

**MILPER Message Number****21-131****Proponent****AHRC-PDV-PE****Title****Temporary Promotions (Sergeant through Sergeant Major)****...Issued:[5/4/2021 2:58:08 PM]...**

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- A. AR 600-8-19 (Enlisted Promotions and Reductions), 16 May 2019.
  - B. Headquarters, Department of the Army Memorandum, DAPE-ZA, 24 November 2020, subject: Temporary Promotions (Sergeant through Sergeant Major).
  - C. Department of Defense Financial Management Regulation (DoDFMR) 7000-14-R, Volume 7A, Chapter 10, subject: Duty Subject to Hostile Fire or Imminent Danger, Updated October 2020.
  - D. AR 40-502 (Medical Readiness), 27 June 2019.

1. This MILPER message supersedes MILPER message 20-394 and will expire no later than 1 May 2022, or when superseded or rescinded. Reference A (paragraph 1-36) specifies policy and reference B specifies supporting guidance issued by the DCS, G-1.

2. This MILPER message applies to promotions for all Regular Army and U.S. Army Reserve (Active Guard Reserve and

Individual Mobilization Augmentee) enlisted Soldiers.

3. The Deputy Chief of Staff, G-1, announced application of temporary promotions (reference B), effective with the January 2021 promotion month.
4. A temporary promotion (reference A, paragraph 1-36) allows Soldiers to be temporarily promoted to the ranks of Sergeant (SGT) through Sergeant Major (SGM), with pay and allowances, without having to complete their requisite PME for promotion pin-on. Only one temporary promotion, to any paygrade, is authorized. To qualify for a temporary promotion, Soldiers must be otherwise fully qualified for promotion except for the completion of their required PME. Temporary promotions are deemed permanent when the Soldier meets all pin-on requirements for their rank and paygrade, prior to the established temporary promotion expiration date.
5. The established temporary promotion expiration date is based on an established period of time as set forth in reference B. Completion of PME must be achieved by the date specified in the promotion instrument. A failure to complete the required level of PME within the specified timeframe, will result in a NCO reverting to their former grade. In such instances, the Soldier's date of rank will be the original date of rank. The effective date of rank will be the date the temporary promotion expires (as outlined in the promotion instrument).
6. Temporary promotions are authorized for Soldiers who are prevented from completing mandatory professional military education (PME) courses to qualify themselves for promotion to the ranks of SGT through SGM when they are unable to attend their requisite PME for any of the following:
  - a. Named Operational Deployments: while serving in units deployed to a named operational deployment in an imminent danger/hostile fire area, as defined in reference C, where there is no training opportunity otherwise available. Temporary promotions based on deployment requires graduation of a requisite PME course of instruction, no later than 21 months from the Soldier's deployment date.
  - b. Pregnancy and Postpartum: while serving on a temporary profile due to pregnancy or postpartum, temporary promotion eligibility is based on the Soldier's delivery date/expected delivery date. Soldier applicability includes the entire period while pregnant or for 365 days following the date of birth/delivery date. Temporary promotions based on pregnancy/postpartum requires graduation of a requisite PME course of instruction no later than 24 months from the Soldier's delivery date.
  - c. Non-resident Portion of the Sergeants Major Course (SMC): while enrolled in the non-resident portion of SMC, following graduation of the corresponding resident course, temporary promotions based on enrollment in the non-resident SMC requires graduation from the course based on the established graduation date in the Army Training Requirements and Resource System (ATRRS).

7. This message is in three parts:

Paragraph 8 applies to deployments.

Paragraph 9 applies to pregnancy/postpartum.

Paragraph 10 applies to the non-resident SMC.

8. The United States Army Human Resource Command (HRC) Enlisted Promotions responsibilities and procedures for temporary promotions based on deployments:

a. Semi-Centralized Promotions.

(1) HRC will establish temporary promotion-based cutoff scores and post them to the HRC, Enlisted Promotions webpage for all applicable military occupational specialties (MOS) and grade combinations. If a MOS is not published on the monthly Headquarters, Department of the Army (HQDA) Cutoff Score memorandum, there are no requirements for that MOS during the specific month.

(2) HRC will identify deployed Soldiers who meet and/or exceed the established temporary promotion-based cutoff score. Upon meeting and/or exceeding the established temporary promotion-based cutoff score, deployed Soldiers are automatically selected for promotion based on their named operational deployment and their deployment entitlements, such as Hazardous Fire Pay (HFP) and Imminent Danger Pay (IDP).

(3) By-name List for RA Soldiers: Due to OPSEC, temporary promotion by-name lists will not be posted on the HRC, Enlisted Promotions webpage. RA Soldiers selected for a temporary promotion, due to being on a named operational deployment, will appear on their unit's by-name list in the Enlisted Distribution Assignment System (EDAS). Units are required to verify the Soldier's promotion eligibility. Promotion transactions will be completed at the unit-level in the EDAS PM screen.

(4) By-name List for USAR AGR Soldiers: Due to OPSEC, temporary promotion by-name lists will not be posted on the HRC, Enlisted Promotions webpage. HRC, Junior Enlisted Promotions will notify the Soldier's Readiness Division and USARC G1. The Soldier's Readiness Division will issue the promotion order and complete the promotion transaction.

(5) Manual Temporary Promotion Request Packets for deployment: HRC will create instructions and templates for manual temporary promotion request packets on the HRC, Enlisted Promotions webpage. The packets must include DA Form 4187, signed by the Soldier's Promotion Authority (Battalion-level Commander or higher), the promotion order (including required additional instructions), the deployment order (TCS or DD Form 1610). Manual temporary promotion request packets must be completed in their entirety or these requests will be returned without action.

(6) Processing Manual Temporary Promotion Requests for deployment: Soldiers electing to accept a temporary promotion based on their deployment status must initiate a DA Form 4187 using the appropriate template established by HRC. HRC, Junior Enlisted Promotions will process manual temporary promotion requests for Soldiers that serve on a named operational

deployment, who are in an imminent danger/hostile fire area, but were not automatically selected for promotion upon meeting and/or exceeding the announced HQDA, temporary promotion-based cutoff score. In those instances, units are required to submit a manual temporary promotion request packet for Soldiers who elect to accept a temporary promotion, based on their deployment status. Units are directed to implement internal controls to track their manual temporary promotion requests. HRC, Junior Enlisted Promotions will complete the promotion transaction upon approval of the manual temporary promotion request.

(7) Temporary Promotion Orders for deployment: HRC will create a temporary promotion order template (including required additional instructions) that must be applied to Soldiers identified and selected by HRC for temporary deployment promotion to SGT and SSG. Units will prepare and publish temporary promotion orders in accordance with (IAW) DA Pam 600-8-105 and the HRC promotion deployment order template.

b. Centralized Promotions.

(1) HRC, Senior Enlisted Promotions will receive a by-name list of deployed Soldiers whose sequence/OML number has passed based on the monthly deployed temporary sequence report. HRC will verify eligibility for deployed promotions by confirming the Soldier's deployment status against finance payment records and verifying the Soldier's PME attendance record in ATRRS.

(2) Monthly deployed temporary sequence reports are posted to the HRC, Enlisted Promotions webpage for all MOS/grade combinations. Once the Army transitions to promotions from an Order of Merit List (OML), HRC will post that instead of sequence numbers.

(3) Manual Temporary Promotion Requests for deployments: HRC, Senior Enlisted Promotions will not process manual temporary promotion request for Soldiers in the ranks of SSG and above.

(4) By-name Lists: Due to OPSEC, temporary promotion by-name lists will not be posted on the HRC, Enlisted Promotions webpage.

(5) Temporary Promotion Orders for deployment: HRC, Senior Enlisted Promotions will issue temporary promotion orders for all temporary promotions to SFC and above. The temporary promotion order will be distributed via enterprise email to the Soldier, their unit S-1, and their Chain of Command. Additionally, HRC will ensure the appropriate promotion transactions are completed to support temporary promotions based on deployment.

9. The United States Army Human Resource Command (HRC) Enlisted Promotions responsibilities and procedures for temporary promotions based on pregnancy and postpartum:

a. Semi-centralized Promotions.

(1) Soldiers who are pregnant or serving during an authorized postpartum period (within 365 days of delivery, may request a temporary promotion when they meet the prescribed eligibility requirements. Pregnant and postpartum Soldiers must meet and/or exceed the announced HQDA Monthly Temporary Promotion-based Cutoff Score to qualify for a temporary promotion. Temporary

promotion-based cutoff scores are posted to the HRC, Enlisted Promotions webpage for all applicable military occupational specialties (MOS) and grade combinations. If a MOS is not published on the monthly Headquarters, Department of the Army (HQDA) Cutoff Score memorandum, there are no requirements for that MOS during the specific month.

(2) Manual Temporary Promotion Request Packets for pregnancy/postpartum: HRC will create instructions and templates for manual temporary promotion request packets on the HRC, Enlisted Promotions webpage. The packets must include DA Form 4187, signed by the Soldier's Promotion Authority (Battalion-level Commander or higher), the promotion order (including required additional instructions), a valid pregnancy/postpartum DA Form 3349 (Physical Profile) that includes the expected delivery date/date of delivery, and the Soldier Record Brief (SRB). Manual temporary promotion request packets must be completed in their entirety or these requests will be returned without action.

(3) Processing Manual Temporary Promotion Request Packets for pregnancy/postpartum: Soldiers electing to accept a temporary promotion must initiate a DA Form 4187 using the appropriate template established by HRC. HRC, Junior Enlisted Promotions will process manual temporary promotion requests for Soldiers who elect to accept a temporary promotion during pregnancy/post-partum. Units are directed to implement internal controls to track their manual temporary promotion requests. HRC, Junior Enlisted Promotions will complete the promotion transactions upon approval of the manual temporary promotion request.

(4) Temporary Promotion Orders for pregnancy/postpartum: HRC will create a temporary promotion template (including required additional instructions) that must be applied to Soldiers electing to accept a temporary promotion to SGT and SSG based on their pregnancy/postpartum status. Units will prepare and publish a temporary promotion order IAW DA PAM 600-8-105 and the HRC pregnancy and postpartum template.

#### b. Centralized Promotions.

(1) Soldiers who are pregnant or serving during an authorized post-partum period (with a valid temporary profile) have the option to seek a temporary promotion if their sequence number or OML standing meets or exceeds the posted temporary promotion sequence number (or OML number for a specific month and year).

(2) Manual Temporary Promotion Request Packets for pregnancy/postpartum: HRC will create instructions and templates for manual temporary promotion request packets on the HRC, Enlisted Promotions webpage. The packets must include DA Form 4187, signed by the Soldier's Brigade Commander and a valid pregnancy/postpartum DA Form 3349 (Physical Profile). Manual temporary promotion request packets must be completed in their entirety or these requests will be returned without action.

(3) Processing Manual Temporary Promotion Request Packets for pregnancy/postpartum: Soldiers electing to accept a temporary promotion must initiate a DA Form 4187 using the appropriate template established by HRC. HRC, Senior Enlisted Promotions will process manual temporary promotion requests for Soldiers who elect to accept a temporary promotion during pregnancy/postpartum. Units are directed to implement internal controls to track their manual temporary promotion requests. HRC, Senior Enlisted Promotions will complete the promotion transactions upon approval of the manual temporary promotion request.

(4) Temporary Promotion Orders for pregnancy/postpartum: HRC, Senior Enlisted Promotions will issue temporary promotion orders for all temporary promotions to SFC and above. The temporary promotion order will be distributed via enterprise email to the Soldier, their unit S-1, and their Chain of Command. Additionally, HRC will ensure the appropriate promotion transactions are completed to support temporary promotions based on pregnancy and postpartum.

10. The United States Army Human Resource Command (HRC) Enlisted Promotions responsibilities and procedures for temporary promotions for non-resident Sergeants Major Course (SMC) Students:

(1) HRC, Senior Enlisted Promotions will identify non-resident students enrolled in the SMC who meet or exceed the established temporary promotion sequence number. Once the Army transitions to promotions from an Order of Merit List (OML), HRC will post that instead of sequence numbers.

(2) Temporary Promotion Orders for non-resident Sergeants Major Course (SMC) Students: HRC, Senior Enlisted Promotions will issue temporary promotion orders for all temporary promotions to SGM, to include mandatory additional instructions. Additionally, HRC will ensure the appropriate promotion transactions are completed to support temporary promotions to SGM.

11. POC for this message is HRC, Enlisted Promotions Branch, AHRC-PDV-PE:

a. Junior Enlisted Promotions by phone COMM 502-613-9013, DSN 983-9013, or by email RA [usarmy.knox.hrc.mbx.tagd-jr-enlisted-promotions@mail.mil](mailto:usarmy.knox.hrc.mbx.tagd-jr-enlisted-promotions@mail.mil) or USAR AGR [usarmy.knox.hrc.mbx.tagd-jr-agr-enlisted-promotions@mail.mil](mailto:usarmy.knox.hrc.mbx.tagd-jr-agr-enlisted-promotions@mail.mil).

b. Senior Enlisted Promotions RA, by phone COMM 502-613-9014, DSN 983-9014, or by email [usarmy.knox.hrc.mbx.tagd-sr-enlisted-promotions@mail.mil](mailto:usarmy.knox.hrc.mbx.tagd-sr-enlisted-promotions@mail.mil).

c. Senior Enlisted Promotion USAR (AGR and IMA only), by phone COMM 502-613-9014, DSN 983-9014, or by email [usarmy.knox.hrc.mbx.tagd-agr-enlisted-promotions@mail.mil](mailto:usarmy.knox.hrc.mbx.tagd-agr-enlisted-promotions@mail.mil).

d. Military education is HRC, Military Schools Branch, AHRC-EPF-S, 502-613-5916, DSN 983-5916, or by email at [usarmy.knox.hrc.mbx.epmd-ncoes-operations@mail.mil](mailto:usarmy.knox.hrc.mbx.epmd-ncoes-operations@mail.mil).