

## DEROS Management Templates “Which one do I use?”

**DEROS Curtailment- SQ CC approval-** You will use this memorandum when the reason for curtailment is IAW, AFI 36-2110 Table Table 6.8

**DEROS Curtailment-Wing CC approval-** You will use this memorandum when the reason for curtailment is not IAW AFI 36-2110 Table 6.8 or your request is more than 60 days prior to original DEROS

**DEROS Extension Cancellation-** You will use this memorandum when you wish to cancel a previously approved DEROS extension this does NOT include IPCOT cancellations

**DEROS Extension Sq CC approval-** You will use this memorandum when you are outside of your DEROS option window (12-15 months from DEROS) and you have not served more than 2 consecutive tour lengths. Helpful Hint: If I arrived on a 3 year accompanied tour and I am requesting 35 months or less **OR** if I arrived on a 2 year unaccompanied and I am requesting 23 months or less, will use this memo

**DEROS Extension Wing CC approval-** You will use this memorandum if you are requesting 37 months or more on an accompanied tour OR more than 25 months on an unaccompanied tour.

**DEROS HSSAD-** You will use this memorandum when your dependent is a High School Senior and you will to remain at Spangdahlem until your dependent graduates from High School. This memorandum is required whether you are in or out of your DEROS window.

**DEROS IPCOT Extension Cancellation-** You will use this memorandum if you wish to cancel an approved IPCOT

**DEROS Match Spouse-** You will use this memorandum when you wish to remain at Spangdahlem for the same amount of time as your spouse. The member with the shortest DEROS will submit the memo to match the DEROS of the latest arriving spouse.

**DEROS Reinstatement-** You will use this memorandum when you wish to have your original DEROS reinstated. For example, you fail to obtain the required retainability for assignment consideration 8 months prior to DEROS expiration and your DEROS has now flipped to your DOS. You have now obtained the retainability and wish to reinstate your original DEROS.

*Reference: AFI 36-2110 dtd 5 Oct 2018*