**Gender Dysphoria Voluntary Separation Processes**

Personnel will be considered in the Voluntary Separation Process if they self-identify to their commander on or before voluntary window closes. Commanders will initiate voluntary separation immediately upon notification by the Soldier IAW the following guidance.

Regular Army (RA) and Active Guard Reserve (AGR) officers will elect for voluntary separation IAW AR 600-8-24, paragraph 3-5 (unqualified resignations) and paragraph 6-12 (voluntary retirements). Commanders will process requests thru the chain of command to HRC, retirements and separations branch and submit recommendation for descriptions of service and characterization only if a characterization lower than honorable is warranted.

ARNG and USAR officers will submit requests for voluntary separation IAW

AR 135-175, paragraph 6-8 unqualified resignations. USAR officers will submit requests thru the chain of command to USARC G-1 Officer Management Branch. National Guard officers will submit requests thru the chain of command and state TAG, to Chief, National Guard Bureau. Commanders will submit recommendation for descriptions of service and characterization only if a characterization lower than honorable is warranted.

ARNG and USAR officers will submit requests for voluntary retirement IAW AR 135-180 retirement for regular and non-regular service. Commanders will submit recommendation for descriptions of service and characterization only if a characterization lower than honorable is warranted.

RA enlisted Soldiers will submit voluntary requests for separation IAW AR 635-200, chapter 15 under the Secretarial Plenary Authority. Commanders will follow current policy for processing voluntary requests for separation IAW Chapter 15. Chain of command endorsements recommending approval or disapproval must include recommendations concerning characterization or description of service and rationale to support determination that separation is or is not in the best interest of the Army. Additionally, there must be a statement as to whether counseling requirements have been met. The characterization of service that may be issued is honorable, except where the Soldier’s record otherwise warrants a lower characterization.

ARNG and USAR enlisted Soldiers will submit voluntary requests for separation IAW AR 135-178, chapter 13 (Secretarial Plenary Authority). Commanders will follow current policy for processing voluntary requests for separation IAW chapter 13. Chain of command endorsement must include recommendations concerning characterization or description of service and rationale to support determination that separation is or is not in the best interest of the Army. Additionally, there must be a statement as to whether counseling requirements have been met. The characterization of service that may be issued is honorable, except where the Soldier’s record otherwise warrants a lower characterization.

Soldiers will be separated no later than the 1st day of the 7th month after notification to their commander. Training and doctrine command (TRADOC) trainees are exempt from this requirement.

Soldiers are ineligible for referral to the Disability Evaluation System (DES) when they have a current diagnosis or history of, or exhibit symptoms consistent with, gender dysphoria (not constituting a physical disability pursuant to DODI 1332.18).

Soldiers may be referred to the DES if they have a comorbidity, or any other qualifying condition, that is appropriate for disability evaluation processing IAW AR 635-40, prior to the completion of their separation physical.

All Soldiers who are processed for separation will be designated non-deployable until their separation is complete. Further guidance is forthcoming.

Eligible Soldiers (including active-duty Soldiers and Reserve or National Guard members when in a Title 10 status or on active-duty orders for 30 or more consecutive days) who are processed for separation along with their covered dependents, may remain eligible for TRICARE for 180 days post separation IAW 10 U.S.C. 1145.

To maintain good order and discipline all Soldiers being processed for separation pursuant to the guidance will be placed in an administrative absence status, with full pay and benefits, until their separation is complete. Commanders will maintain accountability and ensure the health and welfare of their Soldiers and cadets throughout the separation process. TPU/M-DAY personnel will be coded “P” for present to prevent accrual of debt for SGLI. Training and doctrine command (TRADOC) trainees are exempt from the administrative absence requirements.

All Soldiers will complete the Transition Assistance Program (TAP) IAW 600-81. Commanders will authorize Soldiers to wear appropriate business casual civilian attire during TAP, installation out processing activities, and while in an administrative absence status. If feasible, commanders will allow Soldiers to participate in a hybrid or virtual TAP.

Personnel with a qualifying period of service in accordance with DODI 6040.46 complete a Separation History and Physical Examination that meets all requirements of DODI 6040.46 paragraph 3.4.

For Soldiers who are currently deployed and voluntarily elect separation, commanders will initiate return to home station within 30 days of being notified, or as practicable.

**IPPS-A SUBMISSION GUIDANCE**

An admin record correction PAR will be submitted for all voluntary separations under this policy utilizing the “GDV – Gender Dysphoria Voluntary” naming convention. PARs may be submitted through IPPS-A. TRADOC will use “GDV Trainee – Gender Dysphoria Voluntary” naming convention for non-permanent party.

Enlisted personnel may submit an admin correction PAR via IPPS-A with the following documents:

Soldier Memo

DA form 2339 for TERA/retirement eligibility

Sexual Assault Statement

All other attachments for routine separations are waived for this action

Medical Verification Memo

Officers may submit an admin correction PAR via IPPS-A with the following documents:

Soldier Memo

DA form 7301 for TERA/retirement eligibility

Sexual Assault Statement

All other attachments for routine separations are waived for this action

Medical Verification Memo

GDV – Gender Dysphoria voluntary PARs will be routed using the following processes:

Regular Army personnel packets related to this policy will be routed in IPPS-A to ID 000000000123577, UDL LIST NAME: AC\_HRC\_EXORD\_175-25 VOL SEP/RET REQUESTS, Description: EXORD\_175-25 VOL SEP/RET REQUEST.

USAR officers packets related to this policy will be routed in IPPS-A thru their chain of command to ID 000000000123605, UDL LIST NAME: USARC\_OPORD\_25-037\_VOL\_SEP.

National Guard Soldiers may submit requests for discharge, retirement, or retirement under TERA in IPPS-A using a Customer Relationship Management (CRM) case through the TAG to Chief, National Guard Bureau for withdrawal of federal recognition.

Additional guidance on submitting USAR and ARNG requests will be provided by United States Army Reserve Command and the National Guard Bureau.

Commanders will code personnel using the VOLGD restriction code to ensure personnel are identified as nondeployable.

Commanders will use “Admin Absence – GD” to place personnel in an administrative absence status. Absences under this code can be completed in increments of up to 30 days. Commanders are responsible for ensuring that subsequent requests are initiated upon expiration of the current absence.

**WAIVER PROCESS AND AUTHORITIES**

Waiver requests will be routed to the first General Officer in the Soldier’s chain of command for review.

Army National Guard through the Director, Army National Guard. Army Reserve Soldiers will have their waiver requests routed through the Commander, U.S. Army Reserve Command.

Disqualified individuals may be considered for a waiver if there is a compelling government interest that directly supports warfighting capabilities to include special experience, special training, and advanced education in a highly technical career field designated as mission critical and hard to fill by the Secretary of the Army.   
Requests will be considered if such experience, training, and education is directly related to the operational needs of the Army. The Soldier concerned must meet all the following criteria:

* Demonstrates 36 consecutive months of stability in the Soldier's biological sex without clinically significant distress or impairment in social, occupational, or other important areas of functioning.
* Demonstrates that he or she has never attempted to transition to any sex other than their sex.
* Willing and able to adhere to all applicable standards associated with the Soldier's biological sex.

Disqualified applicants requesting entry into military service may submit a written waiver request for accession through their recruiter to the Secretary of the Army for consideration.