MEMORANDUM FOR Commander, (Recruiting Battalion) (Address)

SUBJECT: Report of Inquiry (SI 5L1A/401)

1. **AUTHORITY**: This investigation was conducted pursuant to USAREC Regulation 601-210 (Recruiting Standards Program), Chapter 7.

2. **SCOPE OF INQUIRY**: Inquiry Officer/NCO will determine if there is credible evidence to support (recruiter’s name) violated USAREC Regulation 601-210 Chapter 7-3.2e(2)a. Involvment in criminal process on behalf of an applicant (Currently on probation, parole, or have unpaid/pending charges).

   OR

2. **SCOPE OF INQUIRY**: Inquiry Officer/NCO will determine if there is credible evidence to support (recruiter’s name) violated USAREC Regulation 601-210 Chapter 7-3.2e(2)b. Involvment in criminal process on behalf of an applicant (Concealing, assisting in the concealment, or advising an applicant to conceal law violations).

   OR

2. **SCOPE OF INQUIRY**: Inquiry Officer/NCO will determine if there is credible evidence to support (recruiter’s name) violated USAREC Regulation 601-210, Chapter 7-3.2e(3)a  False Documents: Recruiters will not falsify, assist in falsifying, knowingly use any false documents and/or information, or intentionally omit any material information pertaining to an applicant’s qualification for enlistment, officer accession, option, bonus, benefit, or referral credit for promotion.

   OR

2. **SCOPE OF INQUIRY**: Inquiry Officer/NCO will determine if there is credible evidence to support (recruiter’s name) violated USAREC Regulation 601-210 Chapter 7-3.2e(4)a.(or) c. Pre-signed forms and false certifications.

   OR

2. **SCOPE OF INQUIRY**: Inquiry Officer/NCO will determine if there is credible evidence to support (recruiter’s name) violated USAREC Regulation 601-210 Chapter 7-3.2e(8) Cheating, use of ringers or imposters, providing test questions or items, or test compromise (excludes drug testing) relating to any enlistment qualification screening test or process.

   OR

2. **SCOPE OF INQUIRY**: Inquiry Officer/NCO will determine if there is credible evidence to support (recruiter’s name) violated USAREC Regulation 601-210 Chapter 7-3.2e(5)3-3, Medical concealment and recruiter assistance. Recruiters will not conceal, assist in the concealment of, or advise an applicant to conceal any medical information, whether or not disqualifying.

   OR

2. **SCOPE OF INQUIRY**: Inquiry Officer/NCO will determine if there is credible evidence to support (recruiter’s name) violated USAREC Regulation 601-210, Chapter 7-3.2e(6) Conceal Dependents

   OR

2. **SCOPE OF INQUIRY**: Inquiry Officer/NCO will determine if there is credible evidence to support (recruiter’s name) violated USAREC Regulation 601-210, Chapter 7-3.2e(7) Conceal Prior Service.

   OR

2. **SCOPE OF INQUIRY**: Inquiry Officer/NCO will determine if there is credible evidence to support (recruiter’s name) violated USAREC Regulation 601-210, Chapter 7-3.2e(9) False promise or coercion.
3. **BACKGROUND INFORMATION:** On 14 April 2014, Applicant Jones completed the DD Form 2807-2 (Medical Prescreening of Medical History Report) while marking no to all questions except 12 (wear glasses). Again on 20 April 2011, while at Fort Knox MEPS, applicant Jones was asked to complete the DD Form 2807-1 (Report of Medical History) and marked yes to 11f (glasses), 15e. (Seizures), 17i (drug use), and 23 (illness or injuries).

4. **DISCUSSION:** On 27 January 2014, at 1630 hours, a telephonic interview was conducted between (inquiry NCO/officer) and applicant Jones, Fort Living room Texas, telephone number (111) 123-1234. During our conversation applicant Jones claimed he informed (recruiting personnel’s name) of his seizures and was told by (Station Commander) to mark “no” and not to worry about it since it happened a long time ago. Applicant Jones stated that when he was completing the DD Form 2807-1 at the MEPS, he became scared and informed the medical staff of his medical condition at that time.

5. **FINDINGS:** There is credible evidence that any irregularity occurred and/or that an allegation was made against (recruiting personnel name).

6. **RECOMMENDATION:** I recommend appointment of an investigating officer (IO) to investigate the alleged RI in accordance with AR 15-6 (Procedures for Investigating Officers and Boards of Officers) and USAREC Pam 27- 65 (Procedural Guide for the United States Army Recruiting Command Investigating Officer).

OR

4. **DISCUSSION:** On 27 January 2014, at 1630 hours, a telephonic interview was conducted between (inquiry NCO/officer) and applicant Jones, Fort Living room Texas, telephone number (111) 123-1234. During our conversation applicant Jones claimed he did not informed (recruiting personnel’s name) of his seizures. Further stating he forgot about the seizures and remembered them while completing the DD Form 2807-1 at the MEPS.

5. **FINDINGS:** There is no credible evidence that any irregularity occurred or that an allegation was made against (recruiting personnel name).

6. **RECOMMENDATION:** I recommend this case be closed.

7. **Point of contact for this memorandum the undersigned at (111) 123-1234.**

Signature Block of Inquiry NCO/Office