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PROFESSIONAL DEVELOPMENT PLANNING WORKSHEET

For use of this form, see DA PAM 600-3; the proponent agency is MILPERCEN

1. DATE PREPARED

DATA REQUIRED BY THE PRIVACY ACT OF 1974

AUTHORITY: Title 5 USC, Section 301; Title 10 USC.

PRINCIPAL PURPOSE: To assist officers in developing career goals.

ROUTINE USES: To be used as a worksheet for officers to communicate their career objectives to their career manager. This record is to be maintained in your Career Management Individual file.

DISCLOSURE: Disclosure of your SSN and other personal information is voluntary. However, the requested information is needed to expedite inclusion of the information provided in your career management file.

2. NAME *(Last, First, MI)*

3. GRADE

4. SSN

5. BRANCH

6. FUNCTIONAL AREA

YEARS OF SERVICE <i>(a)</i>	CALENDAR YEAR <i>(b)</i>	PHASES OF DEVELOPMENT <i>(c)</i>	PROFESSIONAL DEVELOPMENT OBJECTIVES <i>(Be Specific)</i> <i>(d)</i>	ACTUAL ASSIGNMENTS <i>(Year)</i> <i>(e)</i>
		COL		
		LTC		
		MAJ		
		CPT		
		LT		

7. CAREER TRACK

8. REMARKS

(See preparation instructions on reverse)

INSTRUCTIONS FOR PREPARATION OF DA FORM 4190-R

1. Item 1 - Date Prepared: Indicate the date the plan is completed. This date will reflect the currency of your thinking - reviewed plans that are not revised need only have the date changed.
2. Items 2 and 4 - Enter name and SSN as recorded on Official Officer Qualification Record or Officer Record Brief.
3. Item 3 - Show present grade.
4. Item 5 - Show designated branch.
5. Item 6 - Show functional area if designated.
6. Column (a) Years of Service - Enter year(s) of service which correspond to your professional development objective.
7. Column (b) Calendar Year - Enter the year(s) in which you desire assignment in your professional development objectives.
8. Column (c) Self-explanatory.
9. Column (d) Show here your professional development objectives as they relate to your desired assignments and schooling and relate them to a calendar year. Previous objectives need not be shown.
10. Column (e) Actual Assignments (*Year*): Enter appropriate data from Officer Qualification Record Brief and indicate year(s) in parenthesis.
11. Item 7 - Enter career track (*single or dual*).
12. Item 8. - Enter any information not included which might be helpful to personnel managers in assisting you in attaining your professional development objectives.