20 November 2004

VOLUNTARY EXTENDED ACTIVE DUTY (EAD) PACKET REQUIREMENTS CHECKLIST

EAD Packet for_____

Date received_____

For duty at: _____

Requested Start date: _____

Reviewed by: _____

Ref: DOD, Army, Message (FOUO), 01262004, Subj: Voluntary Extended Active Duty (EAD) ISO Contingency Operations

Eligibility: Soldiers completing or nearing 2 years of Mobilization under PARTIAL Mobilization Authority, (10 USC 12302).

Submit the following as indicated:

Soldier currently on Active Duty submit:

____ Justification memorandum from unit accepting application for position, preferably signed by an O-6 addressed:

THRU MEDCOM MOB CELL, MCOP-P
CHIEF, RESERVE AUGMENTATION & MOBILIZATION CELL
HRC, Reserve Component Support Services Division,
ATTN: HRC-PDZ-RC, 200 Stovall St, Alexandria, VA 22332
FOR Commander, Office of the Deputy Chief of Staff G-1, ATTN:
DAPE-MPO-P, 300 Army Pentagon, Washington, DC 20310

that also includes:

- Mob TDA DOC Number
- Mob TDA CCNUM
- Mob TDA EDATE
- Mob TDA billet – para/line #

____ TAG/Governor Release (Army National Guard Only)

____ A completed DA Fm 160R (Application for Active Duty). Please annotate Active Federal Service in Item #13.

____ Copies of all previous mobilization orders/COTTAD/EAD orders and associated TCS orders for ONE/OEF/OIF.

____ If IRR Soldier, submit copies of orders assigning Soldier to IRR.

____ If **not** an IRR Soldier, must submit completed DA Fm 4651-R (Request for Reserve Component Assignment or Attachment); Block 5 (request assignment to) will read: USAR Control Group, 1 Reserve Way, St. Louis, MO 63132.

Soldier *not* currently on Active Duty submit:

____ Justification memorandum from unit accepting application for position, preferably signed by an O-6 addressed:

THRU MEDCOM MOB CELL, MCOP-P
CHIEF, RESERVE AUGMENTATION & MOBILIZATION CELL
HRC, Reserve Component Support Services Division,
ATTN: HRC-PDZ-RC, 200 Stovall St, Alexandria, VA 22332
FOR Commander, Office of the Deputy Chief of Staff G-1, ATTN:
DAPE-MPO-P, 300 Army Pentagon, Washington, DC 20310

that also includes:

- Mob TDA DOC Number
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____ TAG/Governor Release (Army National Guard Only)
____ A completed DA Fm 160R (Application for Active Duty). Please annotate Active Federal Service in Item #13.
____ Copies of all previous mobilization orders/COTTAD/EAD orders and associated TCS orders for ONE/OEF/OIF.
____ If IRR Soldier, submit copies of orders assigning Soldier to IRR.
____ If **not** an IRR Soldier, must submit completed DA Fm 4651-R (Request for Reserve Component Assignment or Attachment); Block 5 (request assignment to) will read: USAR Control Group, 1 Reserve Way, St. Louis, MO 63132.
____ DA Fm 2A/2-1 or ORB/ERB
____ Current physical (Must be dated within the last 18 months: SF88/93 or DD 2807-1/2808).
____ Recorded Negative HIV test within last 6 months.
____ NGB 23, Retirement Credits Record (National Guard); or ARPC 249, Chronological Statement of Retirement Points (Army Reserve).
____ Copies of all DD Fm 214
____ PT Card (DA Fm 705) showing current height/weight
____ Memo of Statement of Understanding: Must state: (Template can also be found under "Forms").

1. I understand that if accepted for active duty I will be precluded from enlistment in the Regular Army at the end of my tour if I do not meet all requirements of AR 601-280, Chapter 3.
2. I am in compliance with the additional qualifying factors in AR 135-210, Chapter 2.
   a. Must have a negative HIV test within the last 6 months.
   b. Cannot be pregnant. (if applicable)
   c. Cannot have received Severance Pay (except for disability).
   d. Must meet medical fitness standards of AR 40-501.
   e. Cannot have over 17 ½ years AFS at the completion of tour.

VALIDATION (Internal Use Only):

____ The RMC (Regional Medical Command) associated with the gaining position needs to validate the request.
____ HP&S validation
____ Concurrence by Deputy Chief, Plans Division, MEDCOM

PROCESSING INSTRUCTIONS:

It is recommended you review the RAMC website to insure you have the most recent version of the checklist. The web address is http://www.cs.amedd.army.mil/medcomplans/ . Click on the Reserve Augmentation & Mobilization Cell (RAMC) link, then, click on the following links-- Information and Procedures to access the most current **Voluntary Extended Active Duty (EAD) Packet Requirements Checklist.**

Many of the forms may be accessed through https://2xcitizen.usar.army.mil. Once accessing the site, go to Library, then Forms. Once completed, the packet must be verified and approved by your higher headquarters, then mailed, scanned or faxed to Quality Assurance, Reserve Augmentation & Mobilization Cell.

MAILING ADDRESS:

United States Army Medical Command
Quality Assurance- Reserve Augmentation & Mobilization Cell
ATTN: MCOP-P
2050 Worth Road
Fort Sam Houston, TX 78234-6000
FAX: (210) 221-6648 DSN: 471-6648

QUESTIONS:

Questions may be addressed to Quality Assurance - Reserve Augmentation & Mobilization Cell by commercial phone: (210)-221-6425, or DSN: 471-6425. Failure to follow the above outlined procedures will seriously jeopardize approval of the application. If you have a question, CALL!!

For more information visit:

https://www.perscomonline.army.mil/tagd/reservecompo/index.htm