DEPARTMENTS OF THE ARMY AND THE AIR FORCE
NATIONAL GUARD BUREAU
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NGB-ARH

01 NOV 2005

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: FY 06 Recruiting and Retention (R&R) Manning Initiative Policy (Memo #05-069)

1. Reference memorandum, NGB-ARH, 1 Oct 04, subject: FY 05 Recruiting and Retention (R&R) Manning Initiatives (NGB-ARH Policy Memo #04-036).

2. Purpose. This memorandum provides guidance and administrative instruction to support the increased manning initiative and address the continued manpower challenges of recruiting in the Global War on Terrorism (GWOT) environment. This five part manning initiative includes: FY 06 AGR R&R Noncommissioned Officers (RRNCO) growth, 10 percent Overage Redirection, GWOT R&R Man-Day (M-Day) support (NGPA VFRE BA-1), Contractor Support to fill headquarters staff positions, and Full Time National Guard Duty Special Work (FTNGDSW) program (NGPA FARC BA-2).

3. Background. The current Army National Guard (ARNG) R&R TDA in effect is two years behind the current voucher authorizations and funding levels used by National Guard Bureau, Manpower and Resources Division (NGB-ARM), Strength Maintenance Division (NGB-ASM), and NGB Personnel Programs. The current ARNG R&R TDA is being updated to reflect the increases in requirements and authorizations required to sustain production in the GWOT environment. The TDAs are being updated through The Army Authorization Document System which can take up to two years to complete. In some cases, the numbers of authorizations distributed for RRNCOs exceed the State R&R TDA. To rectify this, the following five programs have been created as part of a long term strategic plan to man the ARNG R&R Force.

a. FY 06 AGR RRNCO Growth. State/Territories are authorized to hire additional RRNCO AGR personnel by grade, up to funding levels of personnel strength as reflected in the FY 06 NGB-ARM authorization voucher. These authorizations will be full-year funded subject to availability of funds. States/Territories are authorized to hire recruiters immediately against the FY 06 RRNCO authorization growth. The State distribution can be obtained through NGB-ASM prior to releasing the FY 06 voucher. The ASM will make distribution to the RRCs and HROs in each State/Territory.

(1) Maintaining RRNCO Fill Rates. At a minimum, States/Territories are required to hire AGR recruiter personnel up to the authorization level in the NGB-ARM authorization voucher. These additional Recruiting and Retention Command (RRC) AGR positions must be filled within 90 days of receipt of this memorandum or the positions will be transferred to another State/Territory. Recruiter fill rates will be monitored by NGB-ASM on a monthly basis to ensure efficient use of authorizations. Waivers or exceptions to policy for additional RRC positions will not be authorized for the losing State/Territory once the positions are transferred. The RRC AGR personnel are not authorized to request transfer or reassignment out of R&R duty prior to serving 18 months in this assignment.

(2) Temporary Positions. States/Territories that exceed the TDA requirement mentioned in paragraph three will request temporary positions through NGB-ASM-R to Personnel Policy and Readiness Division (NGB-ARH). These positions will be specifically used for R&R efforts and expire at the end of FY 06. Requests for temporary positions must include the rank, full name, social security number and the R&R TDA paragraph/line number against which the Soldier is being assigned. Soldiers must have an expiration time in service or mandatory removal date with sufficient time to cover the period of the temporary position. The NGB-ASM Division will conduct a quarterly review of these positions to ensure guidance in this memorandum is followed.

b. Ten Percent Overage Redirection. States/Territories may redirect up to an additional 10 percent of the AGR staff authorizations to perform Line 32 Production recruiting functions. For example, if the State has 100 AGR staff personnel, they may redirect up to 10 staff personnel to work RRNCO Line 32 Production positions.

c. GWOT R&R M-Day Support (NGPA VFRE BA-1). Funding will be distributed to hire M-Day Soldiers to augment the AGR Recruiters as Line 32 Production RRNCOs. These positions are for the exclusive hiring of RRNCOs with the three tenet Strength Maintenance mission. These Soldiers are not to be used as RRNCO assistants or in staff positions. Maximum rank authorized is E6 without prior coordination with NGB-ASM. GWOT R&R M-Day Support RRNCOs are authorized to exceed the 179 day limitation of ADSW orders up to the end of FY or end of period of funding. The States/Territories must coordinate with the USPFO upon execution of funding. Funding distribution was completed on 1 Oct 05 and distributed through 2060/NGPA BA1 MDEP VFRE, AMSCO 1Z31200, and TDC DO1 to support this initiative.

d. Contractor Support to Fill Headquarters Staff Positions. NGB-ASM procured funding for States/Territories to hire contractors so that AGR positions could be moved to Line 32 RRNCO positions. These contractors will backfill headquarters staff positions

as required. The AGR staff NCOs will be redirected to perform Line 32 Production recruiting functions. Funding mechanism to support this initiative will be finalized in the first quarter of FY 06. The breakout dollar amount for each State/Territory will be distributed by NGB-ASM.

e. FTNGDSW Program (NGPA FARC BA-2). States/Territories were provided an initial distribution of funding to assist the Line 32 Production Recruiters on 1 Oct 05. The breakout dollar amount for each State/Territory was distributed by NGB-ASM. States/Territories may hire E-6s and below to perform recruiting missions assisting the Line 32 RRNCOs. Funding was distributed from 2060/NGPA BA2 MDEP FARC, AMSCO 2J310200.

4. Special Duty Assignment Pay (SDAP). Only enlisted Soldiers authorized and performing Line 32 Production duties qualify for SDAP. To qualify for SDAP, 10 percent Overage Redirected AGRs and GWOT R&R M-Day Support Recruiters must meet the basic conditions for award of SDAP as outlined in NGR 601-1, Chapter 9, para 9-16 and be qualified as a SQI4 (primary or secondary) or have a State waiver. The Chief, NGB delegates to each State/Territory Adjutant General authority to waiver authority to authorize SDAP for their Redirected AGRs and GWOT R&R M-Day Support Recruiters.

5. Annual Report. States/Territories will track and maintain a list of all eligible SDAP 10 percent Redirected AGRs and GWOT R&R M-Day Support Recruiter participants. This list will be submitted in an annual report to NGB-ASM-R NLT 15 Dec 05 for the previous FY. The format for the annual report is located on the NGB-ARH-S webpage at Guard Knowledge Online (GKO/ARNG/G1/NGB-ARH-S/AGR Information/ HelpfulTools/ Reports/SDAP Report).

6. Mandatory Full-Time Training for AGRs. AGR personnel are required to attend The Army Training System Courseware (TATS-C) configured schools per memorandum NGB-ARH (05-025), 25 Mar 05, subject: Professional Education Policy for Title 10 and 32 ARNG AGR Soldiers or current guidance. To ensure full utilization of R&R personnel, it is highly recommended that personnel under consideration for hire into any R&R AGR position attend necessary reserve component schools prior to hire. Education waivers are not authorized after hire into the AGR program.

7. Promotions. All AGR Soldiers who have been authorized to serve in temporary positions and who become eligible for promotion will be considered on a case-by-case basis. Requests for promotion should be forwarded through the NGB-ASM for verification and NGB-ARH for approval.

8. Points of contact are Colonel Richard Guzzetta, Chief, Army Strength Maintenance Division at DSN 327-5825, 703-607-5825 or richard.guzzetta@ngb.army.mil and Mr. Robert Rogers, Acting Division Chief, Personnel Policy and Readiness Division at DSN 327-5904, 703-607-5904 or robert.rogers@ngb.army.mil.

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