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ARMY REGULATION  
No. 601-250

HEADQUARTERS  
DEPARTMENT OF THE ARMY  
WASHINGTON, D.C., 11 August 1966

PERSONNEL PROCUREMENT  
APPLICATION FOR RECALL PROGRAM

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**1. Purpose.** This regulation establishes the Application for Recall Program for retired enlisted personnel which is designed to provide a means whereby nondisabled retired enlisted personnel may apply for recall to active duty.

**2. General.** a. Each year a significant number of nondisabled enlisted personnel who hold a PMOS which is in short supply voluntarily retire with less than 27 years' service. Many of these personnel experience difficulty in adjusting to civilian life and quite frequently request permission to reenlist. Such permission is precluded by current regulations.

b. The Department of the Army frequently finds itself in a position of not being able to meet requirements for certain short or critically short MOS which are well represented in the retired ranks.

c. The Application for Recall Programs will permit the merging of individual desires to return to active service and Army requirements for trained personnel in specific MOS.

**3. Eligibility.** All nondisabled retired enlisted personnel, grade E-5 and above, who have not yet reached their 50th birthday and who have completed less than 27 years of active Federal service may apply for recall under this program, provided they meet retention medical standards.

**4. Medical examination.** Report of current medical examination must accompany the applica-

tion for recall. Applicants will report to the nearest Army recruiting main station to complete required medical examination. Retention standards apply. Local U.S. Army recruiters are authorized to provide necessary transportation in accordance with current procedures for forwarding applicants for enlistment to recruiting main stations. Upon completion of required medical examination, applicants will be released and provided necessary transportation for return to point of origin to await notification of decision on their application for recall to active duty. In addition to required medical examination, recruiting main station commanders will complete DD Form 98 (Armed Forces Security Questionnaire) and initiate DD Form 369 (Police Record Check) for all applicants.

**5. Submission of application.** Applicant for recall will present letter, in duplicate, prepared in accordance with figure 1 to recruiting main station personnel. This will constitute authority to perform required medical examination. Completed report of medical examination and DD Forms 98 and 369 will be appended to the individual's letter of application and forwarded by the recruiting main station to Chief, Enlistment Eligibility Activity, 9700 Page Boulevard, St. Louis, Mo. 63132.

**6. Selection.** Applications will be screened by the Chief of Personnel Operations for MOS for

✓ This regulation supersedes AR 601-250, 30 April 1965.

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which a known or anticipated requirement exists. Selection for recall will be based upon the needs of the Army. In no instance will recall be authorized for those MOS which reflect an imbalance or overage status.

**7. Obligation.** *a.* The period of obligation tendered selected applicants for recall will vary in accordance with projected requirements. However, in no instance will applicants be recalled for a period of less than 3 years nor will they be recalled for periods which will extend beyond their 55th birthday or 30 years service, whichever is earlier.

*b.* Personnel accepting recall will not be eligible for voluntary release from active duty until the entire period for which recalled has been served unless sooner released for the convenience of the Government.

*c.* To be eligible for promotion to pay grade E-7, E-8, or E-9, personnel recalled must have sufficient time remaining in their period of obligation to insure a minimum of 2 years service in the grade by the completion date of their obligation. Extension of tours may be requested to meet this 2-year service obligation (para 13b). Exceptions authorized in paragraph 10f(1), AR 635-230 relative to release for hardship and convenience of the Government apply.

**8. Separation, reduction, and recomputation of retired pay.** While serving on active duty in a recalled status, retired members are subject to all provisions of the Uniform Code of Military Justice including those providing for discharge, and all Army regulations, including those providing for administrative reduction. Upon his release from active duty at the end of his period of such recalled service, his retirement pay will be recomputed. This may result in either increasing or decreasing such members' retired pay. Such members will not be administratively discharged from the Army, but rather will be released from active duty except where other action is directed by Headquarters, Department of the Army. No action which would cause the reduction of a recalled member will be taken unless the reduction is a consequence of action under the Uniformed Code of Military Justice, or is an administrative reduction accomplished after the member has elected not to request relief from active duty.

**9. Waivers.** Requests for waiver of grade restrictions (below grade E-5) may be submitted as the final paragraph of the letter of application. Waivers are not authorized for age or physical deficiencies.

**10. Notification.** All applicants will receive official post card notification of receipt of their application by Department of the Army. Within 30 days subsequent to date application is received at Department of the Army, applicants who are selected for recall should receive orders recalling them to active duty. Orders will indicate the period of obligation being tendered the individual applicant. Applicants not selected should receive letter notification of nonselection within 45 days subsequent to the date application is received at Department of the Army. Applicants requiring grade waiver should be notified of selection or nonselection within 60 days subsequent to receipt of application at Department of the Army.

**11. Relief from active duty.** *a.* Relief from active duty of retired enlisted personnel upon completion of the period for which ordered or upon completion of period of extension will be accomplished by special orders issued by the commander having discharge authority.

*b.* The standards and criteria for early relief from active duty contained in Army regulations in the 635-series are applicable, except as provided in *c* below, to retired enlisted personnel on active duty. Commanders exercising discharge authority in accordance with applicable regulations will issue special orders accomplishing relief from active duty when release is warranted.

*c.* The provisions of AR 635-89, AR 635-206, and AR 635-212 will not be applied to retired enlisted personnel. Requests for relief from active duty in lieu of administrative action will be processed through channels to The Adjutant General, ATTN: AGPO-RE, Department of the Army, Washington, D.C. 20315. The request will include the circumstances upon which request is based, the date of entry on active duty, and the amount of time lost during the period of active duty, if any.

*d.* The following procedures will apply in the relief from active duty of retired enlisted personnel under the provisions of *a*, *b*, and *c* above:

- (1) Final type physical examination will be accomplished in accordance with the provisions of AR 40-501.

- (2) Special orders will be issued accomplishing relief from active duty. One copy, together with promotion and/or reduction order(s), if applicable, will be forwarded to Chief, Retired Pay Division, Finance Center, U.S. Army, Indianapolis, Ind. 46249.
- (3) The finance and accounting officer making final payment will forward the following documents to the Retired Pay Division, Finance Center, U.S. Army, Indianapolis, Ind. 46249, within 5 days following relief from active duty in accordance with paragraph 6-22b, AR 37-104-2:
- (a) Copy 2 of the Military Pay Voucher (DA Form 2139);
  - (b) A completed and signed USTD Form W-4 (Employee's Withholding Exemption Certificate);
  - (c) DA Form 1341 (Allotment Authorization), to authorize any new allotments for payment of insurance premiums on the life of the member, debts due the United States, or to discontinue or change existing allotments.
  - (d) DA Form 41 (Record of Emergency Data).
- (4) Military Personnel Records Jacket, U.S. Army (DA Form 201) together with copies of special orders relieving a retired enlisted person from active duty and other orders, as appropriate, will be forwarded to the Commanding Officer, U.S. Army Personnel Services Support Center, Fort Benjamin Harrison, Ind. 46249, no later than 48 hours after separation processing is completed. It is im-

portant that this schedule be observed in order that payment of retired pay be instituted without delay.

- (5) DD Form 214 (Armed Forces of the United States Report of Transfer or Discharge) will be issued. Reenlistment eligibility (RE) coding will not be entered.

**12. Recertification of retired pay.** The U.S. Army Personnel Services Support Center, Fort Benjamin Harrison, In , will, upon receipt of the Military Personnel Records Jacket with accompanying documents, recompute service creditable for retired pay and recertify the retired pay of an individual to Chief, Retired Pay Division, Finance Center, U.S. Army, Indianapolis, Ind. 46249.

**13. Continuous active duty.** *a.* Enlisted personnel who are recalled to active duty may request an extension of their original active duty commitment, as established in initial recall orders, provided the recall period will not extend an individual beyond his 55th birthday or 30 years active Federal service, whichever is earlier.

*b.* Extension of tours may also be requested for the purpose of meeting the 2-year service obligation upon appointment to pay grades E-7, E-8, and E-9. See AR 600-200. Individuals who decline to request extensions of active duty in order to meet the 2-year service requirement will not be appointed into pay grade E-7, E-8, or E-9.

*c.* Request for extension of tours will be initiated and forwarded to Chief of Personnel Operations, ATTN: EPRDC, through channels, at least 8 months prior to the expiration of his recall period. These requests will be screened and processed by Headquarters, Department of the Army based upon the needs of the Army and individual's performance of duty.

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(Date)

**SUBJECT: Application for Recall from Retired Status**  
**TO: Chief, Enlistment Eligibility Activity**  
**Department of the Army**  
**9700 Page Boulevard**  
**St. Louis, Missouri 63132**

1. Application for recall from retired status is submitted in accordance with AR 601-250, date 30 April 1965.

2. Personal data follows:

- a. Name:
- b. Retired Grade:
- c. Service Number:
- d. PMOS: ----- SMOS: ----- Additional MOS: -----
- e. Current Mailing Address:
- f. Date Retired:
- g. Specific schooling or civilian experience related to the required MOS, received since retirement.

3. I understand that if I am selected for recall to active duty I may be recalled for a period of not less than 3 years; that I will not be recalled for a period of time which will extend beyond my 55th birthday or 30 years active Federal service whichever is sooner and; that I will not be eligible for voluntary release from active duty during the period of service for which recalled but may be released from active duty for the convenience of the Government; and that while recalled to active duty, I will be subject to all provisions of the Uniform Code of Military Justice including discharge from the service pursuant thereto and all Army regulations including those providing for administrative reduction; but that any administrative separation from the service will be accomplished by releasing me from active duty rather than by discharge, except where other action is directed by Headquarters, Department of the Army. I may request and be granted relief from active duty in lieu of any administrative action, which would cause my reduction to a lower pay grade than that upon which my retired pay was computed.

4. I understand that I am available for worldwide assignment to any duty required of my MOS and grade, and no specific assignment or location can be promised.

5. I am available for active duty on or after -----  
(Date)

6. I understand that in the event I am selected for recall and I have elected an option under Title 10, U.S.C., sections 1431-1444 (formerly the Uniformed Services Contingency Option Act of 1953) and am currently receiving reduced pay that the following procedure is applicable:

"I am required to make a monthly deposit to the Retired Pay Division, Finance Center, U.S. Army for each month of active duty in the same amount currently being withheld from my retired pay. Any promotion or reduction received while on active duty will not affect the amount to be deposited. Payment will be by check, money order, or Class E Allotment to the Retired Pay Division, Finance Center, U.S. Army and must be forwarded not later than the 10th day of each month succeeding the month in which a deduction would have been made from my retired pay."

7. (Use for waiver of grade, if required.)

1 Incl:

Report of Medical Examination

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(Signature)

[AGPO]

Figure 1

By Order of the Secretary of the Army:

HAROLD K. JOHNSON,  
*General, United States Army,*  
*Chief of Staff.*

Official:

KENNETH G. WICKHAM,  
*Major General, United States Army,*  
*The Adjutant General.*

Distribution:

To be distributed in accordance with DA Form 12-9 requirements for Military Personnel  
Procurement:

*Active Army: A. NG: None. USAR: C.*



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