



REPLY TO  
ATTENTION OF

DEPARTMENT OF THE ARMY  
HEADQUARTERS UNITED STATES ARMY INFANTRY SCHOOL  
1 KARKER STREET  
FORT BENNING, GEORGIA 31905-5000

ATSH-IP

02 July 2019

MEMORANDUM THRU Infantry Maneuver SME Cell, ARNG-TRI, Bldg. 3500, C Avenue, Camp Shelby, MS 39401

FOR SEE DISTRIBUTION

SUBJECT: MOS Determination and Waiver Policy for CMF 11 Enlisted Personnel

1. The Office of the Chief of Infantry is the proponent for all CMF 11 personnel policies and the only entity authorized to approve waiver for the CMF 11 field.
2. Units may request a waiver for formal training in order to award a CMF 11 MOS to Soldiers who have prior service experience, or current operational and training experience that can be considered equivalent to the skill taught in formal resident courses under the auspices of the United States Army Infantry School.
3. The waiver process is intended to place qualified Soldiers in Infantry units and positions. Waivers will not be considered for personnel assigned outside of an Infantry unit, personnel not assigned to a documented CMF 11 position, or the awarding of a secondary/additional MOS. Waiver requests will not be considered for deployed personnel.
4. MOS determination packets will be processed through the unit chain of command and routed through the Joint Forces Headquarters (JFHQ) G1, Enlisted Strength Management. The JFHQ G1 will forward MOS determination packets through National Guard Infantry Maneuver SME Cell, ARNG-TRI. Point of Contact for these actions is MSG Brian Shannon, at COMM: (601) 558-2835, [brian.c.shannon3.mil@mail.mil](mailto:brian.c.shannon3.mil@mail.mil) or Mr. Bobby Halase, at COMM (601) 558-2672, [bobby.s.halase.ctr@mail.mil](mailto:bobby.s.halase.ctr@mail.mil).
5. In most cases Soldiers in the grade of E1 through E6, non-promotable, will be required to attend a recognized CMF 11 MOS producing course taught through a Regional Training Institute. All requests will be reviewed and a determination will be made solely on the merit of each Soldier. A promotable SSG (E6) or SFC (E7) that is required to transition to the Infantry, due to force restructuring, is required to submit a training waiver request in order to attend MOS transition course.
6. There are no MOS producing courses for Senior Infantry Sergeants (11Z). The 11Z MOS may only be awarded to Soldiers who possess the 11B or 11C MOS as their primary MOS at the time they are selected for Master Sergeant. If a Soldier does not meet this requirement, a MOS Determination Packet must be submitted for waiver consideration.
7. In order for operational experience to be considered relevant, Soldiers must have been assigned to an Infantry unit and/or performed duty in a documented CMF 11 position within a three year period of the request being made. Experience gained through assignment to a CMF 11 position on a Direct Manning Document will be considered, but is not acceptable as the only source of Infantry related experience.
8. The following documents must be included in all determination packets:

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- a. Memorandum for Record from an O-5 justifying the need for a MOS waiver.
- b. Certified Enlisted Records Brief (ERB).
- c. DD 214s from all periods of previous active duty service.
- d. NCOERs covering the last 5 year period.
- e. DA 1059s and Certificates of Training for all schools attended.
- f. Last 3 Record DA 705s and 5500 (if required).
- g. Current MEDPROS report to verify PULHES rating.
- h. Copies of any waivers or permanent profiles.
- i. Signed copy of DD Form 2870 for HIPAA disclosure purposes.
- j. ASVAB score report to verify MOS eligibility.

9. Units may include letters of recommendation and copies of awards to serve as additional supporting documentations if relevant. Incomplete packets will be returned to the State G1 without action.

10. MOS Determinations will be conducted based on the needs of the Army National Guard, a Soldier's relevant experience, resident and non-resident training, and ability to meet the criteria established in DA PAM 600-25 and DA PAM 611-21 for CMF 11.

11. POC for this action is MSG Motley, David OCOI Senior Infantry NCO, at COMM: (706) 545-8492, david.j.motley.mil@mail.mil.



MICHAEL J. RAMIREZ  
Executive Officer, OCOI

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State/Territory G-1, Enlisted Management Branch  
ARNG-HCM