

DEPARTMENT OF THE ARMY  
U.S. ARMY HUMAN RESOURCES COMMAND  
1600 SPEARHEAD DIVISION AVENUE DEPT 472  
FORT KNOX, KY  
40122-5407

AHRC-PDV-PE

18 April 2013

MEMORANDUM FOR United States Army, Promotion Work Centers (PWCs)

SUBJECT: Department of the Army Promotion Point Cutoff Scores for  
1 May 2013 and Junior Enlisted Issues for the Active Component (AC)

1. **References:** AR 600-8-19, issue date 30 April 2010, Rapid Action Revision dated 27 December 2011, Enlisted Promotions and Reductions.
2. **Work Analysis and Integration.**
  - a. **Purpose:** To reinforce current procedures concerning the above subject.
  - b. **Function:** Enlisted Promotions and Reductions.
  - c. **Task:** Process monthly HQDA promotion point cutoff scores and enlisted promotion issues.
3. Eligible Soldiers who meet the following criteria may appear before a promotion board between 20 March 2013 through 4 April 2013 as follows:
  - a. To Staff Sergeant (SSG) **primary** zone: Sergeant (SGT) with minimum 71 months time in service (TIS) and 9 months time in grade (TIG).
  - b. To SSG **secondary** zone: SGT with minimum 47 months TIS and 6 months TIG.
  - c. To SGT **primary** zone: Corporal (CPL)/Specialist (SPC) with minimum 35 months TIS and 7 months TIG.
  - d. To SGT **secondary** zone: CPL/SPC with minimum 17 months TIS and 5 months TIG.
  - e. Soldiers must meet all eligibility criteria IAW MILPER Message 12-191, Table 3-1.
4. Soldiers who are otherwise eligible and held recommended list status as of 20 March 2013 through 8 April 2013 and who meet or exceed the cutoff score as they appear beginning on page 5, and the criteria listed below, may be promoted effective 1 May 2013 as follows:
  - a. To SSG **primary** zone: SGT with 72 months TIS and 10 months TIG.
  - b. To SSG **secondary** zone: SGT with minimum 48 TIS and 7 months TIG.
  - c. To SGT **primary** zone: CPL/SPC with 36 months TIS and 8 months TIG.
  - d. To SGT **secondary** zone: CPL/SPC with 18 months TIS and 6 months TIG.

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e. Soldiers must meet all eligibility criteria IAW MILPER Message 12-191,  
Table 3-3.

5. **SPC Waiver Information:** The Directorate of Military Personnel Management  
(DMPM), Army G1 has announced the variable specialist waiver ceiling  
percentage is 17%, IAW AR 600-8-19, paragraph 2-5h.

BY THE ORDER OF THE SECRETARY OF THE ARMY:

TAMARA J. GREGORY  
Sergeant Major, USA  
Chief, Enlisted Promotions  
Promotions Branch

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**REMINDERS/GENERAL INFORMATION:**

1. **Promotion Board Dates** - Reminder, promotion boards must be conducted between the 20<sup>th</sup> of the month proceeding the board month and no later than the 4<sup>th</sup> day of the board month IAW Milper Message 12-242. Promotion Boards are invalid after the 4<sup>th</sup> day of the month.

2. **Command List Integration (CLI) Removal Procedures**

a. Requests for CLI removals must be sent to [usarmy.knox.hrc.mbx.tagd-jr-enlisted-promotions@mail.mil](mailto:usarmy.knox.hrc.mbx.tagd-jr-enlisted-promotions@mail.mil).

b. The requests must be in a memorandum signed by the promotion authority (LTC or above). Requests must have supporting documents (ie. DA Form 268).

c. Soldiers must be removed from CLI for the following reasons: APFT Failure, no APFT data in eMILPO, expired APFT, suspension of favorable personnel action(flag) or barred from reenlistment IAW Milper Message 12-309, Removal of Ineligible Promotable Soldiers (SPC/CPL/SGT) from the Promotion Standing List.

3. **Milper Messages** - Unit S1 and Military Personnel Division (MPD) personnel and Soldiers should review the following messages:

a. Milper Message 12-167, 12-189, 12-190, 12-191, 12-240, 12-241, 12-242, 12-243, 12-303, 12-309, 12-347, 11-233, 11-306, 11-343, and 11-377.

4. **PPW Access** - Brigade (BDE)/Battalion (BN) and MPD personnel that require access to the PPW can submit requests for access using the request memo template on the HRC website,

<https://www.hrc.army.mil/TAGD/Enlisted%20Selections%20and%20Promotions>

Please email your request to

[usarmy.knox.hrc.mbx.tagd-jr-enlisted-promotions@mail.mil](mailto:usarmy.knox.hrc.mbx.tagd-jr-enlisted-promotions@mail.mil) with the subject line: "PPW Access".

5. For junior enlisted promotion inquiries, email [usarmy.knox.hrc.mbx.tagd-jr-enlisted-promotions@mail.mil](mailto:usarmy.knox.hrc.mbx.tagd-jr-enlisted-promotions@mail.mil).

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### **Common Administrative Record Corrections (ARC) Disapproval Reasons**

1. MEL/MES codes for Warrior Leaders Course (WLC) are not updated - Soldiers, S1 and Military Personnel Divisions (MPD) can verify MEL/MES code updates on the Enlisted Record Brief (ERB). S1 and MPD personnel can verify the MEL/MES codes in the Enlisted Distribution Assignment System (EDAS) on the PT screen.

a. ERB - Section VI - Military Education.

1) MEL/MES - If the MEL/MES codes were updated, this section will reflect "WARRIOR LDR/GRADUATED".

2) Course - If updated will reflect "WARRIOR LEADER CRS".

b. EDAS - PT screen.

1) MEL: X code for Warrior Leader Course.

2) MES: 1 code for Graduated.

c. If the MEL/MES on the ERB does not reflect "WARRIOR LDR/GRADUATED" or MEL: X and MES: 1 in EDAS send a copy of the DA Form 1059 to the NCOES branch at [usarmy.knox.hrc.mbx.epmd-ncoes-operations@mail.mil](mailto:usarmy.knox.hrc.mbx.epmd-ncoes-operations@mail.mil). The NCOES branch will update the MEL/MES codes. This is also addressed in MILPER Message 11-233.

2. Unit S1 and MPDs fail to promote or deny promotion in EDAS.

When a Soldier is selected by HRC for promotion a promotion projection date (PRJPDT) is generated in EDAS. When a Soldier has a PRJPDT in EDAS one of two things must happen, if not the Soldier will not be looked at for future promotions.

a. The unit S1 or MPD will promote the Soldier on the PM screen in EDAS by entering the code "M" where it reads "IF ELIGIBLE AFTER LOCAL CHECKS ARE MADE, ENTER PROMOTION REASON TO PROMOTE" hit enter and F2 to submit.

1) Promotions delayed more than 30 days must be emailed to [usarmy.knox.hrc.mbx.tagd-jr-enlisted-promotions@mail.mil](mailto:usarmy.knox.hrc.mbx.tagd-jr-enlisted-promotions@mail.mil). IAW AR 600-8-19 paragraph 1-8, (2) promotions to SGT cannot be older than the first day of the thirteenth month.

b. If there is a valid reason for non-promotion, the S1 or MPD must enter a reason code IAW AR 600-8-19, table 3-1 on the PM screen in EDAS, at the bottom of the screen where it states "IF NOT PROMOTED, ENTER NON-PROMOTION REASON" hit enter and F2 to submit.



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**AC PROMOTION QUALIFICATION SCORES FOR PROMOTION DURING MAY 2013**

MOS	CUT-OFF SCORES				ELIGIBLES ON LIST				PROMOTIONS (EST)			
	...SGT...		...SSG...		...SGT...		...SSG...		...SGT...		...SSG...	
	PZ	SZ	PZ	SZ	PZ	SZ	PZ	SZ	PZ	SZ	PZ	SZ
18D*	798	798	14	15	0	0	1	7	0	0	1	7
18E	798	798	14	15	0	0	3	2	0	0	3	2
19D+	39	40	412	414	98	32	179	119	98	32	52	27
19K	244	244	494	529	15	22	195	67	15	22	33	4
25B	576	798	491	501	612	33	249	54	99	0	67	14
25C	419	469	333	333	6	4	0	1	3	1	0	1
25E	798	798	798	798	0	0	0	0	0	0	0	0
25F	328	328	490	490	9	13	19	1	3	8	0	1
25L	369	388	556	798	21	6	61	16	9	2	7	0
25M	531	798	798	798	23	4	18	6	3	0	0	0
25N	308	356	376	376	9	5	15	11	8	4	1	5
25P	552	798	576	798	83	5	26	3	9	0	4	0
25Q	467	472	504	508	166	67	111	60	29	9	11	1
25R+	39	40	462	462	3	1	9	5	3	1	1	2
25S	468	474	478	478	161	48	112	55	38	8	33	10
25U	506	516	516	521	281	44	242	87	41	2	34	8
25V	524	798	573	798	18	4	18	1	6	0	3	0
27D	409	409	371	371	49	13	33	26	22	4	8	11
29E	303	798	491	629	4	0	69	10	4	0	38	1
31B	396	406	527	532	189	40	383	163	85	17	40	8
31D+	39	40	465	466	3	0	59	19	3	0	10	1
31E	313	329	321	321	22	10	14	18	10	8	5	5
35F+*	39	40	14	15	43	29	21	20	43	29	21	20
35G	407	408	374	377	51	12	19	24	13	5	7	6
35L	39	40	798	798	0	0	112	11	0	0	0	0
35M	264	285	288	295	14	13	19	23	14	13	11	20
35N	368	369	253	265	76	27	10	17	13	7	5	10
35P	798	798	798	798	97	27	20	17	1	0	0	0
35PAD*	383	383	14	15	39	3	2	4	10	1	2	4
35PAE	(SEE 35PAD)	(SEE 35PAD)	(SEE 35PAD)	(SEE 35PAD)	(SEE 35PAD)	(SEE 35PAD)	(SEE 35PAD)	(SEE 35PAD)	(SEE 35PAD)	(SEE 35PAD)	(SEE 35PAD)	(SEE 35PAD)
35PAN	(SEE 35PAD)	(SEE 35PAD)	(SEE 35PAD)	(SEE 35PAD)	(SEE 35PAD)	(SEE 35PAD)	(SEE 35PAD)	(SEE 35PAD)	(SEE 35PAD)	(SEE 35PAD)	(SEE 35PAD)	(SEE 35PAD)
35PAP	(SEE 35PAD)	(SEE 35PAD)	(SEE 35PAD)	(SEE 35PAD)	(SEE 35PAD)	(SEE 35PAD)	(SEE 35PAD)	(SEE 35PAD)	(SEE 35PAD)	(SEE 35PAD)	(SEE 35PAD)	(SEE 35PAD)
35PAZ	(SEE 35PAD)	(SEE 35PAD)	(SEE 35PAD)	(SEE 35PAD)	(SEE 35PAD)	(SEE 35PAD)	(SEE 35PAD)	(SEE 35PAD)	(SEE 35PAD)	(SEE 35PAD)	(SEE 35PAD)	(SEE 35PAD)
35PCM+	39	40	316	798	5	0	3	0	5	0	2	0
35PDG	(SEE 35PAD)	(SEE 35PAD)	(SEE 35PAD)	(SEE 35PAD)	(SEE 35PAD)	(SEE 35PAD)	(SEE 35PAD)	(SEE 35PAD)	(SEE 35PAD)	(SEE 35PAD)	(SEE 35PAD)	(SEE 35PAD)
35PPF	402	402	148	192	17	1	1	3	2	1	1	3
35PPG	418	798	798	798	3	2	1	0	1	0	0	0
35PPU	(SEE 35PPV)	(SEE 35PPV)	(SEE 35PPV)	(SEE 35PPV)	(SEE 35PPV)	(SEE 35PPV)	(SEE 35PPV)	(SEE 35PPV)	(SEE 35PPV)	(SEE 35PPV)	(SEE 35PPV)	(SEE 35PPV)
35PPV	239	239	798	798	0	4	0	0	0	4	0	0
35PPW	(SEE 35PPV)	(SEE 35PPV)	(SEE 35PPV)	(SEE 35PPV)	(SEE 35PPV)	(SEE 35PPV)	(SEE 35PPV)	(SEE 35PPV)	(SEE 35PPV)	(SEE 35PPV)	(SEE 35PPV)	(SEE 35PPV)
35Q	39	40	14	15	0	3	0	2	0	3	0	2
35S+	39	40	252	319	4	6	9	10	4	6	4	3
35T	527	798	460	460	43	8	13	7	3	0	2	2
36B	634	798	798	798	127	19	53	6	2	0	0	0
37F	39	40	798	798	0	0	91	43	0	0	0	0
38B	NA	NA	14	15	NA	NA	0	1	NA	NA	0	1

+ = CLI Promotions to E5, \* = CLI Promotions E6, +\* = CLI Promotions E5 + E6



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	...SGT...		...SSG...		...SGT...		...SSG...		...SGT...		...SSG...	
	PZ	SZ	PZ	SZ	PZ	SZ	PZ	SZ	PZ	SZ	PZ	SZ
92A	458	460	658	667	270	67	574	93	53	16	18	2
92F	587	592	709	798	493	65	587	39	41	1	24	0
92G	404	404	592	798	117	26	298	21	46	8	21	0
92L	798	798	798	798	0	0	12	1	0	0	0	0
92M	355	355	401	430	2	1	9	7	2	1	3	2
92R	631	798	650	798	134	9	69	10	8	0	3	0
92S	798	798	798	798	75	5	42	2	0	0	0	0
92W	577	798	798	798	90	16	113	4	18	0	0	0
92Y	377	379	576	582	156	33	615	121	76	13	42	2
94A	798	798	798	798	22	7	6	5	0	0	0	0
94D	314	798	358	358	3	0	0	1	3	0	0	1
94E	625	798	659	798	127	12	62	3	7	0	4	0
94F	798	798	798	798	69	7	61	6	1	0	0	0
94H	798	798	798	798	20	5	0	0	0	0	0	0
94M	278	798	361	361	3	0	0	1	3	0	0	1
94P	39	40	798	798	0	0	5	4	0	0	0	0
94R	491	798	696	798	11	0	18	2	1	0	1	0
94S	428	798	313	313	10	5	1	5	3	0	0	3
94T	798	798	798	798	0	0	0	0	0	0	0	0
94Y	798	798	798	798	24	1	7	0	0	0	0	0
TOTALS					9654	2023	11550	2921	2083	621	1267	448

+ = CLI Promotions to E5, \* = CLI Promotions E6, +\* = CLI Promotions E5 + E6

**1. STAR MOSs**

The STAR MOS listing is a management tool. These are MOSs in which more Soldiers may have been promoted on 1 May 2013 if more had been reflected on AHRCOM's PERDB with an eligible date and promotion point score. Soldiers possessing an MOS listed as a STAR MOS are still required to meet or exceed an announced cutoff score.

**SGT**

12C, 12D, 13F, 13M, 14S, 15N, 25R, 31D, 35F, 35L, 35Q, 35S, 37F, 46Q, 68V, 91A, 91P, 94P

**SSG**

09L, 12D, 12M, 13R, 15Q, 15W, 18B, 18C, 18D, 18E, 35F, 35Q, 38B, 51C, 79R, 79S, 89D

**NOTE:** Soldiers holding a STAR MOS should be given a high priority for WLC attendance due to increased promotion potential.

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**2. PROMOTION QUALIFICATION SGT CLI MOS LIST (minimum PDOR & BASD used  
only to break ties)**

<b>MOS</b>	<b>PDOR</b>	<b>BASD</b>	<b>#ELIG</b>	<b>#SELECTED</b>
12C	20101201	20090225	1	1
12M	20110204	20060702	3	2
12R	20090606	20070606	12	1
13F	20110520	20080926	5	5
13M	20110512	20070119	12	12
13R	20101001	20090311	9	4
14S	20110417	20090417	1	1
15N	20110201	20030507	2	2
15S	20110101	20090318	8	7
15U	20090301	20070808	57	8
19D	20110120	20030707	108	64
25R	20120301	20080715	1	1
31D	20100501	20080527	1	1
35F	20120202	20080915	17	17
35S	20120418	20070524	3	3
46Q	20100820	20080820	4	4
68V	20080701	20060810	1	1
88L	20080720	20060720	7	1
89A	20100601	20080903	6	1
91A	20110901	20060304	4	4
91M	20090101	20070625	24	5

**3. PROMOTION QUALIFICATION SSG CLI MOS LIST (minimum PDOR & BASD used  
only to break ties)**

<b>MOS</b>	<b>PDOR</b>	<b>BASD</b>	<b>#ELIG</b>	<b>#SELECTED</b>
09L	20110204	20060407	1	1
13R	20120101	20030529	2	2
15W	20101101	20060402	2	2
18B	20100401	20060428	1	1
18C	20071101	20031008	1	1
18D	20081001	20051026	1	1
35F	20120301	20050428	14	14
79R	20070401	10040303	1	1
89D	20120301	20050804	9	9

**Note:** The BASD does not have to be met by all CLI selectees within an MOS for promotion to SGT/SSG. The BASD is used to break a tie when two or more Soldiers have the same PDOR.

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4. TO GRADE E-5

LINGUIST PROMOTION QUALIFICATION CLI MOS LIST FOR SGT

<u>MOS</u>	<u>LANGCD</u>	<u>PDOR</u>	<u>BASD</u>	<u>#ELIG</u>	<u>#SELECTED</u>
35P	CM	20080301	20060328	1	1

5. TO GRADE E-6

LINGUIST PROMOTION QUALIFICATION CLI MOS LIST FOR SSG

<u>MOS</u>	<u>LANGCD</u>	<u>PDOR</u>	<u>BASD</u>	<u>#ELIG</u>	<u>#SELECTED</u>
35P	AD	20090801	20060413	1	1