DEPARTMENT OF THE ARMY
UNITED STATES ARMY MEDICAL DEPARTMENT ACTIVITY
REDSTONE ARSENAL, ALABAMA 35809-7000

REPLY TO
ATTENTION OF

MCXW-MED 7 August 2003

MEMORANDUM FOR All Soldiers, Fox Army Health Center, U.S. Army Medical Department Activity, Redstone Arsenal, Alabama 35809-7000

SUBJECT: Command Policy Letter 03-16: Reenlistment and Retention Program

1. The objective of the Medical Company Reenlistment Program is to encourage the best soldiers to remain on active duty and complete a full military career. Soldiers who are fully qualified will not be denied reenlistment arbitrarily in accordance with (IAW) AR 601-280, Army Retention Program, 31 March 1999.

2. Reenlistment counseling must be continuous and begins the day the soldier arrives in the unit. The Company Commander (Retention Officer) and the Reenlistment NCO will conduct required reenlistment interviews IAW AR 601-280, Appendix C. The unit reenlistment NCO will ensure an interview is scheduled for soldiers 90 days prior to ETS with the Reserve Component Career Counselor, IAW AR 601-280, Appendix C.

3. The reenlistment NCO will become familiar with their duties and responsibilities, per AR 601-280 para i. This is reportable on the NCO Evaluation Report as appointed duties.

4. The Reenlistment NCO and I will encourage maximum attendance at a reenlistment ceremony by persons who work with the soldier. Whenever possible the soldier's family should be present to participate in the ceremony.

5. As part of the Medical Company Reenlistment Program, a reenlistment incentive award program will be established to recognize the individual reenlistee. This program will recognize the following categories of soldiers:

a. Reenlisted on Active duty

b. Transitioned to the United States Army Reserve/Army National Guard Troop Program Unit

c. Extended under the Bonus Extension and Retraining (BEAR) Program.

6. As part of the reenlistment incentive award program the reenlistee will be eligible for the following incentives: (Initial, Term, or Mid-career)

a. Three-day pass

b. Remainder of the day off after the reenlistment ceremony.

c. Additional incentives will be given in coordination with the reenlistment NCO to reward soldiers for making the commitment to remain a part of today's Army.

d. If the mission dictates that the soldier cannot use his or her incentives immediately, I will ensure that the soldier receives those incentives within 30 days of the reenlistment, extension, or transfer.

LAURA S. EDWARDS
CPT, MS
Commanding