

Continuation on Active Duty (COAD)/ Continuation on Active Reserve (COAR) Process: Placing ARNG Soldiers found unfit by the Physical Evaluation Board (PEB) in the COAD/COAR program

| No. | Activity/Decision Point Name | Description | Regulations and Supporting Resources | Documents and Forms | Systems | Notes |
|-----|---|---|--------------------------------------|---------------------|---------|--|
| 1 | Soldier found unfit by PEB | Physical Evaluation Board (PEB) convenes and determines Soldier is found unfit for further military service. | | | | |
| 2 | Counsel Soldier and have Soldier sign DA Form 199 | Physical Evaluation Board Liaison Officer counsels Soldier regarding unfit determination by PEB. Soldier signs DA Form 199. | | DA Form 199 | | |
| 3 | Soldier request for COAD/COAR? | <p>PEBLO advises Soldier on COAD/COAR program and eligibility. COAD/COAR is a voluntary program.</p> <p>If Soldier requests COAD/COAR, go to step 6.</p> <p>If Soldier does not request COAD/COAR, go to step 4.</p> <p>Additionally, if Soldier was placed in WTU/CBWTU, PEBLO notifies HRC to publish orders and DD Form 214 in order to REFRAD Soldier. HRC will publish the orders and provide copies to the Soldier, PEBLO, and State MILPO.</p> | AR 635-40, Chapter 6 | | | <p>IAW AR 635-40, Chapter 6 (Physical Evaluation for Retention, Retirement, or Separation), Soldier is eligible for COAD/COAR if he/she meets one of the following requirements:</p> <ul style="list-style-type: none"> -Has served 15 but less than 20 years of active Federal service for COAD or 15 but less than 20 qualifying service years for non-regular retirement for COAR -Is qualified in a critical skill or shortage Military Occupational Specialty (MOS) -Has a disability as a result of combat or terrorism |

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| 4 | Mail PEB disposition | USAPDA mails paper copies of the order (indicating outcome of PEB) to the Soldier, Unit, Hospital, Soldier's State TAG, DFAS, PEBLO, and National Guard Bureau (HRP Division). | | | | |
| 5 | Publish orders and NGB 22 to discharge Soldier | If Soldier <u>does not request to be placed in the COAD/COAR program</u> , State MILPO will publish orders and NGB Form 22 to discharge Soldier from the ARNG. Process ends. | AR 635-40 | Orders NGB Form 22 | | |
| 6 | Prepare and forward packet to USAPDA | If Soldier <u>requests to be placed in the COAD/COAR program</u> , PEBLO prepares COAD/COAR packet and sends to USAPDA. | AR 635-40 | | | |
| 7 | Receive and forward packet to ARNG-HRP and AW2 | USAPDA receives the packet and forwards to ARNG-HRP (Personnel Division) and the Army Wounded Warrior Program (AW2) Office. | | | | |
| 8 | Receive packet and determine if Soldier is eligible for Army Wounded Warrior Program (AW2) | AW2 receives packet and determines if Soldier is eligible for AW2 program. AW2 notifies ARNG-HRP via email regarding Soldier's eligibility. | | | | |
| 9 | Receive packet and prepare Memorandum | ARNG-HRP receives packet and prepares memorandum for Soldier's State MILPO Office. | | | | |
| 10 | Forward packet and Memorandum to State G1 | ARNG-HRP forwards packet and Memorandum to Soldier's State MILPO, indicating Soldier's request to be placed in COAD/COAR program. | | | | |
| 11 | Receive packet and coordinate with State Surgeon, Retention NCO, and Unit Commander | State MILPO Office receives the packet and coordinates with State Surgeon, Retention NCO, and Unit Commander to determine if Soldier can or cannot be retained in current MOS or reclassified. | | | | |

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| 12 | Approve Soldier for COAD/COAR? | <p>State G1 determines to approve or disapprove Soldier's request for COAD/COAR program.</p> <p>If approved, go to step 13.</p> <p>If disapproved, go to step 14.</p> | | | | |
| 13 | Retain Soldier in MOS or Reclassify | If State G1 approves Soldier for COAD/COAR, Soldier is retained in his/her current MOS or reclassified. | | | | |
| 14 | Prepare and send State G1 Decision Memorandum to ARNG-HRP | If Soldier is disapproved or approved, the State MILPO office prepares and sends a G1 Decision Memorandum to ARNG-HRP to inform decision. | | | | |
| 15 | Receive State G1 Memorandum and prepare ARNG-HRP Memorandum | ARNG-HRP receives State G1 Memorandum and prepares an additional ARNG-HRP Memorandum, signing off on decision made by State G1. | | | | |
| 16 | Forward ARNG-HRP and State G1 Memorandums to USAPDA | ARNG-HRP forwards their memorandum and the State G1 Memorandum to USAPDA. | | | | |
| 17 | Receive and forward ARNG-HRP and State G1 Memorandums to PEBLO | USAPDA receives memorandums and forwards to PEBLO. | | | | |
| 18 | Receive ARNG-HRP and State G1 Memorandums | <p>PEBLO receives and documents memorandums.</p> <p>Additionally, if Soldier was placed in WTU/CBWTU, PEBLO notifies HRC to publish orders and DD Form 214 in order to REFRAD Soldier. HRC will publish the orders and provide copies to the Soldier, PEBLO, and State MILPO.</p> | | <p>Orders</p> <p>DD Form 214</p> | | |

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| 19 | Mail PEB Disposition | USAPDA mails paper copies of the order (indicating outcome of PEB) to the Soldier, Unit, Hospital, Soldier's State TAG, DFAS, PEBLO, and National Guard Bureau (HRP Division). | | | | |
| 20 | Was Soldier approved for COAD/COAR? | <p>Depending whether the Soldier was approved or disapproved for the COAD/COAR program will determine the next appropriate step for the State.</p> <p>If approved for COAD/COAR, go to step 21.</p> <p>If disapproved for COAD/COAR, go to step 22.</p> | | | | Note: Soldiers disapproved for COAD/COAR and categorized as AW2, are considered for COAD program through Army G1 Office. |
| 21 | Publish orders for Unit of Assignment | If Soldier was approved for COAD/COAR , States publishes orders for Soldier's Unit of Assignment. If Soldier has to reclassify, State ensures Soldier goes to school to acquire new MOS. | | | | |
| 21 | Publish orders and NGB 22 to discharge Soldier | If Soldier was disapproved for COAD/COAR program, State MILPO will publish orders and NGB Form 22 to discharge Soldier from the ARNG. Process ends. | | NGB Form 22 | | |