

**MILPER Message Number****23-299****Proponent****RCHS-SVD****Title****Fiscal Year 2025 (FY25) Warrant Officer Applications for Active Duty and Reserve Veterinary Corps (VC) Food Safety Officer (MOS 640A)****...Issued:[8/1/2023 10:22:38 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) 1 August 2025.

2. Purpose: This message solicits applications from qualified active duty and reserve personnel for the FY25 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 10 April 2024. If applicable, waiver requests must be submitted NLT 19 March 2024.

3. Selection process: HQ USAREC RCHS-SVD will convene a competitive selection board on or about 13 May 2024. 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. Novosel, 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. The Military Occupational Specialty (MOS), 640A, will be awarded upon completion of WOBC at Ft. Sam Houston, TX.

5. Course information:

WOCS

Course # 911-09W

Class: 008

Report: 18 Feb 2025

Start: 19 Feb 2025

End date: 25 Mar 2025

WOBC

Course # 6G-640A

Class: 251

Report: 30 Mar 2025

Start: 31 Mar 2025

End date: 02 May 2025

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 Army Combat Fitness Test (ACFT).

NOTE: Soldiers with injuries that occurred under extraordinary circumstances may request an exception to policy for ACFT 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.

d. U.S. Army Reserve (USAR) applicants will be considered as follows:

(1) Military applicants holding either the 68R or 68S Army Primary Military Occupational Specialty (PMOS) for a minimum of 60 months. Calculation is based on the graduation date at which the PMOS was awarded and the application deadline. Requirements set forth in section 6e does not apply.

(2) Military applicants holding the 64 series area of concentration (AOC). Requirements set forth in sections 6f, 6g, and 6h do not apply.

e. Active duty applicants must have no more than 12 years of active federal service (AFS) as of the date the DA Form 61 (Application for Appointment) is signed by the applicant. Calculation is based on initial entry into basic training. This does not apply to USAR applicants.

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

g. All applicants must have a minimum of an associate 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 provide 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.

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

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

j. 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 must be submitted to the active duty 640A VC Food Safety Officer Deputy Consultant for evaluation and processing (see section 11a. 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 sections 7b, 7c, and 7d there will be no other waivers for active duty applicants exceeding 144 months of AFS.

f. Waivers for civilian education (associate 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/WAIVERS\\_ETP/](https://recruiting.army.mil/ISO/AWOR/WAIVERS_ETP/)

#### 8. Reserve Applicant Waivers:

a. USAR waiver requests must be submitted to Army Reserve Careers Group (ARCG) (See section 11d for group email address). The ARCG will review and forward waivers to the USAR 640A VC Food Safety Officer Consultant (See section 11b. for POC) 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 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. All other waiver considerations can be found at [https://recruiting.army.mil/ISO/AWOR/WAIVERS\\_ETP/](https://recruiting.army.mil/ISO/AWOR/WAIVERS_ETP/)

#### 9. Applicant submission:

a. Active duty applicants must scan and e-mail packets to the Veterinary Corps Program Manager group email address (see Section 11c.).

b. USAR applicants must scan and e-mail packets to ARCG group email address (see Section 11d.). ARCG will submit WO application packets to the VC Program Manager.

c. USAR applicants must contact ARCG at the e-mail address in section 11d. to find their local Officer Accessions NCO for assistance with packet preparation and submission.

d. All packets must contain the following email subject line: FY25 640A Application: Last Name, First Name, and Middle Initial.

e. All applications submitted after the application suspense date will be returned to the originator without action.

f. Applicants must scan all the documents as one file in Portable Document Format (PDF). Do not submit packet as a PDF file with attachments.

10. Application forms and samples can be downloaded from [https://recruiting.army.mil/ISO/AWOR/PACKET\\_DOWNLOADS/](https://recruiting.army.mil/ISO/AWOR/PACKET_DOWNLOADS/). Application packet documents must include:

a. Warrant Officer AMEDD appointment application. Submit the number of originals and/or copies as indicated on the checklist. Use the "640A, VC Food Safety Warrant Officer Application Checklist" found on the 640A page <https://recruiting.army.mil/ISO/AWOR/640A/>. 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: FY25 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.

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 Reserve.

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 security clearance, at a minimum. 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 2024. 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. Prior Service Records (if applicable). Submit any DD 214, DD 215, or NGB 22 forms contained in applicant's official military personnel file.

j. DA Form 61 (application for appointment). 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.

k. College Transcripts. Collegiate studies listed on resume and individual's Soldier Talent Profile (STP), 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 physical address listed below NLT the application packet deadline:

(1) Active Duty applicants: Official transcripts must be emailed directly from the institution to the group email in Section 11c. or mailed directly to HQ, USAREC, RCHS-SVD-VC (ATTN: CPT Danitra Quick), 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 the group email in Section 11d. 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.

l. 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.

m. Soldier Talent Profile (STP). 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 STP. It is current and accurately posted." STP must not include the applicant's photo, gender, race, or ethnicity.

n. OERs/NCOERs/AERs. Submit all OERs/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.

o. Record ACFT. Submit last record ACFT.

p. Letters of Recommendation. 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.

(1) Four letters of recommendation are required as follows:

(a) A letter of recommendation from the applicant's Unit Commander.

(b) A letter of recommendation from a current Veterinary Corps Field Grade Warrant Officer (CW3- CW5).

(c) A letter of recommendation either a current Veterinary Corps Field Grade Officer or Warrant Officer, MAJ and above or CW3-CW5.

(d) A letter of recommendation from an active, reserve, or retired officer from any of the Services.

(2) 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.

(3) Applicants must include all letters of recommendation in the packet. Recommenders do not mail or email LORs directly to USAREC.

q. 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 meet the requirements of AR 25-50, chapter 3 for a letter with a subject line addressed to President, U.S. Army Medical Department (AMEDD) Warrant Officer 640A 670A Board.

#### 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@health.mil](mailto:oscar.r.carrion.mil@health.mil).

b. USAR VC 640A Food Safety Officer Consultant, CW4 Maurico Ripley, at 210-771-1999, [maurico.e.ripley.mil@army.mil](mailto:maurico.e.ripley.mil@army.mil).

c. VC Program Manager, USAREC, CPT Danitra Quick, at 502-626-0658 or DSN: 536-0658, [danitra.a.quick.mil@army.mil](mailto:danitra.a.quick.mil@army.mil).  
Group Inbox: [usarmy.knox.usarec.list.hq-hsd-640A-vc3@army.mil](mailto:usarmy.knox.usarec.list.hq-hsd-640A-vc3@army.mil).

d. Army Reserve Career Group (ARCG), MSG Jason Merrill, at 502-626-1397, [jason.g.merrill.mil@army.mil](mailto:jason.g.merrill.mil@army.mil)  
Group Inbox: [usarmy.usarc.arcg.mbx.hq-ops-spcmsn-organizational-mailbox@army.mil](mailto:usarmy.usarc.arcg.mbx.hq-ops-spcmsn-organizational-mailbox@army.mil).