

MILPER Message Number**21-489****Proponent****RCHS-SVD****Title****Fiscal Year 2023 (FY23) Warrant Officer Applications for Active Duty and Reserve Veterinary Corps (VC) Food Safety Officer (MOS 640A)****...Issued:[12/30/2021 8:39:12 AM]...**

A. AR 135-100 (Appointment of Commissioned and Warrant Officers of the Army), 1 September 1994.

B. AR 135-101 (Appointment of Reserve Commissioned Officers for Assignment to Army Medical Department Branches), 15 February 1984.

C. AR 40-501 (Standards of Medical Fitness), 27 June 2019.

D. AR 600-9 (The Army Body Composition Program), 16 July 2019.

E. AR 600-8-2 (Suspension of Favorable Personnel Actions (Flags)), 5 April 2021.

1. This MILPER message will expire no later than (NLT) 14 January 2023.

2. Purpose: this message solicits applications from qualified active duty and reserve personnel for the FY23 Veterinary Corps Food Safety Warrant Officer Training Program. Command support in disseminating this message to assure timely submission of applicants is appreciated. Application deadline is 19 April 2022.

3. Selection process: HQ USAREC RCHS-SVD will convene a competitive selection board on or about 10 May 2022. All applications will be considered based on individual merit and documentation as specified in section 10. Applicants in OCONUS assignments selected for this program will have their Foreign Service Tour curtailed to meet training report dates. Individuals will receive official notification of selection following the board.

4. Program overview: Applicants selected for this program will attend the Warrant Officer Candidate School (WOCS) at Ft. Rucker, AL, prior to attending the Veterinary Corps Food Safety Warrant Officer Basic Course (WOBC) at Ft. Sam Houston, TX. Active Component (AC) candidates will be appointed as a Warrant Officer One (WO1) in the U.S. Army Reserve (USAR) with concurrent call to active duty and will incur a six (6) year Active Duty Service Obligation (ADSO) upon graduation from the Veterinary Corps Food Safety Officer WOBC. MOS 640A will be awarded upon completion of WOBC at Ft. Sam Houston, TX.

5. Course information:

WOCS

Course # 0911-09W

Class: 009

Report: 14 Feb 2023

Start: 15 Feb 2023

End date: 22 Mar 2023

WOBC

Course # 6G-640A

Class: 231

Report: 26 Mar 2023

Start: 27 Mar 2023

End date: 28 Apr 2023

6. Basic Prerequisites:

a. Must meet general eligibility requirements of AR 135-100.

b. Must meet physical requirements for Warrant Officer Appointment as prescribed in chapter 2, AR 40-501, and meet height/weight standards or be in compliance with the Army Body Composition Program (ABCP) as prescribed by AR 600-9. Applicants must be able to pass the standard 3-event Army Physical Fitness Test (APFT) or the Army Combat Fitness Test (ACFT).

NOTE: Soldiers with injuries that occurred under extraordinary circumstances may request an exception to policy for APFT with the 2.5 mile walk as an alternate event for the 2 mile run. These requests must be approved by G3, HQDA prior to submitting an application for this board.

c. Active duty applicants must currently hold the 68R Army PMOS for a minimum of 60 months. USAR applicants must hold either the 68R or 68S Army PMOS for a minimum of 60 months. Calculation is based on the graduation date at which the PMOS was awarded and the application deadline.

d. Must have no more than 144 months of active federal service (AFS) at application deadline. Calculation is based on initial entry into basic training. The AFS requirement is not applicable to USAR applicants.

e. All applicants must be a Sergeant in a promotable status or higher (E-5(P) or above) and be a graduate of the Advanced Leaders Course (ALC). Applicants currently enrolled in ALC must graduate NLT the application deadline.

f. All applicants must have a minimum of an associate's degree and show completion of a

college level writing course. It is preferred that applicants complete courses in Biological Science, Food Technology/Science, Epidemiology, Public Health, or related scientific fields that provided knowledge directly related to the 640A MOS and assist in meeting the requirements for a B.S. in Food Science. Degree completion along with all course credit hours must be reflected on an official transcript from an accredited college or university.

g. Must have a GT score of 110 or higher.

h. All applicants must have documented experience on their evaluation reports (i.e. NCOERs) indicating performance and/or supervision in food safety, sanitation, food defense, and/or food inspection tasks.

i. Basic prerequisites listed in section 6 are non-waiverable unless specified below in sections 7 and 8.

7. Active Duty Applicant Waivers:

a. Active duty waiver requests are due NLT 28 March 2022 to the active duty VC Food Safety Officer Deputy Consultant (640A) for evaluation and processing. See section 11 for POC.

b. Waivers for rank/grade, minimum time in MOS, ALC, and AFS will be considered if the applicant holds a Bachelor of Science degree or higher from an accredited U.S. university that include at least 30 semester hours in one or a combination of the following: Biological Sciences, Food Technology/Science, Epidemiology, Public Health, or related scientific fields that provide knowledge directly related to the 640A MOS. Waivers will only be considered if the applicant has completed their initial service obligation, has reenlisted, and has held the 68R PMOS for a minimum of 36 months.

c. Waivers for time in MOS and/or AFS will be considered for applicants with prior service in another MOS. In such cases, the minimum time in MOS must be no less than 48 months and the AFS must be no more than 168 months.

d. Waivers for AFS will also be considered for applicants with special circumstances such as detailed duty as a recruiter or drill sergeant, which delayed the applicant's eligibility to apply for Warrant Officer MOS 640A. In such cases, AFS must be no more than 168 months.

e. Unless specified in section 7b. and 7c., there will be no other waivers for active duty applicants exceeding 144 months of AFS.

f. Waivers for civilian education (associate's degree) will be considered for applicants currently enrolled in a bachelor's degree program and have completed a minimum of 60 semester credit hours. Applicant's transcript must show current active progress. The estimated completion date must be included in the waiver request.

g. All other waiver considerations can be found at https://recruiting.army.mil/ISO/AWOR/WAIVER_ETP/

8. Reserve Applicant Waivers:

a. USAR waiver requests are due NLT 28 March 2022 to ARCG. See section 9b. for e-mail information. ARCG will review and forward waivers to the USAR Senior Food Safety Officer (640A) for further evaluation and processing.

- b. Waivers for rank/grade, minimum time in MOS, and ALC will be considered with an endorsement memorandum from first VC or AMEDD/Public Health LTC in chain of command based upon civilian education, civilian experience/credentials, and/or deployment experience.
- c. Waivers for rank/grade, ALC, and minimum time in MOS will be considered if the applicant holds a Bachelor of Science degree or higher from an accredited U.S. university that includes at least 30 semester hours in one or a combination of the following: Biological Sciences, Food Technology/Science, Epidemiology, Public Health, or related scientific fields that provided knowledge directly related to the 640A MOS. In such cases, the applicant must also have documented experience in the food protection field.
- d. Waivers for ALC will be considered for any USAR 68R or 68S applicant who has served in a leadership role on at least one deployment and food protection, food inspection, or sanitation duties are documented on NCOERs during the deployment period.
- e. Waivers for civilian education (associate's degree) will be considered for applicants currently enrolled in a bachelor's degree program and have completed a minimum of 60 semester credit hours. Applicant's transcript must show current active progress. The estimated completion date must be included in the waiver request.
- f. Waivers for application may be considered for officers holding the 64 series AOC.
- g. All other waiver considerations can be found at https://recruiting.army.mil/ISO/AWOR/WAIVER_ETP/

9. Applicant submission:

- a. Active Duty applicants must scan and e-mail packets to the Veterinary Corps Program Manager at the following address: usarmy.knox.usarec.list.hq-hsd-640a-vc3@army.mil, NLT 19 April 2022.
- b. USAR applicants must scan and e-mail packets to ARCG at the following address usarmy.usarc.arcg.mbx.hq-ops-spcmsn-organizational-mailbox@army.mil, NLT 19 April 2022. ARCG will submit WO application packets to the VC Program Manager.
- c. USAR applicants must contact ARCG at the e-mail address in section 9b. to find their local Officer Accessions NCO for assistance with packet preparation and submission.
- d. All packets must contain the following email subject line: FY23 640A Application: Last Name, First Name, and Middle Initial.
- e. All applications postmarked after deadline in section 9a. and 9b. will be returned to the originator without action.

10. Application forms and samples can be downloaded from https://recruiting.army.mil/ISO/AWOR/PACKET_DOWNLOADS. Application documents must include:

- a. Warrant Officer AMEDD appointment application checklist <https://recruiting.army.mil/ISO/AWOR/640A/>. Submit the number of originals and/or copies as indicated on the checklist. Use the "640A, VC Food Safety Warrant Officer FY23

Application Checklist" found on the 640A page. Do not use the USAREC Warrant Officer Application checklist. A Field Grade Warrant Officer must review packet and sign off on checklist before submission.

b. Basic application memorandum. Memo must include:

(1) Statement: "IAW MILPER Message xx-xxx (DTG of MSG) subject: FY23 Warrant Officer Applications for Active Duty and Reserve Veterinary Corps (VC) Food Safety Officer (MOS 640A), I hereby make application for the Veterinary Corps Food Safety Officer Training Program. Upon successful completion of the Warrant Officer Candidate School, I will, if tendered, accept appointment as a Warrant Officer in the USAR with concurrent call to active duty as described in said MSG." This last statement does not apply to USAR applicants.

(2) Endorsement statement by current Unit Commander recommending approval/disapproval of the applicant for appointment as a Warrant Officer Candidate is required. (i.e. I recommend approval of SSG John Doe for appointment as a Warrant Officer Candidate). USAR Soldiers must also include an endorsement from their Unit Commander or Senior Veterinary Corps Officer, which supports their technical qualifications to serve as a 640A, Food Safety Officer.

c. DA Form 160-R (Application for Active Duty). For Active Duty applicants only.

d. DA Form 3575. Certificate of acknowledgment and understanding of service requirements for individuals for appointment in the USAR under the provisions of AR 135-100 or AR 135-101, as applicable.

e. Statement of Understanding. As part of the Warrant Officer application, applicants must date and sign the statement of understanding memorandum acknowledging agreement if selected for the Warrant Officer program and if appointed as a Warrant Officer in the U.S. Army Reserves.

f. Statement from Military Personnel Service Center verifying that favorable local records check has been made to ensure applicant is administratively qualified for admission to course and appointment as a Warrant Officer and that application is not in contravention to AR 600-8-2.

g. Security Clearance Verification Memorandum. Statement from Unit Security Office Manager that the applicant has a secret or top secret security clearance. NOTE: Interim clearances will not satisfy this requirement.

h. Original DD form 2808 (Report of Medical Examination), DD form 2807-1 (Report of Medical History), HIV test and drug and alcohol test (DAT), completed on/after 1 January 2022. The reviewing medical authority must indicate that the applicant meets the medical standards for qualification for appointment as a Warrant Officer under chapter 2, AR 40-501.

i. USAREC Form 3.1, Results of Medical Examination Memorandum will be utilized as a physical coversheet.

j. Prior Service Records (if applicable). Submit any DD 214, DD 215, or NGB 22 forms contained in applicant's official military personnel file.

k. DA Form 61 (application for appointment). APFT/ACFT results and height and weight statement should be included item 41, IAW AR 135-100, paragraph 2-1. Unit Commander must certify the statement.

l. College Transcripts. Collegiate studies listed on resume and/or enlisted/Soldier Record Brief (ERB/SRB), must be documented on transcripts that bear the official stamp/seal of the

institution. Transcripts must be included in the application packet. Transcripts must also be sent directly from the issuing institution to the email or address listed below NLT the application packet deadline:

(1) Active Duty applicants: Official Transcripts must be emailed directly from the institution to usarmy.knox.usarec.list.hq-hsd-640a-vc3@army.mil or mailed directly to HQ, USAREC, RCHS-SVD-VC (ATTN: MAJ Lakisha S. Mercer), 1307 Third Avenue, Fort Knox, KY 40121-2726. Transcripts must be received by USAREC NLT the application packet deadline.

(2) USAR applicants: Official transcripts must be emailed directly from the institution to usarmy.usarc.arcg.mbx.hq-ops-spcmsn-organizational-mailbox@army.mil or mailed directly to USARMY ARCG (USA), Officer Accessions, (ATTN: MSG Jason G. Merrill Jr.) 85 Chamberlin St, BLDG 6579, Fort Knox, KY 40121. Transcripts must be received by ARCG NLT the application packet deadline.

m. Resume. Resume should briefly depict military assignments pertinent to MOS 640A and any military training and/or civilian education the applicant considers to qualify him/her for favorable consideration as a candidate for the Veterinary Corps Food Safety Warrant Officer. Resume must include DoD email address. Utilize USAREC Form 3.2, Warrant Officer Resume.

n. Enlisted/Soldier Record Brief (ERB/SRB). Local military personnel service centers will review each reproduction for accuracy and legibility and will certify them as true copies. The following statement must be included on the original documents: "I have reviewed my ERB/SRB or 2A/2-1. It is current and accurately posted."

NOTE: Effective 25 July 2020, DA Photos are no longer a Warrant Officer application requirement. When submitting the ERB/SRB applicants must choose the print without DA Photo option. Additionally, applicants must choose the SRB without Sex/Race option.

o. NCOERs/AERs. Submit all NCOERs/AERs contained in official military personnel file. Applicants must have documented experience on their evaluation reports indicating performance and/or supervision in food safety, sanitation, food defense, and/or food inspection tasks.

p. Record APFT/ACFT. Submit last record APFT, dated before 1 October 2020. IAW AD 2020-06, the last record APFT remains valid until 31 March 2022. The APFT will no longer be conducted after 1 October 2020, unless the last record APFT was a failing score. In the event that the last record APFT was a fail, IAW AD 2020-06 you may take an APFT after 1 October 2020. You may also submit an ACFT as it is the new test of record as of 1 October 2020. However, the ACFT score (regardless of pass or fail) will not be used administratively for the board. It will only be used to verify ability to perform all events without a profile.

q. Letters of Recommendation. One (1) letter of recommendation from the applicant's Unit Commander and three (3) additional letters of recommendation that comment on the applicant's qualifications and potential as a Veterinary Corps Food Safety Officer. Factors for consideration include: duty performance, self-improvement achievements, oral and written communication skills, and applicant's tact, diplomacy, character, and similar quality characteristics that are compatible with being a Veterinary Corps Food Safety Officer. Of the three additional letters of recommendation, one recommendation letter must be from a Veterinary Corps Warrant Officer (CW3- CW5). The second recommendation letter must be from either a Veterinary Corps Field Grade Officer, MAJ and above or CW3-CW5, supporting the applicant's relevant food safety experience. The remaining letter of recommendation can be from anyone of the applicant's choosing.

(1) All active duty military recommenders must use USAREC Form 3.3 with a digital signature. All other recommenders may use a format of their choosing.

(2) Original letters of recommendation for active duty applicants must be emailed to usarmy.knox.usarec.list.hq-hsd-640a-vc3@army.mil or mailed directly to HQ, USAREC, RCHS-SVD-VC (ATTN: MAJ Lakisha S. Mercer), 1307 Third Avenue, Fort Knox, KY 40121-2726

(3). Original letters of recommendation for reserve applicants must be emailed to usarmy.usarc.arcg.mbx.hq-ops-spcmsn-organizational-mailbox@army.mil or mailed USARMY ARCG (USA), Officer Accessions, (ATTN: MSG Jason G. Merrill Jr.) 85 Chamberlin St, BLDG 6579, Fort Knox, KY 40121.

(4) All letters of recommendation must also be included in the application packet.

r. Letter of Motivation and Intent. The applicant must personally prepare a letter to explain his/her motivation for seeking to become Veterinary Corps Food Safety Officer. The letter should reflect applicant's expectations upon completion of training and being appointed as a Warrant Officer. Applicant should also reflect on how their talents and experiences will strengthen the Veterinary Corps. The letter must be typed IAW AR 25-50 and is not to exceed one page in length.

11. Points of contact:

a. Active Duty VC 640A Food Safety Officer Deputy Consultant, CW5 Oscar R. Carrión, at 301-319-2243, oscar.r.carrion.mil@mail.mil.

b. USAR Senior Food Safety Officer, CW4 John Gelsthorpe, at 410-892-9749, john.a.gelsthorpe.mil@army.mil

c. VC Program Manager, USAREC, MAJ Lakisha S. Mercer, at 502-626-0658 or DSN: 536-0658; lakisha.s.mercer.mil@army.mil
Group Inbox: usarmy.knox.usarec.list.hq-hsd-640a-vc3@army.mil

d. Army Reserve Career Group (ARCG), MSG Jason Merrill, at 502-626-1396
jason.g.merrill.mil@army.mil
Group Inbox: usarmy.usarc.arcg.mbx.hq-ops-spcmsn-organizational-mailbox@army.mil