



ARMY NATIONAL GUARD G1

PERSONNEL GATEWAY

**Federal Recognition (Fed Rec) of Warrant Officer
(WO) Military Occupational Specialty (MOS)
Redesignation Process: To process WO MOS
redesignation**

Federal Recognition (Fed Rec) of Warrant Officer (WO) Military Occupational Specialty (MOS) Redesignation Process: To process WO MOS redesignation

Point of Contact

Division: Personnel Division (ARNG-HRP)

Description

A MOS redesignation may be initiated by the Warrant Officer, Warrant Officer's Chain of Command (CoC), or the State by completing a Soldier MOS Redesignation Memo. A MOS redesignation may be requested for the following: technician compatibility, medical profile, unit reorganization, and/or alignment with career progression. ARNG-HRP-R Fed Rec Administrative Section will publish approved Federal Recognition MOS Redesignation Orders.

Regulations and Supporting Resources

[AR 40-501, Standards of Medical Fitness](#)

[AR 600-8-104, Military Personnel Information Management /Records](#)

[AR 95-1, Flight Regulations](#)

[DA PAM 611-21, Military Occupational Classification and Structure](#)

HRH Website Checklist

[NGR 600-101, Warrant Officers – Federal Recognition and Related Personnel Actions](#)

State/Territory Specific Guidance

[U.S. Army's Recruiting Command's – Warrant Officer Recruiting Information Site, MOS Specific Criteria](#)

[U.S. Army's Recruiting Command's – Warrant Officer Recruiting Information Site, Warrant Officer MOS List](#)

Documents and Forms

CCWO Endorsement Letter

[DA Form 1059, Service School Academic Evaluation Report](#)

[DA Form 2-1, Personnel Qualification Record](#)

Educational Stipulation Memo

Fed Rec Order

[NGB Form 89, Proceedings of a Federal Recognition Examining Board \(ARNG\)](#)

Redesignation Packet

Soldier MOS Redesignation Memo

WOES Evaluations

Related Processes

N/A

Systems

[Army Training Requirements and Resource System \(ATRRS\)](#)

ATRRS is the Department of the Army Management Information System of record for managing student input to training. The online system integrates manpower requirements for individual training with the process by which the training base is resourced and training programs are executed. This automation support tool establishes training requirements, determines training programs, manages class schedules, allocates class quotas, makes seat reservations, and records student attendance. ATRRS supports the Training Requirements Division of the Office of the Army G1 in its Army wide mission of integrating all phases of input to training management, during peacetime and mobilization. The system supports the planning, programming, budgeting, and program execution phases of the training process and it utilized by agencies responsible for those phases.

Federal Recognition (Fed Rec) Management System

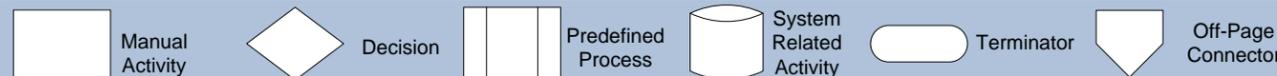
The Federal Recognition Management System provides status and progress against all actions involved with officer promotions, branch transfers, name changes, interstate transfers, reserve transfers and withdrawal of Fed Rec requests. This information is used by commanders, Soldiers, and HR Professionals to determine eligibility and qualification for HR processes such as promotions. Fed Rec orders are processed based on State requests. The Fed Rec section at NGB serves as the ARNG POC and subject matter expert for inquires pertaining to Federal Recognition matters.

[Standard Installation / Division Personnel System \(SIDPERS\)](#)

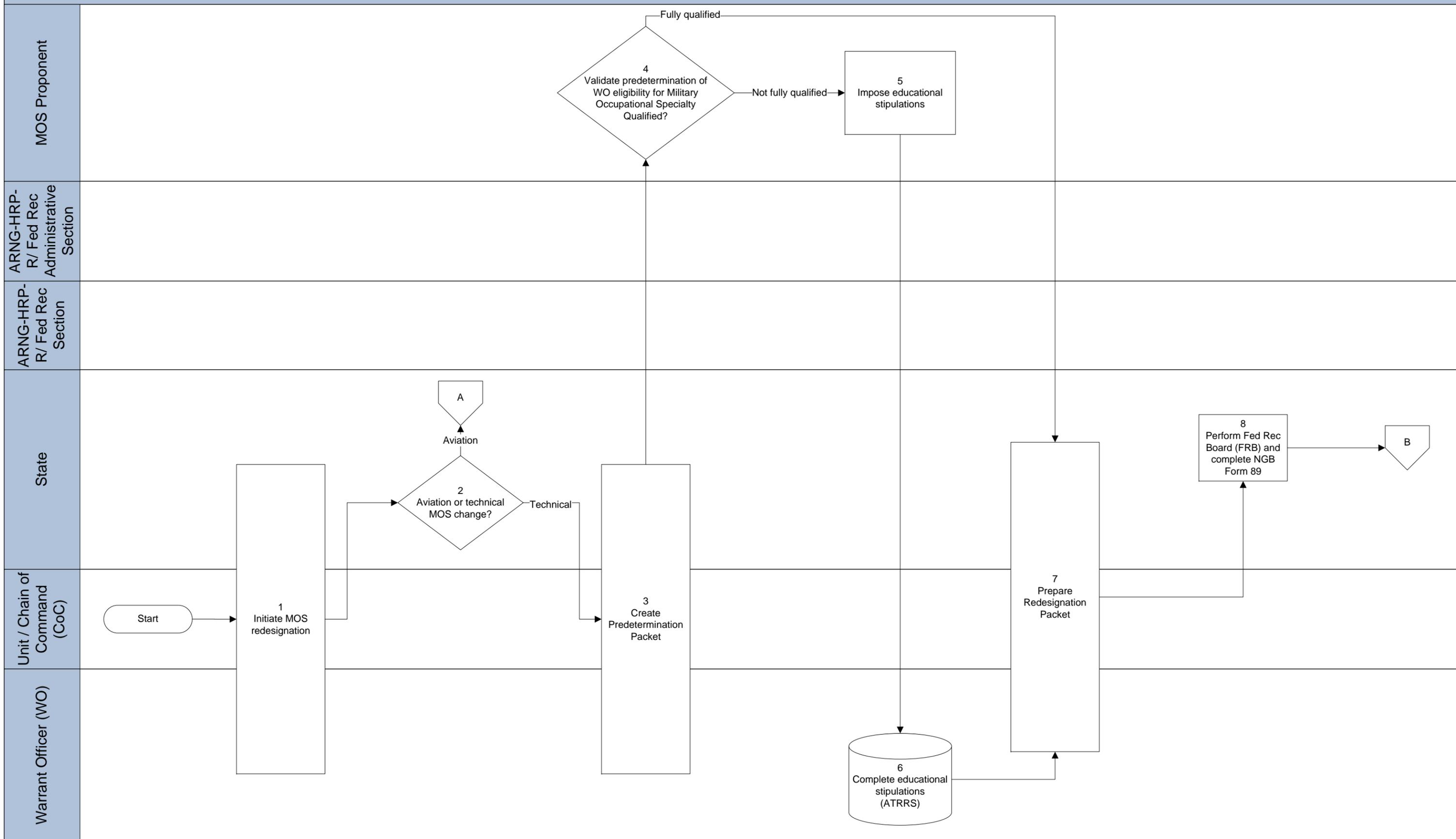
SIDPERS is a multi-command personnel management information system. SIDPERS supports the areas of strength accounting, personnel management, information retrieval, and external interfaces.

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Federal Recognition (Fed Rec) of Warrant Officer (WO) Military Occupational Specialty (MOS) Redesignation Process:
 To process WO MOS redesignation
 (Pg. 1 of 2)



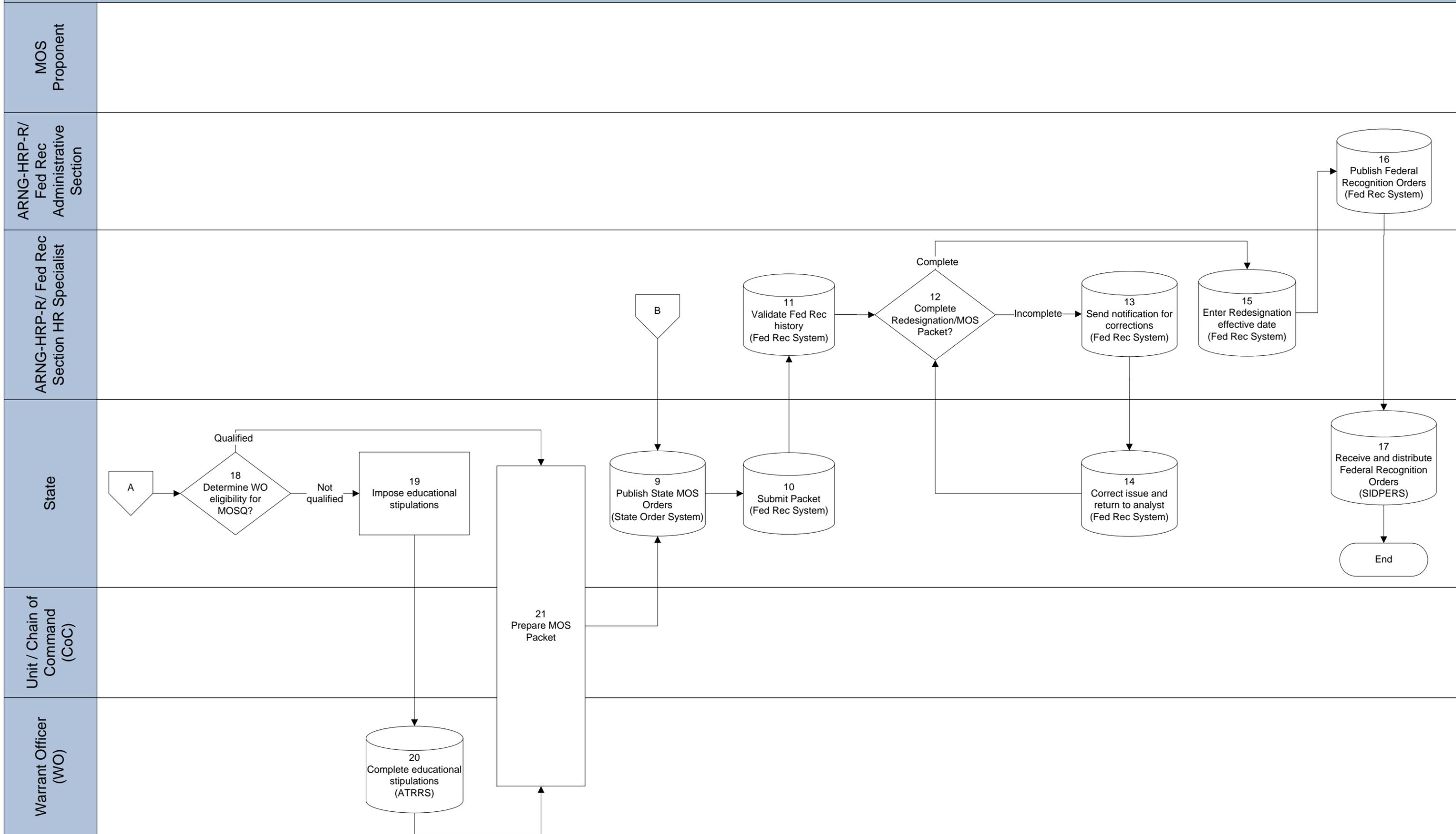
Note: The numbers on this process map are for reference purposes only and do not denote the sequence of the process



Federal Recognition (Fed Rec) of Warrant Officer (WO) Military Occupational Specialty (MOS) Redesignation Process:
 To process WO MOS redesignation
 (Pg. 2 of 2)



Note: The numbers on this process map are for reference purposes only and do not denote the sequence of the process



Federal Recognition (Fed Rec) of Warrant Officer (WO) Military Occupational Specialty (MOS) Redesignation Process: To process WO MOS redesignation

No.	Activity/Decision Point Name	Description	Regulations and Supporting Resources	Documents and Forms	Systems	Notes
1	Initiate MOS redesignation	WO, Unit CoC, or State may initiate MOS redesignation by completing a Soldier MOS Redesignation Memo. A MOS redesignation may be requested for the following: technician compatibility, medical profile, unit reorganization, and/or alignment with career progression.	AR 40-501 AR 95-1 NGR 600-101	Soldier MOS Redesignation Memo		
2	Aviation or technical MOS change?	State determines the path to follow for redesignation of the WO based upon current WO MOS.	DA PAM 611-21 NGR 600-101			
3	Create Predetermination Packet (PDP)	WO, Unit CoC, or State creates predetermination packet utilizing HRH checklist. State OPM/CCWO contact MOS proponent to verify content of PDP. The PDP should include: CCWO Endorsement Letter, Previous WOES Evaluations (including OERs and DA Form 1059, and ORB/DA Form 2-1).	AR 600-8-104, Chapter 5 HRH website checklist	CCWO Endorsement Letter Previous WOES Evaluations (Including OERs and DA Form 1059) ORB/DA Form 2-1		Content of packet will vary depending upon MOS Proponent requirements and preferences.
4	Validate predetermination of WO eligibility for Military Occupational Specialty Qualified?	MOS Proponent reviews predetermination packet to determine eligibility for Military Occupational Specialty Qualified (MOSQ) based on the MOS Specific Criteria and WO MOS List. If education eligibility is met, then continue with process. If education eligibility is not met, then educational stipulations are imposed on the WO.	MOS Specific criteria Warrant Officer MOS List			

No.	Activity/Decision Point Name	Description	Regulations and Supporting Resources	Documents and Forms	Systems	Notes
5	Impose educational stipulations if Proponent determines WO is not fully qualified	If further education is required, the MOS Proponent will provide Educational Stipulation Memo, which includes all additional training requirements for qualification for desired MOSQ.		Educational Stipulation Memo		
6	Complete educational stipulations (ATRRS)	WO utilizes the Army Training Requirements and Resources System (ATRRS) to register for necessary education courses/training and completes additional training or educational requirements stated in the Educational Stipulation Memo.		Educational Stipulation Memo	ATRRS	
7	Prepare Redesignation Packet	State OPM, Unit, WO, and Command Chief Warrant Officer (CCWO) create Redesignation Packet to contain: proponent memo and all educational requirement documentation.		Redesignation Packet		Must meet mobilization requirements.
8	Perform Fed Rec Board (FRB) and complete NGB Form 89	State examines Redesignation Packet and makes determination regarding redesignation utilizing State/Territory specific guidance. NGB Form 89 is completed to capture the result of the FRB.	State/Territory specific guidance	Redesignation Packet NGB Form 89		
9	Publish State MOS Orders (State Order System)	State publishes State MOS orders.			State Order System	
10	Submit Packet (Fed Rec System)	State OPM submits packet to Fed Rec Analyst using Fed Rec System.		Redesignation Packet	Fed Rec System	
11	Validate Fed Rec history (Fed Rec System)	HRP-R Fed Rec Section reviews Fed Rec history to determine if: 1) Soldier's Redesignation Packet has been completed and 2) Federal Recognition MOS Orders have not already been published.		Redesignation Packet	Fed Rec System	
12	Complete Redesignation/MOS Packet?	If complete, continue process. If incomplete, initiate error correction.		Redesignation Packet		
13	Send notification for corrections (Fed Rec System)	HRP-R Fed Rec Section notifies State OPM to request corrections of issues.		Redesignation Packet	Fed Rec System	

No.	Activity/Decision Point Name	Description	Regulations and Supporting Resources	Documents and Forms	Systems	Notes
14	Correct issue and return to analyst (Fed Rec System)	State OPM corrects error and submits corrected documents. State OPM notifies HRP-R Fed Rec Section indicating Redesignation Packet has been modified.		Redesignation Packet	Fed Rec System	
15	Enter Redesignation effective date (Fed Rec System)	HRP-R Fed Rec Section HR Specialist enters Redesignation Packet effective date into the Fed Rec System.			Fed Rec System	
16	Publish Federal Recognition Orders (Fed Rec System)	Once complete, HRP-R Fed Rec Administrative Section publishes Federal Recognition MOS Redesignation Orders in Fed Rec System.		Fed Rec Order	Fed Rec System	
17	Receive and distribute Federal Recognition Orders (SIDPERS)	State OPM validates and distributes Federal Recognition Orders to the CoC. The Standard Installation and Division Personnel Reporting System (SIDPERS) completes several transactions/validations to include; MOS, MLED, DPOS, and specialties for aviation (AERO rating and iPAY).		Fed Rec Order	SIDPERS	
18	Determine WO educational eligibility for MOSQ?	State Aviation Officer (SAO) reviews predetermination packet to determine eligibility for MOSQ.				
19	Impose educational stipulations	If further education is required, SAO provides educational stipulation memo, which includes all additional training requirements for qualification for desired MOSQ.				
20	Complete educational stipulations (ATRRS)	WO registers for educational courses/training in ATRRS and completes additional aviation training or educational requirements required by educational stipulation memo.			ATRRS	
21	Prepare MOS Packet	State OPM, Unit, WO, and CCWO create aviation MOS packet to contain the DA Form 1059.		DA Form 1059		