



DEPARTMENT OF THE ARMY
OFFICE OF THE ASSISTANT SECRETARY
MANPOWER AND RESERVE AFFAIRS
111 ARMY PENTAGON
WASHINGTON, DC 20310-0111

OCT 27 2017

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MEMORANDUM FOR Chief, Army Reserve

SUBJECT: Certification of Honorable Service for Purposes of Naturalization for Members of the Selected Reserve of the Ready Reserve

1. References:

a. Amended Order, United States District Court for the District of Columbia, Kirwa, et al., v. DOD, et al., 27 October 2017.

b. Memorandum, Under Secretary of Defense (Personnel and Readiness), 27 October 2017, subject: Compliance with Court Order and Preliminary Injunction in the case of Kirwa v. Department of Defense.

c. Memorandum, Under Secretary of Defense (Personnel and Readiness), 13 October 2017, subject: Certification of Honorable Service for Members of the Selected Reserve of the Ready Reserve and Members of the Active Components of the Military or Naval Forces for Purposes of Naturalization.

d. Memorandum, Chief of the Army Reserve, 17 August 2017, subject: Certification of Honorable Service Pursuant to 8 U.S. Code § 1440.

2. Policy. Pursuant to references 1.a. and 1.b., the Army will act on all requests for certification of a Form N-426 from members recruited through the Military Accessions Vital to National Interest (MAVNI) program who have served one day or more in the Selected Reserve (SELRES). The requests will not be returned to Soldier without action, unless the request lacks necessary information or command endorsement. Moreover, the command will not recommend denial of the request solely on the basis that the Soldier has not performed active duty service or has not attended initial entry training.

3. Authority. Your office will take final action on all complete requests. You will coordinate with the DCS, G1 to identify potential derogatory information held by Headquarters, Department of the Army (HQDA).

4. Process. A request for certification of an N-426 is a request for personnel action and will be processed as follows:

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a. The Soldier will submit a DA Form 4187, Personnel Action, to the Soldier's commander. The Soldier will complete Sections I-IV of the DA Form 4187 and provide the following information:

1) In Block 10, the Soldier will request certification of the Form N-426 that the Soldier has completed and attached to the DA Form 4187.

2) In Section IV, the Soldier will list the dates and type of service performed in the SELRES (e.g., number of training periods and/or days of active duty service).

b. Within one business day of receipt, the commander will verify the information in Section IV and determine whether the Soldier has been flagged under Army Regulation 600-8-2, Suspension of Favorable Personnel Actions (FLAG). The official will complete the appropriate blocks in Section V. Recommendations for disapproval must identify specific derogatory information.

c. The commander will expeditiously forward the request for personnel action to your office by emailing a digital copy of the DA Form 4187 and attachments to the following addresses: OCAR, G-1 Ops (usarmy.usarc.ocar.mbx.g1-ops-taskers@mail.mil) and USARC G-1 Ops (usarmy.usarc.ocar.mbx.g1-ops-taskers@mail.mil). The email must be sent the same day the commander signs the form. The commander will copy appropriate members of the chain of command, but will not seek any further review prior to routing the request to OCAR.

d. Upon receipt of the request for personnel action, your office will coordinate with the DCS, G-1 to determine whether HQDA possesses derogatory information bearing on honorable service.

e. You may designate an officer in the grade of O-6 or civilian equivalent to certify the N-426.

f. A copy of the DA 4187 and N-426 will be forwarded to the Soldier's commander and uploaded into the Soldier's Army Military Human Resource Record.

5. The point of contact for this memorandum is Mr. Lin St. Clair, 703-695-4423.


Raymond T. Horoho
Acting Assistant Secretary of the Army
(Manpower and Reserve Affairs)