

C 1, AR 621-202

E-6. Comments

Help make this a better tool for evaluating management controls. Submit comments to HQDA, COMMANDER, PERSCOM, ATTN: TAPC-PDE-EI, 2461 EISENHOWER AVE., ALEXANDRIA VA 22331-0472.

**Appendix F
Management Control Review for Reception Stations****F-1. Function**

The function covered by this review is management of Army Educational Incentives and Entitlements (see AR 621-202).

F-2. Purpose

The purpose of this review is to assist Reception Station managers in evaluating their key management controls. It is not intended to cover *all* controls.

F-3. Instructions

Answers must be based on the actual *testing* of key management controls such as document analysis, direct observation, interviewing, sampling, and simulation. Answers that indicate deficiencies must be explained and corrective action indicated in supporting documentation. These management controls *must* be evaluated at least once every 5 years. Certification that this evaluation has been conducted must be accomplished on DA Form 11-2-R (Management Control Evaluation Certification Statement). This locally reproducible form is at the back of this write-in change.

F-4. Test questions

a. Does each new eligible soldier (officer and enlisted) receive a briefing and view the Montgomery GI Bill (MGIB) tape pertaining to the benefits and cost of the MGIB?

b. Is the DD Form 2366 properly annotated to reflect enrollment in the MGIB?

c. Is each new eligible soldier given the opportunity to disenroll from the MGIB within his or her first three working days of entering active duty, and is this decision recorded on DD Form 2366?

d. Are service academy graduates and ROTC scholarship graduates counseled that they are ineligible for the MGIB? Is DD Form 2366 properly prepared upon arrival at the Officer Basic Course?

e. Is the original DD Form 2366 filed in the official personnel file? Are copies of the DD Form 2366 furnished to the soldier and local finance office and entered on the DA Form 669 (Education Record) at the same time?

f. Are individuals informed that there are minimum time-in-service requirements and that they must receive an honorable discharge to establish eligibility for the MGIB?

g. Are individuals informed that the \$1,200 reduction-in-pay for the MGIB is nonrefundable?

h. Are Loan Repayment Program (LRP) recipients excluded from the MGIB briefing? Is their DD Form 2366 reflecting disenrollment processed?

F-5. Supersession

This is a new management review process that does not supersede any previous process.

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2. Post these changes per DA PAM 310-13.

3. File this change in front of the publication.

By Order of the Secretary of the Army:

GORDON R. SULLIVAN
General, United States Army
Chief of Staff

Official:



MILTON H. HAMILTON
Administrative Assistant to the
Secretary of the Army

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