DEPARTMENTS OF THE ARMY AND THE AIR FORCE
NATIONAL GUARD BUREAU
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NGB-ARH

21 April 2004

MEMORANDUM FOR See Distribution

SUBJECT: Policy Change to the Enlisted Promotion System (ARH memo 04-012)

1. References:

a. NGR 600-200, Enlisted Personnel Management, 1 Mar 97.

b. Memorandum, National Guard Bureau, NGB-ARH, 16 Dec 03, subject: Enlisted Promotion System

2. The following will be incorporated into the appropriate paragraphs in NGR 600-200. These changes will remain in effect until superceded or rescinded. Figure 11-2 in reference 1b remains in effect and is changed by paragraphs 4 and 5 below.

3. Effective immediately, the following is added to NGR 600-200. Use this paragraph as the authority in the promotion instrument to advance these Soldiers.

11.20.1 Advancement as a part of pre-IET training programs
Advance Non Prior Service (NPS) and glossary NPS Soldiers who are part of the States' pre-IET training program (i.e., Recruit Sustainment Program, Recruit Holding Company, etc.) when the Soldiers meet the requirements listed below and are recommended for advancement by the proper authority. Soldiers not in a structured program approved by NGB-ASM cannot be advanced per this paragraph. No exceptions to policy will be accepted. The State AG will delegate in writing the authority to advance Soldiers under this program per paragraph 11.2.

(a) Soldiers who enlist as PV1 or PV2 may be advanced one grade prior to reporting to IET. The Soldier must demonstrate proficiency on every task prior to being recommended for advancement.

(b) The approval authority will verify that all tasks are completed to standard prior to signing the DA Form 4187. The task sheet must be filed in the MPRJ along with the DA Form 4187.

(c) Soldiers not meeting all tasks in the training plan prior to entry on IET cannot be advanced.

(d) Soldiers who enlist under the "split-option" will be advanced per section III after completion of phase I and before entry into phase II.

4. Effective with the FY 05 promotion board cycle, the following supercedes field 24, figure 11-2.

Field 24: Weapon qualification (maximum-75 points)
Enter the Soldier's latest qualification level with an individual weapon. Commanders of TDA units, and units with Soldiers who must qualify with two or more weapons, may specify which weapon assigned and attached Soldiers will use for qualification. For promotion purposes only, qualification is valid for two training years (training year is 1 October - 30 September). During times of ammunition shortages due to deployments, the AG may suspend all promotion points for that FY for their entire force. States that do not suspend weapons qualifications during periods of ammunition shortages must have enough ammunition to qualify their entire force. Use a minimum score of Marksman for all re-fires. This is when the Soldier makes an initial attempt at weapons qualification and does not achieve a minimum passing score, then after remedial training, re-fires to qualify and is successful on the second attempt.

Level	**Points**
Marksman	25
Sharpshooter	50
Expert	75

5. Effective with the FY 05 promotion board cycle, the following supercedes field 25, figure 11-2.

Field 25: Army Physical Fitness Test (APFT) (maximum-75 points)

a. Enter the Soldier's latest total score on the most recent APFT current within the last 18 months (8 months for AGR). Soldiers deployed OCONUS under 10 USC 12302 or 10 USC 12304 that have not had the opportunity to take an APFT, as determined by the Commander, will receive promotion points based upon the last APFT test cycle prior to deployment. The 18/8 month rule applies to that APFT test cycle.

b. For Soldiers with permanent physical profiles for the pushup or sit-up events, grant 60 points for each strength event waived. Use the actual score for each strength event taken. The Soldier must qualify on the 2-mile run or alternate aerobic event per FM 21-20 to receive any promotion points. Award Soldiers who receive a GO on the alternate aerobic event an administrative score in the aerobic event that is the average of the other events. For example, for a Soldier with a profile against pushups, who scores 80 on the sit-ups, and does the 2 1/2-mile walk, enter 60 for the pushups, 80 for the sit-ups, 70 for the aerobic event, and a total of 210, for 23 promotion points. Do not enter any of this administration information on the DA Form 705 under any

circumstances per FM 21-20, chapter 14, and do not enter into SIDPERS-ARNG. Record it only on NGB Form 4100-1-R-E.

c. For Soldiers with temporary physical profiles on DA Form 3349, use the Soldier's current APFT score provided it is not more than 18/8 months old (a above). However, for Soldiers whose profiles are extended by Army medical officers and signed by the Soldier's commander on the DA Form 3349, award promotion points based on their latest APFT beyond these time lines.

d. Soldiers who fail to take or pass the latest APFT for other than valid physical profile on a completed DA Form 3349 will not be awarded promotion points in this field.

6. Point of Contact: is MSG Chris Van Briesen, DSN 327-3401, (703) 607-3401 or email Christopher.VanBriesen@ngb.army.mil.

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