

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

NGOH-HRZ-A

27 July 2018

MEMORANDUM FOR All Commanders of the Ohio Air National Guard

SUBJECT: Off-Duty Employment for Active Guard Reserve

1. According to Air National Guard Instruction 36-101, Airmen serving on Active Guard Reserve (AGR) status, under Title 32 United States Code (U.S.C.), will not have secondary or "off-duty" employment without the knowledge, consent and approval of their commander.
2. Commanders must ensure that off-duty employment (both part-time and full-time) of AGR Airmen is in compliance with the provisions of Department of Defense Directive 5500.7, *Standards of Conduct*. Commanders must maintain a copy of written approval for all AGR Airmen on Air Force Form 3902, *Application and Approval for Off-Duty Employment*. The completed form will be sent to the AGR Manager by the approving commander or commander's staff
3. Mission needs must be the guiding force behind approval of outside employment. Due to possible conflicts of interest, AGR Airmen must not be employed as State civilian employees (temporary or permanent).
4. Questions regarding this memorandum may be directed to Ms. Bethany Trona-Farler, State Active Guard Reserve Manager, at (614) 336-6000 Ext. 2010.



JOSEPH F. LOGAN, Lt Col, ANG
Vice Director of Manpower & Personnel, J1