



DEPARTMENT OF THE ARMY
HEADQUARTERS, 3D CORPS SUPPORT COMMAND
LSA Anaconda, Iraq
Unit 9-1684
APO AE 09391-1684

REPLY TO
ATTENTION OF

AETV-SCA

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: 3d Corps Support Command (COSCOM) Policy Memorandum #31, Rest and Recuperation Leave Program

1. PURPOSE. To establish policy for the conduct of the 3d Corps Support Command's Rest and Recuperation (R&R) Leave Program.

2. APPLICABILITY. Headquarters, 3D COSCOM and all subordinate units.

3. BACKGROUND. At the direction of the Office of the Secretary of Defense and the CJTF-7 Commander, the 3d COSCOM has initiated a fifteen day R&R Program for forces deployed in support of Operation Iraqi Freedom for one year or more. The program began on 24 September 2003 and applies to all service members and DOD civilians. It is my intent that unit commanders will maximize soldier participation in the R&R Leave Program and make all possible use of provided allocations. The R&R Leave Program is an excellent way to increase soldier morale and reward soldiers for their hard work and let them know that we appreciate a job well done.

4. POLICY.

a. In accordance with directives outlined in CJTF-7 FRAGO 874 and 3 COSCOM FRAGO 1055, commanders will initiate and manage an R&R leave program for their unit. Commanders must determine the priority for those personnel allowed to participate. Commanders will establish a first in, first out, by date of rank in determining priority for R&R leave. Participation in existing pass programs does not negate participation in the R&R Leave Program.

b. Individuals are eligible for R&R leave beginning at the start of the third month through the end of the tenth month in theater. Commanders will schedule soldiers for R&R Leave to ensure they return to theater NLT 60 days prior to their scheduled Transfer of Authority (TOA). If a unit is not scheduled to TOA, commanders will ensure soldiers return to theater NLT 60 days prior to the units scheduled departure to the Redeployment Assembly Area.

c. Commanders will track their soldiers throughout their leave and will immediately report soldiers that are late returning from leave to the 3d COSCOM G1.

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Commanders will notify the G1 on any duty status changes for soldiers on R&R leave (i.e. R&R leave to Emergency Leave, R&R leave to Absent without Leave).

d. Commanders will ensure the provisions of 3d COSCOM Policy Memorandum #30 are adhered to when determining eligibility to participate in the R&R leave program.

5. EXPIRATION. This policy memorandum expires 1 March 2004.

6. "Sustaining the Line!"



VINCENT E. BOLES
BG, USA
Commanding

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