



**DEPARTMENT OF THE ARMY**  
**WARRIOR TRANSITION COMMAND**  
**200 STOVAL STREET**  
**ALEXANDRIA, VIRGINIA 22332-2500**

MCWT-CG

WCTP Policy Memo 12-002  
12 SEP 2012

Expires 12 SEP 2014

**MEMORANDUM FOR COMMANDERS, US Medical Regional Medical Commands**

**SUBJECT: Work Site Selection**

**1. Reference:**

a. OTSG/MEDCOM Memo 11-098, Comprehensive Transition Plan Policy, 29 November 2011.

b. WTC Comprehensive Transition Plan Guidance, 1 December 2011.

**2. Purpose:** To provide guidance regarding work sites for Wounded, Ill, and Injured Soldiers.

**3. Proponent:** The proponent of this policy is the G1, Warrior Transition Commander (WTC).

**4. Applicability:** This policy applies to all Warrior Transition Units (WTU) and Community Based Warrior Transition Units (CBWTU).

**5. Definition of work site.** Work sites are the WTU/CBWTU Soldiers' place of duty. For CBWTU Soldiers and Remote Care Soldiers the work site must be at an armory, a reserve center, or the CBWTU. Work sites must be rank-appropriate and consistent with the Soldiers' medical profile and align with their Comprehensive Transition Plan track and long-term career goals. All work sites will be in federal agencies.

**6. Policy:**

a. Typically, Wounded, Ill, and Injured Soldiers assigned to WTU/CBWTU reside within 50-miles of their primary medical care provider and place of duty/work site. In the case of Soldiers in the National Guard and Army Reserve, if an armory or reserve center is not located within 50 miles, they will work at the armory/reserve center closest to where they reside.

b. Outside the Continental United States (OCONUS) work sites are not permitted except for Joint Base Elmendorf-Richardson-Alaska, CBWTU-Puerto Rico, Pacific Regional Medical Command and Europe Regional Medical Command and will comply with 6a of this policy. Overseas travel and travel across an international border to accommodate work site selection are not permitted.

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c. WTU/CBWTU Commanders must ensure that all Wounded, Ill, and Injured Soldiers understand the location of their work site.

d. The sole approval authority for exceptions to this policy is the undersigned.

7. Roles and Responsibilities. Unit commanders are responsible for enforcing the provisions of this policy.

8. This policy is effective immediately and will remain in effect until superseded.



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