

## **Frequently Asked Questions Selective Early Retirement Board (SERB)**

### **Q. Why does the Army need to hold a SERB?**

*A. The SERB is necessary to correct officer imbalances and overages caused by high retention and a reduction in officer billets. The Army's drawdown plan is a balanced approach that maintains readiness while trying to minimize turbulence within the officer corps. The SERB is an integral part of this plan and is based on Congressionally mandated strength reductions to meet directed end strengths by FY17.*

### **Q. When will the SERB meet?**

*A. The FY13 Selective Early Retirement Board will convene on or about 13 August 2013.*

### **Q. Who is being considered by the SERB?**

*A. Regular Army (RA) officers in the Army Competitive Category (ACC) and on the active duty list in the grade of Colonel (COL) with a date of rank of 1 August 2008 and earlier; and Lieutenant Colonels (LTCs) who have been at least twice non-selected for promotion to colonel as of the FY12 Colonel, Army, Promotion Selection Board (results released November 2012) are eligible for the SERB. Officers who are on a recommended list for promotion, have been approved for voluntary retirement as of the convene date of the board, or officers who will be involuntarily retired under any provision of law during FY13 or FY14 will not be considered (includes officers with mandatory retirement dates in FY13 or FY14).*

### **Q. If I am in the considered population, what are my options?**

*A. Officers may request voluntary retirement in order to not be considered by the SERB. All voluntary retirement applications must be submitted IAW figure 6-2, AR 600-8-24, Officer Transfer and Discharges and note "Subject: Voluntary Retirement – SERB-considered Population". All Lieutenant Colonels and Acquisition Corps Colonels must submit voluntary requests for retirement to the Commanding General (CG), Army Human Resources Command (HRC), ATTN: AHRC-OPL-R. All Colonels, with the exception of the Acquisition Corps, must submit voluntary retirement requests to the Director, Senior Leader Development Office (SLD), ATTN: DACS-CMO. All voluntary retirement requests must be processed through the appropriate chain of command, military personnel directorate and installation transition center, prior to being forwarded to CG, HRC or Director, SLD. To ensure proper time to process retirements prior to the convene date of the board; voluntary retirement requests should arrive to HRC/SLD not later than COB, 8 July 2013. Voluntary retirement requests that arrive after the 8 July 2013 suspense will be processed until the convene date of*

*the board. However, officers who have missed the suspense risk SERB consideration if their request for retirement is not approved by the convene date of the board. Officers submitting a voluntary retirement request are strongly encouraged to communicate with their human resource manager at HRC or SLD early in the process.*

**Q. What are the advantages to submitting a voluntary retirement versus being selected for separation by the SERB?**

*A. In most cases, submitting a voluntary retirement will allow an officer greater time to prepare for his or her transition from the Army. If selected by the SERB, officers must separate from the Army on the 1<sup>st</sup> day of the 7<sup>th</sup> month following the date the board results are approved by the Secretary of the Army (SecArmy). We anticipate that the SecArmy will sign board results in early January 2014 requiring SERB selected officers to separate not later than 1 August 2014. This time includes PCS and transitional leave.*

**Q. Where do I seek more information about my options?**

*A. Officers are encouraged to discuss their options with immediate supervisors, mentors, human resource managers, assignment officers and families. Every officer in the SERB considered population will be counseled by a General Officer. Officers in the SERB considered population are highly encouraged to close the loop with that same General Officer after seeking the advice of others.*

**Q. If I am in the SERB considered population, can I submit a voluntary retirement after the convene date of the board?**

*A. Yes, officers may continue to apply for voluntary retirement after the convene date of the board. However, they will remain in the SERB considered population.*

*(1) If selected for early retirement by the SERB, officers with a pending voluntary retirement request will have their retirement date adjusted to not later than the mandatory date based on the SecArmy's approval of the board report. For example, if a colonel in the SERB eligible population submits a voluntary retirement request after the convene date of the SERB, his or her application will be held in abeyance. If selected by the SERB, regardless of the desired date to voluntarily retire, the officer must retire not later than the first day of the seventh month following the SecArmy's approval of the results.*

*(2) if the SERB does not select the officer for early retirement, the pending voluntary retirement request will then be processed.*

**Q. If selected by the SERB, am I entitled to separation pay?**

*A. No. There is no separation pay associated with a SERB.*

**Q. What is the impact of this board on PCS Assignments?**

*A. Human Resource Managers at HRC and SLD will review the PCS assignments of all officers in the SERB considered population on a case-by-case basis.*

**Q. What is the timeline for officers currently deployed or tasked to deploy?**

*A. Deployed officers can pursue voluntary retirement actions in accordance with the SERB MILPER message. Officers in the SERB considered population who are deployed at release of this MILPER message and desire a voluntary retirement date should contact their Human Resources Manager at HRC/SLD immediately. Officers in the SERB considered population are not eliminated from deployment consideration. Officers in the SERB considered population remain available for army deployments until an established retirement date limits availability. Commanders should discuss retirement intentions with officers in the SERB considered population. If an officer in the SERB considered population is tasked to deploy and elects a voluntary retirement, the commander must resource or reclama the tasking if the member will have insufficient retainability. If an officer in the SERB considered population is tasked to deploy and does not pursue voluntary retirement, they may proceed on deployment tasking. Deployed officers selected by the SERB for involuntary retirement will be returned to home station within 30 days of notification to conduct out-processing actions.*

**Q. Will I receive My Board File announcement or have the opportunity to review MBF?**

*A. "MY BOARD FILE" opens on 13 June 2013 and "MY BOARD FILE" closes at 2400 hours on 6 August 2013.*

**Q. What documents in my official file will the SERB review?**

*A. The SERB will review an officer's performance in the Army Military Human Resource Record (AMHRR) which will include pre-screened limited portions of the Restricted (R) AMHRR/IPERMS (if one exists), the officer record brief (ORB), the official photograph, and authorized communications from each officer in the SERB considered population.*

*The documents on the AMHRR/IPERMS(R) that will be seen by the board may include the following:*

- 1. Article 15 or other UCMJ actions received as an enlisted member or as an officer that have not been set aside by proper authority. However, punishment under article 15 or other UCMJ actions in a Soldier's early career (specialist/corporal and below with fewer than 3 years of service) will not be considered in deliberation.*
- 2. DA Suitability and Evaluation Board (DASEB) filing of unfavorable information.*
- 3. Promotion list removal documents when the officer is removed from the list.*
- 4. Punitive or administrative letters of reprimand, admonition, or censure.*

**Q. May I write a Memorandum or Letter to the Board?**

*A. Officers in the zones of consideration may, if desired, submit correspondence to the President of the Board. Individual memoranda/letters should include only those matters deemed important in the consideration of an officers' records. They should be addressed to PRESIDENT, FY13 LTC/COL SELECTIVE EARLY RETIREMENT BOARD, ATTN: AHRC-PDV-S, 1600 SPEARHEAD DIVISION AVE, FORT KNOX, KY 40122. SIGNED MEMORANDA MAY BE SCANNED AND EMAILED TO: USARMY.KNOX.HRC.MBX.TAGD-BOARD-AC-OFFICER@MAIL.MIL. Letters must arrive prior to the convene date of the board in order to be considered. Any memorandum considered by a board will become a matter of record for that board and will be retained in the board files. Memoranda to the board (including enclosures) will not be filed in an officer's AMHRR. Do not send this document to IPERMS. Communications or Letters/Memoranda from other parties on behalf of officers eligible for consideration will not be provided to the board unless forwarded as an enclosure to a letter/memorandum to the board from the officer being considered.*

**Q. May I submit a complete the record (CTR) Officer Evaluation Report (OER)?**

*A. IAW AR 623-3, CTR OERs are not authorized on the basis of pending consideration by a SERB.*

**Q. What is the last day to submit officer evaluation reports (OERs) or Academic Evaluation Reports (AERs)?**

*A. All mandatory or optional Officer Evaluation Reports (OER) / Academic Evaluation Reports (AER) must be received, error free, in the Evaluation Reports Branch, HRC NLT close of business on 8 Aug 2013. OERs/AERs received on 8*

*August 2013 but after close of business will get the next business day as a received date. Commanders at all levels should make special efforts to ensure any applicable evaluation reports for eligible officers are expeditiously processed.*

**Q. If an officer is selected by a SERB, what is the maximum amount of time they could potentially have for leave?**

*A. In accordance with ALARCT 022/2013 - ANNOUNCEMENT OF EXTENSION OF THE 75 DAY LEAVE CARRY OVER THROUGH 30 SEPTEMBER 2015 – Soldiers may carry forward 75 days of annual accrued leave through 30 September 2015.*

**Q. How much time is allocated for PTDY for retirement?**

*A. In accordance with AR 600-8-10, paragraph 5–35, an officer selected for involuntary separation by a SERB is eligible for up to 20 days PTDY.*

**Q. What transition assistance will officers in the SERB considered population receive?**

*A. Officers in the SERB considered population are entitled to a lifetime use of transition assistance program and services that are available through the Army Career & Alumni Program (ACAP) at installations across the Army and on line. Such services are designed to help make transitioning Soldiers and their spouses “career ready.” By law, all Soldiers with 180 or more days of continuous Title X active duty service are required to receive pre-separation counseling and VA benefits briefings. Retirement eligible Soldiers and their spouses may choose to participate in a full range of additional counseling and transition assistance/job search services, including: one on one assistance with development of an individual transition plan, participation in a department of labor employment workshop, and workshops on higher education, technical training and starting a small business. Other related services include, financial planning/management, spouse employment assistance, relocation assistance and general information and referral. Officers in the SERB considered population are encouraged to initiate the ACAP process immediately in order to take full advantage of the resources that are available to them.*

**Q. If selected by the SERB, what impact does that have on my Montgomery GI Bill and Post-9/11 GI Bill Benefits?**

*A. If you otherwise meet Department of Veterans Affairs Montgomery GI Bill or Post-9/11 GI Bill eligibility requirements, your selection for involuntary separation will not impact benefits for your own use. In addition, members who transferred benefits to dependents prior to SERB selection will retain their transfer and not face recoupment if they agree to serve until the mandatory date of separation established for them by the SERB. However, officers who elect to voluntarily*

*separate/retire in lieu of SERB consideration without completing their post-9/11 GI Bill active duty service commitment will forfeit the transferred benefit, and any benefits that dependents used will be treated as an overpayment subject to recoupment by the Department of Veterans Affairs (DVA). For questions regarding GI Bill benefits contact HRC Education Incentives Branch at [usarmy.knox.hrc.mbx.tagd-post-911-gi-bill@mail.mil](mailto:usarmy.knox.hrc.mbx.tagd-post-911-gi-bill@mail.mil).*

**Q. What if I am undergoing evaluation by the Integrated Disability Evaluation System (IDES)?**

*A. Officers in the SERB considered population who are also undergoing a review by the Integrated Disability Evaluation System (IDES) will be considered by the SERB. If selected for involuntary retirement, separation dates for these officers will be handled on a case by case basis.*