

U.S. ARMY RESERVE PROMOTION POINT WORKSHEET
 For use of this form, see AR 140-158; the proponent agency is ODCSPER

DATA REQUIRED BY THE PRIVACY ACT OF 1974

AUTHORITY: Section 301, title 5, USC.
 PRINCIPAL PURPOSE: To determine eligibility for promotion.
 ROUTINE USES: Information may be referred to appropriate authorities to determine promotion eligibility and validity of points granted.
 DISCLOSURE: Voluntary; failure to furnish information requested may result in denial of promotion.

1. TYPE <input type="checkbox"/> a. INITIAL <input type="checkbox"/> b. REEVALUATION <input type="checkbox"/> c. RECOMPUTATION	2. DATE	3. NAME (Last, First, MI)
	4. SSN	5. GRADE
6. CURRENT ORGANIZATION		7. RECOMMENDED GRADE/MOS
		8. PMOS

SECTION A - RECOMMENDATION

9. FROM: (Commander)	10. THRU: (Promotion Authority)	11. TO: (Custodian of Soldier's Personnel Records)
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12. Under the provisions of AR 140-158, chapter 3: (Check one of the following.)

a. Recommend the above-named soldier for promotion/reevaluation to the grade indicated (Complete items 12b thru 16, and send to the promotion authority.)

b. Request the following information be used in the next scheduled recomputation of promotion points. (Complete items 14 thru 16, and send to the custodian of the soldier's personnel records.)

13. Waivers required (maximum of two allowed) <input type="checkbox"/> a. Time in Service <input type="checkbox"/> b. Time in Grade	14. Most recent individual assigned weapon qualification <input type="checkbox"/> a. Expert <input type="checkbox"/> b. Sharpshooter <input type="checkbox"/> c. Marksman	d. DATE
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15. Most recent Physical Fitness Test Scores (Minimum score of 60 in each event.)			e. DATE
<input type="text"/> a. Situps	<input type="text"/> c. Two-mile Run	<input type="text"/> d. Total	
<input type="text"/> b. Pushups			

16. I certify that the soldier (Must check one of the following on all recommendations):

a. Has completed the appropriate NCOES for the next higher grade.

b. Is currently enrolled in the NCOES appropriate for the next higher grade.

c. Is not enrolled in and has not completed the NCOES appropriate for the next higher grade.

17. I hereby award the soldier _____ promotion points for duty performance. (Maximum 150 points) (Enter in Section B, item 1.)

18. REMARKS

19a. SIGNATURE BLOCK OF COMMANDER	19b. SIGNATURE OF COMMANDER	19c. DATE
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20a. SIGNATURE BLOCK OF PROMOTION AUTHORITY	20b. SIGNATURE OF PROMOTION AUTHORITY
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20c. CHECK ONE: <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED	20d. DATE
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LAST NAME		SSN	
SECTION B - ADMINISTRATIVE POINTS			
1. TOTAL DUTY PERFORMANCE POINTS GRANTED - Maximum 150 points. <i>(Enter points awarded by the commander for duty performance in Section A, item 17.)</i> _____ →			
2a. AWARDS AND DECORATION- Maximum 50 Points. List and multiply the number of awards received by the number of points authorized for the award as explained in the instructions.			
x =	x =	x =	
x =	x =	x =	
x =	x =	x =	
x =	x =	x =	
2b. TOTAL POINTS GRANTED _____ →			
3a. MILITARY EDUCATION - Maximum 200 Points			
3b. TOTAL POINTS GRANTED _____ →			
4. CIVILIAN EDUCATION - Maximum 150 Points			5. MILITARY TRAINING - Maximum 100 Points
			a. Marksmanship
			b. Physical Fitness Test
4b. TOTAL POINTS GRANTED _____ →			c. TOTAL POINTS
6. I certify that the above administrative points shown have been accurately extracted from appropriate records and promotion points indicated are correct.			
a. SIGNATURE OF RESPONSIBLE OFFICIAL		b. GRADE	c. DATE
7a. SIGNATURE OF RECOMMENDED INDIVIDUAL			7b. DATE
SECTION C - TOTALS			
NOTE - Only the fractional total promotion points in item 3 of this section will be rounded off to the nearest whole number. A fraction of 5/10 or higher will be rounded up to the next higher whole number. A fraction of 4/10 or less will be rounded down to the next lowest whole number.			GRANTED
1. TOTAL ADMINISTRATIVE POINTS - Maximum of 650 points <i>(Total of items 1 through 5, Section B)</i>			
2. TOTAL BOARD POINTS - Maximum of 150 points			
3. TOTAL PROMOTION POINTS - Maximum of 800 points <i>(Add Items 1 and 2)</i>			
4. I certify that the total points shown have been accurately extracted from appropriate records, and promotion list points indicated are correct.			
a. SIGNATURE BLOCK OF BOARD RECORDER		b. SIGNATURE	c. DATE
5. I certify that the soldier has been recommended for promotion by a valid promotion board.			
a. SIGNATURE BLOCK OF PROMOTION AUTHORITY		b. SIGNATURE	c. DATE BOARD PROCEEDINGS WERE APPROVED
6. STATEMENT <i>(Use only when a recommendation is disapproved, when a soldier is not selected by the board, or when the soldier cannot be added to the recommended list due to not attaining the minimum required points.)</i>			
"I have been counseled on my promotion status and deficiencies."			
a. SIGNATURE OF SOLDIER		b. DATE	
c. TYPED OR PRINTED NAME OF COUNSELOR		d. SIGNATURE OF COUNSELOR	