



VA Military Servicemember – Deployment Lifecycle Toolkit



U.S. Department
of Veterans Affairs

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This toolkit contains checklists, templates and other helpful information to support you throughout the deployment lifecycle.

The toolkit contains:

- **Employment & Readiness Checklist**
A checklist of job-related actions you need to complete during this phase of the deployment lifecycle
- **Letter of Agreement**
An agreement that promotes effective communication between you and your supervisor
- **Transition Plan**
A worksheet to help you organize the tasks and activities you perform
- **Pre-deployment Checklist**
A checklist of job-related actions you need to complete during this phase of the deployment lifecycle.
- **Post-deployment Checklist**
A checklist of job-related actions you need to complete during this phase of the deployment lifecycle
- **Reintegration Checklist**
A checklist of job-related actions you need to complete during this phase of the deployment lifecycle
- **Roles Matrix**
A matrix that defines when the servicemember, his or her supervisor, and the Human Resources (HR) professional should be involved to ensure a standardized approach throughout the deployment lifecycle

