DEPARTMENTS OF THE ARMY AND THE AIR FORCE
NATIONAL GUARD BUREAU
1411 JEFFERSON DAVIS HIGHWAY
ARLINGTON, VA 22202-3231

28 FEB 2006

NGB-ARH

MEMORANDUM FOR THE ADJUTANTS GENERAL OF ALL STATES, THE COMMONWEALTH OF PUERTO RICO, GUAM, VIRGIN ISLANDS, AND THE DISTRICT OF COLUMBIA

SUBJECT: Clarification of Terminology for the Active Duty Special Work (ADSW) Programs, Full Time National Guard Duty (FTNGD) Programs, Active Duty (AD), and Active Service (AS). (ARH Policy Memo #06-012)

1. References:

a. Title 10, United States Code, "Armed Forces".

b. Title 32, United States Code, "National Guard".

c. Department of Defense Instruction (DODI) 1215.19, "Uniform Reserve, Training and Retirement Category Administration," December 12, 2000.

d. Defense Finance and Accounting Service (DFAS) Manual 37-100-06, Financial Management, The Army Management Structure, Fiscal Year 2005.

e. Department of the Army Personnel Policy Guidance (PPG), 21 February 2006

2. Official Definitions.

a. Active Duty (AD). (T10) Full-time duty in the active military service of the United States. It includes full-time training duty (FTTD), annual training (AT) duty, and attendance, while in active military service, at a school designated as a Service school by law and the Secretary of the Military Department concerned. It does not include FTNGD. For the Reserve Component (RC), AD is comprised of the categories Active Duty for Training (ADT) and Active Duty Other than for Training (ADOT). AD is served under the authority of Title 10 USC.

b. AD for Special Work (ADSW) (T10). An authorized tour of AD for RC personnel from applicable military or Reserve personnel appropriations (ADSW-Active Component (AC) funded or ADSW-RC funded) to support AC or RC programs, respectively. The purpose of ADSW is to provide the necessary skilled manpower assets to support existing or emerging requirements. Training may occur in the conduct of ADSW. Authorization of ADSW shall be managed in accordance with Directives established by the Secretary concerned. ADSW will not be used to meet real or perceived manpower shortages. Normal full-time staff, command and control duties and responsibilities will not be included in these projects and missions.

c. Active Service (AS). (T32) The term "active service" means service on active duty or full-time National Guard duty.

d. Full-Time National Guard Duty (FTNGD) (T32). Training or other duty, other than inactive duty, performed by a member of the ARNGUS or the ANGUS in a member's status as a member of the National Guard of a state or territory, the Commonwealth or Puerto Rico, or the District of Columbia under 32 United States Code (USC) "National Guard" sections 316, 502, 503, 504, or 505 for which the member is entitled to pay from the United States, or for which the member has waived pay from the United States. FTNGD is defined as AS in accordance with 10 USC "Armed Forces" section 101(d)(3).

3. The following facts are provided to clarify the differences between ADSW and FTNGD.

a. ADSW and FTNGD are two separate programs. Please refer to the attached chart for a pictorial diagram. The source of this information is provided in DODI 1215.19.

b. The primary difference between the two programs is the governing USC. ADSW falls under Title 10 USC and FTNGD falls under Title 32 USC. These programs are funded separately, and budgeted in accordance with DFAS-IN Manual 37-100.

4. Program breakouts.

a. ADSW is a form of Active Duty (AD), and falls under the category of Active Duty Other than for Training (ADOT). The purpose of ADSW is to provide the necessary skilled manpower assets to support existing or emerging requirements. Within the ADSW program, there are two primary categories, ADSW-AC and ADSW-RC. The proponent for this program is NGB-ARO.

(1) ADSW-AC – An authorized tour of AD for RC personnel funded from T10 ADSW-AC personnel appropriations to support AC programs. These are short tour opportunities that allow Soldiers to contribute to their state and country's security while enhancing their own military training and readiness. These include:

(a) Temporary Tour of Active Duty (TTAD) – Active duty for special work when paid from Military Personnel, Army (MPA) appropriations. TTAD is voluntary AD performed by ARNGUS Soldiers who possess special expertise needed for short term support or completion of an essential active force mission.

(b) Contingency Operation Temporary Tour of Active Duty (COTTAD) - A voluntary mobilization UP 10 USC 12301(d) for Reserve Component (RC) Soldiers. COTTADS are traditionally used for RC Soldiers that volunteer to serve beyond their 24-month mobilization UP 10 USC 12302, Partial Mobilization. Soldiers may also request an initial COTTAD tour to fill a valid requirement.

(2) ADSW-RC - An authorized tour of AD for RC personnel funded from T10 ADSW-RC personnel appropriations to support the following RC programs:

(a) Support of annual screening.

(b) Operation/support of training activities, centers, and sites.

(c) Operation of training ships.

(d) Unit conversion to new weapons system.

(e) Study groups.

(f) Short term mission and administrative support.

(g) Worldwide Individual Augmentee System (WIAS) training

b. FTNGD is a form of AS. Within the FTNGD program, there are three primary categories. The proponent for this program is NGB-ARH.

(1) FTNGD-AGR – An authorized tour of AS for RC personnel funded from T32 FTNGD personnel appropriations to support RC programs for the purposes of organizing, administering, recruiting, instructing, or training the Army National Guard. All such AGR members must be assigned against, or attached to, an authorized mobilization position in the unit they support.

(2) FTNGD-Counterdrug (FTNGD-CD) – An authorized tour of AS for RC personnel funded under 32 USC § 112 and authorized for drug interdiction and counterdrug activities.

(3) FTNGD-Operational Support (FTNGD-OS) - An authorized tour of AS for RC personnel funded under T32 USC 502(f) personnel appropriations to support RC programs. The following categories fall under FTNGD-OS:

(a) FTNGD-Mobilization Augmentee (FTNGD-MA) - The purpose of this program is to provide manpower during periods of mobilization, specifically to perform unit full-time support rear detachment functions for those units requiring additional full-time support due to the global war on terrorism. The FTNGD-MA personnel are substitutes for AGR personnel who have been mobilized. These Soldiers perform fulltime duty under 32 USC 502(f).

(b) FTNGD-Operation Noble Eagle (FTNGD-ONE) - Homeland defense and civil support missions in response to a national emergency such as a terrorist attack or a continuing and immediate threat of further attacks on the United States which provide airport security missions, air defense, port operations, medical support, engineer support, general civil support and homeland defense.

(c) FTNGD-Special Work (FTNGD-SW) – An authorized tour of FTNGD funded from T32 to perform the following duties:

(1) Recruiting and retention missions.

(2) Soldier Readiness Processing.

(3) Instructors at rifle ranges for the training of civilians in the use of military arms

(4) Indoor or outdoor target practice

(5) Required drills and field exercises

(6) National Guard schools and small arms competitions

(7) Attend any service school except the United States Military Academy, to pursue a regular course of study

(8) Be attached to an organization of the branch of the Army corresponding to the organization of the Army National Guard to which the member belongs, for routine practical instruction at or near an Army post during field training or other outdoor exercise.

4. Required actions. Effective immediately, change all statements on FTNGD non-AGR published orders to reflect that T32 is FTNGD, not ADSW.

5. Point of contact for the FTNGD program is MSG Donna C. Gregor, NGB-ARH, at 703-607-3399, DSN 327-2299, or by email address at donna.gregor@ngb.army.mil. Point of contact for the ADSW program is MAJ Ronald Wilkins, NGB-ARO, at 703-607-8119, DSN 327-8119, or by email address at ron.wilkins@ngb.army.mil.

Encl
as

for TAMMY L. MIRACLE
COL, National Guard Bureau
Chief, Personnel Policy
and Readiness Division