



# *Army Review Boards Agency (ARBA)*



*Serving Soldiers, Veterans, and their Families,  
with Justice, Equity, Civility and Compassion*



## *Mission and Functions*

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- **The Army Review Boards Agency, acting on behalf of the Secretary, operating through Civilian and Military professionals, adjudicates Soldiers' and Veterans' cases in an impartial manner, ensuring each decision is fair, just and equitable, recognizing outcomes affect individual careers, livelihood, and public safety.**
- **ARBA's 12 component Boards are authorized 148 personnel (132 civilians and 16 military).**
- **As a Field Operating Agency reporting to the Secretary of the Army, ARBA assists in self-regulating the Army to maintain trust with Soldiers, Veterans, their Families and ultimately the American people.**
- **Responsive to the Secretary of the Army and other Army leaders with systemic feedback.**



# ***ARBA Vision and Values***

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## **VISION**

**To be an adaptable, cohesive and collaborative team of highly qualified, responsive and compassionate professionals dedicated to customer service, transparency, justice and equity for Soldiers, Veterans, Army Civilians, Families, the Army, Congress and the public, using efficient and effective processes and the best technology available.**

## **VALUES**

- **Equity – Produce consistent decisions based on fairness and justice considering the merits of each case.**
- **Civility – Treat everyone with dignity and respect.**
- **Compassion – Provide understandable and fair relief considering the Soldier’s service, unique circumstances and the Nation’s interest.**
- **Justice – Apply law and policy to each case in a fair, thorough, timely and impartial manner.**



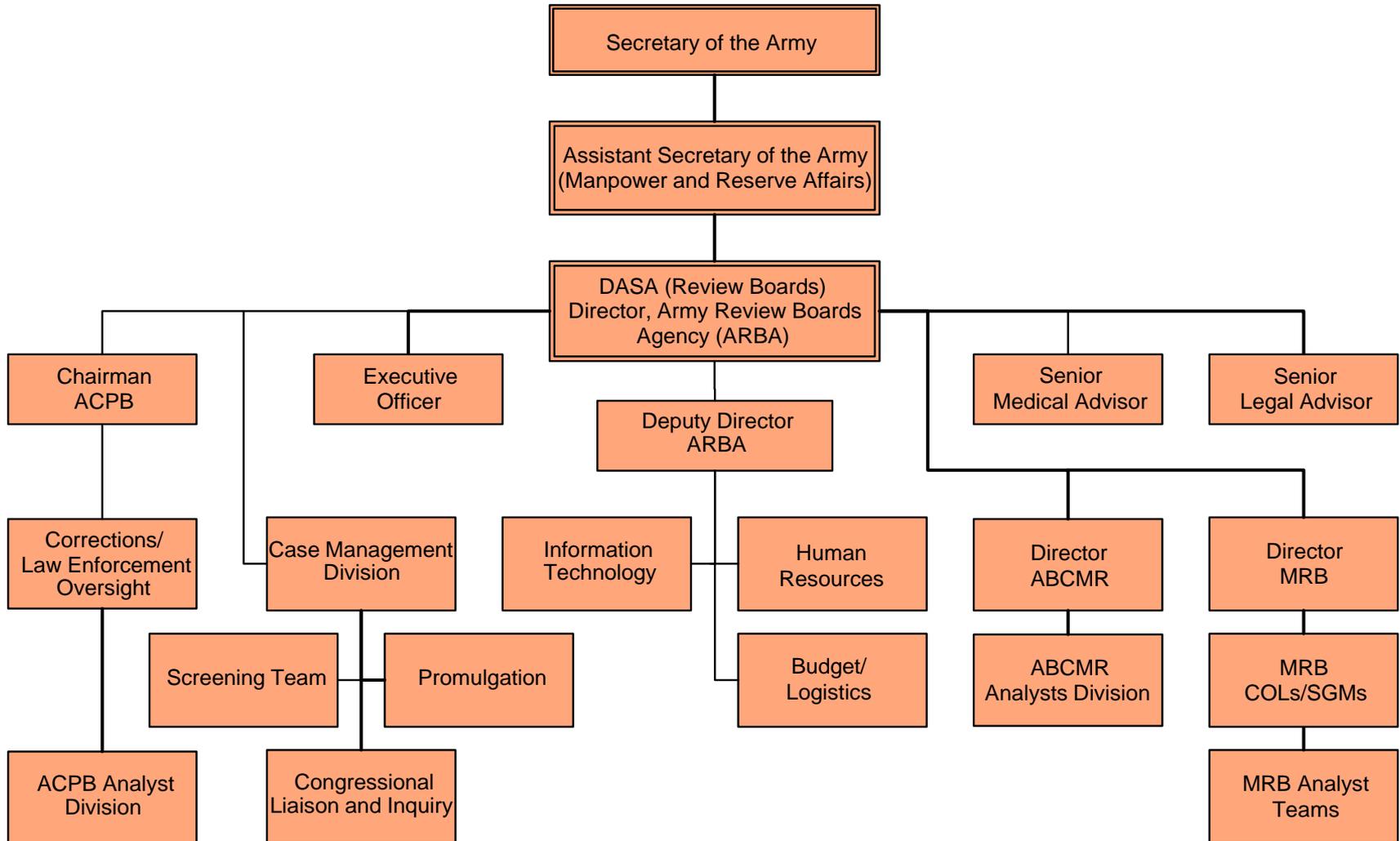
## ***ARBA Priorities (FY19)***

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- **Eliminate ABCMR case Backlog.**
- **Develop strategy to increase throughput and prevent future ABCMR case backlog.**
- **Fully fund and bring online ACTS 2.0.**
- **Ensure legislation protecting ARBA manpower level stays intact.**
- **Enhance DoD Reading Room**
- **Continue to professionally develop ARBA staff.**



# Army Review Boards Agency





# ***ARBA Boards***

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- **Army Board for Correction of Military Records (ABCMR)**
  - **Army Discharge Review Board (ADRB)**
  - **Army Grade Determination Review Board (AGDRB)**
  - **Army Ad Hoc Board (AAHB)**
  - **Army Active Duty Board (OTRA Officers) (AADB)**
  - **Army Special Review Board (ASRB) – evaluations**
  - **DA Suitability Evaluation Board (DASEB)**
  - **DA Conscientious Objector Review Board (DACORB)**
  - **Army Physical Disability Appeal Board (APDAB)**
  - **Army Physical Disability Review Board (APDRB)**
  - **Army Clemency and Parole Board (ACPB)**
  - **Army Decision Authority for DoD Physical Disability Board of Review (PDBR)**
- Military Review Boards (MRB)**



# ***Procedural Highlights - Most Boards***

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- 1. Soldier/Veteran/Family Member submits an application:**
  - Applicant bears the burden of proof
  - Must exhaust other administrative remedies
  
- 2. ARBA Staff analyzes the case:**
  - Presumption of administrative regularity
  - Boards are not investigative bodies
  - Assembles facts from military records, advisory opinions, applicant's supporting evidence, regulations, and laws
  - Some cases are administratively closed if there are no records, case is not appropriate for Board review, or issue can be corrected administratively
  
- 3. Staff analysis and case materials are submitted to a Board for consideration and vote**
  
- 4. Board or DASA decision is transmitted to the applicant and, if applicable, to the appropriate Army staff office for implementation**



# Case Management Division

## Director and 32 Personnel

- **Mission Statement:**
  - Administrative support to all boards
  - Case processing
  - Advisory Opinions
  - Case corrections
  - ACTS accuracy
  
- **Screening Team:**
  - Handles all incoming applications
  - Builds cases in ACTS
  - Administrative closings
  - Ordering of records
  - Physical Disability Board of Review and Special Review Panel cases
  - Obtains all necessary documentation/opinions to facilitate the analysis process
  
- **Promulgation Team:**
  - Maintains the Agency's record copy in ACTS
  - Conducts final quality control
  - Publishes board directed corrections
  - Coordination with external agencies for other corrections
  - NARA records management
  - iPERMS corrections management



# *Disability Boards*

**DASA (Review Boards) is the Decision Authority for Army Case Recommendations from the DoD Physical Disability Board of Review (PDBR)**

- **Service members who were medically separated between 11 September 2001 and 31 December 2009, with a combined disability rating of 20% or less and not found eligible for retirement.**
- **PDBR staffed by medical and board members from all services**
- **Administrative support for the PDBR provided by US Air Force**
- **US Army PDA takes corrective actions approved by the DASA(RB)**
- **6,993 cases total as of 7 February 2017**

**Total = 2,096 Cases in FY18**



# ***Congressional Liaison and Inquiries***

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## **Chief and 2 Personnel**

- **The public face of ARBA-Provides top cover for the entire Agency**
- **ARBA Congressional Liaison and Inquiries responds to White House, DOD, and Army Secretariat correspondence**
- **Manages congressional and executive correspondence from the Pentagon utilizing the HQDA tracking system (Agency SACO)**
- **Operates the general inquiry email center “Ibox” for the Agency to respond to public inquiries**
- **Responds to general correspondence, Privacy Act requests, and submits reports as required**
- **Uses data put in ACTS to promote most inquiry responses-coordinates across the entire agency (all Boards/directorates)**



# Army Board for Correction of Military Records

## Board of 3 DA Senior Civilians

- The highest administrative board in the Army established by Title 10, U.S. Code, section 1552 to correct errors and injustices in military records.

## Army's Highest Administrative Board

Awards  
Separations  
Promotions  
Retirements  
Disabilities  
Evaluation Reports  
Pay and Allowances  
Survivor Benefit Plans  
Homes of Record  
Titling Decisions  
Clemency Petitions  
Memoranda of Reprimand



**12,776 Cases in FY18**



# Army Discharge Review Board

**Board of 5 COLs/LTCs/SGMs/Civilians**

- **Established by Title 10, U.S. Code, Section 1553 to review discharges of former Soldiers:**
  - For propriety and equity
  - 15-year statute of limitations
  - Excludes General Court Martial discharges and disability separations
- **Procedures include:**
  - Personal appearance and records review
  - Priority processing for Army diagnosed PTSD cases with Doctor on the Board
- **Factors commonly considered by the Board:**
  - Propriety: due process, limited use
  - Equity: characterization too harsh, isolated act, PTSD contributed



**1,623 Cases in FY18**



# Other Military Review Boards

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## Board of 3 Colonels / Sergeants Major

➤ Army Special Review Board (ASRB)

- Enlisted Evaluation Appeals
- Officer Evaluation Appeals

263 Cases in FY18

➤ DA Suitability Evaluation Board (DASEB)

- Unfavorable Information filing appeals

299 Cases in FY18

## Board of 3 Colonels, 1 Attorney, and 1 Chaplain

➤ DA Conscientious Objector Review Board (DACORB)

Category 1-O = separation

Category 1-A-O = reassignment to  
non-combatant duties

19 Cases in FY18



# *Legal Special Staff*

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## **Senior Legal Advisor, 3 Legal Advisors, 1 Paralegal**

- **Senior Legal Advisor is a statutory position UP 10 U.S.C. §1555**
- **Provides legal review and advisory opinions on cases**
- **Administers grade determination and officer elimination Boards**
- **Voting member on Army Clemency and Parole Board**
- **Action Officer on issues of legislation, law, and related functions**
- **Acts on Freedom of Information (FOIA) requests and issues**
- **Ethics counselor**
- **Provides DASA legal advice**



# ***Grade Determination & Officer Separation Boards***

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## **Board of 3 Colonels or General Officers**

### ➤ **Army Grade Determination Review Board**

Determines highest grade in which a member served satisfactorily:

- Enlisted Soldiers/warrant officers after serving  
30 total years on active and retired lists
- Officer grade at time of retirement
- At separation for disability

## **Board of 3 Colonels**

### ➤ **Army Ad Hoc Board**

- Officer resignations for the good of the service in lieu of  
general court-martial
- Resignations/discharges in lieu of elimination
- Probationary officer elimination cases

**653 Cases FY18**



# ***Medical Special Staff***

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## **Medical Advisor, Psychiatrist, Psychologists, and Medical Technician**

- **Senior Medical Advisor is a statutory position UP 10 U.S.C. §1555**
- **Provides medical review and advisory opinions on cases in conjunction with clinical psychiatry and psychology advisors**
- **Serves as medical advisor on Army Discharge Review Boards involving medical issues (PTSD, etc.)**
- **Conducts three medical Disability Boards as needed**
- **Action Officer on medical and disability issues**
- **Provides DASA medical advice**



# *Disability Boards*

**Board of 3 Colonels / Lieutenant Colonels (1-2 Medical Corps)**

- **Army Physical Disability Appeal Board (APDAB)**  
Adjudicates disability ratings given active duty Soldiers in the disability pipeline referred from the Physical Disability Agency (PDA)
- **Army Physical Disability Review Board (APDRB)**  
Reviews claims by Soldiers retired or released from active duty without pay for physical disability; 15 year statute of limitation

**Total = 3 Cases in FY18**



# ***Corrections and Law Enforcement Oversight***

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## **Assistant Deputy and Operations Officer**

- **Provides SA Oversight of Army Corrections System and Law Enforcement**
- **Advises DASA on all corrections and law enforcement issues**
- **Coordinates all agreements with outside corrections agencies**
- **Action Officer on issues of corrections and law enforcement functions**
- **Manages Army American Correctional Association Accreditation Program**
- **Coordinates SA approval for prisoner transfers to Federal Bureau of Prisons**
- **Conducts technical assistance visits of Army Correctional facilities**



# ***Army Clemency and Parole Board (ACPB)***

**1 Civilian Chair, 3 Colonels/Lt Colonels/Majors, 1 Legal Advisor**

- **Conduct hearings for Army prisoners**
  - **Parole (10 USC 952)**
  - **Clemency (10 USC 874 & 953)**
  - **Restoration to Duty (10 USC 953)**
  - **Mandatory Supervised Release (DoDI 1325.07)**
- **Review / approve transfers to the Federal Bureau of Prisons**
  - **No death sentence or high profile prisoners**
  - **Must be discharged**
  - **Must have a year remaining on sentence**
- **Manage supervisees in coordination with U.S. Probation Officers**
  - **Track compliance; modify conditions**
  - **Impose sanctions; issue warrants; revoke supervision**
- **Support victims and encourage their participation in the clemency and parole process**
  - **Victim impact statements**
  - **Personal appearances**

**1,484 Cases in FY18**



# *Support Staff*

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**Work for Deputy Director;  
7 Civilians and 13 IT Contractors**

- **IT – computers and peripherals, network, information assurance, contractor support for systems and applications.**
- **Human Resources – civilian and military personnel management, evaluations, awards, civilian pay, and monitor annual mandatory training.**
- **Security – security management, emergency planning, antiterrorism, force protection, and personnel security.**
- **Budget and Logistics – budget execution, POM development, contracts, government travel (cards and DTS), supplies, equipment, space management, facilities maintenance, security guard coordination, and AMAG security door access control.**



# ***Volunteer Employee Advisory Panel***

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- Chartered in May 2014 to represent the interests of ARBA employees in their Directorates and focus primarily in two areas: morale and welfare activities, and awards and recognition for the staff
- Liaison between the DASA/Senior Staff and Directorate employees
- [usarmy.pentagon.hqda-arba.mbx.veap@mail.mil](mailto:usarmy.pentagon.hqda-arba.mbx.veap@mail.mil)

## VEAP Representatives

- Willie Scott – Chair / Medical Special Staff
- SGM Green – Military Member
- Melissa Thomas – ABCMR
- Jessica Odon-Echols – CMD
- Ron Williams and Katricia Lauderdale – MRB
- Support Staff – Vacant

**High Employee Morale Contributes to Greater Organizational Efficiency and Mission Accomplishment**



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