

POLICY OR PRECEDENT

SUBJECT:

Psychological Operations (PO) Enlisted Prior Service Accessions (PSA) Program

DATE:

MAY 22 2013

POLICY NUMBER

13-142(4)

ORIGINATING SECTION

AOJK-CDI-MIS

ORIGINATOR

MAJ Schaad

PHONE #

DSN 236-4010

APPROVED BY:  **EDWARD M. REEDER, JR., MAJOR GENERAL, USA, Commanding**

SYNOPSIS:

1. **PURPOSE:** To establish policies and procedures for evaluating and processing Psychological Operations (PO) qualified individuals into the active component (AC) within Army Special Operations Forces (ARSOF). The authority for the issuance of this policy is AR 600-3, The Army Personnel Development System.
2. **SCOPE:** This policy applies to all enlisted PO Soldiers who are serving, or have previously served, in the AC or reserve component (RC), to include active guard reserve (AGR), and desire active duty service in Career Management Field (CMF) 37, or prior 37F active duty soldiers requesting primary MOS conversion back to CMF 37. United States Army Special Operations Command (USASOC) and United States Army John F. Kennedy Special Warfare Center and School (USAJFKSWCS) will follow the procedures outlined in this policy to screen, process, and assign PSA volunteers into PO. The policy and procedures outlined herein are established in coordination and concurrence with Army Human Resources Command (AHRC), USASOC, and United States Army Recruiting Command (USAREC).
3. **GENERAL:** All enlisted Soldiers who hold the PO MOS (37F), and who are not currently serving in the AC, or enlisted Soldiers who held the 37F MOS but are currently serving in another MOS, require screening, assessment, and revalidation prior to acceptance into the AC CMF. This includes prior service personnel and those currently serving in the RC, to include AGR.
4. **ACCESSION PROCESS:**
 - a. Initial paper screening. Applicants will be conditionally accessed into the active component in accordance with USAREC and Retention and Reclassification Branch, and HRC

PRESCRIBING DIRECTIVES: AR 614-200, Enlisted Assignments and Utilization Management, 3 Sep 09, DA Pamphlet 600-25, U.S. Army Noncommissioned Officer Professional Development Guide, 20 Jul 08, AR 601-210, Active and Reserve Components Enlistment Program, 1 Feb 13, AR 40-501-(RAR), Standards of Medical Fitness, 4 Aug 11, and 5th Bn, 1st SWTG(A), Student Evaluation Plan

DISTRIBUTION:

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OTHER POLICIES AFFECTED:

Supersedes USAJFKSWCS Policy 18

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policies. All accession applicants must be pre-approved by the PO Commandant, USAJFKSWCS, to include verification of MOS qualification during previous term of service.

(1) Candidate must provide copies of the following documentation to Personnel Proponency, PO Commandant, USAJFKSWCS before initial screening can be conducted.

- (a) All DA Form 2166-8s (NCOERs)
- (b) All DA Form 1059s (AERs)
- (c) All DD Form 214s (Discharge)
- (d) DA Form 2-1 or DA Form 4037 (ERB) with PULHES and security clearance annotated
- (e) DA Form 330 (DLPT/OPI) *if applicable*
- (f) Airborne certificate *if applicable*
- (g) Current airborne physical *if not airborne*
- (h) PO PSA background screening questionnaire

(2) Assessment of the applicant's military records will be conducted by the PO Commandant, or his designated representative. Psychological Operations Commandant, USAJFKSWCS will provide candidate recommendation to USAREC, IAW AR 614-200 and needs of the PO Regiment, and Retention and Reclassification Branch, HRC for approval. Applicants who are RC, to include AGR, must be released from their units via DD Form 368 (Request for Conditional Release) for transition to active duty, prior to going to MEPS. If accepted, candidates receive a stamp from USAREC, which states that the applicant is enlisted conditionally as an active duty 37F and must successfully complete the PSA screening and evaluation board. Applicants who do not meet assessment prerequisites or board criteria will be reclassified into another MOS as directed by AHRC in accordance with the needs of the Army.

b. In-person screening, testing, and assessment process. An evaluation inclusive of, but not limited to, the applicant's physical ability, duty performance, MOS proficiency, psychological stability, and security clearance will be conducted prior to the board appearance. The process is conducted at Fort Bragg, North Carolina (FBNC) by PO Commandant, USAJFKSWCS, and may only be modified by PO Commandant, USAJFKSWCS. The criteria are as follows:

- (1) One to two page personal biography

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- (2) All DA Form 2166-8s (NCOERs)
- (3) All DA Form DA 1059s (AERs)
- (4) All DD Form 214s (Discharge)
- (5) DA Form 2-1 or DA Form 4037 (ERB) with PULHES and clearance annotated
- (6) DA Form 330 (DLPT/OPI) *if applicable*
- (7) Proof of DLAB score *if applicable*
- (8) Airborne Certificate *if applicable*
- (9) Current SERE physical examination
- (10) Current validated SECRET security clearance
- (11) Psychological testing and evaluation
- (12) APFT within 30 days of review board appearance
- (13) DD Form 368 (Letter of Release) (RC only)
- (14) Verification of MOS proficiency
- (15) SERE certificate *if applicable*
- (16) BAR and MC-6 transition/training *if applicable*
- (17) Other applicable military training certificates
- (18) Civilian training certificates *if applicable*
- (19) Letter of recommendation
- (20) PO PSA background screening questionnaire

c. Verification of MOS proficiency. During the in-person screening process, all CMF 37 applicants must successfully demonstrate MOS knowledge based on the requirements outlines in the Student Evaluation Plan (SEP). Testing is conducted by 5th BN, 1st Special Warfare Training Group (Airborne), USAJFKSWCS and reported to the PO Commandant, via memorandum for

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record, for inclusion into the candidate's board packet.

d. **Review Board.** The review board concludes the in-person screening, testing, and assessment process. It is held at FBNC, and convenes after the candidate completes all screening and assessment criteria. The review board consists of: USAJFKSWCS CSM or his designated representative – president of the board, USAJFKSWCS PO Commandant SGM – board member and host, 5th BN, 1st SWTG(A) CSM - board member, and Military Information Support Operations Command Airborne (MISOC (A)) CSM or his designated representative - board member, and USACAPOC CSM or his designated representative – board member. Based upon the results of the PSA screening and the review board's recommendation, applicants may be required to conduct MOS revalidation by attending all, or a portion of, MOS and/or additional training, to include language and/or airborne, prior to serving on active duty in CMF 37.

(1) The USAJFKSWCS psychologists will provide the review board with documentation concerning a volunteer's psychological stability.

(2) AHRC will determine assignment priority based on needs of the CMF and the review board's recommendation.

5. **EXCEPTIONS:** Any exceptions to the active duty MOS qualification requirements are requested through PO Personnel Proponency and the PO Commandant to the Commander, USAJFKSWCS for approval.

6. **ADMINISTRATIVE PROCEDURES:** Applicants will report to HHC, Fort Bragg Reception Company (Bldg 4-1437, on the corner of Normandy and Reilly) for in-processing of Fort Bragg. Upon completion of installation in-processing, applicants will report to HHC, 5th BN, 1st SWTG(A) for USAJFKSWCS in-processing. Volunteers will be assigned to HHC, 5th Bn, 1st SWTG(A) for accountability and UCMJ during the accessions process. After completion of USAJFKSWCS in-processing, applicants will report to PO Personnel Proponency, PO Commandant, USAJFKSWCS, to begin the assessment checklist.

7. **SUMMARY:** Applicants who successfully complete the accessions process will be assigned to an active duty, Psychological Operations billet. Applicants failing to successfully complete any portion of the above criteria will not be accessed on to active duty as Psychological Operations, but will be subject to assignment in accordance with AHRC requirements and needs of the Army. Disapproved applicants will not be considered for reevaluation for a minimum of 12 months.

PO Prior Service Accessions (PSA) Background Screening Questionnaire

PRIVACY ACT STATEMENT: The Privacy Act of 1974 requires that each individual asked to provide information be advised of the following:

- a. **AUTHORITY:** DoD 6025.18-R and 5 USC 301
- b. **PURPOSE:** This information is being requested to assist USAJFKSWCS officials in determining your suitability for an active duty Psychological Operations billet, as described in the PSA program.
- c. **ROUTINE USES:** This information will be provided to, and maintained by, USAJFKSWCS. It may be furnished to accredited DoD agencies, federal agencies, and law enforcement agencies for their official use.
- d. **VOLUNTARY DISCLOSURE:** The disclosure of personal information to USAJFKSWCS is voluntary. However, if you do not desire to supply the requested information, USAJFKSWCS may be unable to conduct a complete assessment and subsequently may be unable to determine your suitability for active duty as outlined by the PSA policy.

INSTRUCTIONS: In the space before each question, respond with a "yes" or "no" answer. For each "yes" response, provide the date(s) and a brief description of the circumstances. Initial and sign in the appropriate places indicating you verify your responses as truthful and accurate to the best of your knowledge.

Name (Last, First) and rank: _____

Have you ever...

- ____ 1. Been detained, arrested, or charged with a crime (even if found innocent)?
Date(s): _____
Description: _____

- ____ 2. Been arrested and/or charged with domestic violence (even if found innocent)?
Date(s): _____
Description: _____

- ____ 3. Been arrested and/or charged with a DUI/DWI (even if found innocent)?
Date(s): _____
Description: _____

- ____ 4. Been seen by a psychologist, psychiatrist, social worker, chaplain, life coach, family advocacy counselor, or any other mental health professional/counselor for behavioral health issues?
Date(s): _____
Description: _____

PO Prior Service Accessions (PSA) Background Screening Questionnaire

5. Been evaluated, treated, arrested, or charged for problems related to alcohol, drugs, or a controlled substance?
Date(s): _____
Description: _____

6. Received a letter of reprimand, article 15, negative page 11, captain's mast, General's Letter of Reprimand (GOMAR), or court martial?
Date(s): _____
Description: _____

7. Been denied or had a security clearance revoked?
Date(s): _____
Description: _____

8. Failed to pay child support or alimony?
Date(s): _____
Description: _____

9. Been arrested and/or charged with child abuse/endangerment (even if found innocent)?
Date(s): _____
Description: _____

10. Experienced financial difficulties, to include bankruptcy, letter of indebtedness, or repossession of property?
Date(s): _____
Description: _____

11. Had unfavorable credit information by credit bureaus, businesses, or courts?
Date(s): _____
Description: _____

PO Prior Service Accessions (PSA) Background Screening Questionnaire

- _____ 12. Had an incident in your life which could be used to blackmail you? (Examples: adultery, infidelity, questionable associations, undetected theft, fraud, or embezzlement)
Date(s): _____
Description: _____

- _____ 13. Had an incident, which if it were to become public, could embarrass you, your family, or the United States?
Date(s): _____
Description: _____

- _____ 14. Have you been notified of a pending mobilization (individual or unit) or PCS orders?
Date(s): _____
Description: _____

By signing below, I acknowledge that the answers listed on this document were given voluntarily, and are truthful and accurate to the best of my ability. I further acknowledge that this document constitutes an official document and if my answers are found to be untruthful, UCMJ action may be initiated.

Printed Name

SSN

Signature

Today's Date



DEPARTMENT OF THE ARMY
UNITED STATES ARMY JOHN F. KENNEDY SPECIAL WARFARE CENTER AND SCHOOL
FORT BRAGG, NORTH CAROLINA 28310-9610

Reply to
Attention of

AOJK-AHR

SEP 28 2012

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Commanding General U.S. Army John F. Kennedy Special Warfare Center and School (USAJFKSWCS) Assessment and Selection and Qualification Course Attendance Disqualifiers

1. Soldiers desiring to be a member of an ARSOF regiment must possess attributes that make him or her the right type person to serve in our regiments. The attributes are integrity, courage, perseverance, personal responsibility, professionalism, adaptability, capability and a team player.

2. As part of their selection process, all Soldiers must successfully pass an Assessment and Selection that is critical to maintaining professionalism within an ARSOF Regiment. Character is what defines the ARSOF Regiments and is a fundamental demand that our operational environment places on our forces. It is imperative to identify and screen out patterns of behavior and/or judgment that are not suitable for service within ARSOF. The behaviors and/or judgment associated with the following activities automatically disqualify a Soldier from attending an Assessment and Selection or attending a USAJFKSWCS Regimental qualification course.

- a. A domestic violence conviction or a pending criminal indictment or information associated with a domestic violence incident. (non-waiverable).
- b. The illegal use of a controlled substance while serving on active duty (non-waiverable).
- c. A charge of DUI within two years before the start of the Assessment and Selection Course date (waiverable by CG, USAJFKSWCS).
- d. Punishment under the Uniform Code of Military Justice within two years before the start of the Assessment and Selection Course date (waiverable by CG, USAJFKSWCS).
- e. Any of the above circumstances occurring between successful completion of Assessment and Selection Course and beginning of a qualification course are waiverable with the exception of 2.a. and 2.b.

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3. A request for waiver must be approved by the Commanding General, USAJFKSWCS, prior to attending an Assessment and Selection course.

4. Point of contact is COL Paul J. Roberts, Director, Army Special Operations Forces Human Resources Directorate, (910) 432-3296 or robertsp@soc.mil.



EDWARD M. REEDER, JR.
Major General, USA
Commanding

DISTRIBUTION:

U. S. Army Recruiting Command, Director of Recruiting Operations, 1307 Third Avenue, Fort Knox, KY 40121-5000

U.S. Army Human Resources Command (AHRC-OPA-B), 1600 Spearhead Division Avenue, Fort, KY 40121-5201

U.S. Army Human Resources Command (AHRC-OPA-Y), 1600 Spearhead Division Avenue, Fort Knox, KY 40121-5201

U.S. Army Human Resources Command (AHRC-OPA-S), 1600 Spearhead Division Avenue, Fort Knox, KY 40121-5201

U.S. Army Human Resources Command (AHRC-EPA-C), 1600 Spearhead Division Avenue, Fort Knox, KY 40121-5201

U.S. Army John F. Kennedy Special Warfare Center and School (AOJK-OP)