



FIGURE 2-11

Officer Involuntary Separation Checklist

Reference: AR 135-175(Separation of Officers); NGR 600-100(Commissioned Officers); NGR 600-601 (Warrant Officers)

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

- Completed DA Form 4187 (Signed by the Officer, Company Commander, Battalion Commander and MSC Commander. Required information on the sample DA Form 4187 must be included on the submission packet.
- DA Form 4856 (all previous DA Form 4856)
- NGB Form 78 (All previous NGB Form 78s and waivers must be included)
- Additional Supporting Documents
- 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 have not cleared CIF**
- A copy of the signed FLIPL with the Battalion CDR signature

Ensure the following information is inputted in the CRM description field:
Provider Group: NGGA G-1 TRANSITIONS
CRM Case Description: Officer Involuntary Separation Request, MSC
name Example: Officer Involuntary Separation Request, AVN TC