

To SGT and SSG Personnel Eligibility Report (PER) Guidance

Reference FY23 EPS MOI Annex D and E (exempt para 3a) for additional instruction

PER-AB office updates and drops the E4 to E5 and E5 to E6 PERs bi-weekly to the shared drive folder below to assist commands in ensuring Soldier profile corrections/updates are being reflected.

\\55.188.89.235\g1 personnel management\G1(Public)\PER-AB\Enlisted Promotion System (Enlisted)\2023\Personnel Eligibility Report

20210811_SGT_PER.xlsx - Excel

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H22 SPC

1 SPC/CPL to SGT Consideration Eligibility Criteria: **To SGT Personnel Eligibility Report**

2 TIG <= 1DEC21

3 Must complete SSD/DLC 1 NLT 1DEC21

Emplid	Member Name	UIC	ATCH UP	Current Organization	DMOS	PMOS	RA
1234567891	LAST FIRST MIDDLE NAME	WPSZAA		HHD, 229TH MEDICAL BATTALION	92Y1		SPC
1234567892	LAST FIRST MIDDLE NAME	WX2JAA	90206	1138TH ENGINEER COMPANY	68W1		SPC
1234567893	LAST FIRST MIDDLE NAME	WP1MA1	90207	DET 1, 1231ST TRANSPORTATION C	88M1		SPC
1234567894	LAST FIRST MIDDLE NAME	WX7KAA	90202	HHC, 110TH MANEUVER ENHANCEMEN	92F1		SPC
1234567895	LAST FIRST MIDDLE NAME	WY3VT0	90201	HHD 1107TH AVIATION GROUP	92A1		SPC
1234567896	LAST FIRST MIDDLE NAME	WX2JAA	90207	1138TH ENGINEER COMPANY	92Y1		SPC
1234567897	LAST FIRST MIDDLE NAME	WX2KAA	90208	294TH ENGINEER COMPANY	12N1	09B1	SPC
1234567898	LAST FIRST MIDDLE NAME	WPF1B3	90213	DET 3, AVIATION SUPPORT COMPAN	92A1	09B1	SPC
1234567899	LAST FIRST MIDDLE NAME	WP1MA1	90203	DET 1, 1231ST TRANSPORTATION C	88M1	09B1	SPC
1234567900	LAST FIRST MIDDLE NAME	WQKRAA	90203	135TH ARMY BAND	42R1	09B1	SPC
1234567901	LAST FIRST MIDDLE NAME	WXAVAA		1137TH MILITARY POLICE COMPANY	31B1	09B1	SPC
1234567902	LAST FIRST MIDDLE NAME	WPSZAA	90205	HHD, 229TH MEDICAL BATTALION	68W1	09B1	SPC
1234567903	LAST FIRST MIDDLE NAME	WV21C0	90202	COMPANY C, HHBN, 35TH INFANTRY	92Y1	09B1	SPC
1234567904	LAST FIRST MIDDLE NAME	WY3TAA	90213	1138TH TRANSPORTATION COMPANY	42A1	09B1	SPC
1234567905	LAST FIRST MIDDLE NAME	WQBMAA	90206	HHC, 835TH SUPPORT BATTALION	88N1	09B1	SPC
1234567906	LAST FIRST MIDDLE NAME	WPN7A0	90202	COMPANY A, 1ST BATTALION, 138T	11B1	09B1	SPC
1234567907	LAST FIRST MIDDLE NAME	WPN7B0		COMPANY B, 1ST BATTALION, 138T	11C1	11C1	SPC
1234567908	LAST FIRST MIDDLE NAME	WPN7B0	90207	COMPANY B, 1ST BATTALION, 138T	11B1	09B1	SPC
1234567909	LAST FIRST MIDDLE NAME	WXAKA0	90205	COMPANY A 1140TH ENGINEER BATT	88M1	09B1	SPC
1234567910	LAST FIRST MIDDLE NAME	WX2LA1	90208	DET 1, 276TH ENGINEER COMPANY	12K1	09B1	SPC
1234567911	LAST FIRST MIDDLE NAME	WP6VAA	90207	3175TH CHEMICAL COMPANY	09S1	09S1	SPC
1234567912	LAST FIRST MIDDLE NAME	WPSZAA	90208	HHD, 229TH MEDICAL BATTALION	74D1	09S1	SPC
1234567913	LAST FIRST MIDDLE NAME	WP4NT0	90202	HHB, 1ST BATTALION 129TH FIELD	68W1	09B1	SPC

Personnel Eligibility Report Individual SM Promotion Points APFT & Weapon Conversion Chart

These PERs have 3 tabs, "Personnel Eligibility Report", "Individual SM Promotion Points", and "APFT & Weapon Conversion Chart" which can all be located on the bottom of the excel workbook

TAB 1: Personnel Eligibility Report

The 1st tab, "Personnel Eligibility Report", shows all Soldiers in the respective grade whether eligible for consideration or not. Units ensure all Soldiers are listed on the PER, in the appropriate grade and CPMOS, regardless of eligibility.

E4s must meet these requirements in order to be eligible to board

E5s must meet these requirements in order to be eligible to board

SPC/CPL to SGT Consideration Eligibility Criteria: TIG <= 1DEC22 Must complete BLC or SSD/DLC 1 NLT 1DEC22	To SGT Personnel Eligibility Report	SGT to SSG Consideration Eligibility Criteria: TIG <= 4AUG22 Must complete BLC and SSD/DLC 2 NLT 1DEC22
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SR_CMD	Emplid	Member Name	UIC	ATCH UPC	Current Organization	DMOS	PMOS	RANK	DOR	PEBD	ETS Date	Active ASCOs	Remarks
110TH MEB	1234567891	Full Name	WP4NA0		BATTERY A, 1ST BATTALION 129TH	13B1	09U1	SPC	20220104	20190105	20240408		Not Eligible; No PMOS
110TH MEB	1212121212	Full Name	WP4NA0		BATTERY A, 1ST BATTALION 129TH	13B1	13B1	SPC	20210731	20190709	20230918	B7, C2, UP	Not Eligible; UNSAT
110TH MEB	1313131313	Full Name	WP4NA0		BATTERY A, 1ST BATTALION 129TH	13B1	13B1	SPC	20210308	20190325	20260907	C2	Eligible
110TH MEB	1414141414	Full Name	WP4NA0		BATTERY A, 1ST BATTALION 129TH	13B1	13B1	SPC	20190825	20180801	20250708	B7, C2	Not Eligible; DLC 1/BLC not completed
110TH MEB	1515151515	Full Name	WP4NA0		BATTERY A, 1ST BATTALION 129TH	13B1	13B1	SPC	20200604	20180908	20240708	B7, C2	Eligible
110TH MEB	1616161616	Full Name	WP4NA0		BATTERY A, 1ST BATTALION 129TH	13B1	13B1	SPC	20210407	20180705	20240408	W5	Eligible
110TH MEB	1717171717	Full Name	WP4NA0		BATTERY A, 1ST BATTALION 129TH	13B1	13B1	SPC	20210809	20176999	20230918	B7, C2	Eligible
110th MEB	1818181818	Full Name	WP4NA0		BATTERY A, 1ST BATTALION 129TH	13B1	13B1	SPC	20220505	20174544	20240408	B7, C2	Not Eligible; Denied Security Clearance
110th MEB	1919191919	Full Name	WP4NA0		BATTERY A, 1ST BATTALION 129TH	13B1	13B1	SPC	20220406	20172089	20230918	B7, C2	Eligible
110th MEB	2020202020	Full Name	WP4NA0		BATTERY A, 1ST BATTALION 129TH	13B1	13B1	SPC	20211225	20169634	20260907		Declined Consideration
110th MEB	2121212121	Full Name	WP4NA0		BATTERY A, 1ST BATTALION 129TH	13B2	13B1	CPL	20220809	20167179	20250708	U5	Not Eligible; STEP 22-0158
110th MEB	2323232323	Full Name	WP4NA0		BATTERY A, 1ST BATTALION 129TH	13J1	13J1	SPC	20220402	20164724	20240708		Eligible

Commands will filter and disseminate PER to subordinate commands by UIC

SPC and SGT PERs are submitted separately

Remarks are required. (Different examples of how remarks are to be input is displayed above)

Ensure eligibility is annotated in the right margin. Annotate unsatisfactory participants, as defined in AR 135-91, on the PER. EPS packets are not required for UNSAT Soldiers.

Units with attached personnel are responsible for coordinating with the unit of assignment to ensure each Soldier has a completed packet. Units will use the 90-day rule to process EPS packets.

Soldiers whom meet the following criteria are **not eligible** to be considered for the promotion consideration board:

- a. Barred from Continued Service.
- b. Non-selected for retention by a board (QRB, ASMB, any administrative separation board other than medical).
- c. In the STEP process (Soldiers who have been selected for promotion off a previous selection board list).
- d. Assigned to the Inactive National Guard (ING).
- e. Qualifying conviction for domestic violence (Lautenberg) IAW AR 600-20.
- f. No high school diploma or equivalent.
- g. No Army MOS.
- h. Soldiers who lose their required security clearance eligibility for cause.
- i. AGR Soldiers serving in their initial tour that will not have their first 18 months completed by their respective lists expiration date.
- j. Soldiers denied consideration by their Commander.
- k. Soldiers currently assigned as a NGB AGR Title 10.
- l. Soldiers previously selected to attend USASMA who did not complete the course, for any reason other than hardship, are not eligible to attend the course again; and therefore, are not eligible for consideration or promotion to SGM. Waivers and exception to policy requests are not authorized.

*****REMINDER:** Soldiers entering officer programs (OCS/WOCS) will no longer be administratively removed from the promotion list per reference 1c. This modifies reference 1a, para 7-44.

TAB 2: Individual SM Promotion Points

Commands will modify the 2nd tab, "Individual SM Promotion Points", to display the amount of points that each of your Soldiers have earned for each scoring category based off of current IPPS-A / DTMS data.

E4 to E5 example:

						Max: 50	Max: 75	Max: 75	Max: 75	Max: 75	Max: 50	Max: 400	
SR_CMD	Emplid	Member Name	UIC	ATCH UPC	RANK	AWARD POINTS	WEAPON POINTS	APFT POINTS	POST-SECONDARY COURSES	SELF DEV COURSES	OTHER RESIDENT COURSES	TOTAL POINTS	Remarks
110TH MEB	1234567891	Full Name	WX6KAA		SGT								
110TH MEB	1212121212	Full Name	WX6KAA		SGT								
110TH MEB	1313131313	Full Name	WX6KAA		SGT								
110TH MEB	1414141414	Full Name	WX6KAA		SGT								
110TH MEB	1515151515	Full Name	WX6KAA		SGT								
110TH MEB	1616161616	Full Name	WX6KAA		SGT								
110TH MEB	1717171717	Full Name	WX6KAA		SGT								

ALL promotion point values are manually inserted, calculated, and verified by Unit/BN/BDE FTS.

The remarks column will be utilized to explain any unusual circumstances

E5 to E6 example:

						Max: 50	Max: 75	Max: 75	Max: 75	Max: 75	Max: 50	Max: 400	
SR_CMD	Emplid	Member Name	UIC	ATCH UPC	RANK	AWARD POINTS	WEAPON POINTS	APFT POINTS	POST-SECONDARY COURSES	SELF DEV COURSES	OTHER RESIDENT COURSES	TOTAL POINTS	Remarks
110TH MEB	1234567891	Full Name	WX6KAA		SSG								
110TH MEB	1212121212	Full Name	WX6KAA		SSG								
110TH MEB	1313131313	Full Name	WX6KAA		SSG								
110TH MEB	1414141414	Full Name	WX6KAA		SSG								
110TH MEB	1515151515	Full Name	WX6KAA		SSG								
110TH MEB	1616161616	Full Name	WX6KAA		SSG								
110TH MEB	1717171717	Full Name	WX6KAA		SSG								

TAB 3: APFT & Weapon Conversion Chart

The 3rd tab, "APFT & Weapon Conversion Chart", is a useful tool for commands to convert their Soldiers APFT and weapons qualification scores to promotion points.

SUMMARY:

PER-AB office updates and drops the E4 to E5 and E5 to E6 PERs bi-weekly to the shared drive folder below to assist commands in ensuring Soldier profile corrections/updates to promotion points are being reflected on the PER.

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Personnel Eligibility Rosters (with tab 2 included) are due **NLT 15DEC22** in your respective commands "PERs" shared drive folder in your G1(drop). Please ensure that submitted PERs contain an accurate reflection of each Soldiers promotion points as reads in IPPS-A.

*****REMINDER:** Ensure that E4 to E5 PERs "Individual SM Promotion Points" report (tab 2) is filled out with any additional points needing to be added to the Soldiers point total.