

11. You are required to undergo a mental status evaluation in accordance with AR 40-501. Arrangements have been made for this examination, and you are to report to (location) at (time) on (date). (See para 1-32.)¹

12. Execute the attached acknowledgment (See fig 2-4.) and return it within 7 duty days from the date of your receipt of this memorandum. Any statement you desire to submit in your behalf must reach me within 7 days after you receive this letter unless you request and receive an extension for good cause shown. Unless an extension is granted, failure to respond within 7 duty days will constitute a waiver of the rights in paragraphs 4, 5, 6, and 7.

Encl Listing

(Commander's signature)
(Typed name, grade, branch)

Note:

¹ To be used when required by paragraph 1-32.

Data Required by the Privacy Act of 1974
(5 USC 552a)

AUTHORITY: 5 USC 301 and 10 USC 3013.

PURPOSE: To be used by the commander exercising separation authority over the soldier to determine approval or disapproval of his/her request for conditional waiver and, in case of disapproval, to indicate the soldier's options concerning rights available to him/her in contemplated administrative separation cases.

ROUTINE USE: Information provided in the statement is used by processing activities and the approval authority to determine what rights the soldier desires to exercise and the offering of such rights as indicated. Upon completion of processing actions, the statement is filed in the MPRJ.

As long as filed in the MPRJ, the personal information may be used by other appropriate Federal agencies and State and local government authorities where the use of the information is compatible with the purpose for which the information is collected.

Disclosure is voluntary. If the information is not provided, the Army will complete processing using information available.