



GEORGIA ARMY NATIONAL GUARD

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: _____

Select Duty Status: M-DAY TECH AGR

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

Education Exit Counseling DA Form 4856

Completed DA Form 4187 (Signed by the Officer, Company Commander, Battalion Commander and MSC Commander

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 (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:

Provider Group: NGGA G-1 TRANSITIONS

Description: Conditional Release Request, MSC name

Example: Conditional Release Request, AVN TC

*Packets must be reviewed and validated at all levels prior to routing the CRM to G-1