



SECRETARY OF THE ARMY  
WASHINGTON

07 DEC 2017

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Army Directive 2017-28 (Sergeant and Staff Sergeant Promotion Recommended List)

1. References.

a. Army Directive 2016-19 (Retaining a Quality Noncommissioned Officer Corps), 26 May 2016.

b. Army Regulation (AR) 140-111 (U.S. Army Reserve Reenlistment Program), 9 May 2007, Rapid Action Revision Issued 6 September 2011.

c. AR 350-1 (Army Training and Leader Development), 19 August 2014.

d. AR 600-8-19 (Enlisted Promotions and Reductions), 25 April 2017.

e. AR 601-280 (Army Retention Program), 1 April 2016.

f. AR 635-200 (Active Duty Enlisted Administrative Separations), 19 December 2016.

2. This directive revises Army policy for Title 10 enlisted Soldiers in the Regular Army (RA) and U.S. Army Reserve (USAR) as specified in paragraph 3, effective the May 2018 promotion month. Because our Army is a Soldier-centric force, we must rely on a professional noncommissioned officer (NCO) Corps to sustain our stature as the world's premier combat force. Leader development is a time-intensive process, but the end product of that investment is an NCO Corps of competence and character fit to lead in combat. It is essential that unit leaders—across all levels—understand their individual role in ensuring that we develop and train our Soldiers and NCOs to assume increasing levels of responsibility. To this end, we must remain committed to retaining the talented men and women we have accessed and trained because they are our future.

3. It is imperative that the Army maintain a quality force by keeping Soldiers who are competent, educated, motivated, and trained to work as members of a team. All leaders are responsible for training and developing our Soldiers for increased levels of responsibility by the time a Soldier attains promotion eligibility in the primary zone. My expectation is that the vast majority of Soldiers will be integrated into the promotion recommended list upon attainment of such eligibility. By affording quality Soldiers promotion opportunities and, conversely, denying continued service to those who clearly

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do not show they have the potential for such service, we strengthen our Army and NCO Corps. The following policies align an “up-or-out” system by linking continued advancement with retention control points. To improve readiness, morale, retention, and the professional development of our talented Soldiers consistent with sustaining an All-Volunteer Army, I direct the following policy changes concerning promotion to sergeant (SGT) and staff sergeant (SSG):

a. Promotion eligibility criteria for recommendation and promotion (RA and USAR) are in the enclosure, which supersedes AR 600-8-19, tables 3-1 through 3-4.

b. Rules for integration in the promotion recommended list (AR 600-8-19, table 3-1) are applicable to RA and USAR Active Guard Reserve (AGR) only.

(1) Secondary Zone. Unit commanders will consider eligible Soldiers who are in the secondary zone for integration into the SGT/SSG recommended list on a monthly basis. When the unit commander determines a Soldier has the potential for increased responsibility, the unit commander will recommend the Soldier for promotion and refer him or her to a local promotion board. Those Soldiers who are approved will be integrated into the promotion recommended list with all earned promotion points.

(2) Primary Zone. Appearance before a local promotion board is mandatory for all Soldiers upon initially reaching primary zone eligibility. All Soldiers approved for promotion list integration will be integrated into the promotion recommended list with all earned promotion points. A Soldier who is not recommended for integration will be formally counseled on why he or she was not recommended. Counseling must identify what Soldiers must do to improve their knowledge, skills, and attributes and to prepare themselves for increased responsibility. The counseling also must address the consequences of not being integrated into the promotion recommended list. Those consequences include a potential bar to continued service (references 1b and 1e) because the Soldier is noncompetitive for promotion and does not demonstrate leadership potential. Additionally, retention control points (reference 1a) used to determine the maximum years of service a Soldier may serve without promotion should be incorporated into the counseling. Soldiers who respond to training and counseling, and demonstrate they have the potential for increased responsibilities will be sent to the promotion board.

(3) Command List Integration. Command list integration is rescinded for RA and USAR (AGR) Soldiers only and replaced with mandatory list integration. All Soldiers meeting the eligibility criteria in table 3-1 (at the enclosure) for mandatory list integration must be integrated into the promotion recommended list. Soldiers integrated into the list will be credited with all earned promotion points. The ability of local commanders to deny integration into the promotion recommended list (as was set forth in command list integration policy) is rescinded. Instead, commanders will use the bar to continued

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service (with counseling) to identify those individuals who have no potential for continued service or leadership. Soldiers who meet time in service (TIS) and time in grade (TIG) eligibility, but are not otherwise eligible for promotion list integration because they do not meet other eligibility criteria, will not be integrated into the promotion recommended list until they overcome the basis for their ineligibility. When they meet all eligibility criteria, these Soldiers will be integrated into the promotion recommended list and will compete for promotion with all earned promotion points.

c. Bar to Continued Service (AR 601-280 and AR 140-111). The Deputy Chief of Staff (DCS), G-1 will impose a Headquarters, Department of the Army (HQDA) bar to continued service against any Soldier (RA and USAR (AGR) only) who fails to qualify for mandatory appearance before a promotion board upon attaining primary zone TIS/TIG eligibility because he or she did not complete mandatory Structured Self-Development (SSD) courses. The HQDA bar to continued service puts a Soldier on notice that his or her continued service may not be in the Army's best interest. Upon imposition of the HQDA bar to continued service, the company, detachment, or comparable commander of the unit the Soldier is assigned to or attached for duty and administration will counsel the Soldier regarding the requirement to qualify for promotion board appearance by completing SSD courses. The commander will review the bar to continued service at least every 3 months after the date of imposition and 30 days before the Soldier's scheduled departure from the unit or separation from the Service. Upon completion of each 3-month review, the unit commander will use DA Form 4856 (Developmental Counseling Form) to inform the Soldier that the bar has been reviewed and will remain in effect unless the Soldier completes the mandatory SSD courses. The Soldier will be further informed that, upon completion of the fourth 3-month review, separation proceedings will be initiated unless he or she has qualified for appearance before a promotion board by completing the mandatory SSD courses. The HQDA bar to continued service will be removed when the Soldier meets the SSD requirement.

d. Involuntary Separation (AR 635-200). In accordance with paragraph 3c and chapter 13 of reference 1f, commanders will initiate involuntary separation for any Soldier (RA and USAR AGR) with an HQDA bar to continued service who, after 12 months (four 3-month reviews) and subsequent attainment of mandatory list integration TIS/TIG eligibility criteria, still has not qualified himself or herself for appearance before a promotion board by completing mandatory SSD courses. Commanders will separate these Soldiers when, in the commander's judgment, the Soldier's potential for advancement or leadership is unlikely.


4. These changes will enhance Army readiness by aligning individual capabilities with the Army's needs while optimizing human performance and engagement. The changes recognize and capitalize on the unique talents every member of the Army team possesses and employs each member to maximum effect. This talent management effort goes beyond meeting numbers; it recognizes what it takes to build an Army by

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capitalizing on our greatest strength: Soldiers. Upon implementation of this directive, U.S. Army Human Resources Command will adjust how Soldiers are distributed against requisitions to coincide with these revised promotion eligibility policies.

5. The DCS, G-1 is the proponent for this policy. The DCS, G-1 will issue an Armywide message to inform the force of these changes as well as implementing guidance to support them. The DCS, G-1 will also incorporate the provisions of this directive and the implementing guidance into references 1b, 1d, and 1e as soon as practical.

6. This directive is rescinded upon publication of the revised references 1b, 1d, and 1e.



Mark T. Esper

Encl

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## PROMOTION ELIGIBILITY CRITERIA FOR SERGEANT AND STAFF SERGEANT

These tables supersede tables 3-1 through 3-4 in Army Regulation 600-8-19 (Enlisted Promotions and Reductions).

Table 3-1. Eligibility criteria for recommendation (Regular Army and U.S. Army Reserve (Active Guard Reserve))

Factor	Criteria	Waiver
MOS	Recommended in CPMOS. Fully qualified in recommended MOS (DA Pam 611-21).	None
Civilian education	High school diploma/general education development (GED).	None
Military education	To SGT—Completed SSD 1 before board appearance to SGT.  To SSG—Completed SSD 2 before board appearance to SSG.	Constructive credit granted by TRADOC. Equivalency approval completed before board appearance for other service, USAR, or ARNG BLC. Nonresident courses qualify for this requirement. No exceptions authorized.
Time requirement for board appearance as of the 1st day of the board month	To SGT— Secondary zone: 17 months TIS, 5 months TIG Primary zone: 35 months TIS, 11 months TIG Mandatory list integration: 47 months TIS, 23 months TIG  To SSG— Secondary zone: 47 months TIS, 6 months TIG Primary zone: 71 months TIS, 17 months TIG Mandatory list integration: 83 months TIS, 23 months TIG	None.
Reenlistment eligibility	Not ineligible to reenlist.	Ineligible solely based on DES processing, remains otherwise eligible
Physical qualifications	Remains eligible until determined unfit by the DES process (refer to para 1-20).	Regains eligibility when the findings approved by the SECARMY are "fit" or when approved for continuation on active duty under the provisions of AR 635-40
APFT	Possess a current passing record APFT score in accordance with applicable regulations and field manuals.	As directed by DCS, G-3/5/7 (DAMO-TR), Soldier will use last APFT qualification when HQDA suspends conduct of the APFT (regardless of when it was last administered). Refer to paragraph 1-20 for DES.
Weight control	In compliance with AR 600-9.	None.
ASAP	Not command-referred to the program.	Self-referral.
Disciplinary	Not flagged in accordance with AR 600-8-2.	None.

Table 3-2. Eligibility criteria for recommendation (U.S. Army Reserve troop program unit, Army Reserve Element, and multicomponent commands or units)

<b>Factor</b>	<b>Criteria</b>	<b>Waiver</b>
Membership	Member of the USAR. Not an unsatisfactory participant.	None.
MOS	Recommended in CPMOS. Fully qualified in recommended MOS (DA Pam 611-21).	Soldier awarded ASI "4A." Soldier may be recommended in SMOS and/or AMOS if fully qualified in the MOS and recommended by the CDR.
Civilian education	High school diploma, GED, or an associate or higher degree.	None.
Military education	To SGT—Completed SSD 1 before consideration by a SGT promotion board.  To SSG—Completed SSD 2 before board appearance to SSG.	Constructive credit granted by TRADOC. Equivalency approval completed before board appearance for other service, USAR, or ARNG BLC. Nonresident courses do qualify for this requirement. No exceptions authorized.
Time requirement for promotion consideration as of the date the board convenes	To SGT— Secondary zone: 17 months TIS, 5 months TIG Primary zone: 35 months TIS, 11 months TIG Command list integration: 47 months TIS, 23 months TIG  To SSG— Secondary zone: 47 months TIS, 6 months TIG Primary zone: 71 months TIS, 17 months TIG Command list integration: 83 months TIS, 23 months TIG	
Reenlistment eligibility	Not ineligible to reenlist.	Ineligible solely based on DES processing remains otherwise eligible.
Retention	Does not exceed maximum years of service for current rank or has not reached age 57.	None.
Physical qualifications	Remains eligible until determined unfit by the DES process (refer to paragraph 1-20).	Soldier regains eligibility when the findings approved by the SECARMY are "fit" or when approved for continuation in RC status under the provisions of AR 635-40.
APFT	Possess a current passing record APFT score in accordance with applicable regulations and field manuals.	As directed by DCS, G-3/5/7 (DAMO-TR), Soldier will use last APFT qualification when HQDA suspends conduct of the APFT (regardless of when it was last administered). Refer to paragraph 1-20 for DES.
Weight control	In compliance with AR 600-9.	None.
ASAP	Not command referred to the program.	Self-referral.
Disciplinary	Not flagged in accordance with AR 600-8-2.	None.

Table 3-3. Eligibility criteria for promotion pin-on (Regular Army and U.S. Army Reserve (Active Guard Reserve))

Factor	Criteria	Waiver
MOS	Promoted in CPMOS. Fully qualified in MOS to include meeting all school requirements.	Soldiers awarded ASI "4A."
Military education	BLC graduate for promotion pin-on to SGT. ALC graduation for promotion pin-on to SSG.	NCOES waivers no longer authorized. Refer to paragraph 1-28.
Minimum time requirement for promotion pin-on as of the 1st day of the promotion month	To SGT— Secondary zone: 18 months TIS, 6 months TIG Primary zone: 36 months TIS, 12 months TIG Mandatory list integration: 48 months TIS, 24 months TIG  To SSG— Secondary zone: 48 months TIS, 7 months TIG Primary zone: 72 months TIS, 18 months TIG Mandatory list integration: 84 months TIS, 24 months TIG	None.
Reenlistment eligibility	Eligible to reenlist or extend in accordance with appropriate regulations.	Ineligible solely based on DES processing remains otherwise eligible.
Physical qualifications	Remains eligible until determined unfit by the DES process (refer to para 1-20).	a. Soldier regains eligibility when the findings approved by the SECARMY are "fit" or when approved for continuation on active duty/continuation in RC status under the provisions of AR 635-40. b. When the provisions of paragraph 1-20 apply.
APFT	Possess a current passing record APFT score in accordance with applicable regulations and field manuals.	As directed by DCS, G-3/5/7 (DAMO-TR), Soldier will use last APFT qualification when HQDA suspends conduct of the APFT (regardless of when it was last administered).
ASAP	Not command referred to the program.	Self-referral.
Disciplinary	Not flagged in accordance with AR 600-8-2.	None.



Table 3-4. Eligibility criteria for promotion pin-on (U.S. Army Reserve troop program unit, Army Reserve element, and multicomponent commands or units)

<b>Factor</b>	<b>Criteria</b>	<b>Waiver</b>
Military education	BLC graduate or promotion pin-on to SGT. ALC graduate for promotion pin-on to SSG.	NCOES waivers no longer authorized. Refer to para 1-28.
Minimum time requirement for promotion pin-on as of the 1st day of the promotion month	To SGT— Secondary zone: 18 months TIS, 6 months TIG Primary zone: 36 months TIS, 12 months TIG Command list integration: 48 months TIS, 24 months TIG  To SSG— Secondary zone: 48 months TIS, 7 months TIG Primary zone: 72 months TIS, 18 months TIG Command list integration: 84 months TIS, 24 months TIG	
Reenlistment eligibility	Eligible to reenlist or extend in accordance with appropriate regulations.	Ineligible solely based on DES processing remain otherwise eligible.
PPRL	Listed on a valid permanent promotion recommended list.	None.
Sequence order	In the proper sequence order when promoted from the PPRL.	None.
Physical qualifications	Remain eligible until determined unfit by the DES process (refer to para 1-20).	a. Soldiers regain eligibility when the findings approved by the SECARMY are "fit" or when approved for continuation in RC status under the provisions of AR 635-40. b. When the provisions of para 1-20 apply.
APFT	Possess a current passing APFT score in accordance with applicable regulations and field manuals.	As directed by DCS, G-3/5/7 (DAMO-TR), Soldiers will use last APFT qualification when conduct of the APFT is suspended by HQDA (regardless of when it was last administered).
ASAP	Not command referred to the program.	Self-referral.
Disciplinary	Cannot be Flagged in accordance with AR 600-8-2.	None.
Position requirement	To SGT/SSG-12 month position obligation.	Where the Soldier has a change of residence or civilian employment incurs an extreme hardship requiring such reassignment, or as otherwise determined by the first general officer in the chain of command.