

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

MEMORANDUM FOR NGOH-HRO

SUBJECT: Officer Control Grade Validation for Promotion Eligibility

**1. COMMANDER:**

Wing

Rank

Requested Service Member

Squadron

**2. WING COMMANDER:**

**3. HRO/ AIR AGR MANAGER:**

**Control Grade:**

**FORM MUST BE SUBMITTED WITH PROMOTION PACKAGE TO A1. PACKAGES WITHOUT  
APPROVED FORM WILL BE RETURNED WITHOUT ACTION.**