

**Milper Message Number  
13-036**

**Proponent  
AHRC-EPF-R**

**Title  
MOS ADMINISTRATIVE RETENTION REVIEW (MAR2) IMPLEMENTATION FOR THE REGULAR ARMY**

**...Issued: [05 Feb 13]...**

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- A. AR 614-200, ENLISTED ASSIGNMENTS AND UTILIZATION MANAGEMENT, 26 FEB 09 (RAR 002, 11 OCT 11).
- B. DA PAM 611-21, MILITARY OCCUPATIONAL CLASSIFICATION AND STRUCTURE, 22 JAN 07.
- C. AR 40-501, STANDARDS OF MEDICAL FITNESS, 14 DEC 07 (RAR 003, 4 AUG 11).
- D. ARMY DIRECTIVE 2012-18, SUBJECT: MILITARY OCCUPATIONAL SPECIALTY ADMINISTRATIVE RETENTION REVIEW (MAR2), 23 AUG 12.
- E. ALARACT MESSAGE 261/2012, SEP 12, SUBJECT: NOTIFICATION OF ARMY-WIDE IMPLEMENTATION OF MOS ADMINISTRATIVE RETENTION REVIEW (MAR2).

1. THIS MILPER MESSAGE IS EFFECTIVE IMMEDIATELY UPON RELEASE AND WILL EXPIRE NLT 30 SEP 14.

2. PURPOSE:

A. THE PURPOSE OF THIS MESSAGE IS TO PROVIDE PROCEDURAL GUIDANCE FOR THE IMPLEMENTATION OF THE ARMY'S MAR2 PROGRAM FOR THE REGULAR ARMY. THE MAR2 PROGRAM HAS BEEN FORMALLY APPROVED BY THE SECRETARY OF THE ARMY FOR IMPLEMENTATION ARMY-WIDE REPLACING THE MOS MEDICAL RETENTION BOARD (MMRB). THE IMPLEMENTATION OF THE MAR2 PROGRAM EFFECTIVELY RESCINDS AR 600-60, PHYSICAL PERFORMANCE EVALUATION SYSTEM, 28 FEB 08.

B. MAR2 IS DESIGNED AS A COMMANDER'S TOOL TO IDENTIFY SOLDIERS IN THEIR FORMATIONS WHO HAVE PERMANENT MEDICAL LIMITATIONS AND REQUEST AN ADMINISTRATIVE REVIEW TO DETERMINE IF THE SOLDIER CAN PERFORM HIS/HER PRIMARY MILITARY OCCUPATIONAL SPECIALTY (PMOS) OR AREA OF CONCENTRATION (AOC) IN AN AUSTERE OR WORLDWIDE FIELD ENVIRONMENT.

3. PROCEDURES:

A. INSTALLATION PROCEDURES:

(1) THE INSTALLATION RETENTION OFFICE OBTAINS P3/P4 PROFILES FROM THE MILITARY TREATMENT FACILITY (MTF) PATIENT ADMINISTRATION DIVISION (PAD) ON A WEEKLY BASIS. THE INSTALLATION RETENTION OFFICE WILL CONTINUE TO USE THIS PROCESS UNTIL THE PROFILES CAN BE RETRIEVED INDEPENDENTLY THROUGH E-PROFILE.

(2) THE INSTALLATION RETENTION OFFICE WILL PROVIDE A COPY OF THE PROFILE TO THE BATTALION COMMANDER, THROUGH THE CAREER COUNSELOR, WITH A 14 DUTY-DAY SUSPENSE TO COMPLETE THE MAR2 PACKET. COMMANDERS MUST RECOMMEND ONE OF THE THREE COURSES OF ACTION OUTLINED IN PARAGRAPH 3B(3) BELOW. COMMANDERS ARE ENCOURAGED TO WORK WITH THEIR CAREER COUNSELOR WHEN DETERMINING WHICH COURSE OF ACTION TO RECOMMEND.

(3) UPON RECEIVING A COMPLETED MAR2 PACKET, THE INSTALLATION RETENTION OFFICE WILL FORWARD THE PACKET TO HRC'S RETENTION AND RECLASSIFICATION BRANCH (RRB). SEND ALL PACKETS TO [USARMY.KNOX.HRC.MBX.EPMD-RECLASS@MAIL.MIL](mailto:USARMY.KNOX.HRC.MBX.EPMD-RECLASS@MAIL.MIL). ARMY HUMAN RESOURCES COMMAND (HRC) WILL REVIEW THE MAR2 PACKET AND ADJUDICATE WITHIN 14 DUTY DAYS. UPON RECEIVING HRC'S DECISION, THE INSTALLATION RETENTION OFFICE WILL FORWARD THE RESULTS TO THE BATTALION CAREER COUNSELOR. THE BATTALION COMMANDER WILL INFORM AND ENSURE THE SOLDIER COMPLIES WITH THE OUTCOME.

B. HRC PROCEDURES:

(1) THE HRC WILL COMPARE THE SOLDIER'S PROFILE AGAINST PMOS/AOC PROPONENT GUIDELINES AND PROVIDE ONE

OF THE COURSES OF ACTION OUTLINED BELOW. THE INSTALLATION RETENTION OFFICE WILL RECEIVE THE DECISION ARTICULATING THE MAR2 RESULTS.

(2) AT THE DISCRETION OF HRC, ENLISTED SOLDIERS WHO DO NOT MEET PMOS STANDARDS FOR A CURRENT OR ALTERNATE PMOS MAY HAVE A PROPONENT WAIVER PROCESSED ON THEIR BEHALF. WAIVER REQUESTS FOR A CURRENT OR ALTERNATE PMOS WILL BE FORWARDED TO THEIR RESPECTIVE CAREER BRANCH WITHIN HRC TO BE EVALUATED FOR A PROPONENT WAIVER. THE CAREER BRANCH WILL COORDINATE WITH THE MOS PROPONENT WHO WILL REVIEW THE MAR2 PACKET TO DETERMINE IF A WAIVER IS WARRANTED. THE CAREER BRANCH WILL HAVE FIVE DUTY DAYS TO OBTAIN A PROPONENT WAIVER.

(3) HRC WILL ADJUDICATE THE SOLDIER INTO ONE OF THE FOLLOWING CATEGORIES:

(A) RETAIN IN PMOS/AOC: SOLDIER MEETS APPLICABLE STANDARDS SET FORTH BY THE PMOS/AOC PROPONENT OR HAS BEEN PROVIDED A PROPONENT WAIVER FOR THOSE STANDARDS.

(B) RECLASSIFICATION: SOLDIER DOES NOT MEET PMOS/AOC STANDARDS SET FORTH BY THE PROPONENT AND A WAIVER OF THOSE STANDARDS WAS NOT FAVORABLY CONSIDERED. SOLDIERS MUST ALSO BE ABLE TO PERFORM THE FUNCTIONAL ACTIVITIES IDENTIFIED ON, BUT NOT LIMITED TO, BLOCK 5 OF DA FORM 3349 TO REMAIN ELIGIBLE FOR RECLASSIFICATION. SOLDIERS MAY REQUEST RECLASSIFICATION TO A SPECIFIC PMOS/AOC; HOWEVER, RECLASSIFICATION IS IN ACCORDANCE WITH THE NEEDS OF THE ARMY. RECLASSIFICATION FOR THE SOLE PURPOSE OF PROVIDING SOLDIERS WITH CONTINUED MILITARY SERVICE WITHOUT REGARD TO ARMY NEEDS IS NOT A CONSIDERATION BY THE ADMINISTRATIVE REVIEW.

(C) REFERRAL TO THE DISABILITY EVALUATION SYSTEM (DES): SOLDIER DOES NOT MEET PMOS/AOC STANDARDS SET FORTH BY THE PMOS/AOC PROPONENT AND DOES NOT QUALIFY FOR A NEW PMOS/AOC; DIRECT REFERRAL TO THE DES IS WARRANTED.

(4) SOLDIERS HAVE 10 DUTY DAYS TO SUBMIT AN APPEAL OF THE MAR2 DECISION. SOLDIERS ARE NOT AUTHORIZED TO APPEAL BASED SOLELY ON A DISAGREEMENT WITH THE PMOS/AOC APPROVED BY HRC FOR RECLASSIFICATION. APPEALS MUST BE IN MEMORANDUM FORMAT AND SHOULD BE FOR MATERIAL ERRORS OR MISSING DOCUMENTS FROM THE SOLDIER'S MAR2 PACKET. APPEALS DO NOT REQUIRE CHAIN OF COMMAND ENDORSEMENT.

(A) OFFICERS WILL SUBMIT AN APPEAL OF THE MAR2 DECISION THROUGH THE INSTALLATION RETENTION OFFICE WHO WILL IN TURN SUBMIT TO HRC, ATTN: AHRC-OPL-R. APPROVAL/DISAPPROVAL AUTHORITY FOR OFFICER APPEALS OF THE MAR2 DECISION RESTS WITH THE DIRECTOR OF OFFICER PERSONNEL MANAGEMENT DIRECTORATE, HRC.

(B) ENLISTED SOLDIERS WILL SUBMIT AN APPEAL OF THE MAR2 DECISION THROUGH THE INSTALLATION RETENTION OFFICE WHO WILL IN TURN SUBMIT TO HRC, ATTN: AHRC-EPF-R. APPROVAL/DISAPPROVAL AUTHORITY FOR ENLISTED APPEALS OF THE MAR2 DECISION RESTS WITH THE DIRECTOR OF ENLISTED PERSONNEL MANAGEMENT DIRECTORATE, HRC.

#### 4. ADDITIONAL INFORMATION:

A. ENLISTED SOLDIERS PENDING A MAR2 DECISION WILL BE GIVEN AN IMMEDIATE REENLISTMENT PROHIBITION (IMREPR) "9R" (PENDING MAR2) CODE AND ARE NOT ELIGIBLE TO REENLIST UNTIL A DECISION IS RENDERED.

B. SOLDIERS WHO RECEIVE A PERMANENT 3 OR 4 PHYSICAL PROFILE AFTER RECEIVING ASSIGNMENT ORDERS MUST PROCESS THROUGH THE MAR2 BEFORE PROCEEDING ON ASSIGNMENT. REQUESTS FOR DEFERMENT MUST BE SUBMITTED BY THE CHAIN OF COMMAND WHEN REPORT DATES ARE WITHIN 90 DAYS OF AWARDED THE PROFILE. DEFERMENT REQUESTS MUST BE SUBMITTED THROUGH S1 CHANNELS. SOLDIERS RETAINED IN PMOS/AOC BY THE MAR2 WILL CONTINUE ON ASSIGNMENT ORDERS. THOSE IDENTIFIED FOR RECLASSIFICATION OR REFERRED TO THE DES WILL BE DELETED FROM ASSIGNMENT ORDERS BY HRC.

#### 5. POINT OF CONTACT INFORMATION:

A. QUESTIONS REGARDING THE REGULAR ARMY MAR2 PROCESS IS THE INSTALLATION RETENTION OFFICE OR HRC AT EMAIL: [USARMY.KNOX.HRC.MBX.EPMD-RECLASS@MAIL.MIL](mailto:USARMY.KNOX.HRC.MBX.EPMD-RECLASS@MAIL.MIL).

B. NATIONAL GUARD AND US ARMY RESERVE SOLDIERS CONTACT INFORMATION FOR MAR2 INQUIRIES CAN BE FOUND AT [HTTPS://WWW.HRC.ARMY.MIL/ENLISTED/MOS ADMINISTRATIVE RETENTION REVIEW MAR2](https://www.hrc.army.mil/enlisted/mos_administrative_retention_review_mar2).