



GEORGIA ARMY NATIONAL GUARD

Attachment 1

Conditional Release Checklist

Reference: AR 135-175 (Separation of Officers); NGR 600-100(Commissioned Officers); NGR 600-200 (Enlisted Personnel Management); AR 135-178 (Enlisted Administrative Separations); NGR 600-101(Warrant Officers)

****Do not use for IRR Transfer Requests****

Name: _____ RANK: _____ MSC/ Unit: _____

Circle Duty Status: M-DAY TECH AGR

Current Mailing Address: _____

Submit the following documents through chain of command to the State processing authority via IPPS-A

Conditional Release Phase I

- Memorandum from the service member requesting to be conditionally released from the GAARNG
- Completed DA Form 4187 (Signed by the Officer, Company Commander, Battalion Commander and MSC Commander Required information on the sample DA 4187 must be included on the submission packet)
- DD Form 368 (Signed by the Service member and the Recruiter) (Recruiter's signature not required for CAD releases)
- MILPER Message from HRC for all CAD release

Conditional Release Phase II

- DD Form 368 (Sections III and IV completed and signed by Certifying Official)
- DD Form 4 Series (for enlisted Soldiers processing through Military Entrance Processing Station)
- DD Form 1966 (Only if Transferring to USAR through a Career Counselor) (Enlisted)
- DA Form 71 (Officers)
- DA Form 4651 (Only for officers transferring to USAR)
- Active Duty Orders (Only for officers appointed in the Regular Army)
- Copy of the cleared OCIE Clothing Record with the CIF Stamp
- Copy of the DD Form 362 (Statement of Charges/Cash Collection Voucher) **Required if the Soldier has not cleared CIF**
- Copy of the signed FLIPL with the Battalion CDR signature **Required if the Soldier is not responsible for lost equipment**

Ensure the following information is inputted in the CRM description Field: Provider
 Group: NGGA G-1 TRANSITIONS
 CRM Case Description: Conditional Release Request, MSC name
 Example: Conditional Release Request, AVN TC