

RECLASS Message 07-07

29 June 2007

SUBJECT: Mandatory Reclassification Processing

1. A Soldier will be processed for a **Mandatory Reclassification Action** when they have **lost PMOS qualifications**. If they have lost qualifications such as a security clearance through their own misconduct, a **Chapter Action needs to be initiated by the Soldier's commander**. Refer to AR 614-200 paragraph 3-18a(3)(c).
2. Process Mandatory Reclassification Actions IAW RECLASS Message 07-03 changing only the reclassification type using MND2. When you are processing eligibility, you will use reclassification type MND2 and the required documentation will be emailed to the RECLASS Team (epfr@conus.army.mil). The documents needed are: the Chapter Decision, the Chapter Decision has to state reclassify Soldier it cannot say not recommend retention or reclassification. The action will be returned for completion of required documentation if it is incorrect. When a waiver is required, submit a copy of the waiver. When the Soldier has a profile submit a copy of the profile.
3. **When you are processing a mandatory reclassification action, you want to look at shortage MOS's first**. If there are none the Soldier is qualified for you can look at balanced MOS's. Over strength MOS's will not be considered, no exceptions. The Soldier must meet all qualifications for the MOS.
4. POC for this message is MSG Nagle at DSN 221-6924.

End RECLASS Message 07-07

Mr. Bragg, RMB Chief