



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

NGB-ARH

20 DEC 2007

MEMORANDUM FOR THE MILITARY PERSONNEL MANAGEMENT OFFICERS OF ALL STATES, THE COMMONWEALTH OF PUERTO RICO, GUAM, VIRGIN ISLANDS, AND THE COMMANDING GENERAL OF THE DISTRICT OF COLUMBIA

SUBJECT: Authority to Publish Invitational Travel Authorizations (ITAs) for Families of Recently Redeployed Soldiers to Participate in Reintegration Training (NGB-ARH Policy Memo 07-043)

1. References:

a. Memorandum, Secretary of the Army, SA, 26 March 2007, subject: Deployment Cycle Support (DCS) Directive

b. Memorandum, Office of the Assistant Secretary Manpower and Reserve Affairs, SAMR-HR, 02 August 2007, subject: Authority to Publish Invitational Travel Authorizations (ITA) for Spouses and Children of Recently Deployed Soldiers.

c. Memorandum, Secretary of the Army, SA, 24 September 2007, subject: Authority to Issue Invitational Travel Authorizations to Participate in Deployment Cycle Support Reintegration Training.

d. Joint Federal Travel Regulations (JFTR) VOL I (UNIFORMED) \ 2007 \ DEC 2007 JFTR \ App E - Invitational Travel \ PART I: INVITATION TO TRAVEL.

2. Purpose: Provide guidance for the issuance of ITAs for the Families of Army National Guard (ARNG) Soldiers participating in reintegration training.

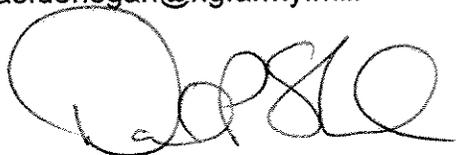
3. Applicability: This funding is available to the Families of Soldiers who have redeployed and are engaged in reintegration training offered as part of the DCS program. Family, for the purpose of this policy is defined as a spouse and their biological or adopted children or parents in instances where the Soldier has no spouse or child. The term "parents" refers to biological or adoptive mothers and father, stepparents, and persons who stood in *loco parentis* to the Soldier for a period of not less than one year immediately before the Soldier entered the Army.

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4. Policy: Effective immediately, eligible Family members can receive ITAs to cover the cost of travel, lodging, and meals to attend reintegration training, as outlined in references b and c above. States will coordinate with NGB-ARM-O, Ms. Erin Thede at 703-607-7597, DSN 327-7597, or by email at erin.thede@ng.army.mil for requirements and funding. NGB will account for this expenditure as a cost associated with the Global War on Terror (GWOT).

5. The point of contact for this policy is MAJ Thomas Donegan at 703-607-3296, DSN 327-3296 or by email address at thomas.donegan@ng.army.mil.

A handwritten signature in black ink, appearing to read 'D. Sheridan', is positioned above the typed name and title.

DAVID P. SHERIDAN
COL, GS
Chief, Personnel Policy
and Readiness Division