



DEPARTMENT OF THE ARMY
UNIT LETTERHEAD

OFFICE SYMBOL

Date

MEMORANDUM THRU Commander, (replace with Soldier's Battalion or Brigade Commander)

FOR Fort Bragg Triad of Leadership (TOL) Board

SUBJECT: Commander's Statement for SFC John Doe, XXX-XX-1234

1. Request SFC Doe be evaluated for (assignment/attachment) to the Warrior Transition Battalion (WTB).
2. I verify that SFC Doe is/is not facing UCMJ actions, other legal actions, investigations, and/or Line of Duty investigations.
3. I verify that SFC Doe is/is not a hand receipt holder and I anticipate all hand receipts will be cleared.
4. SFC Doe's mandatory removal date (MRD), retention control point (RCP), or expiration of term of service (ETS) will/will not occur within 6 months of his report date.
5. PAST HISTORY: (Commander's explanation of what has led to the Soldier's nomination. This should include an explanation of any deployment- or duty-related injuries.)
6. PRESENT CONDITION: (Be as detailed as possible. Must address how the Soldier's current medical conditions limit their ability to do their MOS. Explain specifically how this affects the unit's mission and readiness.)
7. RECOMMENDATION: I do/do not recommend that SFC Doe be attached to the WTB for complex medical management. This Soldier has medical conditions that will/will not result in 6 or more months on a restricted physical profile. (Include commander's justification for why this Soldier **cannot** continue to remain assigned or attached to his or her unit.)

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8. Point of contact is the undersigned and can be reached at XXX-XXX-XXXX.

JANE B. BROWN
CPT, AG
Commanding