



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
HEADQUARTERS, INSTALLATION MANAGEMENT COMMAND
2405 GUN SHED ROAD
FORT SAM HOUSTON, TEXAS 78234

IMRS

25 August 2020

MEMORANDUM FOR IMCOM Garrison Chaplains

SUBJECT: Directors of Religious Education Professional Development

1. **Purpose:** To provide IMCOM Garrison Chaplains with the re-certification requirements for all Directors of Religious Education (DREs).
2. **Background:** The Chief of Chaplains has directed all Directors of Religious Education (DRE) be re-certified annually as a condition of continued employment, and as a means of maintaining the highest possible standard of professionalism in the administration and conduct of religious education programs in the United States Army (AR 165-1, para 5-2).
3. **Way Ahead:** To qualify for annual re-certification DREs must complete a minimum of five (5) Continuing Education Units (CEUs) per year. The CEU yearly requirement will coincide with the DRE's yearly evaluation period, 1 April – 31 March. Failure to complete the required number of CEUs will be reflected in the DRE's DoD Performance Management and Appraisal Program (DPMAP) evaluation (see enclosure 1 for specific information).
 - a. DREs are expected to attend local Chaplain Unit Ministry Team (UMT) training at least 4 times per year. CEUs will not be awarded for attending UMT Training but attendance will be included as a Standard in the DRE's DPMAP.
 - b. The pre-approval of CEUs will be the sole responsibility of the Religious Education Program Director (REPD), at HQ IMCOM. One (1) CEU may be awarded for every 10 hours of approved training. One (1) training hour is equivalent to one tenth (0.1) of a CEU. Breaks, meals, receptions, and other non-training activities will not be included.
 - c. Questions regarding whether or not a particular training will qualify for CEUs should be addressed with the REPD in advance. The number of CEUs will be determined by the REPD. Submission of documentation for CEUs will be the responsibility of the individual DRE. Request for CEUs must be submitted to the REPD prior to the training.
4. POC is Donald E Ericson II, HQ IMCOM Religious Education Program Director, at donald.e.ericson.civ@mail.mil, or at 210-466-0726.

Encl

MICHAEL T. ZELL
Chaplain (COL) U.S. Army
Command Chaplain