

RECLASS Message 10-05 (C1)

1 October 2009

**SUBJECT: Mandatory Reclassification Processing**

1. IAW AR 614-200, para 3-18 a (3) (c), commanders are required to initiate separation actions on all Soldiers who become disqualified in their PMOS. This includes Soldiers who are no longer MOS qualified for loss of security clearance. If Soldier's separation is disapproved and the Commander directs reclassification, then process the Soldier for reclass.

2. Mandatory reclassification actions must be processed IAW RECLASS Message 10-03 using the reclassification type MND2. The following documents are required and must be emailed to EPFR@conus.army.mil:

- a. Separation / reclassification determination.
- b. Current APFT card with HT/WT annotated.
- c. Copy of any required waiver.
- d. Profile (if applicable).

3. When processing a mandatory reclassification action, use the latest Reclassification IN/OUT Call Message first. If the Soldier is not qualified for any shortage MOS, screen Soldier for possible reclass into a balanced MOS. An overstrength MOS will not be considered. The Soldier must meet all qualifications for the MOS. Although the RECLASS Processing Team will consider the Soldier's requested MOS, the reclassification will be IAW the needs of the Army.

4. Soldiers being processed for a MND2 will be scheduled for a training seat commencing within 60-90 days from the date RPT processes the request.

5. POC for this message is SFC Koval at DSN 221-6932.

End of RECLASS Message 10-05 (C1)

Mr. Bragg, RRB Chief