents and records (iPERMS)	State MILPO designated personnel reviews supporting documents and records in the Soldier's Official Military Personnel File (OMPF) via the Interactive Personnel Electronic Records Management System (iPERMS).	AR 140-10 NGR 600-200	NGB Form 23D	iPERMS	Additional supporting documents and records vary from State to State. Coordinate with the Soldier's Unit to assemble required documents in accordance with the State's guidance.

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5	Cut order and/or amendment (if applicable) and generation NGB Form 22/NGB Form 22A (if applicable) (MILPO Orders)	State MILPO designated personnel cuts the orders using the MILPO Orders System. State MILPO designated personnel initiates NGB Form 22 (National Guard Report of Separation and Record of Service) and discharge certificate. If, due to error, an NGB Form 22A (Correction to NGB Form 22) or amendment is required, the State MILPO designated personnel will prepare appropriate documentation.	AR 600-8-7 NGR 600-200	NGB Form 22 NGB Form 22A NGB Form 55A Discharge Orders	MILPO Orders	The discharge order and request for discharge packet should be archived for 99 years, based on State Law. NGB Form 55A (Certificate of Honorable Discharge from the Federally Recognized Army National Guard)
6	Input order into SIDPERS and close out RPAM record (SIDPERS)	SIDPERS Interface Branch (SIB) Chief or designated personnel inputs the order into SIDPERS.		NGB Form 23B Discharge Orders	SIDPERS	Retirement Points Accounting Management (RPAM) closes out NGB Form 23B (Army National Guard Retirement Points History Statement).
7	Order and NGB Form 22 correct?	Unit Personnel and the Soldier receive the order and NGB Form 22. The orders are also posted to iPERMS. If the amended order and/or NGB Form 22A contain no errors, go to step 4. If the amended order and/or NGB Form 22A contain errors, go to step 8.		NGB Form 22 NGB Form 22A NGB Form 55A Discharge Orders	iPERMS	NGB Form 55A (Certificate of Honorable Discharge from the Federally Recognized Army National Guard)
8	Maintain membership status in the Control Group Reinforcement	Soldier must continue to earn a minimum of 50 retirement points per year (e.g., Inactive Duty Training (IDT), Annual Training (AT), and Membership, etc.) to stay in this status. If Soldier fails to earn the minimum points, the Soldier may be discharged from the Army.	AR 140-10 AR 140-185			Upon transfer to the Control Group Reinforcements, the Soldier must earn a minimum of 50 retirement points per year (e.g., Inactive Duty Training (IDT), Annual Training (AT) and Membership, etc.) to stay in this status. If Soldier fails to earn the minimum points, the Soldier may be discharged from the Army.
9	Go to Applying for Non-Regular Retired Pay Process (Complete Map)	For more information about the non-regular retired pay process, see the Applying for Non-Regular Retired Pay Process: ARNG Soldiers or Former ARNG Soldiers who are eligible for Non-Regular Retired Pay approaching Retired Pay Eligibility Date (RPED) process map.				Please see Applying for Non-Regular Retired Pay Process for more details.