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| C:\Users\mayra.a.raposo\AppData\Local\Microsoft\Windows\INetCache\Content.Word\SFL%20-%20Army%20Retired.jpg  **RIARNG**  **RETIREMENT TRANSITION CHECKLIST** | | |
| Unit Rep Initials | Soldier’s Initials | Soldier’s Name: RPED: |
|  |  | My request to retire has been submitted and approved by EPM/OPM and have reviewed Soldier for Life Website**:** https://soldierforlife.army.mil/Retirement/ |
|  |  | I have cleared supply and I have been counseled that I am **NOT** to attend drill or perform military duty **AFTER** my requested retirement date. |
|  |  | I have received my Notification of Eligibility for Non-Regular Retired Pay (NOE) “20 Year Letter”. |
|  |  | I have completed and returned my Reserve Component Survivor Benefit Plan (RCSBP) election (DD Form 2656-5) to my state RPAM NCO (if receipt of NOE is within the last 90 days). RCSBP website information: https://soldierforlife.army.mil/Retirement/survivor-benefit-plan |
|  |  | I understand that it is my responsibility to maintain my RCSBP. I have **one year** from a life changing event (marriage, remarriage, divorce, acquiring a dependent child, death of a spouse, etc.) to update my election by contacting my state Retirement Services Office (RSO) or Human Resource Command (HRC). HRC Toll Free: **(888) 276-9472**. |
|  |  | I have met my service remaining obligation for retired pay. Enlisted Reference: AR 600-8-19, para 7-8; Officer Reference: ROPMA; Warrant Officer Reference: AR 600-101. If rank/grade at discharge will not be my Retired pay grade, source documents (promotion order/reduction order) will need to be provided to HRC when applying for retired pay. |
|  |  | I understand that it is up to my chain of command whether or not I am required to drill between now and the effective date of my retirement. I will accrue a debt for SGLI and/or FSGLI if I do not drill until my effective date of retirement. |
|  |  | I have read and understand the Pre-retirement FAQ’s Soldier For Life Website : https://soldierforlife.army.mil/Retirement/retirement-planning |
|  |  | Security Debriefing (SF312) Only for personnel with a security clearance. Coordinate with your unit to complete with the G2. |
|  |  | I understand that it is my responsibility to leave a good phone number and address with my unit and my State Headquarters. If I relocate after retirement, I need to update my contact information with HRC (www.hrc.army.mil) and DFAS (www.dfas.mil) in **myPay**. |
|  |  | I have been advised to visit the nearest ID card facility to turn in my Common Access Card (CAC) and get my “Gray Area” Retiree/Retired ID card issued to me and my dependents. ID Card Office Locator & Appointments: https://idco.dmdc.osd.mil/idco/locatordc.osd.mil/idco/locator |
|  |  | I understand the Post 9/11 GI Bill **CANNOT** be transferred **AFTER** discharge or separation. For eligibility questions, please contact the State Education Office at (401) 275-4039.  Sexual Assault Memo Completed |
|  |  | I do not have any pending medical issues (ex: LOD, Incapacitation Pay, etc). |
|  |  | I received Copies of my Medical Records |
|  |  | **My unit** will request Retirement Awards/Certificates and Army Retirement Soldier Commendation Packet (more commonly known as “Flag Set”) have been requested (at least 90 days prior to retirement date). |
|  |  | I have been advised to register for the following sites prior to my retirement date:  **Retirement Website:** https://soldierforlife.army.mil/  **MyArmyBenefits:** https://myarmybenefits.us.army.mil/  **DFAS:** https://www.dfas.mil/RetiredMilitary/  **DS Logon:** Access websites that require CAC Logon https://myaccess.dmdc.osd.mil/  **VA Gov:** Access/manage VA Benefits/Health care https://www.va.gov/  **milConnect:** Update DEERS https://milconnect.dmdc.osd.mil/milconnect/  **myPay:** https://mypay.dfas.mil/mypay.aspx  **iPerms with DS logon**: https://iperms.hrc.army.mil/login/  **HRC Records Portal with DS Logon:** https://www.hrcapps.army.mil/portal/ |
|  |  | I have been advised to subscribe to Army Echoes, which is the official Army publication for communicating with Retirees and their Families. Free App is available for iPhone and Android phones: https://soldierforlife.army.mil/retirement/army-echoes |
|  |  | I understand after reaching the age 59, unless I qualify for reduced age retirement in accordance with Title 10 USC 12731(f)(2), it is my responsibility to submit my retirement pay application to the Army-Human Resources Command within 6 months of my pay eligibility date and should contact my nearest RSO for assistance in this process https://soldierforlife.army.mil/Retirement/NationalGuard  Retirement Pay Application:  https://www.hrc.army.mil/content/Gray%20Area%20Retirements%20Branch  Located at the bottom of the of website |
| Any questions pertaining to retirement please contact the Retirement Services Office (RSO) at:  Rhode Island National Guard  Joint Forces Headquarters  2841 South County Trail, Bldg. 330  East Greenwich, Rhode Island 02818-1728  (401) 275-4142/4144/4174  Locate your nearest RSO in the State  https://soldierforlife.army.mil/Retirement/NationalGuard | | |

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Soldier’s Signature and Date Unit Readiness NCO Signature and Date