



**DEPARTMENT OF THE ARMY
INSTALLATION MANAGEMENT AGENCY
2511 JEFFERSON DAVIS HIGHWAY
ARLINGTON, VA 22202**



SFIM-HR

JUL 29 2003

MEMORANDUM FOR US Army Installation Management Agency Personnel

**SUBJECT: US Army Installation Management Agency Policy Memorandum #7,
Relief for Cause**

1. REFERENCES.

- a. AR 600-20, Army Command Policy, 13 May 2002.
- b. AR 15-6, Procedures for Investigating Officers and Boards of Officers, 30 September 1996.
- c. AR 623-105, Officer Evaluations, 1 April 1998.
- d. AR 623-205 Enlisted Evaluations, 15 May 2002.

2. PURPOSE. To provide guidance to all US Army Installation Management Agency (IMA) personnel on Relief for Cause.

3. APPLICABILITY. These procedures are applicable to all military personnel assigned to and/or under the operational control of IMA.

4. POLICY.

a. A relief for cause of an officer, warrant officer or noncommissioned officer is a serious action with long-term professional and personal consequences.

b. Such action will not be undertaken without consulting applicable regulations, technical experts e.g. Legal Advisor, Adjutant General and the chain of command to ensure due process and administrative accuracy. Applicable regulations will be strictly followed. Consultation with experienced superiors in the chain of command is essential.

5. PROCEDURES.

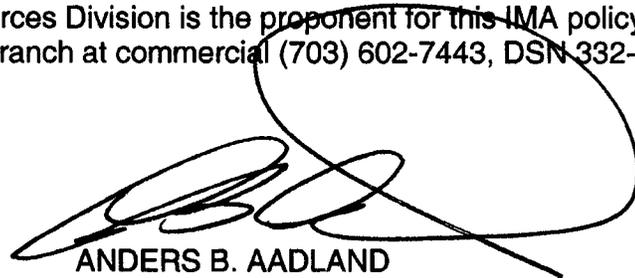
a. Relief of a Garrison Commander, Command Sergeant Major or any Field Grade Officer at any level requires the Director's approval.

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b. Relief of other leaders and supervisors not covered under 5a above requires written approval of the responsible Garrison Commander and Region Director in the individual's rating chain.

6. PROPONENT. The Human Resources Division is the proponent for this IMA policy. POC is the Chief, Military Personnel Branch at commercial (703) 602-7443, DSN 332-7443.

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke extending to the right.

ANDERS B. AADLAND
Major General, GS
Director