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2. Hotlines sent to the RECLASS Team will be returned without action when a hotform is available but not used; submitted to the wrong category; incomplete Soldier information; no supporting documents when required.
3. Processing times may be affected by leave, TDY, schools, mission requirements, or other situations beyond the control of RMB.
4. This message supersedes any previous guidance pertaining to processing actions through the RECLASS Team.
5. POC for this message is MSG Nagle, DSN 221-6924.

END RECLASS Message 07-01

Mr. Bragg, RMB Branch Chief