

STATE OF OHIO
ADJUTANT GENERAL'S DEPARTMENT
2825 West Dublin Granville Road
Columbus, Ohio 43235-2789

NGOH-HRO

15 February 2019

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Guidance for Ohio Army National Guard (OHARNG) Full-Time National Guard Duty (FTNGD) other than AGR and Counter-Drug (AGR/CD) support

1. REFERENCES. See Enclosure 1
2. PURPOSE. This correspondence establishes policy and prescribes procedures for FTNGD programs other than AGR/CD in support of the OHARNG. This policy supersedes all previous OHARNG FTNGD policies, guidance and procedures.
3. DEFINITIONS. See Enclosure 2
4. PURPOSE. The FTNGD program is not a career program and not a vehicle to provide entitlements for separation pay, sanctuary or retirement. This program provides skilled Soldiers to support existing or emerging OHARNG requirements.
 - a. Various operational support programs place Soldiers on FTNGD orders to support specific missions or projects for various lengths of time not to exceed 365 days. Soldiers may be assigned to a unit and simultaneously work for a "sponsor" unit or directorate with the mission or project. The Human Resources Office (HRO), G1, G2, G3, J3, G4, and G6 manage funds for these programs unless otherwise specified.
 - b. State laws and policies authorize National Guard members in either Title 32 or state active duty (SAD) status to support law enforcement agencies and are implemented through state plans and policies. Soldiers cannot concurrently serve on both State Active Duty (SAD) and FTNGD orders. FTNGD funding is identified for specific purposes; therefore, no member may perform duties in support of any other mission or operation than the one for which they were originally ordered into for active service. Individual circumstances should be considered before ordering FTNGDOS or ADOS members to support a SAD operation. A change of Military Duty Status can adversely affect certain benefits and entitlements (e.g. Medical Insurance, accrued leave, etc.) for the FTNDGOS (Title 32) or ADOS (Title 10) member and his/her dependents. If commanders determine that any FTNGDOS or ADOS member is required for the SAD mission, their S1 / FSS personnel should coordinate with the HRO AGR Office to mitigate the impact to the member's benefits: e.g. preservation of accrued leave balance; expedited transfer to Tricare Reserve Select for member and his/her dependent(s); etc.

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c. The Recruiting and Retention Program places Soldiers on FTNGD to support unit strength readiness requirements or for special duty in support of marketing or promotional events. Soldiers are attached to the Recruiting and Retention Battalion (RRB) for accountability and live within the commuting distance of their reporting stations, in accordance with the Joint Federal Travel Regulation and USPFO. The RRB Commander manages funds for this program.

5. PROCESS OVERVIEW. Soldiers nominated for FTNGD tour positions submit a complete FTNGD packet through their Sponsor (as defined in Enclosure 2) to the applicable program manager (G1, G2, G3, J3, G4, G6, HRO, etc.), in accordance with the FTNGD Packet Coversheet and Approval Process, no later than 15 days prior to the requested FTNGD tour start date. Program Managers (PMs) review packets, verify Soldier selection, validate fund availability and submit endorsed packets to the AGR Office (NGOH-HRO-M), no later than 5 days prior to the requested FTNGD tour start date. The FTNGD PM and delegate for the Director of HRO ensures FTNGD packets meet the administrative requirements. Program managers may not produce FTNGD orders until they have approval from the Director of Human Resources. Soldiers will not perform FTNGD without orders

6. RESPONSIBILITIES.

a. PMs are ultimately responsible and may be fiscally liable for selecting and authorizing Soldiers to enter FTNGD in their respective programs.

(1) PMs must understand the rules and procedures governing entitlements for Soldiers on FTNGD to ensure that their programs do not become anti-deficient (i.e., permanent change of station (PCS), temporary duty (TDY), transportation allowances, per-diem, leave, etc.).

(2) PMs must use appropriate funds for FTNGD travel requirements, in accordance with fiscal law and applicable Army or National Guard regulations, policies and guidance.

(3) PMs are required to ensure FTNGD personnel reside within the commuting distance of the FTNGD duty location, in accordance with the Joint Federal Travel Regulation and USPFO. Program managers considering Soldiers outside the local commuting distance must factor in the additional cost of applicable entitlements.

(4) PMs must review requests for schools over 30 days in length or those not related to the purpose of the FTNGD order, as this may result may result in a purpose violation. School requests over 30 days that require the member to remain on a pay

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order with the FTNGD program, are staffed from the PM, through the HRO, to the USPFO for final approval.

(5) PMs will produce FTNGD orders in AFCOS orders for the duration of the validated requirement, in accordance with applicable regulations and policies contingent upon funding. Program managers and appropriate administrative authorities must comply with orders and coding instructions listed below.

(a) PMs cannot issue orders for extended periods if it is known that Soldiers will need to have their orders curtailed during the tour.

(b) PMs cannot amend, curtail or divide orders to avoid paying for typical non-duty days (non-duty weekends, holidays, etc.) or to allow TDY entitlements not directly required by the mission.

(c) PMs cannot issue a series of short tour orders in order to save funds, eliminate entitlements or travel pay.

(d) PMs must use the appropriate program management codes (PMC) and type duty codes (TDC) to ensure proper accounting associated with the FTNGD.

(e) PMs will add the following statement to the additional instructions portion of all FTNGD tour orders; "Upon application, Soldiers are responsible to provide a full and accurate accounting of all active Service or full-time National Guard duty served before entry on FTNGD. Failure to do so may result in early termination of orders. Soldiers may submit a Department of the Army (DA) Form 1506, Statement of Service - For Computation of Length of Service for Pay Purposes, August 2007, to satisfy this requirement."

(f) PMs will add the following statement to all FTNGD orders; "This order is subject to the availability of funds."

(6) Prior to completing a "short tour" order, PMs are responsible to ensure Soldiers are not entering sanctuary, not receiving entitlements (consecutive orders with weekend breaks), etc. Travel entitlements and policies contained in this policy still apply to members on FTNGD short tour orders and strict adherence is each program manager's responsibility.

(7) PMs are required to coordinate a 31-day break in orders with the HRO-M for Soldiers with four or more continuous years of active service (in any program or component).

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(8) PMs will amend orders to end early if the SM does not have an approved leave plan 60 days prior to the end of the tour. The new end date will correspond to the number of days of leave that will be sold if not taken to remain in compliance with approved appropriated funding for that tour.

b. Sponsors are responsible for managing FTNGD Soldiers, in accordance with fiscal law, this policy, and applicable Army or National Guard regulations, policies and guidance.

(1) Sponsors are responsible for identifying Soldiers capable to fill available FTNGD positions required to accomplish missions.

(a) Sponsors will ensure the Soldier resides within commuting distance of their duty station. In order to place Soldiers on FTNGD orders who are outside the local commuting distance, the sponsor must request an exception to this policy and be prepared to fund a PCS move or travel entitlement outside local commuting distance.

(b) Sponsors will contact the PM and G3 training to coordinate orders and travel funding for courses.

(2) Sponsors are responsible for obtaining and compiling required documents in order to complete the FTNGD packet. They are responsible for tracking the progress and submitting the completed packet to the PM for signature verifying approval.

(3) Sponsors are responsible for managing Soldiers' leave, pay, and administrative requirements which may include evaluations, training management (to include APFT, schools, etc.), medical conditions and separation physicals. Soldiers performing duty on FTNGD orders have the active status program designator code of "6" in the Standard Installation/Division Personnel System (SIDPERS).

(a) Sponsors will coordinate or certify and submit pay to the Military Pay Office to initiate, certify and finalize FTNGD Soldier pay. Sponsors will certify orders for pay every 30 days.

(b) Sponsors will complete appropriate medical packet for Soldiers who develop medical conditions while on active Service. Coordinate with the State Surgeon to determine most appropriate packet based on SM conditions including Active Duty Medical Extension (ADME), Line of Duty (LOD), or incapacitation pay (INCAP). Sponsors must coordinate, track and manage FTNGD Soldier medical issues until resolution or entry into Physical Disability Evaluation System (PDES). All injuries, illnesses and/or diseases that required LOD investigations are completed prior to release from FTNGD.

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(c) Sponsors will prepare evaluations and or support forms to ensure that the performance of FTNGD Soldiers is captured. While on FTNGD orders, the Soldiers will follow active Army rules for evaluation reports IAW AR 623-3. Initial counseling will be conducted within 30 days. Soldiers on FTNGD orders and assigned to a different unit, should be rated on the performance with the sponsor and the unit chain of command throughout the entire rating period.

(d) Sponsors must ensure Soldiers performing a FTNGD tour (greater than 30 days) are afforded opportunities to take leave during the course of their tour. Sponsors will manage leave with the Full-Time Support Management Control System (FTSMCS) Leave Log to ensure all leave is expended before the end of the tour order.

(4) Sponsors must notify PM of any relevant Soldier personnel actions that may impact the FTNGD tour. Soldiers serving on FTNGD orders remain eligible for promotion in accordance with the Enlisted Promotion System (EPS) and Ohio Army National Guard Regulation (AGOR) 600-100. Sponsors must forward promotion orders to the appropriate PM to adjust funding.

(5) Sponsors will ensure that while Soldiers are performing a FTNGD tour they continue to meet Army standards (APFT, Weight, etc.).

c. Commanders must consider impacts to individual training, collective training and unit readiness, prior to approving Soldiers for FTNGD. There is no requirement that a Commander must release any Soldier.

(1) Soldiers on FTNGD orders perform duties required for the mission they were ordered to accomplish, consistent with Title 32 United States Code, Section 502(f). Soldiers on FTNGD orders may not travel to perform duties outside the Continental United States (OCONUS) unless otherwise specified on orders (Title 10).

(2) Soldiers on FTNGD orders are ineligible to respond to State Active Duty as a unit member unless the FTNGD order is terminated. Soldiers on a FTNGD tour order cannot concurrently serve on State Active Duty (SAD) orders.

(3) Company commanders will complete the Unit Release memo and obtain battalion level commander or designee endorsement.

(4) The DA Form 1379 is coded constructive credit while Soldier is on FTNGD orders.

(5) Company commanders will complete a health assessment and submit required documentation for short tour orders. The documentation signed by the unit commander should be retained in the individual Soldier file.

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(6) Chain of command must coordinate, track and manage Soldier medical issues until resolution or entry into PDES. All injuries, illnesses and/or diseases that required Line of Duty (LOO) investigations are completed prior to release from FTNGD.

d. Soldiers on FTNGD orders are expected to train with their units unless there is a specific FTNGD mission (see enclosure Unit Release Memo). All OHARNG Soldiers shall receive training pursuant to assignments and required readiness levels. The primary purpose of all training is the enhancement of individual skills and/or unit effectiveness.

(1) Soldiers must communicate all conflicting requirements with both the Sponsor and their organic unit.

(2) Soldiers will schedule leave to ensure that all leave is expended prior to the end of the FTNGD order. Soldiers may not roll over any accrued leave days between tours. If funding is not available due to a pending CRA or government shutdown, a break of service may occur and Soldier's leave are subject to cash out. This counts against the 60 days of leave Soldiers may sell in their military career. Soldiers that fail to have their full projected leave balance scheduled and approved by their sponsors in FTSMCS 60 days prior to the expiration of their tour will have their FTNGD tour order end dates amended and leave cashed out corresponding to the full projected leave balance.

(3) Soldiers must complete the APFT within six (6) months of the tour start date and every six (6) months when placed on orders of 180 days or longer.

(4) Soldiers performing FTNGD that accept a permanent full-time position in the OHARNG (AGR or Military Technician) must notify the sponsor and program manager immediately. Soldiers, sponsors and PMs must coordinate transition from FTNGD to permanent employment with the HRO.

(5) Soldiers performing FTNGD, who have, or develop, a medical issue, must inform their sponsor and commander immediately.

7. Eligibility requirements for initial or subsequent FTNGD tours.

a. The Soldier is a member of the OHARNG. Current temporary, indefinite or permanent dual-status military technicians must obtain documentation of supervisory endorsement of release for FTNGD tour as part of the packet submission. Supervisory endorsement is provided as decision support for the Chief of Staff (CoS) in making the military decision to place an individual on orders. All Technician packets must have the CoS approval.

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b. The Soldier is medically ready with a medical readiness classification (MRC) 1 or 2 on the individual medical readiness (IMR) report in MEDPROS. Soldiers classified MRC 3 with a permanent profile adjudicated by the Military Occupational Specialty (MOS) Administrative Retention Review (MAR2) process or PDES and found fit for retention in their primary MOS may be eligible for FTNGD with a memorandum endorsed by the State Surgeon's Office recommending approval for FTNGD service.

c. The Soldier must have a valid Physical Health Assessment (PHA) completed within 12 months of the requested FTNGD start date with no IMR deficiencies. Additionally, the PHA cannot expire during the requested tour. PHAs expire at 15 months. If the current PHA is expected to expire during the period of active service, a new PHA is required. Soldiers with temporary profiles and/or any unresolved medical issues are ineligible for initial FTNGD tours. Soldiers approved for subsequent FTNGD tours, without a break in service, may re-enter active service by completing the PHA process and meeting the medical retention standards of Chapter 3, AR 40-501.

d. The Soldier is not within six (6) months of mandatory removal (MRD) or expiration of term of service (ETS) on the report date of FTNGD orders.

e. The Soldier must not qualify for sanctuary as a result of a FTNGD order. Soldiers with 17 or more years of active service must have a waiver approved by the Director of the Army National Guard (DARNG) to be eligible for FTNGD duty.

f. The Soldier cannot qualify for separation pay as a result of a FTNGD order. Soldiers that complete six (6) or more continuous years of active service are entitled to separation pay. Qualification for separation pay is negated with at least a 31-day break prior to the end of the sixth year of continuous active service. Soldiers with four (4) or more continuous years of active service (in any program or component) are required to take at least a 31-day break in active service before subsequent orders are approved.

g. The Soldier is not under a suspension of favorable personnel actions (Flag), per AR 600-8-2.

h. The Soldier has a current passing Army Physical Fitness Test (APFT) within six (6) months of the start date of the tour, or 12 months for Soldiers on a short tour.

i. Female Soldiers must complete a negative pregnancy test 15 days before the requested FTNGD start date. Pregnancy disqualifies Soldiers from initial and subsequent FTNGD tours.

j. All Reserve Component (RC) personnel called to Active Service for 30 days or more must have a HIV-1 test two years before the requested FTNGD start date.

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8. APPLICATION PACKET. Documentation required for a tour packet is specified on the respective tour checklist. See Enclosures 3 (Long Tour Checklist) and 4 (Short Tour Checklist).

9. MEDICAL. Soldiers are required to have a complete separation history and physical examination (SHPE) prior to release from active service when serving for 180 days or more.

a. Soldiers with pre-existing medical conditions that do not meet the medical retention standards of AR 40-501 identified within the first 25 days of their FTNGD tour or 29 day short tour, are released from active service (REFRAD) immediately. Sponsors requesting release from active service under these circumstances must notify the Soldier, in writing, that they are released no later than 29 days after the start of the FTNGD tour. Sponsors forward the request with justification to the AGR office. The AGR office staffs the request to the decision authority. The AGR office notifies the sponsors, PMs and organic units of assignment of the final decision. Sponsor notifies Soldiers of the final decision. PMs curtail FTNGD orders no later than 29 days after the start of the FTNGD tour.

b. For Soldiers with unresolved medical issues approaching the end of their FTNGD tour, sponsors must request a review by the State Surgeon to determine eligibility for a subsequent tour. The State Surgeon office will review the packet to determine if there is another more appropriate order type to reach disposition for the medical issue. FTNGD orders will not be revoked, amended, or extended for the purposes of managing temporary medical issues. Sponsors must coordinate with their Brigade Medical Readiness Team, the State Surgeon's Office, and the Health Services Office for requirements and procedures regarding these programs. Sponsors are responsible for initiating and submitting requirements/packets for these programs. Completed LOD determinations are a critical component for entry into these medical programs.

c. Female Soldiers that become pregnant while serving on a FTNGD tour or short tour, may volunteer for continued duty for the remainder of the current tour orders only. The needs of the OHARNG determine continued service. The OHARNG may release pregnant Soldiers from FTNGD. Pregnancy disqualifies Soldiers for subsequent FTNGD tours. Pregnant Soldiers are counseled in accordance with AR 135-91. Pregnant Soldiers released from FTNGD under this policy may seek medical care as a former female member, in accordance with AR 40-400.

10. INVOLUNTARY EARLY RELEASE FROM FTNGD. Sponsors or PMs may involuntarily release FTNGD tour Soldiers. Sponsors must notify Soldiers recommended for release, in writing, with detailed reasons, a minimum of 15 days prior to the proposed release date. Soldiers have five working days to submit a written rebuttal to the Sponsor regarding the proposed action. Soldiers may submit a written request for

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voluntary early release in lieu of involuntary early release. Sponsors forward written recommendation and Soldier's rebuttal, through the supervisory chain, to the AGR office. The AGR office staffs the recommendation and rebuttal to the HRO and The Adjutant General (TAG). The AGR office notifies sponsors, PMs and organic units of assignment of the final decision. Sponsors notify recommended Soldiers of the final decision. PMs curtail FTNGD orders, in accordance with the approved involuntary release, NLT 30 days after notification of the final decision or the original termination date of the tour, whichever occurs first. Grounds for involuntary early release from FTNGD tour include but are not limited to those listed below.

- a. The Soldier's conduct, degree of efficiency or performance is seriously deficient.
- b. Appropriate authority curtails available FTNGD program funds.
- c. The Soldier's grade is inappropriate for the required FTNGD position or required tasks.

(1) Soldiers promoted or appointed to a higher grade based on their organic unit assignment and no longer grade compatible with required FTNGD duties in accordance with AR 611-21.

(2) Soldiers assigned to a position causing a "grade inversion" where the supervising sponsor is junior in grade to the Soldier.

(3) A change in mission requirements eliminates the requirement for the Soldier's skills or grade.

- d. The Soldier failed to disclose material and pertinent information.

11. Voluntary Release from FTNGD. Soldiers may request voluntary early release from their FTNGD tour. Soldiers submit a written request to include the reason for early release, the effective date and plan to use all accrued leave. Soldiers submit these requests through the sponsor and PM for approval. The sponsor must send amended orders to Milpay to end Soldier's pay.

12. Upon the Soldier's request, the G1 office issues appropriate separation documents to Soldiers that complete or are released from FTNGD tours. The G1 office issues DD Form 214, Certificate of Release or Discharge from Active Duty for periods of FTNGD-OS greater than or equal to 90 days and DD Form 220, Active Duty Report for periods less than 90 days.

13. Requests for exception to policy are submitted, in writing, with compelling justification, through command channels and PM to the AGR office, no later than 60-

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days prior to the requested FTNGD start date for staffing to the approval authority. Late requests are returned without action.

14. Point of contact for this policy is CW5 Lee W. Scott at 614-336-7431 or lee.w.scott.mil@mail.mil.

FOR THE ADJUTANT GENERAL:

A handwritten signature in black ink, appearing to read 'G. J. Betts', with a large, sweeping flourish above the name.

GREGORY J. BETTS
Colonel, AG, OHARNG
Director of Manpower and Personnel, J1

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REFERENCES - Enclosure 1

- a. Memorandum, ARNG-HRH, 16 May 2013, Subject: Guidance for FTNGD-OS Performed Pursuant to Title 32 United States Code, Section 502(f), other than AGR/CD (PPOM #13-020).
- b. Memorandum, ARNG-HRH, 18 August 2017, Subject: Separation History and Physical Examination (SHPE) Implementation (PPOM #17-039).
- c. Ohio National Guard USPFO Memorandum, SUBJECT: Change to Local Commuting Distance, 17 September 2013.
- d. DoDI 1215.06, 11 March 2014, Incorporating Change 1, Effective May 19, 2015. Subject: Uniform Reserve, Training and retirement categories.
- e. Memorandum, NGB, Subject: Army National Guard Active Guard Reserve Program Guidance (ARNG-HRH Policy Memorandum 11-066) 10 November 2011.
- f. AR 623-3, Evaluation Reporting System, 4 November 2015.
- g. CNGBI 1302.01, 23 April 2012 Certified as Current 12 July 2017, Guidance for members performing duty under the authority of 32 USC 502(f).
- h. AR 637-2, Separation Pay (Non-disability) and Levels of Payment, 9 October 2018.
- i. NGR 500-5 / ANGI 10-208, National Guard Domestic Law Enforcement Support and Mission Assurance Operations, August 18, 2010

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DEFINITIONS - Enclosure 2

1. Duty Status and Usage - Duty statuses are related to the primary mission purpose. This guidance extends to all Commanders, Service members in a Full-Time National Guard Duty (FTNGD) status, Military Technicians, and Service members performing active service for training and operational support. Certain aspects of this policy are more restrictive than Service policies, DoD policies, or Federal law, to assist Army National Guard (ARNG) with proper management and fiscal controls.
2. A "tour" is a temporary period of FTNGD between 30-365 days. All tour orders require a FTNGD packet submitted and approved through the HRO-M office before an AFCOS order is produced by the Program Manager (PM).
3. A "short tour" is an active order less than 29 days and greater than four days in length, which doesn't require a full FTNGD packet. TDCs such as 315 and certain active duty fund accounts apply to short tour missions. Temporary duty such as schools, Annual Training, IDTs, and active duty orders, 72 hours or less require a Commander's health assessment completed and signed by the unit commander, prior to starting an order.
4. Commuting distance. Commuting distance is defined as 75 miles one way (reference c). Soldiers on FTNGD orders will not receive any additional entitlements to travel to or from their assigned units for IDT.
5. Separation Pay - Separation Pay is a lump sum payment provided to eligible regular and Reserve Component (RC) Soldiers involuntarily discharged or released from active service (AD) or active service short of retirement eligibility. Soldiers that complete six or more continuous years of active service are entitled to separation pay. Qualification for separation pay is negated with at least a 31-day break prior to the end of the sixth year of continuous active service.
6. Inactive Duty Training (IDT). Authorized training performed by Service members of a Reserve Component (such as the National Guard), not on Active Duty, and performed in connection with the prescribed activities of the Reserve Component of which they are a member. It consists of regularly scheduled unit training periods, additional IDT periods, and equivalent training. All IDT shall be used to provide structured individual and/or unit training, or educational courses, other than correspondence courses, to National Guard members. Support to mission requirements, (i.e., operational support) may occur as a consequence of performing IDT.
7. Active Duty for Operational Support (ADOS) (Title 10) is an authorized voluntary tour of AD, other than AGR duty, performed pursuant to section 12301(d) of United States Code (10 U.S.C.) and ADT performed at the request of an organizational or

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operational commander, or as a result of reimbursable funding. All ADOS is funded through applicable military or Reserve personnel appropriations (ADOS-AC funded or ADOS-RC funded) to support AC or RC programs, respectively. The purpose of ADOS is to provide the necessary skilled manpower assets to support existing or emerging requirements. At this time, ADOS is strictly used as a Title 10 order that occasionally, OHARNG members elect to volunteer for duty inside the Continental United States (CONUS) (NGB, training installations, etc.). The use of "ADOS" is not correct when referring to FTNGD orders within the state of Ohio.

8. Full-Time National Guard Duty (FTNGD) is training or other duty, other than inactive duty, performed by a member of the Army National Guard of the United States pursuant to section 316, 502, 503, 504, or 505 of 32 U.S.C. for which the member is entitled to pay from the United States or for which the member has waived pay from the United States.

a. Full-Time National Guard Duty-Annual Training (FTNGD-AT) (T32) is the minimum period of full-time military training that National Guard members must perform each year to satisfy the training requirements associated with their RC assignment. The primary purpose of AT is to provide individual and/or unit readiness training. Support to mission requirements, i.e., operational support, may occur as a consequence of performing AT. National Guard units are required to perform full-time military training (in FTNGD status) for at least 15 days each year including travel time pursuant to section 502 of 32 U.S.C.

b. Full-Time National Guard-Other Training Duty (FTNGD-OTD) (T32) is authorized full-time military training, other than IADT or AT, that provides all other structured training, to include on the job training, for individuals or units to enhance proficiency. The OTO is authorized to provide for full-time attendance at organized and planned specialized skill training, refresher and proficiency training, and professional development education programs. It is used to support RC members in obtaining the necessary skills and disciplines to achieve required readiness standards. National Guard personnel, who are not employed as military technicians, shall receive priority consideration for such training.

c. Full-Time National Guard-Other Training (FTNGD-OT) (T32) performed in support of a training mission or operational mission, resulting in the Service member or unit accomplishing training clearly supporting the unit Mission Essential Task List (METL), through an unstructured training platform. The 1095 rule does not apply when OT is performed under the authority of reference a, Section 502(f)(1) for less than three years.

(1) OT in Support of a Training Mission. Used under the authority of reference a, Section 502(f)(1) for duties that generally appear operational in nature but are required for training mission to be conducted. Any request for a unit or Service member

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to conduct training in order to benefit an operational mission must detail how training is provided and correlate specifically with the unit's Federal METL. Training should be properly validated and documented to support any potential audit. Operations that may occur as a consequence of a training mission when training is conducted:

(a) Are clearly embedded within a unit's submitted yearly training plan, with flexibility to utilize an operations event to enhance training.

(b) Are clearly supporting a unit's established METL.

(c) Does not require non-reimbursable funding beyond normal obligations.

(2) OT in Support of an Operational Mission. Used under the authority of reference a, Section 502(f)(2) when the purpose of the mission is clearly operational and does not meet the conditions described in paragraph 3.f.(1) above. This duty may result in an unstructured training benefit to the unit or Service member performing the duty. This is a reimbursable status unless reimbursement is waived in accordance with reference 1b. All duty performed in 502(f)(2) requires approval in writing by the Secretary of Defense or the President.

d. Full-Time National Guard-Operation Support (FTNGD-OS) (T32) is to provide the necessary skilled manpower assets to support existing or emerging requirements pursuant to section 502(f) of 32 U.S.C. Authorization of FTNGD-OS shall be managed pursuant to Directives established by the Secretaries of the Army and Air Force.

9. Operational Support duty is a category of voluntary duty used to provide RC support to operations and mission requirements. It includes active duty, other than Active Guard and Reserve duty, pursuant to section 12301(d) of 10 U.S.C.; full-time National Guard duty, other than Active Guard and Reserve duty, pursuant to section 502(f) of 32 U.S.C.; and active duty for training performed at the request of an organizational or operational commander, or as a result of reimbursable funding. It does not include AD performed as an AGR, FTNGD performed as an AGR, or FTNGD performed in support of counter-drug operations.

10. Sponsor – The sponsor is the unit or directorate that the Soldier will be working for while on FTNGD orders.