

FEDERAL RECOGNITION BOARD CHECKLIST version 1MAY24

FEDREC Board Checklist Items WO for G1-O FEDREC Board:

1. NGB Form 62E with page 4 signed (ENDORSED) (Must have a source of commission on PG3 remarks)
2. Selection Board (ERB/ORB) (Within the last 6 months) (Resume Non-Prior Service) GT score 110
3. Last 3 NCOERs / OERs / or 1145-R's (Resume if no NCOERs or OERs) (Resume Non-Prior Service) (All combined and in chronological order. Newest at the top oldest at the bottom) (Any gaps or lack of evaluations must be explained on MFR)
4. All DA 1059s *if applicable* (All combined and in chronological order. Newest at the top oldest at the bottom)
5. Official Transcripts / Civilian Education (Not Required for Warrants)
6. Proponent predetermination memo (Aviators require only State Aviation Officer (SAO) memo)
7. DD Form 214 *If Applicable* (All combined and in chronological order. Newest at the top oldest at the bottom) (Member 2 copy only)
8. DA Form 705 ACFT Record (Within 1-year for MDAY, 6 months for AGR) - DTMS Screenshot
9. DA 5500/5501 Body Fat worksheet (Within the last 6 Months for all) - DTMS Screenshot
10. Chapter 2 Physical (DD Form 2808) or GENESIS printout dated within 24 months (18 months for flight status) (Must have qualified stamp or block 74 check qualified)
11. Birth Certificate, or DA Form 5252
12. Any applicable Human Resources Headquarters (HRH) Approved Waivers (Tech age waiver, AV Age waiver, Moral/Civil Conviction waiver, medical waiver, etc.)
13. NGB Form 22 (If break in SVC)
14. Security Clearance Verification Memo signed by Security Manager or DA 4572 Clearance SOU for non-prior service (CV/CE last 5 years)

FEDREC Board Packet Naming Conventions:

Last Name_First Name_Document Name

Example

1. Doe_John_62E
2. Doe_John_ERB or Doe_John_Resume
3. Doe_John_Evaluations
4. Doe_John_1059s
5. Doe_John_Transcripts
6. Doe_John_Proponent Predetermination
7. Doe_John_DD 214
8. Doe_John_DA 705
9. Doe_John_DA 5500
10. Doe_John_CH2 Physical
11. Doe_John_Birth Certificate or Doe_John_DA Form 5252
12. Doe_John_Waiver
13. Doe_John_NGB 22
14. Doe_John_Clearance Verification