NATIONAL GUARD BUREAU
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03 NOV 2010

ARNG-HRH

MEMORANDUM FOR The Military Personnel Management Officers, Human Resource Officers of All States, Puerto Rico, the Virgin Islands and the District of Columbia

SUBJECT: Suspense for Submission of Applications for the Federal Recognition of Army National Guard Officers in a Higher Grade by way of Unit Vacancy Promotion (ARNG-HRH Policy Memorandum #10-068)

1. References.

a. Section 307 of Title 32 of the United States Code.

b. Army Regulation (AR) 135-155, Promotion Of Commissioned Officers And Warrant Officers Other Than General Officers, 13 July 2004.

c. National Guard Regulation (NGR) 600-100, Commissioned Officers - Federal Recognition and Related Personnel Actions, dated 15 April 1994.

d. NGB-ARP-C Information Paper, Federal Recognition and the 90-day Administrative Deadline, 14 January 2005

2. Background.

a. The promotion of an Army National Guard officer is accomplished by the State or Territory to which that officer is assigned. The federal recognition of that promotion is facilitated by one of two specific board proceedings. Those proceedings determine the suitability of the Army National Guard officer for federal recognition at the higher rank; a positive finding by the board is required before federal recognition at the higher rank can be extended. Those boards may be convened either at the State level—in connection with a unit vacancy promotion when an individual officer is being considered to fill a particular vacancy (before the officer is approaching maximum time in grade)—or at Army Human Resources Command (when a group of officers are approaching maximum time in grade).

b. Pursuant to paragraph 3-4b. of reference 1b., the Chief of the National Guard Bureau must notify each officer of the Army National Guard of the United States who is in the zone of consideration by a Mandatory DA Promotion Selection Board at least 90 days before the convening date of the board.

c. When a State or Territory seeks to obtain federal recognition of the promotion of an individual officer by way of a unit vacancy promotion/Federal Recognition Board—and that officer is in the zone of consideration and thereby already scheduled to appear before a Mandatory DA Promotion Selection Board—there is potential to prejudice other officers scheduled to appear before that Mandatory DA Promotion Selection Board.

d. Waivers to the existing suspense period (as set out in reference 1d.) were liberally granted. This necessitated removing officers whose promotions were federally recognized at a late date via the unit vacancy process from consideration by the Mandatory DA Promotion Selection Board. In turn, this complicated prompt and efficient handling of requests for the federal recognition of Army National Guard officers. The office of the Army Deputy Chief of Staff, G-1, processes these applications on behalf of the Army National Guard and has indicated a need to modify the existing practice.

3. Purpose. To clarify and revise existing policy, ensuring that the federal recognition of an officer promotion is not simultaneously processed by both procedures.

4. Applicability. This policy applies to applications for federal recognition of Army National Guard officers in the ranks of Captain, Major, Lieutenant Colonel, and Colonel.

5. Definitions.

a. Federal Recognition Board. The Department of the Army board that is convened at the State level to consider an individual officer's suitability for federal recognition at the next higher grade. These boards are used in connection with unit vacancy promotions (promotion of a particular officer to an indentified vacancy before the officer approaches maximum time in grade).

b. Mandatory DA Promotion Selection Board. The Department of the Army board that is convened at Human Resources Command to consider the individual suitability for federal recognition at the next higher grade of a group of officers approaching maximum time in grade.

6. Policy. For Soldiers in the zone of consideration for a Mandatory DA Promotion Selection Board, no application may be submitted for federal recognition of that officer's promotion based on the results of a Federal Recognition Board within 90 days of the date that the Mandatory DA Promotion Selection Board is scheduled to convene. The Federal Recognition Section (Special Actions Branch) will not accept any such application for processing.

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7. Waiver. Requests for a waiver of the provisions of paragraph 6 of this policy should be in the form of a memorandum addressed to the indicated point of contact and include a description of why compliance was not possible or why a waiver would be in the best interests of the Army National Guard. The mere fact that compliance may cause the federal recognition of a deserving Soldier to be delayed will not be sufficient to obtain a waiver. Requests for a waiver should be submitted by electronic mail to: ARNG-HRH-A@ng.army.mil.

8. The point of contact for this memorandum is Mr. Garri Hendell, Chief, Special Actions Branch, at DSN 327-5335, 703-607-5335, or garri.hendell@ng.army.mil.

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