



RHODE ISLAND NATIONAL GUARD
JOINT FORCE HEADQUARTERS
COMMAND READINESS CENTER
645 NEW LONDON AVENUE
CRANSTON, RHODE ISLAND 02920-3097

NGRI-MPO

5 June 2019

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: G1 Policy Letter #19-02, Unit Vacancies for Sergeant through Sergeant Major

1. References: NGR 600-200 Enlisted Personnel Management, dated 31 July 2009.
2. This policy supersedes J1 Policy Letter #16-11, dated 19 December 2016.
3. Unit commanders are responsible for filling unit vacancies in a timely manner. Senior grade positions are to be filled without delay. Coordination must be made with NGRI-MPO-EPM when a vacant position is not filled within **15 days**. In accordance with NGR 600-200, chapter 4, paragraph 4-10c, failure to fill unit vacancies in a timely manner authorizes the MPMO/G1 to fill vacancies without the commander's consent. Commanders will fill unit vacancies utilizing the following sequence in order as they appear:
 - a. Priority Placement List; (Soldiers displaced by reorganization/deactivation or promoted during mobilization without a valid unit vacancy);
 - b. Excess personnel;
 - c. Lateral assignment;
 - d. Enlisted Promotion System; and
 - e. Selection by hiring board (AGR only) upon exhausting a-d above.
4. The primary goal of enlisted management is to satisfy the personnel requirements of the RIARNG by placing Soldiers in positions that require the skills, knowledge, and abilities as shown by their PMOS, SMOS or AMOS. Secondary goals are to provide policies on personnel utilization that strengthen and broaden MOS qualifications and prepare Soldiers for career progression.


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5. Commanders, leaders, and unit administrators maintain constant vigilance on identifying and assigning Soldiers not properly utilized for reassignment. Units strictly follow this process, ensuring a fair and equitable system of filling enlisted vacancies throughout the Rhode Island National Guard.

6. Any questions may be directed to SGM Joseph F. Jenkins at 401-275-4137.

FOR THE COMMANDER:


LISA MERIWETHER
COL, GS
G1