

ARNG G1 Personnel Gateway

Content Approval Form



Thank you for contributing content to the ARNG G1 Personnel Gateway. Please review the content ownership and maintenance guidelines below. Your contact information and signature are required for the form to be considered complete.

Ownership and Maintenance

The following rules identify the responsibilities associated with contributing content to the ARNG G1 Personnel Gateway. As a content contributor to the Gateway, you accept responsibility for the following rules:

- N/A {
- All Gateway content and attached documents have been reviewed and approved by the appropriate chain of command and stakeholders.
 - All Gateway content and attached documents have been reviewed to ensure that they do not contain sensitive, classified, or Personally Identifiable Information (PII).
 - Every 90 days, I will receive an email reminder from the Gateway Team and at that time will review and validate the Gateway content for which I am responsible.
 - In addition to validating content every 90 days, I will proactively reach out to the Gateway Team when any changes occur that may affect my content, to include: updates to policy and/or regulations, changes in eligibility requirements, changes in procedures, elimination of a reference or document, URL changes to websites, and/or any additional changes that impact the content that I am responsible for.

Content Type

Name of Content: DA Form 4037/Record Brief - HR Professional Training Guide
File Name: ORB_and_ERB_Training_dtd_06AUG2012

- | | |
|---------------------------------------|--|
| <input type="checkbox"/> Program Page | <input type="checkbox"/> Announcement |
| <input type="checkbox"/> Process Page | <input type="checkbox"/> News Article |
| <input type="checkbox"/> System Page | <input checked="" type="checkbox"/> Other - Document/Reference |
| <input type="checkbox"/> Training | |

Points of Contact (POC) Information

The primary and secondary points of contact will serve as the designated content owners, and the Gateway Team may reach out to these POCs during and after the content development process. These contacts will be asked to review and validate information every 90 days.

Contact Information - Primary POC	
Name <small>(Rank, First Name, Last Name)</small>	Henry McCallister GS12
Phone	(703) 607-9988
Email	henry-mccallister@us.army.mil
Division - Branch - Section	HRP-5

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Contact Information – Secondary POC	
Name (Rank, First Name, Last Name)	Calvin Noble GS13
Phone	(703) 607-9175
Email	calvin.w.noble@us.army.mil
Division – Branch – Section	HRP-5

User Comments/Feedback

In order to properly direct questions received for the content to which you contributed to, please provide the appropriate contact information.. If contact information is not provided below, user comments/feedback will automatically be referred to the Help Desk. Please note, no personal contact information should be listed below.

User Comments/Instructions/Feedback	
Group Email Address (e.g. <u>nqbcombatawards@ng.army.mil</u>)	
Group Phone Number (e.g. 1-800-)	
Other Source (e.g. HRC, Army OneSource, etc.)	

Content Approval

Please acknowledge the content ownership and maintenance guidelines by signing your name below. The signatures of both POCs are required for the form to be considered complete.

Content Approval

- "I certify that the information that I am submitting as Gateway content has been reviewed and approved."
- "I certify that I have reviewed these documents and information to ensure that it complies with AR 380-5 (Department of the Army Information Security Program), and does not contain classified or Personally Identifiable Information (PII)."
- "I certify that I have read the above content guidelines and understand the rules for maintaining content on the ARNG G1 Personnel Gateway."

Primary POC: Henry McCallister

Secondary POC: Calvin W Noble