



DEPARTMENT OF THE ARMY
HEADQUARTERS, 3D CORPS SUPPORT COMMAND
UNIT 29620
APO AE 09096

REPLY TO
ATTENTION OF

AETV-SCG-R

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: 3d Corps Support Command (COSCOM) Policy Memorandum #5, Retention Incentive Awards Program

1. **PURPOSE.** The 3D COSCOM Retention Incentive Awards Program is to recognize and reward soldiers who reenlist and to determine the success of Group and Battalion Retention Programs and Retention NCOs.
2. **APPLICABILITY.** Headquarters, 3d Corps Support Command and all subordinate units.
3. **BACKGROUND.** The Army extends the privilege of reenlistment to those soldiers who demonstrate potential for future development and maintain a record of acceptable performance. The 3D COSCOM Retention Incentive Awards Program is designed to encourage commanders to adopt and support that policy. I challenge each commander to develop a Total Army Retention Program which:
 - a. Encourages quality soldiers to stay in the Army and in the 3D COSCOM.
 - b. Identifies substandard soldiers and prescribes action to be taken as necessary to deny them the opportunity to reenlist.
 - c. Concentrate efforts on retaining those soldiers with skills critical to the Army and the 3D COSCOM.
 - d. Invites transitioning soldiers to consider careers in the Reserve Component.
4. **POLICY.** It is the responsibility of every officer and NCO within 3D COSCOM to be fully aware of the retention program, to talk with, and encourage qualified enlisted soldiers to reenlist. Ultimately, retention is a commander's responsibility, but it takes all leaders to ensure we keep great soldiers in our Army. Under the provisions of AR 601-280, the following 3D COSCOM incentive awards program is established:
 - a. **Group Incentive Program:** At the end of each quarter and at the end of the fiscal year, determination will be made on which group will receive recognition based on V Corps objectives and DA Goals. The type of recognition or award will be at the discretion of the command.

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b. Separate Battalion Incentive Program: At the end of each quarter and at the end of the fiscal year, determination will be made on which battalion will receive recognition based on V Corps objectives and DA Goals. The type of recognition or award will be at the discretion of the command.

c. Unit Incentive Program:

(1) Each commander will establish a unit incentive program under the Total Army Retention Program to recognize those soldiers who either reenlist, extend under the BEAR program, or enlist/transfer into a Army National Guard/ Reserve Component unit. Recognition may be in the form of a special 4-day pass and/or an exemption from duty rosters for a specified time period. Corps Support Group Commanders and Separate Battalion Commanders will brief their proposed Retention Incentive Programs to the Commanding General prior to implementation.

(2) Incentive program will be published by memorandum, dated, and signed by the unit commander.

(3) Remember, our soldiers are our most important asset. Lead, train, and retain.

5. SUPERSESSION. This command policy memorandum supersedes the previous Retention Incentive Awards Program Policy Memorandum.

6. EXPIRATION. This policy memorandum expires 1 August 2004.

7. "Sustaining the Line!"

//ORIGINAL SIGNED//
VINCENT E. BOLES
Brigadier General, USA
Commanding

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