

IMA Verification Guide

A guide to the actions required of the HRC Career Manager and the IMA Agency to confirm their Soldiers remain qualified for the position they are assigned.

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Review the IMA Program Overview website for current IMA ALERTS and additional information:

[www.hrc.army.mil>career>assignment>IMAProgram Overview](http://www.hrc.army.mil/career/assignment/IMAProgramOverview)

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REALIGNMENT

The MOBTDA may change the position status from fiscal year to fiscal year. Soldiers who were qualified for the position they are assigned to may not be eligible for the current FY. The Soldier must then be “realigned” to a valid slot they are qualified for.

This is accomplished by the publication of a “realignment” order. There is no need to submit a DA Form 4651. Submit a “Realignment Spreadsheet”.

Locate the form within the IMA Program Overview website: www.hrc.army.mil. Select Career>Assignment>Individual Mobilization Augmentee Program. Click on the “Coordinator Resources”, then select “Commonly Used Forms” and locate the “Realignment Spreadsheet”.

Forward the Realignment Spreadsheet to the HRC Operations Team for publication of the realignment order.

DELETED POSITIONS LONGER THAN A YEAR

Once an IMA position is identified as a deleted position, incumbents (officer, warrant officer or enlisted) may remain in a deleted position up to one year from the MOBTDA change. A soldier may remain in a deleted slot for only 12 months, and must then be transferred out of the agency to the IRR or another TPU/IMA.

Filter the IMA Register for Soldiers who are in deleted positions. Note the column IMASTA (IMA status, column S). Select the code D = deleted. Filter column DTPOSN (date assigned to the position, column AU) for any Soldier in a deleted position for longer than one year. Complete a DA Form 4651 (the Soldier's signature is not required) to transfer them to the IRR. Forward the DA Form 4651 to the appropriate HRC Operations Team for publication of the order to the IRR. If need be, HRC will involuntarily reassign any Soldier over one year in a deleted authorization to the IRR if the agency does not submit a request for transfer.

SECURITY CLEARANCE REQUIRED FOR POSITION versus CURRENT CLEARANCE SOLDIER HOLDS

The Soldier must have a current favorable clearance eligibility required for their position and/or grade and to perform annual training. If not, inform the Soldier to contact HRC Security Management Section for assistance in updating their clearance eligibility. Follow up action is needed by the IMA Agency to ensure the Soldier complies (See NOTE). Soldiers with a code of M thru Y are to be removed from the IMA position (See NOTE). Complete a DA Form 4651 requesting transfer to the IRR. Forward the DA Form 4651 to the appropriate HRC Operations Team without delay for publication of the order.

The first objective is to review the Soldier's current security clearance eligibility (DDPSTA) against the Security Clearance Requirement (SECCLR) for the duty position (slot). Compare the column SECCLR (Security Clearance, column N) to column DDPSTA (Dept Determined Personal Status Security, column AO) to determine if the Soldier meets clearance requirement.

Security Clearance Requirement Codes:

SS = TS (5 Years) SB = SECRET (10 Years) NC = No Clearance

Security Clearance Codes for DDPSTA FIELD:

DDPSTA	NAME Description (Clearance Level)	PSIC/PSII	New	Name Description (Investigation Type)
A	Top Secret with Sensitive Compartmented Information (SCI) - Expires 5 yrs from investigation date	A		Special Background Investigation
B	Top Secret with Interim Access to Sensitive Compartmented Information	B	T4	Background Investigation (T4)
C	Interim Sensitive Compartmented Information	C	T1	National Agency Check with Inquiries (T1)
D	Top Secret)Expires 10 yrs from investigation date)	D		National Agency Check Plus 10 Years
E	Interim Top Secret	E		National Agency Check
F	Secret	F		Automated Entrance National Agency Check (ENTNAC)
G	Interim Secret	G	T3R	Periodic Reinvestigation - Secret (T3)
H	Confidential	H		Periodic Reinvestigation - Single Scope Background Investigation (T5R)
I	Sensitive Compartmented Information - Revoked	I		Review of DOD National Agency Check (NAC)
J	Interim Confidential	J		Local Files Check
K	Review of Dossier by Consolidated Adjudication Facility (CAF)	K	T5	Single Scope Background Investigation
M	Access Suspended	M		Entrance National Agency (ENTNAC) with Dossier Review
N	Denied by Consolidated Adjudication Facility (CAF)	N		Entrance National Agency check (ENTNAC) with Dossier Produced
O	Sensitive Compartmented Information Revoked - Ineligible	O	T3	Acc national Agency Check plus Written Inquiries plus Credit Check (NACLCL)
P	Ineligibility for Personnel Security Clearance	P	T5C	Phased Periodic Reinvestigation
Q	LAA (Limited Access Authorization) Confidential	Q		National Agency Check with Local Record and Credit Check (NACLCL)
R	LAA (Limited Access Authorization) Secret	R	T4R	Periodic Reinvestigation of Background Investigation
S	Position of Trust	S		Expanded National Agency Check - Entrance
T	Favorable	T	T2	Minimum Background Investigation (T2)
U	Clearance Administratively Withdrawn	U	T2S	Minimum Background Investigation - Expanded (T2S)
V	Interim Declination	V	T2R	MBI - Reinvestigation (T2R)
W	Pending Reply to Statement of Reasons	W	T2SR	MBIX - Reinvestigation (T2SR)
X	Ineligible for Sensitive Compartmented Information	X		Other - Information Furnished by Sources other than a Listed Investigation
Y	None	Y		None
Z	Loss of Jurisdiction	Z		
0	No Determination Made (this is new code / replaces "Y")			GREEN: TRANSFERABLE (Based on PMOS/AOC. Example: Cannot downgrade TS to a Secret if the PMOS requires a TS regardless of the will train MOS)
1	Revoked by Consolidated Adjudication Facility (CAF)			RED: NOT TRANSFERABLE
2	Reinstatement Eligible			ORANGE: Situational, must contact Security Team to determine eligibility

INTERIM clearances are only good for 6 Months from the clearance granted date. Anything older than 6 months, contact Security Team at HRC.
DDPSTA that is "0" or "Y" (NONE) must still have a favorable PSIC (coded green) - does not expire.

SECURITY TEAM LINE: 502-613-5859

The second objective is to review the Soldier's current security clearance eligibility (DDPSTA) for suspended, revoked/denied (codes M and N) and expired/expiring (DTPSIC) within the next 30 days. Filter the column DDPSTA (Dept Determined Personal Status Security, column AO) for codes M, N and Y (suspended, revoked/denied and none). Review for Soldiers that will require you to contact HRC Security for a current or updated status (See Note) before requesting a transfer to the IRR.

Next filter the column DTSPIC (DATE PERSONNEL SECURITY INVESTIGATION COMPLETED), to show all dates that will expire within 30 days or less of today's date. Review for Soldiers that will require you to contact HRC Security for a current or updated status (See Note) before requesting a transfer to the IRR.

NOTE: HRC Security Management Section conducts a quarterly review of IMA Soldier's security clearance eligibility based upon PMOS, SMOS and grade/rank for expiration. Soldiers cannot submit for a periodic reinvestigation until they are 30 day from the DTSPIC. Contact HRC Security directly if you have any questions or need verification concerning the Soldier's status. Soldier's status should be verified with HRC Security for a pending action or completed due process of unfavorable eligibility that is not reflected /updated in the system before removal from their IMA position (slot).

HRC Security Management Section contact information is: Commercial: 502 613-5859; DSN: 983-5859; Email: usarmy.knox.hrc.mbx.epmd-eqip@mail.mil.

GRADE MIS-MATCH (Over grade)

Soldiers will hold the grade of the IMA position, but may be one grade lower. Following promotion, over-grade Soldiers may be temporarily retained in their position not to exceed one (1) year. At one year the Soldier must be reassigned or removed from the IMA position. However, a Soldier remaining in the position/slot up to one year should be as an exception, not as the standard rule. If the Soldier cannot be reassigned to a valid position within their agency the Soldier **MUST** be immediately reassigned to the IRR. From the IRR the Soldier can then look for another position. Complete a DA Form 4651 requesting transfer to the IRR. Forward the DA Form 4651 to the appropriate HRC Operations Team for publication of the order.

To determine the status of the IMA Soldier, review the column POSN_GRADE (Position Grade required of the IMA Position, column M) and compare it with the column RANK (Incumbent's Rank, column AG) of the individual Soldier.

Exception to Policy:

JAG/Chaplains are authorized to fill two positions higher than their current grade and may fill one position lower (**JAG AOC = 27A and 27B Chaplain AOC = 56A and 56D**).

Medical Officers only (AOC = 60-70 series) may be assigned to a position one grade higher and two positions lower than the Soldiers rank, per AR 140-10, paragraph 2-24.

MOS MIS-MATCH

All Soldiers should possess the required military occupational specialty/area of concentration (MOS/AOC) of the designated position. Substitutions may be authorized as an exception to policy but are limited by time constraints. Any Soldier who is a MOS mis-match must be reviewed to assure they are still eligible for the position they are assigned.

Review the column POSN_PMOS (Primary MOS required of the IMA position, column A). Compare against the columns S_PMOS (Soldier's Primary MOS, column AI) and S_SMOS (Soldier's Secondary MOS, column AJ). If the position and PMOS/SMOS do not match, this is a MOS mis-match and must be resolved. If the soldier has been assigned to a MOS mis-match for longer than one year, please contact the appropriate HRC Operations Team for Officer or Enlisted to confirm an exception to policy was granted.

PERSONNEL ACTION PENDING – PRSACT

The PRSACT code reflects the current specific personnel action taking place for the Soldier.

Review the column PRSACT (Personnel Action Pending, column AL), which reflects the current personnel action. The code 00 requires no further action. The important codes, indicated below, require immediate action, with possible removal from IMA position. Please ensure appropriate action is taken immediately. Important Personnel Action Pending codes are:

- 00 = No personnel action pending
- 02 = Record flagged - no personnel actions to be processed
- 24 = Conditional Release
- 29 = Past due physical examination
- 39 = Physically disqualified
- 49 = Identifies individuals who fail to meet height/weight standards

ANNUAL TRAINING (AT)

Soldiers who fail to fulfill the minimum mandatory training obligation of the program (12 days of AT each FY) for two (2) consecutive years with their assigned proponent agency are subject to removal. Some Soldiers are placed on ADOS, CO-ADOS, or mobilization orders for extended periods of time while assigned to their IMA position. This would preclude them from performing AT. However, those Soldiers who have disregarded their obligation entirely for a two year period or longer are to be removed from the IMA position and transferred to the IRR.

Filter column entitled TOUR_DT (Most Recent Tour Date, column AP) to determine who has not performed an IMA AT for a 24 month period:

- Select blanks
- Select dates that are 24 months or greater from today's date.

Review each Soldiers status within the Automated Orders and Resource System (AORS), Screen 210, Tour History. If the Soldier has been on an extended tour or recently assigned to the IMA program, disregard. If the Soldier has not been on an extended tour and their last AT was 24 months ago or longer, submit a request for transfer to the IRR. Complete a DA Form 4651 (Soldier signature not required) requesting transfer to the IRR. Forward the DA Form 4651 to the appropriate HRC Operations Team for publication of the order.

PERIODIC HEALTH ASSESSMENT (PHA) for IMA SOLDIERS

All IMA Soldiers require a current Periodic Health Assessment (PHA) every 12 months, and NLT 15 months. IMA Soldiers who do not have a PHA within two years may not be authorized annual training.

Review column DTLPE (Date of Last Physical, column AS) to determine if the physical is within the 15 month criteria. If not, instruct the Soldiers in the following procedure to obtain a PHA:

IMA PHA process:

- The Soldier is to access Army Knowledge Online: www.us.army.mil
 - Under the "Self Service" tab click "My Medical"
 - Click on the link entitled "My Medical Readiness"
 - Click on PHA and complete the PHA questionnaire
 - Submit it through AKO
- Call Logistics Health, Inc./Reserve Health Readiness Program, (LHI/RHRP) at 800 666- 2833. Advise them questionnaire is completed, submitted **and request scheduling of PHA.**
- If IMA Soldier does NOT have access to AKO, Soldier should contact **LHI/RHRP at (800) 666-2833**. LHI/RHRP will mail packet to Soldier. Soldier will complete packet and return promptly to LHI. When LHI receives completed packet, they will contact the Soldier (maximum of three attempts) to schedule PHA.
- If **IMA Soldier is outside a 50 mile radius**, PRIOR to having the Soldier report for the PHA appointment, the Personnel Actions Branch (PAB) of HRC must complete a DD Form 1610 to enable the Soldier to be paid. Contact HRC Customer Service at 1-800-318-5298, and ask for the PAB responsible for the Soldier's MOS. PAB will forward the completed DD 1610 to the budget office for final approval and budgeting. **The DD Form 1610 POC is HRC G8; Email usarmy.knox.hrc.mbx.g8-1610-physicals@mail.mil; Commercial (502) 613-4402.**
- If **IMA Soldier is within a 50 mile radius** for a PHA appointment, the IMA Soldier completing the Periodic Health Assessment (PHA) may be authorized Individual Duty for Training (IDT) pay. Compensation will be limited to two periods of IDT per FY.
- Complete DA Form 1380 for IDT and forward to HRC Reserve Pay Section, Email usarmy.knox.hrc.mbx.g8-reserve-pay@mail.mil; Commercial 502-613-4405; DSN 983-4405.
- Soldiers who live outside CONUS can call the HRC Surgeons Office directly for special instructions on how to obtain their PHA. **HRC Surgeon's Office contact information is: Toll Free: (800) 433-0521 DSN 983-9030; Commercial (502) 613-9030.**

Information was updated as of 26 March 2012. Reviewed by HRC Surgeons Office and HRC G8.

ETS/MRD/AGE 60

Soldiers within one year of Expiration Term of Service (ETS), Mandatory Retirement Date (MRD), or reaching Age 60 should begin the appropriate paperwork. Complete a DA Form 4651 for transfer to the Retired Reserve for MRD and Age 60 Soldiers. Forward DA Form 4651 to the appropriate HRC Operations Team for publication of the order. Instruct ETS Soldiers to begin the enlistment paperwork by contacting the HRC representative.

Officers Only: Filter the column MPCRES (Military Personnel Class Reserve, column BC), to show only Officers (O = Officer, W = Warrant Officers). Go to the column DTMREM (Date of Mandatory Removal for the Officer, column BG) and filter for all dates within the next year. Review for Soldiers who are within one year of mandatory removal date.

Enlisted Only: Filter the column MPCRES (Military Personnel Class Reserve, column BC), to show only Enlisted (E = Enlisted). Go to the column titled EXSRSD (Service Obligation Date, column BJ) and filter for all dates within 1 year of service obligation. Review for Soldiers who are within one year of service obligation.

All: Filter the column DOB (Date of Birth, column AR) to show all Soldiers that are age 59 or older. Complete a DA Form 4651 requesting transfer to the Retired Reserve or transfer out of the military if not eligible for retirement. Forward the form to the appropriate HRC Operations Team.

There are some MOS/AOC, typically, JAG, Chaplain, Medical, and Warrant Officers, where a Soldier may be retained beyond 60 years. Contact the Soldier's HRC career manager to determine if they are eligible for a waiver for age.

PULHES with 3(s)

The register has columns for each category of the PULHES. Review for any 3s in the PULHES. Each 3 in the PULHES must be resolved through a medical review board.

Review the columns PHCP (Physical limitations, column BQ), UPEX (Upper Extremities, column BR), LOEX (Lower Extremities, column BS), HRNG (Hearing, column, BT), VIS (Visual, column BU), PSYC (Psychiatric Findings, column BV), and PULHES (All Physical limitations column BX), for any 3(s). PULHES codes reflect:

- | | |
|---|----------------------------|
| 1 | NO LIMITATIONS |
| 2 | NO SIGNIFICANT LIMITATIONS |
| 3 | SIGNIFICANT LIMITATIONS |
| 4 | BELOW RETENTION STANDARDS |

If the Soldier has a 3 or 4 in any category of the PULHES:

1. Ask the Soldier if they have had a medical review board. If yes, obtain a copy of the board results, DA Form 199, Physical Evaluation Board (PEB) Proceedings. Forward the board results to the Officer or Enlisted Operations Team for uploading into Soldier's iPERMS, and request a system update.
2. The Soldier may have a hardcopy of a recent physical/PHA in their possession that hasn't been put into the system. Obtain a copy of the PHA/physical. If the new PHA/physical has any 3s in the PULHES a medical review is required. A medical review is the responsibility of the IMA Agency to resolve.
3. The IMA Soldier can determine if their medical review board results have been posted by contacting HRC Customer Service Team, 1-800-318-5298, and asking for their Career Manager. The Career Manager has access to the Soldier Management System (SMS), which reflects the board result which has been entered into MODS/MEDPROS/e-profile. SMS will reflect either "Fit For Duty" (for an MEB/PEB) if Soldier was retained; or MOS Medical Retention Board if the Soldier had an MMRB (now called MAR2).
4. Any IMA Soldier whose physical remains outdated is subject to removal from the IMA position and transferred to the IRR.
5. For further information regarding the physical/PHA process, please contact HRC Surgeon's Office at: Toll Free: (800) 433-0521; DSN: 983-9030; Commercial: (502) 613-9030

APFT and/or HT/WT STANDARD

IMA Soldiers are to maintain appropriate height/weight (HT/WT) and Army Physical Fitness Test (APFT) standards in accordance with AR 600–9 and FM 21–20.

Soldiers are required to perform their APFT during their Annual Training (AT) exercise. Forward a copy of the APFT score cards, DA Form 705, to the HRC Personnel Actions Branch (PAB) for update of the Soldiers records. Records must indicate a current APFT passing score and meet ht/wt requirements, or the Soldier is subject to removal from the IMA position.

If an assigned Soldier fails to meet prescribed HT/WT and/or APFT standards in accordance with AR 350–1, the agency is to submit a flag action using DA Form 268, Report to Suspend Favorable Personnel Actions (FLAG). Forward the form to the appropriate HRC operations team.

Refer to column YMAPFT (Year and Month of last APFT, column BY) for the date of the last APFT the Soldier performed. Omit any date within the previous 12 months. These are the Soldiers the system indicates do not have a current APFT on file. Determine if the APFT score needs to be updated and/or require the Soldier to take the APFT during their annual training. Soldiers can take an APFT during IDT for pay, with the Commander's authorization.

Column APFTR (Current APFT status of the Soldier, column CZ) indicates the status of the APFT test:

P = Pass
F = Fail
N = Soldier is on a profile

Column BODFSA (Current Body Fat status, column CA), indicates the current body fat status of the Soldier:

E = Exceeds standards
M = Meets standard
N = Not evaluated

Review the columns and assure the Soldier's record reflects the correct status. If needed, complete DA Form 4651 requesting transfer to the IRR. Forward the DA Form 4651 to the appropriate HRC Operations Team for publication of the order.

AR 140-145, Chapter 3-1f (3) reflects the following:

(3) *Failure to maintain appropriate height/weight (HT/WT) and/or APFT standards in accordance with AR 600-9 and FM 21-20. In such cases, the proponent agency should immediately notify HRC when an assigned Soldier fails to meet prescribed HT/WT and/or APFT standards in accordance with AR 350-1. HRC will then advise the proponent agency of the appropriate actions required to either bar or remove the Soldier from the IMA program based on current regulations.*

WARRIOR TRANSITION UNIT – WTU

Assignment to a medical holding unit disqualifies a Soldier from mobilization. Being mobilization eligible is a criterion to hold an IMA position. Unless justifying circumstances exist to keep the Soldier assigned to the IMA agency, the Soldier must be transferred to the IRR. Complete a DA Form 4651 requesting transfer to the IRR. Forward the DA Form 4651 to the appropriate HRC Operations Team for publication of the order. Once the transfer order is published, forward a copy of the order to HRC Reserve Pay Section who will assure there is no disruption of pay. Contact information for HRC Reserve Pay Section is: email: usarmy.knox.hrc.mbx.g8-reserve-pay@mail.mil, commercial: 502-613-4405 or DSN: 983-4405).

If the Soldier's WTU order ends within the next few months they may be considered to be retained in their IMA position. However, the agency must immediately begin the medical review board process to be assured the Soldier is medically fit to hold the position. It is the responsibility of the IMA Agency to initiate the medical review board.

For additional information contact HRC Surgeon's Office at: Toll Free: (800) 433-0521; DSN: 983-9030; Commercial: (502) 613-9030

INVOLUNTARY REASSIGNMENT DUE TO COADOS ORDERS

IMA billets have been erroneously used for COADOS tours by IRR/TPU/Retiree Recall/NG Soldiers. IMA slots are for IMA Soldiers. If it is determined an IMA billet has been used by an IRR Soldier, the Soldier will be involuntarily assigned to the agency. They will be authorized an exception to policy, if needed, for MOS/Grade mismatch.

- Refer to AORS screen 210 and view the assignment order. It should indicate "involuntary transfer" as the last sentence within the body of the order.

- If there is no indication of "involuntary transfer" the Soldier should meet all requirements to hold the billet (MOS/Grade match). If not, follow the guideline within this handbook.

ACRONYM DEFINITIONS FOR IMA Report

Updated 11 January 2016

Acronym (Column)	Definitions
ADDRESS (Y)	PROPONENT AGENCY ADDRESS
AKO_EMAIL (BA)	Soldier's AKO Email Address
AGENCY (X)	PROPONENT AGENCY (AC Unit the Soldier is assigned also for any UCMJ actions)
APFTR (BS)	Codes reflect the current APFT status of the Soldier: F FAILED; N PROFILE; P PASSED
CARMGR (AM)	CAREER MANAGER - DISREGARD THIS ENTRY
BODFSA (BT)	Codes reflect current Body Fat status of the Soldier E EXCEEDS STANDARD; M MEETS STANDARD; N NOT EVALUATED
CCNUM (R)	COMMAND CODE NUMBER (MOST RECENT APPROVED MOBTDATA)
CITY (Z)	PROPONENT AGENCY ADDRESS
COMD (F)	COMMAND CODE
CURORG (AF and AZ)	INCUMBENT'S CURRENT ORGANIZATION – code "I" = IMA. All other is in error and needs to be resolved.
DDPSTA (AK)	DEPARTMENT DETERMINED PERSONNEL STATUS SECURITY granted.
DIEMS (BE)	DATE OF INITIAL ENTRY INTO MILITARY SERVICE
DIMA (W)	DRILLING IMA, S-YES, BLANK-NO
DNAIND (BI)	DNA TEST ON FILE Y = yes N = no
DOB (AP)	DATE OF BIRTH of ASSIGNED IMA SOLDIER
DORRES (BG)	DATE OF RANK, RESERVE
DTDTH (CC)	DATE OF DEATH
DTELPR (AS)	DATE OF ELIGIBILITY for PROMOTION
DTLPE (AQ)	DATE OF LAST PHYSICAL
DTMARM (AU)	DATE OF MARITAL STATUS
DTMREM (BC)	DATE OF MANDATORY REMOVAL FOR THE OFFICER
DTPOSN (AR)	DATE ASSIGNED TO IMA POSITION
DTPSCG (AM)	DATE NEW PERSONNEL SECURITY INVESTIGATION GRANTED
DTPSIC (AL)	DATE PERSONNEL SECURITY INVESTIGATION COMPLETED
DTRMRD (BHI)	DATE OF MANDATORY REMOVAL FOR OFFICERS
DTSTA (S)	DATE OF STATUS WHEN THE SLOT CHANGED FROM CODES F, C, D, R, AND V
EXSMOD (BK)	EXPIRATION STATUTORY MILITARY OBLIGATION DATE
EXSRSD (BJ)	SERVICE OBLIGATION DATE
HRNG (BM)	PULHES: H for hearing of the Soldier PULHES codes reflect: 1 NO LIMITATIONS 2 NO SIGNIFICANT LIMITATIONS 3 SIGNIFICANT LIMITATIONS 4 BELOW RETENTION STANDARDS
IMASTA (T)	CURRENT STATUS OF THE POSITION; F-FILLED, D-DELETED (filled) C = CHANGED (filled), V-VACANT, R-REVISION (vacant)
IMATYP (U)	"MD" - IMA Soldier not a general officer "DM" – general officer only
LIC (D)	LANGUAGE IDENTIFIER OF THE IMA POSITION
LINE (I)	LINE NUMBER OF IMA POSITION
LOEX (BL)	PULHES: L for Lower extremities of the Soldier PULHES codes reflect: 1 NO LIMITATIONS 2 NO SIGNIFICANT LIMITATIONS

	3 4	SIGNIFICANT LIMITATIONS BELOW RETENTION STANDARDS
MPCRES (BC)		MILITARY PERSONNEL CLASS, RESERVE: Soldier who holds the position O = commissioned officer W = warrant officer E = enlisted
MRDRSN (BD)		REASON FOR MANDATORY REMOVAL A = maximum age B = maximum length of service C = maximum time in grade
NAME (AD)		INCUMBENT'S NAME
NOM (U)		NOMINATIVE, S-YES, BLANK-NO
NOM_EX (V)		DISREGARD COLUMN
PAC (E)		PROPONENT AGENCY CODE
PARA (H)		PARAGRAPH OF IMA POSITION
PEBD (BF)		PAY ENTRY BASIC DATE
PERSONAL_EMAIL (BB)		Soldier's Personal Email Address
PHCP (BJ)		PULHES P or Physical capacity (stamina) limitations of the Soldier PULHES codes reflect: 1 NO LIMITATIONS 2 NO SIGNIFICANT LIMITATIONS 3 SIGNIFICANT LIMITATIONS 4 BELOW RETENTION STANDARDS
PHONE (AT)		PHONE # OF IMA SOLDIER
PHYC (BP)		Physical assignment or duty limitations of the Soldier: A NO LIMITATIONS B NO SIGNIFICANT LIMITATIONS C LIMITED PHYSICAL TRAINING D LIMITED PHYSICAL ACTIVITY E NO COMBAT RATIONS F NO ISOLATED ASSIGNMENT G KEVLAR/LBE LIMITATIONS H NO HAZARDOUS DUTY J HEARING PROTECTION L NO COLD TEMPERATURES M NO HIGH TEMPERATURES N NO COMBAT BOOTS P CLOTHING RESTRICTIONS T WAIVER GRANTED FOR DISQUALIFYING MEDICAL CONDITION U OTHER LIMITATIONS V DEPLOYMENT RESTRICTIONS W MOS MEDICAL REVIEW BOARD (MMRB) X APPROVED FOR CONTINUANCE ON ACTIVE DUTY Y FIT FOR DUTY L NO COLD TEMPERATURES
POSN (J)		POSITION SEQUENCE OF IMA POSITION
POSN_ADD_SQI (B)		SKILL QUALIFICATION IDENTIFIER OF THE IMA POSITION
POSN_ASI (C)		ADDITIONAL SKILL IDENTIFIER OF THE IMA POSITION
POSN_GRADE (M)		POSITION GRADE OF IMA POSITION
POSN_PMOS (A)		PRIMARY MILITARY OCCUPATIONAL SKILL
POSN_PAYGRADE (L)		POSITION GRADE OF IMA POSITION
POSN_PPSRQ (P)		PERSONNEL SECURITY REQUIREMENT
POSN_PPSST (N)		PERSONNEL SECURITY STATUS
POSN_PSIRQ (O)		PERSONNEL SECURITY INVESTIGATION REQUIRED
POSN_TITLE (K)		POSITION TITLE OF IMA POSITION
POSTYP (W)		POSITION TYPE - PERSONNEL DIRECTORATE

PRSACT (AJ)	PERSONNEL ACTION PENDING: 00 = No personnel action pending 02 = Record flagged no personnel actions to be processed 03 = On orders pending effective date 09 = temporary physical disqualification 24 = Conditional Release 29 = Past due physical examination 39 = physically disqualified 49 = Identifies individuals who fail to meet height/weight standards
PSNN (Q)	POSSIBLE JOINT DUTY ASSIGNMENT NUMBER FOR A JOINT AUTHORIZATION
PSYC (BO)	PULHES (P): Psychiatric findings of the Soldier PULHES codes reflect: 1 NO LIMITATIONS 2 NO SIGNIFICANT LIMITATIONS 3 SIGNIFICANT LIMITATIONS 4 BELOW RETENTION STANDARDS
PULHES (BQ)	All Physical limitations of Soldier: Physical, Upper Extremities, Lower Extremities, Hearing and Ears, Eyes and Psychiatric (PULHES) PULHES codes reflect: 1 NO LIMITATIONS 2 NO SIGNIFICANT LIMITATIONS 3 SIGNIFICANT LIMITATIONS 4 BELOW RETENTION STANDARDS
RANK (AE)	INCUMBENT'S RANK
RYE (BU)	RETIREMENT YEAR ENDING
S-ADDR1 (AU)	SOLDIER'S - ADDRESS LINE 1
S-ADDR2 (AV)	SOLDIER'S - ADDRESS LINE 2
S-ASI (AI)	SOLDIER'S - ADDITIONAL SKILL IDENTIFIER
S-CITY (AW)	SOLDIER'S - ADDRESS
S-PMOS (AG)	SOLDIER'S- PRIMARY MILITARY OCCUPATIONAL SKILL (PMOS)
S-SMOS (AH)	SOLDIER'S- SECONDARY MILITARY OCCUPATIONAL SKILL (SMOS)
SECCLR (N)	SECURITY CLEARANCE REQUIRED FOR POSITION: SS = TS (5 YEARS) SB = SECRET (10 YEARS) NC = NO CLEARANCE (ELIGIBILITY DATE IS DETERMINED FROM DTSPIC(COLUMN AM))
SLOT (V)	NUMBER 1 IDENTIFIES THE INCUMBENT / NUMBER 2 IDENTIFIES THE DOUBLE SLOTTED SOLDIER
SSN (AC)	INCUMBENT'S SSN
STATE (AC)	PROPONENT AGENCY ADDRESS
S-STATE (AX)	SOLDIER'S STATE ADDRESS
TOUR DT (AN)	MOST RECENT TOUR DATE
TOUR NUM (AO)	NUMBER OF TRAINING DAYS PERFORMED FOR CURRENT FY
UIC (G)	UNIT IDENTIFICATION NUMBER
UPEX (BK)	PULHES: U for Upper extremities of the Soldier PULHES codes reflect: 1 NO LIMITATIONS 2 NO SIGNIFICANT LIMITATIONS

	3 SIGNIFICANT LIMITATIONS 4 BELOW RETENTION STANDARDS
VIS (BN)	PULHES: E for visual status of the Soldier PULHES codes reflect: 1 NO LIMITATIONS 2 NO SIGNIFICANT LIMITATIONS 3 SIGNIFICANT LIMITATIONS 4 BELOW RETENTION STANDARDS
YMAPFT (BR)	Year and Month of last Army Physical Fitness Test (APFT)
YMHVSC (BH)	Year and Month last administered Human Immuno-Deficiency Virus (HIV) screening
ZIP (AD)	PROPONENT AGENCY ADDRESS