Final Scenario facts:

On 2 February 2018, the First Sergeant arrives at the company unit area before first formation to find a window in his office broken out and his office in a shambles. You notify the MP's who respond and initiate an investigation. MPI investigates the incident and determined SPC Joe Jones (age 20) got drunk and was mad, because he just started his 10 days extra duty for having alcohol in his barracks room, so he broke the window out and broke items in the office. When you receive the blotter you see that SPC Jones was titled for the offenses of Housebreaking, Damage to Government Property and Damage to Private Property. MPI forwards you a copy of their Final LER with a DA Form 4833 for Commander Action.

**Instructions: After you determine what action to take complete your DA Form 4833 and answer the following questions on the back of page 6 of the form. Turn in the completed practical exercise into your instructor.**

What is the process after you complete your portion of the form?

What time frame do you have to complete the form?

What can you do if you believe you will exceed the time frame?

Why is completing the DA Form 4833 so important?