

**BATTALION ORDER OF ASSEMBLY  
FOR BASIC BRANCH COMMISSIONED OFFICER  
APPOINTMENT PACKETS (TO/FROM ANOTHER STATE - IST)**

**OUTGOING**

1. DA Form 4187
2. MEDPROS printout reflecting physical exam within past 12 months
3. Memorandum (SUBJECT: Interstate Transfer [Conditional Release]) (Not authorized for flagged individuals or personnel within 120 days of MRD)
4. PQR-B
5. Copy of DA Form 2-1
6. Copy of RPAS
7. Complete OER upon receipt of transfer order

**INCOMING**

1. DA Form 4187
2. MEDPROS printout reflecting physical exam within past 12 months
3. NGB Form 337
4. PQR B
5. DA Form 2-1
6. Copy of RPAS
7. W-4 , SF 1199A, & DD FORM 2058
8. AGO ID FORM 103
9. SGLV 8286, SGLV 8286A
10. DD FORM 93

**NOTE: Continue in succeeding order when a document is not applicable.**