

Army Regulation 611-60

Personnel Selection and Classification

Assignment of Army Personnel to the Defense Attaché System

**Headquarters
Department of the Army
Washington, DC
12 April 2006**

UNCLASSIFIED

SUMMARY of CHANGE

AR 611-60

Assignment of Army Personnel to the Defense Attaché System

This major revision, dated 12 April 2006--

- o Changes the title of Army Regulation 611-60 to reflect Army commissioned officer, warrant officer, and enlisted personnel assignment to the Defense Attaché System.
- o Reflects new Officer Personnel Management System officer educational requirements (Intermediate Level Education Common Core) (paras 2-7 and 2-8).
- o Clarifies Reserve Component officer prerequisites and procedures for requesting assignment to Reserve Component Defense Attaché System Drilling Individual Mobilization Augmentee duty, and lowers from 5 to 2 years the required number of years of service remaining before mandatory retirement date (para 2-8).
- o For clarity, moves tables showing documents to be submitted with application/nomination packets from chapter 1 to chapter 2.

Effective 12 May 2006


Personnel Selection and Classification

Assignment of Army Personnel to the Defense Attaché System

By Order of the Secretary of the Army:

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General, United States Army
Chief of Staff

Official:


JOYCE E. MORROW
Administrative Assistant to the
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History. This publication is a major revision.

Summary. This regulation establishes policies and procedures for the assignment and management of Army personnel to the Defense Attaché System. It specifies the responsibilities of headquarters, agencies, and staff support elements involved in the Active Army and Reserve Component attaché activities, required qualifications for personnel seeking assignments in the Defense Attaché System, procedures for submitting initial Defense Attaché System applications and requests for consecutive Defense Attaché System assignments, and procedures for requesting

assignment to Reserve Component attaché duty.

Applicability. This regulation applies to the Active Army, the Army National Guard/Army National Guard of the United States, and the U.S. Army Reserve, unless otherwise stated.

Proponent and exception authority. The proponent of this regulation is the Deputy Chief of Staff, G–2 (DCS, G–2). The DCS, G–2 has the authority to approve exceptions to this regulation that are consistent with controlling law and regulation. The DCS, G–2 may delegate this approval authority, in writing, to a division chief within the proponent agency who holds the grade of colonel or the civilian equivalent. Activities may request a waiver to this regulation by providing justification that includes a full analysis of the expected benefits and must include formal review by the activity's senior legal officer. All waiver requests will be endorsed by the commander or senior leader of the requesting activity and forwarded through their higher headquarters to the policy proponent. Refer to AR 25–30 for specific guidance.

Army management control process. This regulation contains management control provisions in accordance with AR

11–2 but does not identify key management controls that must be evaluated.

Supplementation. Supplementation of this regulation and establishment of command and local forms are prohibited without prior approval from Headquarters, Department of the Army, Office of the Deputy Chief of Staff for Intelligence (DCS, G–2), 1000 Army Pentagon, Washington, DC 20310–1000.

Suggested improvements. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) directly to Office of the Deputy Chief of Staff for Intelligence (DAMI–FL), 1000 Army Pentagon, Washington, DC 20310–1000.

Distribution. This publication is available in electronic media only and is intended for command levels C and D for the Active Army, the Army National Guard/Army National Guard of the United States, and the U.S. Army Reserve.

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*This Army Regulation (AR) supersedes AR 611–60, dated 27 August 2001.

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Glossary

Chapter 1 General

Section I Policy

1–1. Purpose

This regulation prescribes selection criteria for assignment of Active Army (AA) personnel to the Defense Attaché System (DAS) and selection criteria for assignment of Army Reserve Component (RC) personnel to DAS drilling individual mobilization augmentee (DIMA) positions. It specifies the responsibilities of headquarters, agencies, and staff support elements involved in AA and RC DAS activities, required qualifications for personnel seeking DAS duty, procedures for submitting initial DAS applications, requests for consecutive DAS assignments, and procedures for requesting assignment to RC DAS DIMA duty.

1–2. References

Required and related publications and prescribed and referenced forms are listed in appendix A.

1–3. Explanation of abbreviations and terms

Abbreviations and special terms used in this regulation are explained in the glossary.

Section II Responsibilities

1–4. Director, Defense Intelligence Agency

Director, Defense Intelligence Agency (DIA) is responsible for originating valid requisitions for Army DAS positions for commissioned officers, warrant officers, and enlisted personnel. Sufficient lead-time will be allowed to identify, select, nominate, and train personnel. Director, DIA will—

a. Ensure that requisitions for AA personnel are sent to United States Army Human Resources Command (AHRC) with an information copy to Commander, United States Army Field Support Center (AFSC), ATTN: IAFS-P-A, Fort Meade, MD 20755–5905.

b. Ensure that requisitions for RC personnel are sent to the United States Army Reserve Personnel Center, St. Louis (Human Resources Command (HRC)–St. Louis).

c. Be responsible for originating valid requirements for RC positions within the DAS for commissioned officers and enlisted personnel by maintaining and updating the DIMA table of distribution and allowance (TDA).

d. Coordinate all matters that pertain to RC personnel assigned to the RC DAS DIMA program with Chief, Army Reserve (DAAR–ZA), Washington, DC 20310–2400.

e. Through the Joint Field Support Center, function as the servicing finance and accounting office for AA members of the DAS.

1–5. Deputy Chief of Staff, G–2

The Deputy Chief of Staff, G–2 (DCS, G–2) will serve as the Headquarters, Department of the Army (HQDA) staff lead for Army attaché issues and will—

a. Supplement DIA personnel prerequisites for a particular defense attaché office (DAO) if the Department of the Army (DA) has special interest in that area.

b. Ensure that commissioned AA officers nominated by AHRC for attaché duty meet the qualifications identified in paragraph 2–7.

c. Screen the qualifications of and recommend RC foreign area officers (FAOs) for DAS DIMA positions.

d. Designate the Director, Foreign Liaison (DAMI–FL) to be the DCS, G–2 point of contact for attaché policy matters.

e. Coordinate attaché policy matters with the DCS, G–3/5/7.

1–6. Director, Foreign Liaison

Director, Foreign Liaison (DAMI–FL) under the direction of Deputy, Chief of Staff, G–2, will serve as the G–2 staff lead and will—

a. Coordinate nominations of officers for DAS assignments with the Director, Foreign Intelligence (DAMI–FI) and G–3/5/7.

b. Coordinate with HQDA and DIA to develop Army-specific training for attaché designees.

c. Coordinate within HQDA to ensure that all Army officers serving in the DAS understand the Army's international policies, programs, and activities.

1-7. Deputy Chief of Staff, G-3/5/7

Deputy Chief of Staff, G-3/5/7 will coordinate with DCS, G-2 on the attaché assignment process and review attaché nominations. DCS, G-3/5/7 will also provide feedback as to the impact of specific assignments on the overall health of the foreign area officer (FAO) population.

1-8. Chief, Army Reserve

The Chief, Army Reserve (CAR) is responsible for all matters of policy, assignments, and programs pertaining to Army Reserve personnel and will designate the Chief, Programs Management Office to be the CAR point of contact for Reserve DAS policy matters.

1-9. Commander, U.S. Army Field Support Center

The Commander, U.S. Army Field Support Center (AFSC) maintains personnel records for Army personnel assigned to the DAS and will—

- a. In coordination with AHRC, DCS, G-2, and DIA, administer all aspects of the selection and nomination process for commissioned officers, warrant officers, and enlisted AA personnel assigned to the DAS.
- b. Brief the DCS, G-2, or their representative as required, on the nominee's official file.
- c. Advise potential officer candidates regarding the documentation required to support their nomination packets, provide them with the required forms, and ensure completed packets are forwarded to DIA, Bolling AFB, Washington, DC 20332.
- d. Oversee personnel requirements for AA personnel assigned to the DAS.
- e. Obtain supporting documents from personnel seeking assignments within the DAS and assemble the nomination packet (see table 2-1).
- f. Coordinate with AHRC for their release
- g. Consolidate information and required documentation into a nomination packet and forward it to DIA, Bolling AFB, Washington DC, 20332.

1-10. Commanding General, United States Army Human Resources Command

The Commanding General, United States Army Human Resources Command (AHRC) will assign the following responsibilities to the Director of Officer Personnel Management:

- a. Identify AA commissioned officers, warrant officers, and enlisted personnel considered qualified for DAS assignments.
- b. Advise potential DAS nominees regarding the documentation required to support their nomination packets.
- c. Ensure nominees possess the basic qualifications specified in paragraph 2-7.
- d. Provide nomination packages to the DCS, G-2 and DIA, or their representatives.
- e. Forward approved nominations to Commander, AFSC for processing.

1-11. Commander, U.S. Army Reserve Human Resources Command–St. Louis

The Commander, U.S. Army Reserve Human Resources Command–St. Louis (HRC–St. Louis) will—

- a. Nominate/assign qualified RC FAOs and enlisted personnel to positions within the DAS DIMA program.
- b. Assist AHRC in locating qualified RC FAO officers to fill DAS positions that cannot be filled from existing AA assets.
- c. Assign the following responsibilities to either the Enlisted Personnel Management Directorate (ARPC–EP) or the Officer Personnel Management Directorate (ARPC–OPD), 1 Reserve Way, St Louis, MO 63132–5200:
 - (1) Identify RC commissioned officers and enlisted personnel considered qualified for DAS DIMA assignments.
 - (2) Advise potential RC candidates regarding the documentation required to support their nomination packets, provide them with the required forms (See table 2-2).
 - (3) Ensure completed packets are forwarded through Chief, Army Reserve (DAAR–FMS), Washington, DC 20310–2400 to DIA, Directorate for Human Intelligence ATTN: SDM–3C, Bolling AFB, Washington, DC 20332.
 - (4) Provide nomination packages to the DCS, G-2 and DIA, or their representatives.
 - (5) Coordinate with HRC–St. Louis, Director, Plans Directorate, on aspects pertaining to the DAS DIMA Program.

1-12. Duties of personnel assigned to the Defense Attaché System

- a. The principal duties of accredited Army personnel assigned to the DAS are to—
 - (1) Represent the Secretary of the Army, the Chief of Staff, Army, and Army Service Component Commander. When the Army Attaché is also the Defense Attaché, or tasked by the Defense Attaché, he/she will also represent the Secretary of Defense; the Chairman, Joint Chiefs of Staff; the regional Combatant Commander (COCOM); and the Director, DIA to their counterparts within the host government.
 - (2) Serve as primary in-country facilitators for U.S. national military strategy for promoting regional stability, as coordinated with the Office of the Secretary of Defense (OSD), the Joint Staff, HQDA, and COCOM staff.

- (3) Openly collect and report military information.
 - (4) Provide military advice to the U.S. Chief of Mission in the host country.
 - (5) Represent the Department of Defense (DOD) in security assistance affairs when designated by DOD.
 - (6) Perform other duties as necessary.
- b. The principal duties of Army support personnel assigned to the DAS are to—
- (1) Provide general intelligence and multi-service administrative, clerical, personnel, budget and fiscal, security, and logistics support to the Defense Attaché and staff.
 - (2) Perform security assistance duties as required.
- c. The duties of RC personnel assigned to DAS DIMA positions will be the same as those of AA personnel assigned to the DAS.

Chapter 2

Assignments, requirements, and selections procedures

2–1. Active Army assignments in the Defense Attaché System

Although AA Soldiers may be involuntarily assigned based on the needs of the Army, maximum emphasis is placed on obtaining volunteers for assignment to the DAS. All qualified and eligible AA personnel are encouraged to express an interest in attaché duty to their personnel managers.

a. *Commissioned officers.* Attaché duty is a key career development assignment for FAOs (officers holding functional area (FA) 48). Only FAO regional specialists with appropriate areas of concentration (48B through 48J) will be considered for DAS assignments. If no FAO with the appropriate regional qualification is available for assignment, FAOs holding other regional qualifications will be considered. When no FAOs are available, and on an exception basis, officers who do not hold FA 48 may be considered for attaché duty if they otherwise meet the requirements for the assignment. Officers who perform well as attaché/assistant attachés will be encouraged to seek additional attaché tours, consistent with their professional development and the needs of the Army.

b. *Warrant officers.* Attaché duty is a primary career function under military occupational specialty (MOS) 350L (attaché technician). Selected warrant officers normally hold MOS 350L as primary, secondary, or additional specialty. Those with MOS other than 350L can, if required, be selected for attaché duty; they must, however, be trained in MOS 350L before being assigned to the DAS.

c. *Enlisted personnel.* Enlisted Soldiers approved for DAS duty will be awarded skill qualification identifier (SQI) “7” (attaché administrative support) after successfully completing the Attaché Staff Operations Course (ASOC). If there are not enough enlisted volunteers to meet the personnel needs of the DAS, AHRC will request continental United States (CONUS) installation and major activity commanders to furnish nominations of qualified soldiers to Army Attaché Management Division (AAMD). Commanders will make every effort to retain their nominees at their present duty station until a report of final action (assignment instructions or notification of non-selection) is received from HQDA.

2–2. Reserve Component assignments in the Defense Attaché System

a. Reserve Component commissioned officers and enlisted are eligible for assignment to the DAS in one of the following categories:

(1) Reserve Component officers on extended tours of active duty. Reserve Component officers selected for extended active duty for DAS duty will meet and conform to all requirements of their AA counterparts.

(2) Reserve Component officers and enlisted who are selected for assignment to the DAS DIMA program. There are currently no Reserve Warrant officer (350L) positions in the DAS DIMA program.

b. The DAS DIMA positions are maintained by the HRC–St. Louis Program Management Office. Army National Guard (ANG) and Active Guard Reserve (AGR) members must transfer to DIMA status if they accept a DAS DIMA position. Training is conducted at the DIA, Bolling AFB, Washington, DC 20332. Reserve Component members must meet the same prerequisites as listed for their AA counterparts.

(1) *Commissioned officers.* Reserve Component attaché duty is a type of assignment generally available to FA 48 officers only. Foreign area officer regional specialists with appropriate areas of concentration (48B through 48J) will be considered for RC DAS DIMA assignments. If required, and on an exception basis only, officers who do not hold FA 48 may be considered for attaché duty if they otherwise meet the requirements for the assignment. Officers who perform well as RC attaché/assistant attachés will be encouraged to seek additional attaché tours, consistent with their professional development and the needs of the Army.

(2) *Enlisted personnel.* Reserve Component enlisted Soldiers, after successfully completing ASOC, will be awarded the additional SQI “7” (attaché administrative support). If a Soldier desires consecutive DAS assignments, the Soldier will still retain his/her primary military occupational specialty (PMOS).

(3) *Warrant officers.* There are currently no Reserve 350L positions in the DAS DIMA program.

2-3. Training for duty in the Defense Attaché System (Active Army)

Preparation for duty in the DAS, including travel and training, takes from 4 to 18 months. The length of language and attaché support training required determines the period of training. The spouse of an attaché-designee is encouraged to attend language training and selected phases of the attaché course; however, spouses will not be paid per diem or travel expenses, and invitational travel orders (ITOs) will not be provided. Locations in the Washington, DC, area for administrative processing, attaché orientation, and training are listed in table 2-3.

2-4. Training for duty in the Defense Attaché System (drilling individual mobilization augmentees)

Personnel designated as DAS DIMAs complete either the 2-week Reserve Attaché Staff Officer's Course (RASOC) or the Enlisted Reserve Staff Operations Course (RSOC) at the Joint Military Attaché School (JMAS). Drilling individual mobilization augmentees also receive other training within DIA as required by their specific assignment.

2-5. Medical examination

Active Army personnel nominated for attaché duty and accompanying family members must undergo a comprehensive physical examination (see AR 40-501, paragraphs 5-14, 8-12, and 8-24). Officer nominees and their family members will go to the nearest military medical facility for examination when Army Field Support Center, Attaché Management Division notifies them that they are being nominated for attaché duty. Enlisted personnel and their dependants must complete all medical exams prior to submitting their application package. Following the physical examination, all family members will complete the outside continental United States (OCONUS) family member deployment screening in accordance with AR 608-75. Copies of DA Form 5888, Part A (Family Member Deployment Screening Sheet) and DA Form 7246 (Exceptional Family Member Program Screening Questionnaire) will be completed prior to screening. Personnel will forward the reports of medical examination with their application and/or nomination packet to the AFSC, Fort Meade, MD 20755-5905. Personnel will cite this regulation and AR 40-501 as authority for physical examination. Any medical or dental defects that require professional care will be corrected before leaving for an OCONUS assignment. Although not a disqualifying factor, consideration will be given to Exceptional Family Member Program status when assigning personnel to remote locations. Medical examinations will be less than 12 months old at in-country report date.

2-6. Security requirements

All Soldiers will be eligible for a top secret (TS) sensitive compartmented information (SCI) security clearance and, prior to reporting to a DIA for duty, will possess a security clearance based on a current (within the last 5 years) special background investigation (SBI). The losing command of a DAS nominee will ensure that the Soldier has initiated the requisite security clearance prior to assignment to the DAS. Personnel will be required to pass a counterintelligence polygraph examination in accordance with the requirements of DOD Directive 5210.48-R and AR 195-6.

2-7. Prerequisites for commissioned officers (Active Army)

a. Commissioned officers. Commissioned officers will—

- (1) Be in the grade of major or above. Some positions may be filled by a captain if approved by DIA.
- (2) Have a record of military service that shows overall outstanding performance, tactical and technical competence, and the ability to work well with others.
- (3) Be mature, personable, articulate, and present a neat appearance. Officers must be able to associate on equal and congenial terms with the diplomatic community.
- (4) Be free of family problems or business implications that could interfere with military duties.
- (5) Be a citizen of the United States and be free of any family, commercial, or other connections with the applicable country that might interfere with the ability to successfully carry out the DAS assignment. Family members accompanying sponsors to station must qualify for U.S. diplomatic passports.
- (6) Have authorization for special intelligence security information before beginning attaché training.
- (7) Meet medical fitness standards for the geographical area. (See AR 40-501, paragraph 5-14.)
- (8) Have been awarded military education level (MEL) IV or, at a minimum, be enrolled in the Army nonresident MEL IV level program.
- (9) Be qualified as a FAO (FA 48) in the geographical area where the country for which the officer nominated is located.
- (10) Have a master's degree from an accredited institution. All Army officer positions in the DAS are Army Education Requirement System (AERS) validated; a master's degree in area studies or other FAO-related disciplines is highly desired.
- (11) Be proficient in the language of the country for which they are being considered (minimum score of 2/2 on the Defense Language Proficiency Test (DLPT)). Language proficiency will be verified by a current (within one year)

DLPT score as recorded on DA Form 330 (Language Proficiency Questionnaire). If no foreign language ability is recorded, officers must score at least 100 on the Defense Language Aptitude Battery (DLAB).

(12) Maintain height and weight standards and pass the Army Physical Fitness Test (APFT) in accordance with AR 600–9 and FM 21–20.

(13) Not be assigned for a terminal tour in the DAS if anticipated retirement location is to be within the host country.

b. Waivers. In the event that a qualified FAO is not available, other officers may be considered if they have regional expertise from prior service in the DAS or have served in 48-coded positions at DIA, Joint Staff, Army Staff, Office of the Secretary of Defense, regional Command Staff, or country-based Army command. Waivers to qualifications will be considered on an individual basis. Requests for waivers will be initiated by AHRC and granted by the DCS, G–2.

2–8. Prerequisites for commissioned officers (Reserve Component)

a. Reserve Component commissioned officers will—

- (1) Be in the grade of major or above.
- (2) Have a record of military service that shows overall outstanding performance, tactical and technical competence, and the ability to work well with others.
- (3) Be mature, personable, articulate, and present a neat appearance. Officers must be able to associate on equal and congenial terms with the diplomatic community.
- (4) Be free of family problems or business implications that could interfere with military duties.
- (5) Be a citizen of the United States and be free of any family, commercial, or other connections with the applicable country that might interfere with the ability to successfully carry out the DAS assignment.
- (6) Have authorization for special intelligence security information.
- (7) Meet medical fitness standards for the applicable geographical area. (See AR 40–501, paragraph 5–14.)
- (8) Have completed, at a minimum, 50 percent of the Army’s MEL IV level program, 50 percent of Command and General Staff College or Intermediate Level Education Common Core.
- (9) Be qualified as a FAO. Foreign area officer regional specialists with areas of concentration 48B through 48J who have received or developed extensive training or experience as politico-military officers within their regions of specialization will receive priority consideration for RC DAS DIMA assignments.
- (10) Have a master’s degree in an appropriate discipline from an accredited institution or significant regional experience in the area being considered for assignment.
- (11) Be proficient in a language of the region for which they are being considered (minimum score of 2/2 on the DLPT). Language proficiency will be verified by a current (within one year) DLPT score as recorded on DA Form 330.

(12) Have more than 2 years remaining before mandatory retirement date.

(13) Maintain height and weight standards and pass APFT in accordance with AR 600–9 and FM 21–20.

b. Reserve Component officers desiring assignment as attachés should consult AR 135–11, paragraph 1–6*b* for further information.

c. Waivers to qualifications will be considered on an individual basis if no other qualified officer is available. Requests for waivers must accompany the initial application packets and will be submitted to the DCS, G–2 through HRC–St, Louis (ARPC–OPD), 1 Reserve Way, St. Louis, MO 63132–5200.

2–9. Prerequisites for warrant officers (Active Army)

a. Warrant officers must meet the criteria specified in DA PAM 611–21 for the award of MOS 350L as well as the criteria established for commissioned officers in paragraph 2–7.

b. Warrant officers who have prior service in the DAS or those holding MOS 350L will be automatically screened for continued DAS duty by Attaché Management Division. Warrant officers without prior service in the DAS are not competitive for selection, but may still seek an appointment as an exception to policy by contacting the Chief, Attaché Management Division.

2–10. Prerequisites for enlisted personnel (Active Army and Reserve Component)

a. Enlisted personnel must—

- (1) Be in the grade of E–4(P) to E–8.
- (2) Be graduates of the appropriate noncommissioned officer education system (NCOES) course for their grade (for example; E–4(P)s will be Primary Leadership Development Course graduates, E–6s must be basic noncommissioned officer course (BNCOC) graduates, and E–7s must be advanced noncommissioned officer course (ANCOC) graduates.)
- (3) Have a standard score of 115 in GT aptitude area and 120 in the clerical aptitude area (CL).
- (4) Be citizens of the United States and be free of any family, commercial, or other connections with the applicable country that might interfere with the ability to successfully carry out the DAS assignment. Family members accompanying sponsor to station must qualify for U.S. diplomatic passports.

- (5) Have authorization for special intelligence security information.
- (6) Meet medical fitness requirements for the geographical areas (see AR 40–501, paragraph 5–14).
- (7) Maintain height and weight standards and pass APFT in accordance with AR 600–9 and FM 21–20.
- (8) Have enough remaining service to complete the required tour in the area for which selected. Those who do not have enough remaining service must reenlist or extend their current term of service to complete the overseas tour for which selected. (See AR 614–30, appendix A.)
- (9) Be mature, personable, articulate, and present a neat appearance; have the ability to meet, understand, live and work among local nationals in a foreign country; and will be able to associate on congenial terms with the diplomatic community.
- (10) Have no record of conviction by special or general court-martial, no time lost to be made good under Section 972, Title 10, United States Code (10 USC 972), and no record of civil convictions except for minor offenses (that is, minor traffic violations where the fine was \$250.00 or less).
- (11) Be capable of effectively using current automation systems in the execution of their duties and have general experience in intelligence and administration.
- (12) Be fully qualified to perform the duties of the MOS according to rank and skill level, be eligible for foreign service (see AR 600–8–101 and 614–30), have been discharged under honorable conditions from all previous enlistments, and have no assignment restrictions that would preclude assignment to the area for which applying or being nominated.
 - b.* It is recommended that the candidate possess some proficiency in the language of the country for which he/she is applying or being nominated as measured by the DLPT. Applicants should have a score of at least 100 on the DLAB. A score of less than 100 on the DLAB is not a disqualifying factor for attaché duty but does limit assignment possibilities.

2–11. Selection procedures

a. Commissioned officers.

- (1) Upon receipt of a request for replacement of an AA officer from DIA, AHRC will identify a nominee for the position, verify that the nominee meets the requirements identified in paragraph 2–7, and forward relevant portions of the nomination packet to DAMI–FL. DAMI–FL will verify qualifications, coordinate the nomination within HQDA, and convey its concurrence or nonconcurrence with the nomination to AHRC.
- (2) Army Human Resource Command will formally nominate AA officers approved for DAS assignments to DIA. DIA will make the final selection of personnel nominated for the DAS.
- (3) Upon receipt of a request for replacement RC officer from DIA, HRC–St. Louis will identify nominees for DAS DIMA positions. Human Resource Command–St. Louis will verify that the nominee meets the requirements identified in paragraph 2–8 and forward relevant portions of the nomination packet to DAMI–FL. DAMI–FL will verify qualifications, coordinate the nomination within HQDA, and convey its concurrence or non-concurrence with the nomination to HRC–St. Louis.
- (4) Personnel approved for a DAS DIMA assignment by the DCS, G–2 will be formally nominated to DIA by HRC–St. Louis. DIA will make the final selection.

b. Enlisted nominations.

- (1) Active Army enlisted personnel should submit their application packet to the Enlisted Assignments Manager/Recruiter at AAMD via mail, certified mail, or FEDEX. Upon receipt of the application packet, the Enlisted Assignments Manager/Recruiter will review the packet for completeness. No packet will be screened until it is 100 percent complete.
- (2) After screening, those packets that meet the prerequisites will be taken to HRC in an attempt to obtain release from the Soldier’s branch manager.
- (3) Once branch release is obtained, the Enlisted Assignments Manager/Recruiter will give the applicant possible assignments based on the applicants qualifications, availability, and needs of the DAS.
- (4) When the applicant agrees to a tour of duty, the Enlisted Assignments Manager/Recruiter will officially nominate the candidate to DIA. The nominative process can take from 3 to 8 months.
- (5) After DIA gives its approval, a request for orders (RFO) will be generated and the service member placed on orders in temporary duty (TDY) Enroute, permanent change of station (PCS), or TDY and Return status.
- (6) For enlisted DAS DIMA positions, personnel should submit their applications to HRC–St. Louis. HRC–St. Louis will identify nominees for DAS DIMA positions to DIA. HRC–St. Louis will verify that the nominee meets the requirements identified in paragraph 2–10 and forward nomination packages to the DIA DIMA manager.

2–12. Application procedures for initial Defense Attaché System assignment

- a.* All personnel desiring assignment within the DAS must submit documents listed in tables 2–1 for AA and 2–2 for RC.
- b.* Active Army commissioned officers may seek an attaché assignment by contacting their FAO assignment officer

at AHRC. Officers are selected on a best-qualified basis. Reserve Component officers seeking consideration to fill AA positions must apply for extended active duty in conjunction with their application for DAS assignment.

c. Only highly qualified personnel desiring attaché duty should apply. Application procedures are as follows:

(1) Active Army officer, warrant officer, and enlisted applications will be submitted through normal personnel channels to Army Field Support Center, AAMD, 7321 Parkway Drive South, Hanover, MD 21076-1159.

(2) Enlisted applications will be valid for 6 months from the date of receipt unless they are withdrawn or the applicant becomes otherwise disqualified from attaché duty. Applications will be returned to the individual's chain of command whenever these conditions apply.

(3) Army Human Resource Command will be informed of any changes of an applicant's status that may affect the application, including assignment, grade, marital status, or medical or physical condition. Submission of an application does not provide authority to keep individuals in their current assignment pending final action on the application.

(4) Active Army enlisted applicants and adult family members will be interviewed at AFSC (IAFS-P-A) prior to the formal nomination, whenever possible.

(5) Reserve Component officer and enlisted applications will be submitted through normal personnel channels to ARPC-EP (for enlisted) or ARPC-OPD (for officers), HRC-St, Louis, 1 Reserve Way, St. Louis, MO 63132-5200.

Document	Officers	Enlisted	Dependents
Biographical narrative (Format provided by AFSC)	4 copies	4 copies	NA
DIA Form 886 Attaché Biography	1		
Photographs (8X10) in full length in Class A uniform with all accompanying dependents	3	4	NA
SF Form 86 Questionnaire for National Security Positions, electronic version (notes 1 and 2)	4	4	4 (spouse)
FBI Form 258 Applicant Fingerprint Card (note 1)	2	2	NA
DD Form 2808 (Report of Medical Examination) or DA Form 3083 Medical Examination for Certain Geographical Areas (Used only for COT assignments)	4	4	See Note 6
DD Form 2807-2 (Medical Prescreen of Medical History Report (For COT, see note 3))	4	4	NA
DA Form 5888 (Family Member Deployment Screening Sheet)	NA	NA	4
DA Form 7246 (Exceptional Family Member Program Screening Questionnaire)	NA	NA	4
DD Form 2792 (Exceptional Family Member Medical Summary (note 4))	NA	NA	1
DD Form 2792-1 (Exceptional Family Member Special Education/Early Intervention Summary (note 4))	NA	NA	1
Record brief	1	4	NA
Typing certification (note 5)	NA	4	NA
DA Form 2166-8 (Noncommissioned Officer (NCO) Evaluation Report (note 6))	NA	4	NA
Communication skills paper	NA	4	NA
Copies of Defense Language Aptitude Battery (DLAB) for all initial entries	4	4	NA

Table 2-1 Documents to be submitted with application/nomination packets (Active Army)—Continued			
Document	Officers	Enlisted	Dependents
Essay (note 7)	NA	4	NA
Notes: ¹ If, at the end of the present tour, 4 1/2 years have elapsed since the last SBI investigation, a new security packet and FBI Form 258 must be completed and forwarded with the application for consecutive overseas tour (COT). ² All four copies of the SF 86 must have original signatures; package must also include one electronic copy of the EPSQ on either floppy disk or CD. ³ In the case of COT assignments, the service-member can use DA Form 3083 Medical Examination for Certain Geographical Areas ⁴ DD Form 2792 and /or DD Form 2792-1 should be completed when a family member is enrolled in EFMP or if enrollment is warranted. ⁵ A written certification from an appropriate official, such as a test control officer, education officer, personnel officer, or military or civilian school official, stating that applicant/nominee is able to type a minimum of 40 words per minute with no mistakes. An official entry on DA Form 2-1 (Personnel Qualification Record-Part II) indicating typing test results is also acceptable. E-mail from www.typingtest.com is also acceptable utilizing the 3 minute timed test. ⁶ Enlisted personnel will submit copies of the last four DA Forms 2166-8, if available, with application packet. Letters of recommendation from supervisors may also be included. If the Soldier does not have four DA Forms 2166-8, then they must substitute a letter of recommendation from a supervisor for each missing form. ⁷ Enlisted personnel will submit a short typewritten paper stating why applicant desires to serve in the Defense Attaché System and how his/her family (if applicable) feels about such an assignment.			

Table 2-2 Documents to be submitted with application/nomination packets (Defense Attaché System Drilling Individual Mobilization Augmentee assignments)			
Document	Officers	Enlisted	Dependents
Biographical narrative (Format provided by AFSC)	2 copies	2 copies	NA
DIA Form 886 (Attaché Biography)	1		
Photographs (8X10) in full length in Class A uniform	3	4	NA
SF Form 86 (Questionnaire for National Security Positions), Electronic version (notes 1 and 2)	2	2	2 (spouse)
DA Form 2166-8 (NCO Evaluation Report (note 3))	NA	4	NA
Officer Record Brief	2	NA	NA
Typing Certification (note 4)	NA	4	NA
DA Form 4651 (Request for Reserve Component Assignment or Attachment)	2	2	NA
Notes: ¹ If, at the end of the present tour, 4 1/2 years have elapsed since the last SBI investigation, a new security packet must be completed and forwarded with the application for consecutive overseas tour (COT). ² All four copies of the SF 86 must have original signatures; package must also include one electronic copy of the EPSQ on either floppy disk or CD. ³ Enlisted personnel will submit copies of the last four DA Forms 2166-8, if available, with application packet. Letters of recommendation from supervisors may also be included. If the soldier does not have four DA Forms 2166-8, then they must substitute a Letter of recommendation from a supervisor for each missing form. ⁴ A written certification from an appropriate official, such as a test control officer, education officer, personnel officer, or military or civilian school official, stating that applicant/nominee is able to type a minimum of 40 words per minute with no mistakes. An official entry on DA Form 2-1 indicating typing test results is also acceptable. E-mail from www.typingtest.com is also acceptable utilizing the 3-minute timed test.			

2-13. Retention of commissioned officers (Active Army)

Officers who are interested in consecutive DAS assignments should contact their FAO assignment officer at AHRC. If an officer is selected to be nominated for continuous assignment in the DAS, information and documents listed in table 2-1 are required before nomination processing.

2-14. Retention of warrant officers and enlisted personnel (Active Army)

a. Conditions for reassignment. Warrant officers and enlisted personnel who are assigned to the DAS may be considered for follow-on DAS assignments if—

- (1) Duty performance has been rated as outstanding.
- (2) The Soldier and his/her family members have maintained a record free from indiscretions or defects.
- (3) The Soldier and all family members who will accompany the sponsor are medically qualified for the requested assignment.
- (4) The Defense Intelligence Agency approves the nomination.

b. Applications for consecutive assignments and extensions. Warrant officers and enlisted personnel who wish to continue to serve in the DAS must submit their request in accordance with the latest guidance issued by AFSC.

2-15. Assistance

The following offices may be contacted for assistance.

a. Army FAO Branch, U.S. Army Human Resources Command, 200 Stovall Street, ATTN: AHRC-OPB-A (FA 48), Alexandria VA 22332-0411, telephone DSN 221-3153 or commercial (703) 325-3153.

b. Army Attaché Management Division, AFSC, USAINSCOM, ATTN: IAFS-P-A, 7321 Parkway Drive South, Hanover, MD 21076, telephone DSN 923-2134 ext. 2631 (Officers), ext. 2633 (Enlisted) or commercial (301) 677-2134, ext. 2631 (Officers), ext. 2633 (Enlisted).

c. Human Resource Command-St. Louis Chief, Officer Assignments (HRC-St. Louis--OPD), 1 Reserve Way, St. Louis, MO 63132-5200, DSN 892-0672 or commercial (314) 592-0672.

Table 2-3

Locations for Defense Attaché System in-processing, orientation and training activities

Activity: Personnel, Financial and Administrative in-processing

Location: 7321 Parkway Drive South, Hanover, MD 21076

Activity: Defense Intelligence Agency Orientation and Administrative in-processing

Location: Defense Intelligence Analysis Center, Bolling AFB, Washington, DC 20332

Activity: Joint Military Attaché School (AA and RC commissioned officers)

Location: Defense Intelligence Analysis Center, Bolling AFB, Washington, DC 20332

Activity: Attaché Staff Operations Course (ASOC) (enlisted personnel and warrant officers not holding MOS 350L)

Location: Defense Intelligence Analysis Center, Bolling AFB, Washington, DC 20332

Activity: Station Techniques Course (enlisted personnel and warrant officers not holding MOS 350L)

Location: Defense Intelligence Analysis Center, Bolling AFB, Washington, DC 20332

Activity: Operations Coordinator Management Course (AA and RC)

Location: Defense Intelligence Analysis Center, Washington, DC 20332

Appendix A References

Section I Required Publications

AR 600–8–101

Personnel Processing (In-, Out-, Soldier Readiness, Mobilization, and Deployment Processing). (Cited in para 2–10.)

AR 608–75

Exceptional Family Member Program. (Cited in para 2–5.)

AR 600–9

The Army Weight Control Program. (Cited in paras 2–7, 2–8, 2–10.)

AR 614–30

Overseas Service. (Cited in para 2–10.)

DA PAM 611–21

Military Occupational Classification and Structure. (Cited in para 2–9.)

FM 21–20

Physical Fitness Training. (Cited in paras 2–7, 2–8, 2–10.)

Section II Related Publications

A related publication is a source of additional information. The user does not have to read it to understand this regulation.

AR 40–501

Standards of Medical Fitness

AR 135–11

The Enhanced Reserve Component Foreign Area Officer Program

AR 195–6

Department of the Army Polygraph Activities

AR 601–280

Army Retention Program

AR 611–6

Army Linguist Management

AR 614–100

Officers Assignment Policies, Details, and Transfers

AR 614–200

Enlisted Assignments and Utilization Management

DA PAM 600–3–48

Foreign Area Officer

DA PAM 600–3

Commissioned Officer Development and Career Management

DA PAM 600–8

Management and Administrative Procedures

DIA Regulation 100–5 (Secret/NOFORN)

Defense Attaché System Operations and Management (U)

DODD 5210.48–R

DOD Polygraph Program

Section III

Prescribed Forms

Except where otherwise indicated below, the following forms are available as follows: DA Forms are available on the APD Web site (www.apd.army.mil); DD Forms are available from the OSD Web site (<http://www.dtic.mil/whs/directives/infomgt/forms/formsprogram.htm>); Standard Forms (SF) are available from the GSA Web site (www.gsa.gov).

Section IV

Referenced Forms

DA Form 2–1

Personnel Qualification Record, Part II (Available through normal forms supply channels.)

DA Form 330

Language Proficiency Questionnaire

DA Form 2166–8

Noncommissioned Officer Evaluation Report

DA Form 3083

Medical Examination for Certain Geographical Areas

DA Form 4651

Request for Reserve Component Assignment or Attachment

DA Form 5888

Family Member Deployment Screening Sheet

DA Form 7246

Exceptional Family Member Program (EFMP) Screening Questionnaire

DD Form 2792

Exceptional Family Member Medical Summary

DD Form 2792–1

Exceptional Family Member Special Education/Early Intervention Summary

DD Form 2807–2

Medical Prescreen of Medical History Report

DD Form 2808

Report of Medical Examination

SF Form 86

Questionnaire for National Security Positions

DIA Form 886

Attaché Biography (Available through the Army Attaché Management Division of the Army Field Support Center.)

FBI Form 258

Applicant Fingerprint Card (Available through normal forms supply channels.)

Glossary

Section I Abbreviations

AA

Active Army

AFSC

Army Field Support Center

AHRC

Army Human Resource Command

ANCOC

Advanced Noncommissioned Officer Course

ASOC

Attaché Staff Operations Course

BNCOC

Basic Noncommissioned Officer Course

CAR

Chief Army Reserve

CGSC

Command and General Staff College

CJCS

Chairman, Joint Chiefs of Staff

CL

clerical aptitude area

COCOM

Combatant Commander

CONUS

continental United States

CSA

Chief of Staff, U.S. Army

DAO

Defense Attaché Office

DAS

Defense Attaché System

DCS, G-1

Deputy Chief of Staff, G-1

DCS, G-2

Deputy Chief of Staff, G-2

DCS, G-3/5/7

Deputy Chief of Staff, G-3/5/7

DEROS

date eligible for return from overseas

DIA

Defense Intelligence Agency

DIMA

Drilling Individual Mobilization Augmentee

DLAB

Defense Language Aptitude Battery

DLPT

Defense Language Proficiency Test

DOD

Department of Defense

FA

functional area

FAO

foreign area officer

GT

general technical aptitude area

HQDA

Headquarters, Department of the Army

MEL

military education level

MOS

military occupational specialty

NCO

noncommissioned officer

OCONUS

outside continental United States

OSD

Office of the Secretary of Defense

PMOS

primary military occupational specialty

RSOC

Reserve Attaché Staff Operations Course

RC

Reserve Component

SA

Secretary of the Army

SCI

sensitive compartmented information

SECDEF

Secretary of Defense

SQI

skill qualification identifier

USAR

United States Army Reserve

USARF

United States Army Reserve Forces

Section II**Terms**

This section contains no entries.

Section III**Special Abbreviations and Terms**

This section contains no entries.

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