

Title 10 AGR LCM Strategy and Plan  
Annex F, Title 10 AGR Special Programs

1. Policy governing Title 10 AGR Soldiers departing the T10 AGR program for military assignments under other provisions of law, regulation, or policy is located at Tab 1.
2. Policy governing T10 AGR command opportunities for MTOE units is located at Tab 2.
3. Policy governing T10 AGR command opportunities for TDA units is located at Tab 3.
4. Policy governing T10 AGR NCO command leadership/opportunity program is located at Tab 4.
5. Policy governing T10 AGR professional development tours and T10/T32 AGR exchanges is located at Tab 5.

Title 10 AGR LCM Strategy and Plan  
Annex F, Title 10 AGR Special Programs

Annex F, Tab 1: Policy governing Title 10 AGR Soldiers departing the T10 AGR program for military assignments under other provisions of law, regulation, or policy

1. Purpose. This Tab establishes policy guidance concerning the return to Title 10 AGR status from duty assignments external to the Title 10 AGR program. For purposes of this policy, an "external assignment" is any assignment in a duty status other than Title 10 AGR, including but not limited to T32 AGR, mobilization under 10 USC 12302 or 12304, or any form of Active Duty for Operational Support (ADOS) under 10 USC 12301(d).

2. Discussion. The AGR program is a career program per AR 135-18, and Soldiers released from AGR orders for external assignments continue as participants in the AGR program provided that such release has been properly authorized by the Director, Army National Guard (DARNG) with the prior understanding that the Soldier will return to Title 10 AGR status upon completion of the external assignment. Where such authorization and guaranty is present, the time spent in the external assignment will not be deemed a break in Title 10 AGR service.

3. External Assignments. External assignments fall into three broad categories: DARNG-initiated assignments; State requested assignments; and assignments initiated by the individual Soldier.

a. A DARNG-initiated assignment includes both a command-directed external assignment and an external assignment where the DARNG solicits volunteers from members of the Title 10 AGR force. As a matter of policy, a Title 10 AGR Soldier shall be authorized to reenter Title 10 AGR status upon completion of the external mission, provided the Soldier has complied with all the terms and conditions specified prior to the commencement of the assignment and remains otherwise eligible.

b. A State request occurs when the Soldier's home State requests the Soldier for participation in a mobilization under 10 United States Code 12302 or 12304 or for service as a T32 AGR. As a matter of policy, a Title 10 AGR Soldier will be guaranteed return to Title 10 AGR status where State-requested external assignment is for mobilization, provided the Soldier has complied with all the terms and conditions specified prior to commencement of the State-requested assignment, and remain otherwise eligible. Where the State requested assignment is for T32 AGR service, or where a request for participation in a mobilization or T32 AGR duty comes from a State other than the Soldier's home State, the request will be handled as an individually initiated external assignment per paragraph 3(c) below.

Title 10 AGR LCM Strategy and Plan  
Annex F, Title 10 AGR Special Programs

c. An individually initiated external assignment includes any assignment voluntarily undertaken by the Soldier that is not sponsored by the ARNG Directorate or by the Soldier's home State. Title 10 AGR Soldiers may only participate in such assignments with prior DARNG approval. Individually initiated tours may be handled in one of three ways.

(1) The DARNG may approve an individually initiated external assignment with guaranteed reentry into the Title 10 AGR program, subject to any conditions prescribed by the DARNG prior to the start of the external assignment and the Soldier's continued eligibility for participation in the Title 10 AGR program.

(2) The DARNG may approve an individually initiated external assignment without guaranteed reentry into a Title 10 AGR status. In this case, reentry into Title 10 AGR status upon completion of the external assignment will be at the discretion of the DARNG (or designated representative) subject to the needs of the organization. In this case the Soldier will be deemed to have left the T10 AGR program and the time spent in the external assignment shall constitute a break in AGR service. Reentry of the Soldier into the T10 AGR program will be subject to the discretion of DARNG, to the eligibility requirements of AR 135-18, and to the requirements set forth elsewhere in this policy.

(3) The DARNG may disapprove the individually initiated external assignment.

4. External Assignment Tour Extensions. Any extension of the external assignment beyond the time period authorized prior to the beginning of the tour must be approved by the DARNG. Soldiers who accept such tour extensions without proper prior approval from the DARNG may be deemed to have terminated their participation in the Title 10 AGR program, and reentry to Title 10 AGR status will be at the discretion of the DARNG and subject to the eligibility requirements of AR 135-18 and to the requirements set forth elsewhere in this policy.

5. Promotions During External Assignments. Title 10 AGR Soldiers must receive approval prior to accepting promotion while serving on an external assignment tour. The Title 10 AGR program has assignment and grade restrictions for officers, warrant officers, and enlisted Soldiers; therefore, Soldiers who compete for and receive a promotion while voluntarily or involuntarily assigned in another status or temporary duty assignment without DARNG approval may adversely impact their return or re-accession into the Title 10 AGR program. Soldiers who accept such promotion without proper prior authorization by the DARNG may be deemed to have terminated their participation in the Title 10 AGR program. Reentry of such Soldiers onto Title

Title 10 AGR LCM Strategy and Plan  
Annex F, Title 10 AGR Special Programs

10 AGR statuses will be at the discretion of the DARNG and subject to the eligibility requirements of AR 135-18 and to the requirements set forth elsewhere in this policy.

6. Counseling. Before accepting an external assignment, a Title 10 Soldier shall be counseled in writing by the DARNG or his designated representative on the provisions of this Tab and on the implications of such acceptance as outlined in this tab. At a minimum, such counseling shall include DA Form 4187 (see Appendix i, DA Form 4187 Template, below). The form must be signed by both the counseling official and the Soldier, with all key terms initialed by the Soldier, and the non-applicable choice at item number 1 on the form struck out. Other counseling materials may be included as required. The DA Form 4187 and other supporting counseling materials shall be filed in the Soldier's Interactive Personnel Electronic Records Management System (iPERMS) file.

Title 10 AGR LCM Strategy and Plan  
Annex F, Title 10 AGR Special Programs

Appendix i, DA Form 4187 Template

Circle the appropriate copy designator

Copy 1                      Copy 2                      Copy 3                      Copy 4

<b>PERSONNEL ACTION</b>			
For use of this form, see AR 600-8-6 and DA PAM 600-8-21; the proponent agency is ODCSPER			
DATA REQUIRED BY THE PRIVACY ACT OF 1974			
<b>AUTHORITY:</b> Title 5, Section 3012; Title 10, USC, E.O. 9397. <b>PRINCIPAL PURPOSE:</b> Used by soldier in accordance with DA PAM 600-8-21 when requesting a personnel action on his/her own behalf (Section III). <b>ROUTINE USES:</b> To initiate the processing of a personnel action being requested by the soldier. <b>DISCLOSURE:</b> Voluntary. Failure to provide social security number may result in a delay or error in processing of the request for personnel action.			
1. THRU (Include ZIP Code) Appropriate G-Staff	2. TO (Include ZIP Code) ARNG-HCM ATTN: ARNG-HCM-O or ARNG-HCM-E 111 South George Mason Drive Arlington, VA 22204-1382	3. FROM (Include ZIP Code) Division Chief	
SECTION I - PERSONAL IDENTIFICATION			
4. NAME (Last, First, MI)	5. GRADE OR RANK/PMOS/AOC	6. SOCIAL SECURITY NUMBER	
SECTION II - DUTY STATUS CHANGE (AR 600-8-6)			
7. The above soldier's duty status is changed from _____ to _____ effective _____ hours, _____			
SECTION III - REQUEST FOR PERSONNEL ACTION			
8. I request the following action: (Check as appropriate)			
<input type="checkbox"/> Service School (Enl only)	<input type="checkbox"/> Special Forces Training/Assignment	<input type="checkbox"/> Identification Card	
<input type="checkbox"/> ROTC or Reserve Component Duty	<input type="checkbox"/> On-the-Job Training (Enl only)	<input type="checkbox"/> Identification Tags	
<input type="checkbox"/> Volunteering For Oversea Service	<input type="checkbox"/> Retesting in Army Personnel Tests	<input type="checkbox"/> Separate Rations	
<input type="checkbox"/> Ranger Training	<input type="checkbox"/> Reassignment Married Army Couples	<input type="checkbox"/> Leave - Excess/Advance/Outside CONUS	
<input type="checkbox"/> Reassignment Extreme Family Problems	<input type="checkbox"/> Reclassification	<input type="checkbox"/> Change of Name/SSN/DOB	
<input type="checkbox"/> Exchange Reassignment (Enl only)	<input type="checkbox"/> Officer Candidate School	<input checked="" type="checkbox"/> Other (Specify)	
<input type="checkbox"/> Airborne Training	<input type="checkbox"/> Asgmt of Pers with Exceptional Family Members	<input type="checkbox"/> Statement of Understanding	
9. SIGNATURE OF SOLDIER (When required)			10. DATE (YYYYMMDD)
SECTION IV - REMARKS (Applies to Sections II, III, and V) (Continue on separate sheet)			
Counseling/Statement of Understanding for External Assignments. Please initial by each statement below:  1. ____ Type of external assignment (NGB initiated-involuntary, Voluntary, or State Recalls). a. ____ approved with guaranteed reentry into Title 10 Program b. ____ approved without guaranteed reentry into Title 10 Program  2. ____ The Title 10 AGR Program has assignment and grade restrictions for Officers, Warrant Officers and Enlisted Soldiers, therefore, Soldiers who compete for and receive a promotion while voluntarily or involuntarily assigned in another status or temporary duty assignment without proper approval by the Director, Army National Guard (or designated representative) with the prior understanding of returning to Title 10 AGR status may impact their return or re-accession into the Title 10 AGR Program.  3. ____ All deployed Soldiers eligible for promotion will forward their recommendation for promotion on a DA Form 4187 from the officer's chain of command and NGB Form 4100 for enlisted to ARNG-HCM for staffing. The staffing packet will be prepared by ARNG-HCM and forwarded through the appropriate G-Staff for review, and through the board process for the enlisted Soldiers per AR 600-8-19, Chapter 7. Final approval authority is the Deputy Director. The Soldier will be notified of the decision, and if the promotion or board proceedings is approved. Title 10 Soldiers who are not approved by the National Guard Bureau for promotion but otherwise accept a promotion will forfeit their right to automatically return to the Title 10 AGR program in the next higher grade.			
SECTION V - CERTIFICATION/APPROVAL/DISAPPROVAL			
11. I certify that the duty status change (Section II) or that the request for personnel action (Section III) contained herein -			
<input type="checkbox"/> HAS BEEN VERIFIED		<input type="checkbox"/> RECOMMEND APPROVAL	
<input type="checkbox"/> RECOMMEND DISAPPROVAL		<input type="checkbox"/> IS APPROVED	
<input type="checkbox"/> IS DISAPPROVED			
12. COMMANDER/AUTHORIZED REPRESENTATIVE  ARNG-HCM or Designated Representative	13. SIGNATURE	14. DATE (YYYYMMDD)	

Annex F, Tab 2: Title 10 AGR Officer Command Opportunity Program

1. This Annex establishes policy and procedure for conduct of the Command Opportunity Program (COP) Board. The COP board is the primary method used to select Title 10 AGR officers for future assignment to NGB-controlled TDA company- battalion-and brigade level command positions.

2. The COP Board Overview. The COP augments the Command Leadership Program. The Command Leadership Program Board will continue to select officers for State-nominated MTOE battalion commands. The COP Board will improve the clarity and consistency in the selection process, and will facilitate efficient management of the officers selected for NGB-controlled TDA commands. Those selected will make a permanent change of station and assume command during the following FY. The board will select the best qualified officers for NGB-controlled TDA command assignments.

a. Zone of consideration. The COP Board will consider all eligible Title 10 AGR officers who elect to be considered by the board.

(1) Officers eligible for consideration for company-level command must be in the rank of Captain or Major, and must have completed the Captains Career Course.

(2) Officers eligible for battalion-level consideration include Majors (MAJs) with a minimum of four years time in grade and all Lieutenant Colonels (LTCs). In accordance with NGR 600-100, paragraph 4-3e and reference 1g, officers must have completed 100 percent of Command General Staff Officer Course or Intermediate Level Education in order to be eligible for battalion command. Note that for basic branch officers with a Commissioned Service Date after 31 December 1993, "ILE Complete" means completion of the 10-month resident course at Ft. Leavenworth, or completion of both ILE Common Core (ILE-CC) and the Advanced Operations Course (AOC).

(3) Specific eligibility requirements for each command being considered will be published in an annual board announcement memo published by the ARNG Human Capital Management Division (ARNG-HCM). See paragraph 5e, below.

b. Selection objectives. The COP makes its selection in two steps: First, the board determines which applicants it recommends for command and which not. The board may recommend all candidates for command. Second, the board produces an OML of all those applicants recommended for command, ranking candidates from (1) best qualified to (N) least qualified. The board also will report a separate list of candidates not recommended for command.

Title 10 AGR LCM Strategy and Plan  
Annex F, Title 10 AGR Special Programs

c. In reviewing applicants, the CLP board will evaluate the candidates according to the following criteria:

- Successful company command.
- Job performance.
- Experience.
- Potential.
- Assignment history.
- Dedication/Attitude.
- Military Bearing.
- Military Education.
- Civilian Education.
- Professional Training.
- Judgment.

d. Board composition and selection. The board will be comprised of either five or seven voting members in the rank of Colonel (COL) or above. A general officer will serve as board president. All voting board members must be officers with a record of successful performance in a battalion-level command position or equivalent. The board should include at least one officer currently assigned to the NGB Joint Staff, at least one officer currently or previously assigned outside the Military District of Washington and at least one officer from a State. Active Component and USAR Officers are acceptable. The ARNG HCM will compile a slate of officers from which the DARNG will choose the members. If the board will consider commands with a unique branch or qualification requirements of a specialized or technical nature, ARNG-HRP will identify subject matter experts to serve as non-voting technical advisors to the board. Exceptions will be approved by the DARNG.

e. Board announcement. The ARNG-HCM will publish an annual COP Board announcement memorandum as soon as possible after the promotion board results are approved. The announcement memorandum will list the command opportunities to be considered by the upcoming board, and will specify the eligibility criteria for each position. The announcement also will include the board dates, the zone of consideration, and instructions for electing consideration, and procedures for review and verification of board files by the considered officers.

f. Board files. Board files will be made available for review and certification by the considered officers through the HCM-managed personnel system prior to the conduct of the COP Board. The board files will include the Officer Record Brief,

contents of relevant records from the performance file in interactive Personnel Electronic Records Management System, physical training and weight control

data (current DA Army Physical Fitness Test Score Card and Body Fat Content Worksheet, if applicable), and an optional letter to the board.

g. Board instructions. The DARNG or his designated representative will provide instructions to the board. These instructions will clarify the needs of the organization and the leadership's priorities for organizational and personnel development. Above all, the instructions will clearly indicate that the board must identify and recommend only the best qualified officers for command positions. The instructions will clarify that selection for command is not a reward for past performance, but rather is based on the board's assessment of an officer's future potential. The instructions should include specific guidance on the relative importance of command and other key developmental opportunities, critical experience (including joint experience and education), and diversity. ARNG-HRP will develop draft board guidance for consideration by the DDARNG.

h. Board method. Boards will be conducted using the Automated Board System. Voting will be done using the "Total Soldier" concept (one Soldier, one vote). The ARNG-HRP will tabulate the results to compile an OML. The DA Board selection will be used as a "tie breaker" in compiling board results and creating the OML (i.e., DA Select officer rank higher than officers who have not been considered by the DA Board). Ties remaining after applying DA Select status will be broken by Date of Rank (i.e., senior officers score rank higher than junior officers).

i. Board report. The board results will be submitted in a board report through the ARNG Chief of Staff to the DDARNG. If the DDARNG determines that there were administrative or procedural errors, he will return the report in its entirety to the board for correction, or may direct the board reconsider the entire population. Upon approval, the OML will be published and posted to the Human Resources Management System (HRMS) and Guard Knowledge Online (GKO). Results will be published prior to the conduct of the Promotion Recommendation Review (PRR).

3. The Processing Board Results. The OML established by the board will guide command assignments for the upcoming FY. The actual timing and sequence of the reassignments and the projected change of command dates will be determined by the ARNG-HCM, based on coordination with the gaining organizations or entities.

a. Promotion. Majors selected for battalion-level command positions may not be promoted to LTC based on COP Board results alone. Promotion recommendations are made solely based on the results of the PRR (see reference 1c). Officers who are selected as principal or alternate command selectees may notify the PRR of their command selection status in a letter to the board.

Title 10 AGR LCM Strategy and Plan  
Annex F, Title 10 AGR Special Programs

b. Flags. Officers who receive a Suspension of Favorable Actions (i.e., “flag”) after being recommended for command by the COP Board will remain on the list, but will not permanent change of station or assume command until the flag is lifted. If the principal officer is still flagged 90 days prior to the projected change of command date, the officer will be administratively passed over from the COP Board OML and the command will be offered to alternate selectees in the sequence established on the OML.

c. Removal from the list. At any time prior to the actual assumption of command, DARNG may remove an officer from the COP OML for the following reasons. DARNG will select an alternate from the COP OML.

(1) Removal for cause. Prior to publication of the federal recognition order, the DARNG may remove an officer from the COP OML based on substantiated allegations of misconduct or unsatisfactory performance.

(2) ASMB/TCB. Officers selected for release by an ASMB or TCB will be removed from the COP OML upon approval of the ASMB/TCB results.

(3) Failure of selection. Officers selected for command positions who are subsequently non-select for promotion by a DA Mandatory Promotion Consideration Board may be removed from the COP OML.

(4) Post Board Screening. An Officer disapproved for promotion as a result of Post Board Adverse Action Screening following a DA Mandatory Promotion Board or as a result of post-Federal Recognition Board adverse action screening may be removed from the COP OML.

d. Declination of command / refusal of assignment. Officers who decline command after selection by the COP Board will be removed from the COP OML. Officers who decline an assignment may be REFRAD/Retired from the T10 AGR program.

(1) Once notified of selection by the COP Board, officers may decline command by submitting written declination through channels to ARNG-HCM. The ARNG-HCM will forward declinations through the DDARNG to DARNG.

(2) Officers on the COP board OML who subsequently have an approved retirement will be required to either withdraw their approved retirement or adjust their retirement date no later than 6 months prior to the projected change of command date. Adjusted retirement dates must allow for completion of the entire command tour plus 12 months. If a principal or alternate COP board selectee has no intention of commanding, then that officer is required to submit a declination of command no later than 6 months prior to the projected change of command date. If the officer does not submit a declination of command, does not withdraw

Title 10 AGR LCM Strategy and Plan  
Annex F, Title 10 AGR Special Programs

their retirement, or does not submit an adjusted retirement date by the specified suspense date, then the DARNG may administratively remove the officer from the COP board OML to allow for the activation of an alternate command position.

e. Exhausted OML. If the selectees on the COP board OML decline command or are administratively unavailable from the OML prior to assumption of command, the DARNG may convene a stand-by board, or may appoint a selectee through a nominative assignment.

f. Expiration of OML. All COP OMLs will expire 1 year from the date of publication or one day prior convening date of the following year's COP, whichever comes first.

4. Pre-command training is mandatory for officers selected for battalion-level command. Requests for waivers must be submitted through ARNG Individual Training Branch and DARNG to HQDA Director of Training, Deputy Commanding General, G-3. The COL and LTC command designees will attend this training before, but when not possible, no later than 90 days following change of command date (see AR 350-1, chapter 3-36).

5. TDA Command Opportunities Outside COP: DARNG may, on a case-by-case basis, approve a T10 AGR to accept a TDA command outside the COP in instances where a State Adjutant General is willing to provide the AGR resource in support of the command. Except in instances where the State makes a by-name request for a particular officer, candidates will be selected from the COP OML that best matches the TDA command being offered. If the OML is exhausted or the position requires special qualifications not possessed by anyone on the existing OML, the position may be filled by announcement. If approved, ARNG-HCM and the Soldier will comply with all the counseling and documentary requirements set forth at Annex F, Tab 1. In these instances the officer may or may not be guaranteed reentry onto the Title 10 AGR program upon completion of the command tour. This determination will be made on a case-by-case basis and documented in accordance with Annex F, Tab 1.

6. ARNG-HCM and all Soldiers selected for command under the COP will comply with all the requirements of Annex F, Tab 1.

Title 10 AGR LCM Strategy and Plan  
Annex F, Title 10 AGR Special Programs

Annex F, Tab 3: Title 10 AGR Officer Command Leadership Programs

1. This Tab provides policy concerning the ARNG Command Leadership Program (CLP). The CLP provides T10 AGR LTCs the opportunity to command MTOE units in the States.

2. The DARNG will dedicate no less than four Title 10 AGR Lieutenant Colonel resources at any given time in support of T32 AGR MTOE battalion commands. These resources will not be used for TDA commands. TDA commands are covered under the T10 AGR Command Opportunity Program at Annex F, Tab 2 of the Title AGR LCM Strategy and Plan. The CLP does not include company commands. MTOE company command opportunities will be coordinated on a case-by-case basis by ARNG-HCM as professional development tours in accordance with Tabs 1 and 4 of this Annex. Approval of company command tours is at the discretion of the DARNG and subject to the needs of the organization.

3. Requirements:

a. Officers interested in participating in the CLP must be nominated by the Adjutant General of the State to which the unit the officer would command belongs.

b. Candidates will be boarded and listed on an Order of Merit List (OML), ranking candidates from 1 (best qualified) to N (least qualified). Candidates will be selected in strict OML order.

c. In reviewing applicants, the CLP board will evaluate the candidates according to the following criteria:

- Successful company command.
- Job performance.
- Experience.
- Potential.
- Assignment history.
- Dedication/Attitude.
- Military Bearing.
- Military Education.
- Civilian Education.
- Professional Training.
- Judgment.

4. Officers participating in the CLP will transition from T10 AGR status to T32 AGR status for the duration of the command and will be handled as a DARNG-initiated assignment pursuant to Tab 1 of this Annex and all the requirements of that Tab will be complied with.

5. Conduct of the CLP Board:

a. Selection objectives. The CLP board will produce an Order of Merit List (OML). The OML will be followed in allocating command resources to the States.

b. Board composition and selection. The board will be comprised of either five or seven voting members in the rank of Colonel (COL) or above. A general officer will serve as board president. All voting board members should be officers with a record of successful performance in a battalion-level command position. The board should include at least one officer currently assigned to the NGB Joint Staff, at least one officer currently or previously assigned outside the Military District of Washington and at least one officer from a State. Active Component and USAR Officers are acceptable. Exceptions will be approved by the DARNG.

c. Board announcement. The ARNG-HCM will publish an annual CLP Board announcement memorandum. The announcement also will include the board dates, the zone of consideration, nomination instructions, and procedures for review and verification of board files by the nominated officers.

d. Board files. Board files will be made available for review and certification by the considered officers through the HCM-managed personnel system prior to the conduct of the CLP Board. The board files will include the Officer Record Brief, contents of relevant records from the performance file in interactive Personnel Electronic Records Management System, physical training and weight control data (current DA Army Physical Fitness Test Score Card and Body Fat Content Worksheet, if applicable), and an optional letter to the board.

e. Board instructions. The DARNG will provide instructions to the board. These instructions will clarify the needs of the organization and the leadership's priorities for organizational and personnel development. Above all, the instructions will clearly indicate that the board must identify and recommend only the best qualified officers for command positions. The instructions will clarify that selection for command is not a reward for past performance, but rather is based on the board's assessment of an officer's future potential. The instructions should include specific guidance on the relative importance of command and other key developmental opportunities, critical experience (including joint experience and education), and diversity. ARNG-HCM will develop draft board guidance for consideration by the DDARNG.

Title 10 AGR LCM Strategy and Plan  
Annex F, Title 10 AGR Special Programs

f. Board method. Boards will be conducted using the Automated Board System. Voting will be done using the "Total Soldier" concept (one Soldier, one vote). The ARNG-HRP will tabulate the results to compile an OML.

g. Board report. The board results will be submitted in a board report through the ARNG Chief of Staff to the DDARNG. If the DDARNG determines that there were administrative or procedural errors, he will return the report in its entirety to the board for correction, or may direct the board reconsider the entire population. Upon approval, the OML will be published and posted to Guard Knowledge Online. Results will be published prior to the conduct of the PRR.

6. The Processing Board Results. The OML established by the board will guide command assignments for the upcoming FY. The actual timing and sequence of the reassignments and the projected change of command dates will be determined by the ARNG-HCM, based on coordination with the gaining organizations or entities.

a. Promotion. Majors selected for battalion-level command positions may be promoted to LTC based on CLP Board results upon assumption of command.

b. Flags. Officers who receive a Suspension of Favorable Actions (i.e., "flag") after being recommended for command by the CLP Board will remain on the list, but will not permanent change of station or assume command until the flag is lifted. If a selected officer will be unavailable for command due to flagging action, the DARNG can redirect command resources based on OML sequence and continued command availability.

c. Removal from the list. At any time prior to the actual assumption of command, DARNG may remove an officer from the CLP OML for the following reasons. DARNG will select an alternate from the CLP OML.

(1) Removal for cause. Prior to publication of the federal recognition order, the DARNG may remove an officer from the CLP OML based on substantiated allegations of misconduct or unsatisfactory performance.

(2) ASMB/TCB. Officers selected for release by an ASMB or TCB will be removed from the COP OML upon approval of the ASMB/TCB results.

(3) Failure of selection. Officers selected for command positions who are subsequently non-select for promotion by a DA Mandatory Promotion Consideration Board may be removed from the COP OML.

(4) Post Board Screening. An Officer disapproved for promotion as a result of Post Board Adverse Action Screening following a DA Mandatory Promotion

Title 10 AGR LCM Strategy and Plan  
Annex F, Title 10 AGR Special Programs

Board or as a result of post-Federal Recognition Board adverse action screening may be removed from the COP OML.

d. Declination of command. Officers who decline command after selection by the CLP Board may be replaced by an alternate selectee in the sequence established on the OML.

(1) Once notified of selection by the CLP Board, officers may decline command by submitting written declination through channels to ARNG-HCM. The ARNG-HCM will forward declinations through the ARNG Chief of Staff and DDARNG to DARNG.

(2) Officers on the CLP board OML who subsequently have an approved retirement will be required to either withdraw their approved retirement or adjust their retirement date no later than 6 months prior to the projected change of command date. Adjusted retirement dates must allow for completion of the entire command tour plus 12 months. If a principal or alternate CLP board selectee has no intention of commanding, then that officer is required to submit a declination of command no later than 6 months prior to the projected change of command date. If the officer does not submit a declination of command, does not withdraw their retirement, or does not submit an adjusted retirement date by the specified suspense date, then the DARNG may administratively remove the officer from the CLP board OML to allow for the activation of an alternate command position.

e. Exhausted OML. If the selectees on the CLP board OML decline command or are administratively removed from the OML prior to assumption of command, the DARNG may convene a stand-by board, or may appoint a selectee through a nominative assignment.

f. Expiration of OML. All CLP OMLs will expire on the last day of the fiscal year for which the list is published unless a deferment is authorized by the DARNG.

7. Pre-command training is mandatory for officers selected for battalion-level command. Requests for waivers must be submitted through ARNG Individual Training Branch and DARNG to HQDA Director of Training, Deputy Commanding General, G-3. The COL and LTC command designees will attend this training before, but when not possible, no later than 90 days following change of command date (see AR 350-1, chapter 3-36).

8. Command Opportunities Outside CLP. DARNG may, on a case-by-case basis, approve a T10 AGR to accept an MTOE command outside the CLP in instances where the Adjutant General is willing to provide the AGR resource in support of the command. If approved, ARNG-HCM and the Soldier will comply with all the counseling and documentary requirements set forth at Tab 1 of this

Title 10 AGR LCM Strategy and Plan  
Annex F, Title 10 AGR Special Programs

Annex. In these instances the officer may or may not be guaranteed reentry onto the Title 10 AGR program upon completion of the command tour. This determination will be made on a case-by-case basis and documented in accordance with Annex F, Tab 1.

9. ARNG-HCM and all personnel selected for command under the CLP shall comply with all the requirements of Annex F, Tab 1.

Annex F, Tab 4: Title 10 AGR NCO Command Leadership/Opportunity Program

1. This annex establishes policy and procedures for the Command Leadership and Opportunity Program for the NCOs assigned to the Title 10 AGR program.
2. This policy is intended to serve as guidance in the establishment of internal procedures. It is not intended to create any right or benefit, substantive or procedural, enforceable at law by a party against the United States, its agencies, its members, or any person. It is not intended to be binding or to preclude deviations as required or appropriate given the circumstances.
2. Purpose. This SOP delineates responsibilities and procedures regarding selection, assignment, utilization, eligibility, and other related aspects pertaining to the process applicable to Command Sergeants Major (CSM), First Sergeants (1SG) and Nominative (NOM) NCO position assignments.
3. Scope. This SOP applies to all Army National Guard Title 10 Active Guard and Reserve (AGR) CSM, SGM, 1SG and MSG identified for appointment/assignment to an authorized CSM, 1SG or NOM position. In the occasion where a Title 10 Soldier assignment is not feasible, provisions will be made to open the field of eligible NCOs to the Title 32 community (Traditional and AGR) through One Time Occasional Tours (OTOT) or Enlisted Exchange Program (EEP), which are covered separately from this document.
4. Authority. The DDARNG or DARNG has the authority to approve exceptions or waivers to this policy that are consistent with controlling regulations.
5. Nominative Positions: As defined in PPOM 12-031 and Annex C, Tab 3.
6. Responsibilities:
  - a. Command Sergeant Major of the Army National Guard (CSM-ARNG).
    - (1) The CSM-ARNG has a direct role in the CSM/1SG/NOM assignment process and serves, concurrent with the DARNG/DDARNG, as the approval authority for CSM/1SG/NOM slates. The CSM-ARNG serves as the Executive Agent of the CSM/1SG/NOM Assignment Program.
    - (2) Approves recommended slates for release to selecting officials.
    - (3) Serves as the exception authority for requests to serve longer than the prescribed tour length for all CSM/1SG/NOM assignments.

Title 10 AGR LCM Strategy and Plan  
Annex F, Title 10 AGR Special Programs

b. The G-1 (or his/her designee) exercises general staff supervision over the CSM/1SG/NOM process and policies (see NGR 600-200).

c. ARNG Installation SGM:

(1) Enforces the development of broadly-skilled NCO as provided for in Appendix 1 to Annex C (ARNG NCO) to the Army Leader Development Strategy.

(2) Forwards and makes recommendations to the CSM-ARNG on tour length extensions.

(3) Enforces discipline in the CSM/1SG/NOM Assignment process across the ARNG Title 10 community.

(4) Serves as advisor to the CSM-ARNG on the procedures/processes as outlined in this SOP.

d. Human Capital Management (HCM), Enlisted Assignments Branch Chief (SGM).

(1) Serves as the Administrative Agent of the CSM/1SG/NOM Assignment Program.

(2) Interfaces with the Office of the CSM-ARNG, the Installation SGM and the CSM/1SG/NOM community to effectively manage and control the program.

(3) Coordinates with the Commands to ensure qualifications for the required position are established; adopting and supporting the capability to develop broadly-skilled NCOs in support of the principles established in the Army Leader Development Strategy.

(4) Ensures management processes exist to effectively establish and manage PCORDs for all CSM/1SG/NOM assignments in accordance with this SOP.

(5) Initiates background screening checks for all nominated CSM/SGM/1SG/MSG in accordance with the Army's Personnel Suitability Screening Policy.

7. Policy.

a. The goal of the CSM/1SG/NOM assignment process is to facilitate development of broadly-skilled Senior NCO Leaders; grooming a future senior level assignments.

Title 10 AGR LCM Strategy and Plan  
Annex F, Title 10 AGR Special Programs

b. CSM tour lengths. Unless otherwise designated by sourcing documents, all tour lengths are established as follows.

(1) All CONUS/OCONUS based One Star/Two Star level positions are 24 months with an option to extend one additional year.

(2) All CONUS/OCONUS based O6 level positions are 24 months with an option to extend one additional year.

(3) All CONUS/OCONUS based O5 level positions are 36 months.

(4) The authorized grade structure on the MTOE/TDA (or provisional document) will be used as the basis to apply (1), (2) or (3) above.

c. 1SG tour lengths. All CONUS/OCONUS based positions are 24 months with an option to extend one additional year. In exceptional cases a minimum tour length of 18 months may be authorized.

d. Initial Selection/Assignment. Once selected and assigned to an initial (O5 level) CSM position, the NCO's RCP is extended to 32 years (AFS). The authorization document will dictate the MOS awarded to the NCO.

f. Nominative SGM. As defined in PPOM 12-031 and Annex C, Tab 3.

f. Vacancy Fill Timeline.

(1) Vacancy fills will be identified 12 months prior to the incumbent's PCORD. Vacancy fills will be finalized no later than 10 months prior to incumbent's PCORD.

(2) If there are no qualified and available NCOs on the Order of Merit List (OML), HCM may announce the vacancy through an "All States Message". The vacancy announcement will be open for a thirty calendar day period. All eligible and available ARNG NCOs will be considered.

(3) The slating process will be accomplished within 60 days; providing for a minimum 180-day PCS notification prior to the assignment.

g. In all cases, at completion of prescribed tour, CSM/1SG is required to remove their wreath/diamond and stop Special Duty Assignment Pay (SDAP), if applicable.

h. Announcement for Nominative positions, as approved by the DARNG.

(1) HCM will initiate a nominative slate to fill only those positions validated as CSM/SGM nominative requirements.

(2) Unless associated specifically with a command element, CSM/SGM selected for assignments will be deployed as SGM (no wreath). SDAP will be terminated.

(3) Upon completion of the nominative tour, CSM/SGM will be afforded the opportunity to compete for follow on nominative assignment. If CSM/SGM is not selected for a follow on nominative assignment, CSM/SGM will be assigned IAW the needs of the Army National Guard.

9. Nominative Eligibility.

a. Eligibility for selection as a Nominative CSM/SGM. All CSM/SGM must:

(1) Have served in a CSM/SGM position at the O6 level.

(2) Meet the minimum established qualifications as established in the announcement slate;

(3) Otherwise be available for assignment consistent with the position requirement,

(4) Be within 7 months of their currently established PCORD.

(5) Be recommended by their chain of command.

b. The following Soldiers are ineligible for initial consideration for nominative positions:

(1) Any CSM/SGM with 31 years, 3 months or more of active service.

(2) Any CSM/SGM with an approved retirement.

c. The following Soldiers are not eligible for any Nominative-level CSM/SGM consideration:

(1) Have an RCP that prohibits completion of the prescribed tour length.

(2) Have an approved retirement.

(3) Have not been recommended by their chain of command.

#### 10. CSM Eligibility.

a. Eligibility criteria for selection as a CSM is as follows: All E9/E8 NCOs must:

(1) Meet the minimum established qualifications as established in vacancy fill request;

(2) Otherwise be available for assignment consistent with the position requirement,

(3) Be within 7 months of their currently established PCORD.

(4) Be recommended by their G-Staff Principle SGM/CSM.

b. The following Soldiers are not eligible for initial CSM consideration:

(1) Any E8/E9 with 31 years, 3 months or more of AFS.

(2) Any E8/E9 with an approved retirement.

c. The following Soldiers are not eligible for any CSM consideration:

(1) Any E8/E9 with an RCP that prohibits completion of the prescribed tour length.

(2) Any E8/E9 with an approved retirement.

(3) Any E8/E9 that has not been recommended by their Staff Principle SGM/CSM.

#### 11. 1SG Eligibility.

a. Eligibility criteria for selection as a 1SG is as follows: All E8 NCOs:

(1) Must be eligible IAW AR 600-8-19 and NGR 600-200, Chapters 7

(2) Otherwise be eligible for assignment consistent with the position requirement,

(3) Be within 7 months of their currently established PCORD.

(4) Be recommended by their G-Staff Principle SGM/CSM.

b. The following Soldiers are not eligible for 1SG consideration:

- (1) Any E8 with 27 years, 3 months or more of AFS.
- (2) Any E8 with an approved retirement.
- (3) Any E8 that has not been recommended by their Staff Principle SGM/CSM.

## 12. Application and Selection Process.

a. As soon as possible following the release of the promotion board results HCM will announce the opening of applications for CSM and 1SG position consideration by a Leadership Panel. (NOTE: Announcement may be in conjunction with the Promotion Board announcement.) The announcement will be in the form of an MOI detailing the process whereby interested E8 and E9 Soldiers can declare their interest in pursuing assignment as a CSM, 1SG or other Nominative Position. This declaration will remain valid until the next annual panel convenes.

b. The timeline for the panel process will follow these general guidelines.

(1) Within 7 days of publication of the applicable promotion board results, HCM will distribute the annual MOI to all E8 Soldiers with promotion list standing. HCM will also distribute the Leadership Panel MOI to all eligible E9 Soldiers (CSM) and E8 Soldiers (1SG).

(2) Within 30 days of distribution of the MOI all eligible Soldiers will submit their application in accordance with the MOI.

(3) Within 30 days of the closing of the application period, Boards Branch will conduct a Leadership Panel that will generate an OML for use in filling CSM, 1SG and Nominative vacancies.

(4) Within 14 days of the Panel recessing the HCM will secure approval of the OML.

c. Selection from the OML will occur no earlier than 12 months from a projected vacancy. In the event of an unplanned vacancy, immediate selection from the OML must occur to facilitate timely assignments and PCS processing. In the event the OML is exhausted, HCM will coordinate an "All States" advertisement. The selection process will follow these basic guidelines.

(1) A vacancy is identified by the OPR and they generate a Request for Nominations (RFN) which is routed through the OPR Principle to HCM. The RFN

Title 10 AGR LCM Strategy and Plan  
Annex F, Title 10 AGR Special Programs

will be processed by HCM in time to facilitate selection of the Soldier no earlier than 12 months prior to the PCORD or other triggering event.

(2) Upon receipt of the RFN, HCM will review the OML and identify the top 3 qualified Soldiers on the list. MOS specifics will be applied as well as any other qualification factors for the position fill. In the case of an MOS Immaterial position, the approved feeder MOSs for the position will serve as the pool of eligible Soldiers. HCM will verify eligibility and availability of each Soldier. If advertised, HCM will coordinate a nomination selection panel to consider the applicants and provide an OML of those applicants.

(3) HCM will submit the top 3 Soldiers on the OML (the slate), who meet the MOS or Feeder MOS requirements to the hiring official for selection.

(4) The hiring official will select from the slate and notify HCM of the selection. The hiring official can accomplish this by the means they choose, but must be consistent in their process to ensure all eligible Soldiers receive the same consideration.

(5) HCM will certify the selection and provide the hiring official instructions to notify the selected Soldier. The hiring official will notify HCM when notification is complete and the Soldier has made their election, in writing, to accept or decline the position offer.

(6) If the Soldier accepts the position, HCM will then coordinate with all affected OPRs for the change of responsibility effective date. HCM will facilitate all actions necessary to accomplish the change of responsibility on the date agreed upon. The Soldier will commit to the assignment using the Letter of Commitment.

(7) If the Soldier declines the position, HCM will contact the CSM-ARNG for issuance of a notification of declination memorandum. This memorandum will provide the Soldier with two options.

(a) Retire in lieu of PCS. If the Soldier elects this option, HCM will coordinate all actions necessary for the Soldier to retire 180 days following receipt of the written election plus any leave/PTDY to which they are otherwise entitled.

(b) Resign from the AGR program in lieu of PCS. If the Soldier elects this option, HCM will coordinate with the Soldier and the Soldier's home State for REFRAD and integration into the State's force structure, 180 days following receipt of their written election. Selecting this option does not guarantee the availability of a position in the Soldier's home State, and Chapter 4 of NGR 600-200 will be followed for the assignment process.

Title 10 AGR LCM Strategy and Plan  
Annex F, Title 10 AGR Special Programs

<b>PERSONNEL ACTION</b>		
For use of this form, see AR 600-8-6 and DA PAM 600-8-21; the proponent agency is ODCSPER		
<b>DATA REQUIRED BY THE PRIVACY ACT OF 1974</b>		
<b>AUTHORITY:</b> Title 5, Section 3012; Title 10, USC, E.O. 9397. <b>PRINCIPAL PURPOSE:</b> Used by soldier in accordance with DA PAM 600-8-21 when requesting a personnel action on his/her own behalf (Section III). <b>ROUTINE USES:</b> To initiate the processing of a personnel action being requested by the soldier. <b>DISCLOSURE:</b> Voluntary. Failure to provide social security number may result in a delay or error in processing of the request for personnel action.		
<b>1. THRU</b> (Include ZIP Code) Soldier's OPR (G-STAFF) ACTUAL (COL)	<b>2. TO</b> (Include ZIP Code) Chief, Human Capital Management ARNG-HCM-E, ATTN: Enl Mgmt 111 S. George Mason Drive Arlington, VA 22204	<b>3. FROM</b> (Include ZIP Code) Soldier's Current Division Chief or First O-6
<b>SECTION I - PERSONAL IDENTIFICATION</b>		
<b>4. NAME</b> (Last, First, MI) SOLDIER	<b>5. GRADE OR RANK/PMOS/AOC</b> GRADE/RANK	<b>6. SOCIAL SECURITY NUMBER</b>
<b>SECTION II - DUTY STATUS CHANGE (AR 600-8-6)</b>		
<b>7. The above soldier's duty status is changed from</b> _____ <b>to</b> _____ _____ effective _____ hours, _____		
<b>SECTION III - REQUEST FOR PERSONNEL ACTION</b>		
<b>8. I request the following action:</b> (Check as appropriate)		
<input type="checkbox"/> Service School (Enl only)	<input type="checkbox"/> Special Forces Training/Assignment	<input type="checkbox"/> Identification Card
<input type="checkbox"/> ROTC or Reserve Component Duty	<input type="checkbox"/> On-the-Job Training (Enl only)	<input type="checkbox"/> Identification Tags
<input type="checkbox"/> Volunteering For Oversea Service	<input type="checkbox"/> Retesting in Army Personnel Tests	<input type="checkbox"/> Separate Rations
<input type="checkbox"/> Ranger Training	<input type="checkbox"/> Reassignment Married Army Couples	<input type="checkbox"/> Leave - Excess/Advance/Outside CONUS
<input type="checkbox"/> Reassignment Extreme Family Problems	<input type="checkbox"/> Reclassification	<input type="checkbox"/> Change of Name/SSN/DOB
<input type="checkbox"/> Exchange Reassignment (Enl only)	<input type="checkbox"/> Officer Candidate School	<input checked="" type="checkbox"/> Other (Specify) <b>COP / CLP Declaration</b>
<input type="checkbox"/> Airborne Training	<input type="checkbox"/> Asgmt of Pers with Exceptional Family Members	
<b>9. SIGNATURE OF SOLDIER</b> (When required)		<b>10. DATE</b> (YYYYMMDD)
<b>SECTION IV - REMARKS (Applies to Sections II, III, and V) (Continue on separate sheet)</b>		
<input type="checkbox"/> I elect to be considered for assignment in the grade of E9 for (initial all that apply): <input type="checkbox"/> Nominative Positions <input type="checkbox"/> CSM Positions <input type="checkbox"/> Staff NCO Positions  <input type="checkbox"/> I elect consideration under the following programs (initial all that apply): <input type="checkbox"/> Command Opportunity Program <input type="checkbox"/> Command Leadership Program <input type="checkbox"/> One Time Occasional Tour (OTOT) Program <input type="checkbox"/> Enlisted Exchange Program  <input type="checkbox"/> I understand that this election will remain in effect until the next T10 ARNG Leadership Board is conducted.  <input type="checkbox"/> I understand that application, selection and assignment procedures as described in the T10 ARNG Life Cycle Management (LCM) Policy apply to my elections above.		
<b>SECTION V - CERTIFICATION/APPROVAL/DISAPPROVAL</b>		
<b>11. I certify that the duty status change (Section II) or that the request for personnel action (Section III) contained herein -</b> <input type="checkbox"/> HAS BEEN VERIFIED <input type="checkbox"/> RECOMMEND APPROVAL <input type="checkbox"/> RECOMMEND DISAPPROVAL <input type="checkbox"/> IS APPROVED <input type="checkbox"/> IS DISAPPROVED		
<b>12. COMMANDER/AUTHORIZED REPRESENTATIVE</b>  First O-6 in Chain of Command	<b>13. SIGNATURE</b>	<b>14. DATE</b> (YYYYMMDD)

Title 10 AGR LCM Strategy and Plan  
Annex F, Title 10 AGR Special Programs

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Title 10 AGR LCM Strategy and Plan  
Annex F, Title 10 AGR Special Programs

Annex F, Tab 5: T10 AGR Professional Development Tours and T10/T32 AGR Exchanges

1. The Army National Guard (ARNG) Title 10 Professional Development Program affords a career development opportunity for personnel with high career potential to develop increased understanding of ARNG programs at both the State and national levels. This program allows T-10 Soldiers to develop working knowledge and understanding of the requirements of the ARNG at the State level and provides an opportunity for T32 Soldiers to take part in higher headquarters functions, staffing processes, and coordination with Major Army Commands, HQDA, and the Department of Defense.

2. Program Options.

a. Professional Development (PD) Tour. This program option is not longer than thirty-six months.

(1) T10 Soldiers serving in a T32 status: This is a temporary tour for T10 Soldiers to serve in positions at the State level and does not automatically lead to a permanent position in the T32 career program. The State will provide the controlled grade where required and the Soldier will return to the T10 program at the conclusion of the tour. The exception is where the Soldier is deployed as part of the assignment. In this case, the tour will be modified to cover the initial commitment in the State, plus time to clear the unit upon redeployment to the State, not to exceed an additional six months.

(2) T32 Soldiers serving in a T10 status: This is a temporary tour for T32 Soldiers to serve in positions at NGB and does not automatically lead to a permanent position in the T10 career program. NGB, or the State, may provide the controlled grade where required and the Soldier will return to the T32 program at the conclusion of the tour. If the Soldier is deployed (TCS) as part of the assignment, and the tour is extended, the Soldier returns to the State upon REFRAD unless there is additional time remaining in the initial tour.

b. T10 / T32 Exchange Program. This is a one to one exchange between NGB and the State for 12 to 24 months. **Soldiers participating in the exchange must be of equal grade, or one grade below the position requirement with leadership approval. States must provide fully qualified Soldiers to NGB for the duration of the exchange. The exchange of controlled grades will be coordinated between ARNG-HCM and the State on a case by case basis.** The exception is where the Soldier is deployed as part of the assignment. In this case, the tour will be modified to cover the initial commitment, plus time to clear the unit upon redeployment to the State, not to exceed an additional six months. The T10 Soldier completes a DA Form 4187 to request temporary release from the T10

Title 10 AGR LCM Strategy and Plan  
Annex F, Title 10 AGR Special Programs

AGR program and the T32 Soldier must complete a modified accession packet and be accepted into a position at NGB. This assignment is a One Time Occasional Tour for the T32 Soldier.

3. Eligibility.

a. All T10 and T32 AGR Soldiers are eligible to participate in the PD Program with the exception of E6 and below. Participation is voluntary, with the understanding that participants must return to their original status upon completion of the program. Exchanges may occur between two members of the same State or between members of different States. Exchanges between members of different States may require an Inter-State Transfer.

b. The Soldier's grade must be either equal to or one grade higher than the grade for the position.

c. Soldiers should have completed their initial three year tour before participating in any PD program. This does not apply to WO1s/CW2s who were commissioned through the former T10 Enlisted-to-Warrant Officer Program.

d. Soldiers should have a minimum of five years remaining before reaching their Mandatory Removal Date (MRD).

e. Participation while under suspension of favorable actions flag is not authorized.

f. Soldiers must meet all retention and subsequent tour requirements under the provisions of AR 135-18.

4. Promotion.

a. Participants serving in the program will remain in their respective promotion systems and if selected for promotion may be promoted under that system upon return to their former status. Exceptions to policy will be reviewed on a case-by-case basis and are subject to position and controlled grade limitations and concurrence from ARNG-HCM and the State.

b. T10 AGR Soldiers will remain eligible to compete for promotion in the ARNG PRR but may not be promoted until the PD is completed and the Soldier returns to NGB. Exceptions may be approved by the DARNG. Soldiers are expected to serve in the controlled grade at which they were accepted into the program.

Title 10 AGR LCM Strategy and Plan  
Annex F, Title 10 AGR Special Programs

c. T10 AGR Soldiers assigned to a State may not be considered for, nor accept, promotion under the State's promotion system. If this occurs, NGB is under no obligation to bring the Soldier back into the T10 AGR Career Program upon the completion of the tour, and the State is under no obligation to continue the Soldier in a FTNGD, T32 status. The converse is also true. The Soldier may return to a traditional M-Day status.

5. Exchange Positions.

a. All exchanges should be consistent with the individual's career path Military Occupational Specialties (MOS).

b. The majority of T32 participants will serve in the National Capital Region unless assignment to other Commands is beneficial to the needs of the State as determined by The Adjutant General in coordination with ARNG-HCM.

c. T10 participants may serve in any unit in the host State as determined by the TAG and coordinated with the AGR Management Office.

6. Application Procedures.

a. T10 applicants must submit a completed and approved 4187 through their chain of command to ARNG-HCM.

b. T32 applicants must complete an accession packet located on the GKO website and submit it to ARNG-HCM. The applicant must be accepted into a position by the leadership prior to final approval of accession.

7. ARNG-HCM and all T10 AGR personnel selected for assignments shall comply with the requirements of Annex F, Tab 1.

8. All T32 AGR personnel participating in tours will be managed IAW Annex B, Tab 3.