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ARNG-HRH

4 November 2013

MEMORANDUM FOR Military Personnel Management Officers of All States, Puerto Rico, Guam, the U.S. Virgin Islands, and the District of Columbia

SUBJECT: ARNG Clarification of Army Directive 2013-15 (Noncommissioned Officer Promotions) (PPOM #13-037)

1. References:

a. AR 350-1, Army Training and Leader Development, RAR 4 Aug 11.

b. AR 600-8-19, Enlisted Promotions and Reductions, RAR 27 Dec 11.

c. Army Directive 2013-15 (Noncommissioned Officer Promotions), 1 Jul 13.

2. This memorandum provides further guidance on promotions with respect to completion of structured self-development (SSD) and professional military education courses as defined in reference 1c. This guidance applies to all ARNG Enlisted Soldiers regardless of status, to include mobilized and Soldiers assigned to the Warrior Transition Units. The following new requirements are effective 1 January 2014.

3. Structured Self-Development. Army Directive 2013-15 stipulates a requirement to synchronize Noncommissioned Officer Education System and promotions. These new requirements are a deliberate, continuous, sequential, and progressive training path designed to produce competent leaders. In addition to the existing eligibility criteria for promotions outlined in Chapter 7 of ref 1b, Soldiers must complete SSD courses as follows:

a. SSD 1: Specialists and Corporals must complete SSD level 1 to be eligible and available for selection to a valid vacant Sergeant position. Specialists/Corporals who meet the basic eligibility requirements in Table 7-1 of reference 1b, will be boarded and placed on the Enlisted Promotion System (EPS) list, however, they will be bypassed until successful completion of SSD level 1. States must ensure safeguards are in place to validate the non-completion of SSD level 1 prior to bypassing a Soldier on the EPS list. Specialists/Corporals who previously graduated from the Warrior Leader Course (WLC) are not required to complete SSD level 1.

b. SSD 2: The common core phase of the Advanced Leaders Course (ALC) serves as the requirement for promotion from Sergeant to Staff Sergeant. There is no separate SSD level 2 requirement.

c. SSD 3: Staff Sergeants must complete SSD level 3 to attain eligibility for promotion board consideration to Sergeant First Class. Soldiers who complete the SSD requirement after the eligibility criteria date as established by the State Memorandum of Instructions (MOI) are not eligible for a Standby Advisory Board (STAB). Soldiers must wait until the next annual or supplemental board announcement. Staff Sergeants who previously graduated from the Senior Leader Course (SLC) are not required to complete SSD level 3.

d. SSD 4: Sergeant First Class must complete SSD level 4 to attain eligibility for promotion board consideration to Master Sergeant. Soldiers who complete the SSD requirement after the eligibility criteria date as established by the State MOI are not eligible for a STAB. Soldiers must wait until the next annual or supplemental board announcement. Master Sergeants/First Sergeants must complete SSD level 4 as a prerequisite to enroll into the United States Army Sergeant Major Courses (USASMC). Master Sergeants/First Sergeants do not require SSD level 4 to attain eligibility for promotion board consideration to Sergeant Major. Master Sergeants/First Sergeants who previously graduated from the USASMC are not required to complete SSD level 4.

e. SSD 5: Currently under development.

4. Warrior Leader Course. The below requirements must be met for Soldiers who were promoted under a WLC waiver or as a result of an approved battlefield promotion.

a. WLC waivers for promotion board consideration and "pin-on" to Staff Sergeant is rescinded. Soldiers promoted to Staff Sergeant before 1 January 2014 must graduate from the WLC no later than 30 September 2014. Soldiers who are deployed on 1 January 2014 must complete WLC no later than 270 days after release from active duty. Soldiers in the above categories who fail (fault of the Soldier) to complete the NCOES training requirement within the prescribed timelines will be subject to reduction to Sergeant. States are encouraged to identify the population of Soldiers in the above categories to ensure notification of this mandatory NCOES requirement.

b. Completion of SSD level 1 is a promotion pin-on requirement for Soldiers who are promoted to Sergeant as a result of an approved battlefield promotion. For Soldiers who are not SSD level 1 graduates, the promotion is conditional. Soldiers must complete SSD level 1 within 270 days after release from active duty.

5. Soldiers with promotion list status as a result of the FY13 or the first quarter FY14 EPS board cycle will retain list status. However, Soldiers who fail to have the required SSD level for the requisite grade, as shown in paragraph 3, will be considered ineligible to be selected for promotion.

6. The point of contact is LTC Sonja Lucas, Division Chief, Personnel Policy, commercial (703) 607-5904, DSN 327-5904, or sonja.m.lucas.mil@mail.mil.

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