

G1 SUMMIT



**Joint Force Headquarters – Rhode Island
12-13 September 2024**



Officer Personnel Management

CPT Rebecca J. Gard

401-275-4186

rebecca.j.gard.mil@army.mil



Officer Personnel Management



- Career Data Analysis/Guidance
- Technical Advisor
- Monitor and Establish State Guidelines for Officer/Warrant Officer Actions
- Educate the Field



Officer Personnel Management



All Officer/Warrant Officer Specific Actions to Include:

- State Federal Recognition Boards
- Accessions
- Promotions – “Automatic,” DA, and UVP
- ISTs/Transfers to/from USAR/AD
- Retirements/Resignations
- Branch Transfers
- State Orders & Memos (AvIP, Awards, SSI/AOC/FA)
- Officer/Warrant Officer UMR Moves



Federal Recognition



What is it?

When is it required?

How does that impact the RING and our Officers and Warrant Officers?



Federal Recognition

“Federal Recognition is the acknowledgment by the Federal Government that an Officer or Warrant Officer who is appointed, promoted, or transferred to an authorized grade and position vacancy in the RIARNG meets the requirements prescribed by law and regulations.”

- | | | |
|------------------------------|---|---------------|
| • Appointments | } | Dates of Rank |
| • Promotions | | Pay |
| • Specialty Branch Transfers | | Deployability |



Federal Recognition

“Under 32 USC 307, a board of officers will be convened to determine whether applicants for federal recognition meet the medical, moral, and professional qualifications to perform the duties of the grade and position for which examined. A commissioned or warrant officer who is federally recognized is tendered an appointment as a Reserve commissioned officer of the Army with assignment to the ARNG (10 USC 12211)”

State Federal Recognition Board (FRB)



Officer Promotions



- “Automatic”
- Unit Vacancy
- Department of the Army Promotion Selection Board



Officer Promotions: Automatic



WO1 to CW2

- Min Time in Grade (TIG) = 2 years
- WOBC Complete

2LT to 1LT

- Min Time in Grade (TIG) = 18 months
- BOLC Complete
 - Exception: AVN 2LTs
 - 24 months TIG if enrolled in Flight School OBC/not flagged.

Packet to OPM: NGB 78, 1059, ACFT, IMR



Officer Promotions: Checklist



Use for All Officer/WO Promotions

- CPT – COL and CW2 – CW5
- Fill out admin data at top
- Return with packet
- Routing slip signed by Chain of Command and recommend approval



OFFICER PROMOTION CHECKLIST (CPT-COL) and (CW3-CW5)



Name & Rank: DODID:

Type of Promotion Request: Unit Vacancy DA Select Warrant Officer

Unit & Point of Contact: Phone:

Email: Date:

Required Documents	Notes
<input type="checkbox"/> Federal Recognition Routing Slip	Must be recommended for approval through Chain of Command.
<input type="checkbox"/> DA Form 705s	Provide history of last three APFT/ACFTs. Most recent ACFT must be within one year of State FRB. DTMS screenshot is also acceptable (pdf format).
<input type="checkbox"/> Verification of Height and Weight	DA Form 5500/5501, HT/WT statement signed by unit representative, and DTMS screenshot are all acceptable. Date of HT/WT must be within one year of State FRB.
<input type="checkbox"/> Commander Promotion Recommendation Memorandum	Ensure ACFT, PHA, and HT/WT information matches supporting documents. See promotion recommendation memo template for additional guidance.
<input type="checkbox"/> Permanent Change of Assignment Order	IPPS-A Order assigning officer into the position in which they are being considered for promotion
<input type="checkbox"/> UMR Extract	Must show officer qualified and in the position in which they are being considered for promotion
<input type="checkbox"/> Medical Documentation	Copy of Individual Medical Readiness (IMR) Record. PHA must be dated within one year of State FRB. Medical requirements indicating a past due or "Red" status must be made current. Any current temporary or permanent profiles must be included if indicated on IMR.
<input type="checkbox"/> DA 1059	For last completed level of Professional Military Education
<input type="checkbox"/> Security Clearance Verification Memo	Memo must be dated within 6 months of the State FRB. Clearance must be dated within five years and indicate Continuous Enrollment/Vetting.
<input type="checkbox"/> Last Three OERs*	Most recent OER must be within one year of State FRB.
<input type="checkbox"/> Officer Record Brief (ORB)*	Officer must ensure Selection Board ORB is validated. https://amgg1.ngb.army.mil/v3/SelfService/CareerCenter/Home.aspx
<input type="checkbox"/> DA Selection Memorandum	DA Select Promotions Only
<input type="checkbox"/> Professional License	Medical Credential/License or Certification & Privileging Docs (AMEDD Only). Certificate of Good Standing (JAG Only).

*Not Required for DA Promotions.



Officer Promotions: Eligibility



- Minimum Time in Grade (TIG)
- MILED/Civ Ed Qualified
- Secret Security Clearance
- Recommended by Commander
- Approved by State Chain of Command
- Current ACFT, HT/WT, IMR
- Recommended by State Federal Recognition Board (FRB) if applic.
- Top Performer



Officer Promotions: Unit Vacancy



What is a Unit Vacancy Promotion?

- Officer has met all eligibility requirements
- Officer is slotted in higher graded UMR position and Branch Qualified
- Officer has not entered DA Promotion Board cycle
- Top Performer

Packets approved by State Chain of Command are reviewed by State Federal Recognition Board (FRB)

- FRB recommends approval/disapproval



Officer Promotions: Unit Vacancy



Minimum TIG in Lower Grade:

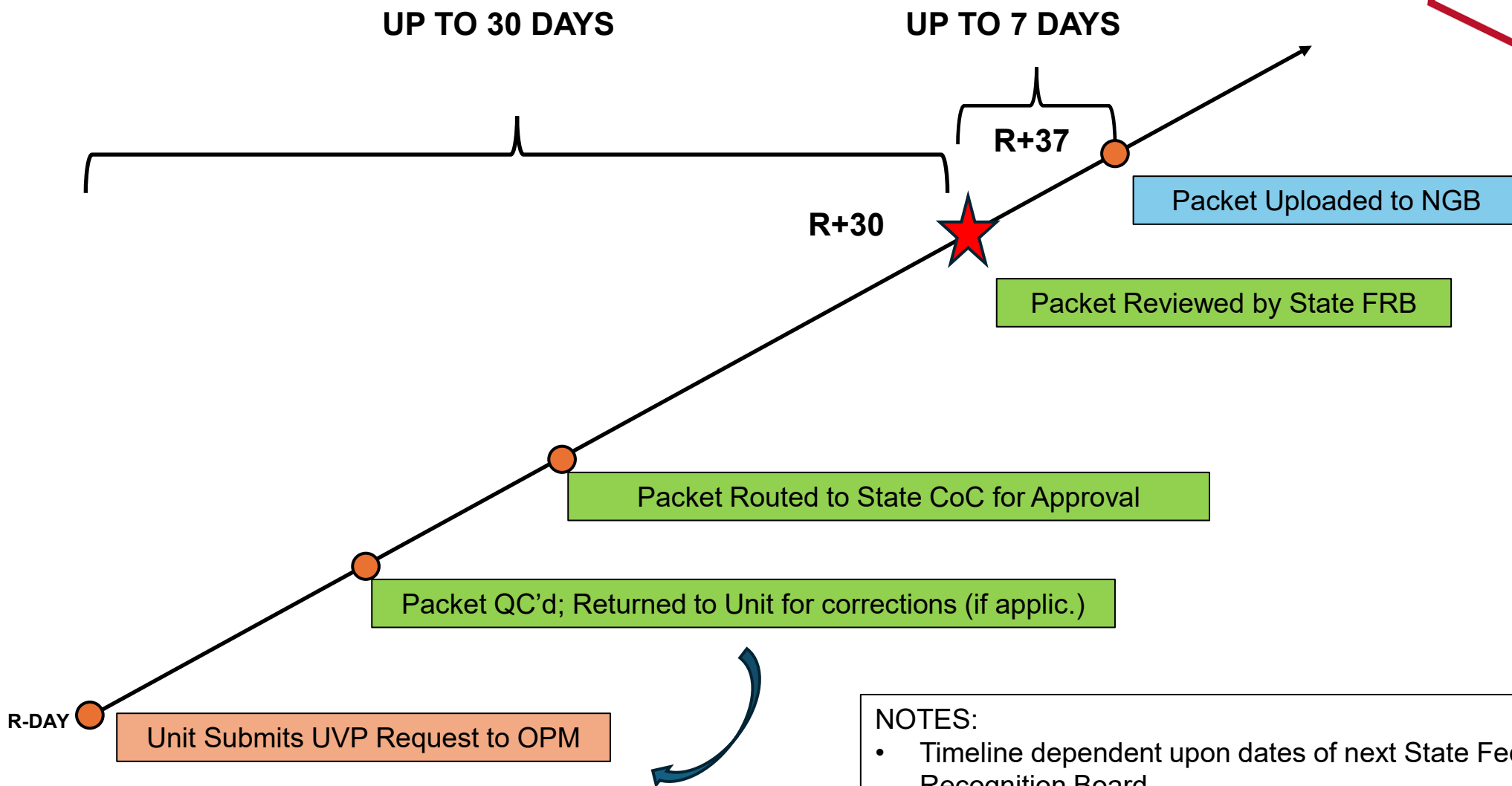
- | | | | |
|--------------|----------------------|--------------|----------------------|
| • 2LT to 1LT | 18 months | • WO1 to CW2 | 2 years |
| • 1LT to CPT | 2 years | • CW2 to CW3 | 4 years ⁺ |
| • CPT to MAJ | 4 years | • CW3 to CW4 | 5 years ⁺ |
| • MAJ to LTC | 4 years | • CW4 to CW5 | 5 years |
| • LTC to COL | 4 years [*] | | |

*PPOM 23-027: Min TIG increased to 4 years

⁺PPOM 19-029 updated min. TIG



Unit Vacancy Promotions - State

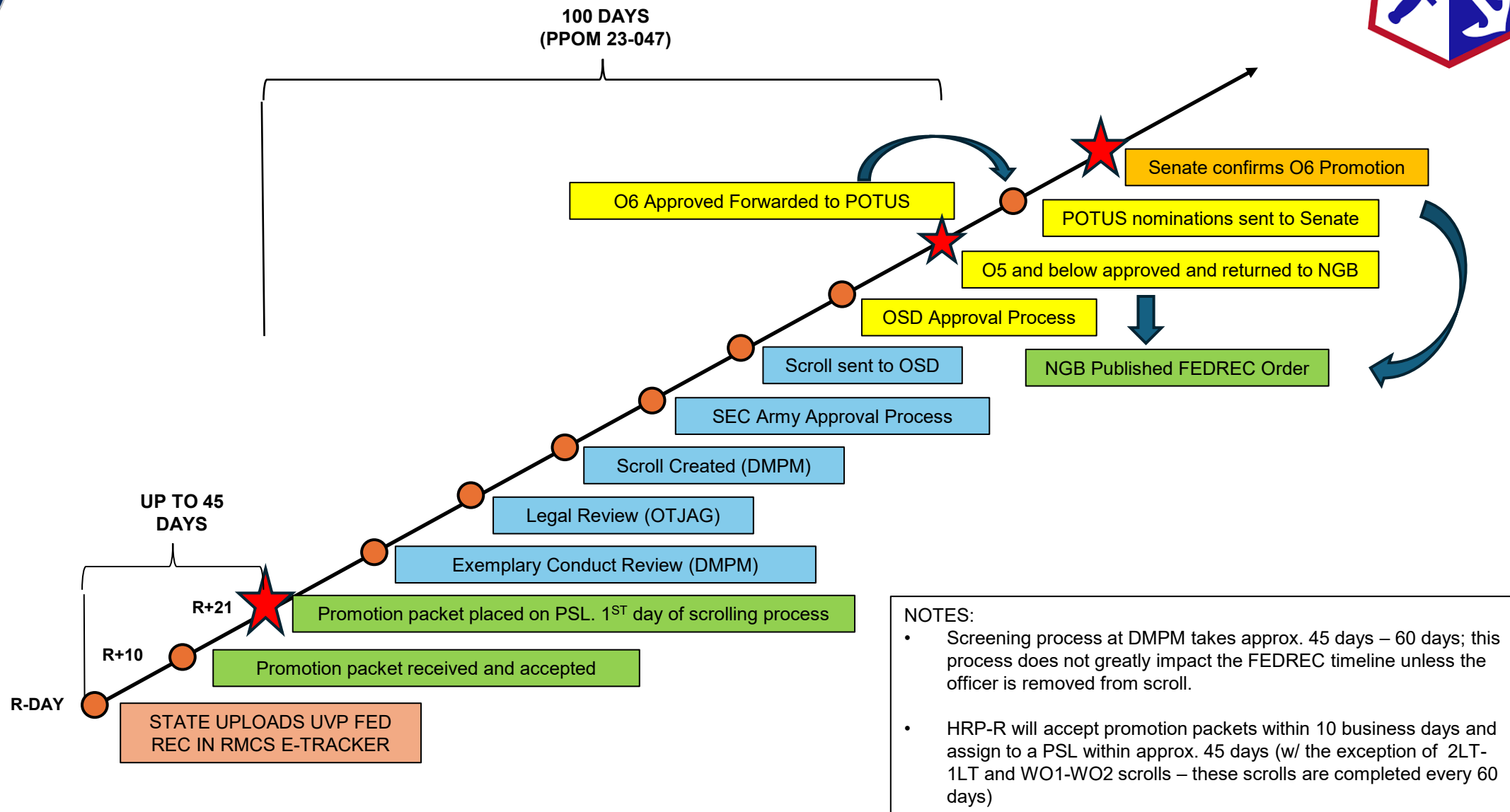


NOTES:

- Timeline dependent upon dates of next State Federal Recognition Board.
- All Packets due NLT one week prior to next State FRB.



Unit Vacancy Promotions - NGB, HQDA and SECDEF





Officer Promotions: UVP



Notes:

- Requires State FRB
- Requires approval through State Chain of Command prior to being sent to State FRB
- OERs and ORB
- Minimum TIG



Officer Promotions: DA Promo Board



What is a DA Promotion Board?

- Department of the Army will consider commissioned officers for promotion one year prior to their Max TIG
- DA Promotion Boards held annually
- Review officer's records
- Rack and Stack
- Select for promotion or non-select
 - Non-select due to not being educationally qualified (civilian or mil)
 - AR 135-155 Ch 2-6 Information provided to boards:
 - a.(1)(e): The maximum number of officers to be selected from each competitive category



Officer Promotions: DA Promo Board



Maximum TIG in Lower Grade

1LT to CPT	5 years
CPT to MAJ	7 years
MAJ to LTC	7 years
LTC to COL	6 years*

*Announced annually

Department of the Army will consider commissioned officers for promotion one year prior to their Max TIG



Officer Promotions: DA Promo Board



FY2025 DA Reserve Component Board Schedule (as of 20240722)									
DATES MAY CHANGE DUE TO THE MILPER MESSAGES PER THE ARMY DA SECRETARIAT									
BOARD	Zone of Consideration	UVP Deadline	Board File Opens Officers	Estimated ORB Pull Dates	Education waivers in IPPS-A CUTOFF NGB HRH OFF Policy	Letter to the President CUTOFF	Board File Closes to Officer	DA Board Convenes	DA Board Recesses
* RC COL CH PSB	≤ 31-Mar-20	10-Apr-24	29-Jul-24	29-Jul-24 24-SEP-24	No Education Waiver Authorized	27-Sep-24	27-Sep-24	7-Oct-24	10-Oct-24
* RC LTC CH PSB & MAJ CH SELCON	≤ 30-Jun-19	9-Jun-24	29-Jul-24	29-Jul-24 24-Sep-24	16-Aug-24	27-Sep-24	27-Sep-24	7-Oct-24	10-Oct-24
RC COL APL PSB	≤ 30-Sep-19	5-Jun-24	3-Oct-24	3-Oct-24 19-Nov-24	No Education Waiver Authorized	22-Nov-24	22-Nov-24	2-Dec-24	15-Dec-24
RC LTC APL PSB & MAJ APL SELCON	≤ 31-Mar-20	24-Sep-24	23-Nov-24	23-Nov-24 9-Jan-25	23-Nov-24	12-Jan-25	12-Jan-25	22-Jan-25	7-Feb-25
RC MAJ CH PSB & CPT CH SELCON	≤ 31-Aug-19	13-Oct-24	12-Dec-24	12-Dec-24 28-Jan-25	12-Dec-24	31-Jan-25	31-Jan-25	10-Feb-25	13-Feb-25
RC MAJ APL PSB CPT APL SELCON	≤ 31-Aug-19	27-Oct-24	26-Dec-24	26-Dec-24 11-Feb-25	26-Dec-24	14-Feb-25	14-Feb-25	24-Feb-25	21-Mar-25
RC COL AMEDD PSB	≤ 31-Jan-21	5-Sep-24	3-Jan-25	3-Jan-25 19-Feb-25	3-Jan-25	22-Feb-25	22-Feb-25	4-Mar-25	21-Mar-25
RC LTC AMEDD PSB & MAJ AMEDD SELCON	≤ 31-Mar-20	4-Nov-24	3-Jan-25	3-Jan-25 19-Feb-25	3-Jan-25	22-Feb-25	22-Feb-25	4-Mar-25	21-Mar-25
RC MAJ AMEDD PSB & CPT AMEDD SELCON	≤ 31-Aug-19	2-Dec-24	31-Jan-25	31-Jan-25 19-Mar-25	31-Jan-25	22-Mar-25	22-Mar-25	1-Apr-25	18-Apr-25
RC CPT AMEDD PSB	≤ 31-Aug-21	2-Dec-24	31-Jan-25	31-Jan-25 19-Mar-25	No Education Waiver Authorized	22-Mar-25	22-Mar-25	1-Apr-25	18-Apr-25
RC CPT APL PSB	≤ 31-Aug-21	29-Dec-24	27-Feb-25	27-Feb-25 15-Apr-25	CIVED ONLY 27-Feb-25	18-Apr-25	18-Apr-25	28-Apr-25	9-May-25

*Dates changed from 20240614 DA RC Board Schedule

7/22/2024



Officer Promotions: DA Promo Board



Selection by DA Board \neq Promoted

- *Recommended* for Promotion
- "f. Promotion lists are subject to additional administrative review and are not to be construed as promotion orders." -AR 135-155
- "d. Upon notification of DA Board selection for promotion, the State will validate the officer meets all promotion criteria as listed in ...this publication, then submit the following documents to NGB." - NGR 600-100
 - See Officer Promotion Checklist



Officer Promotions: DA Promo Board



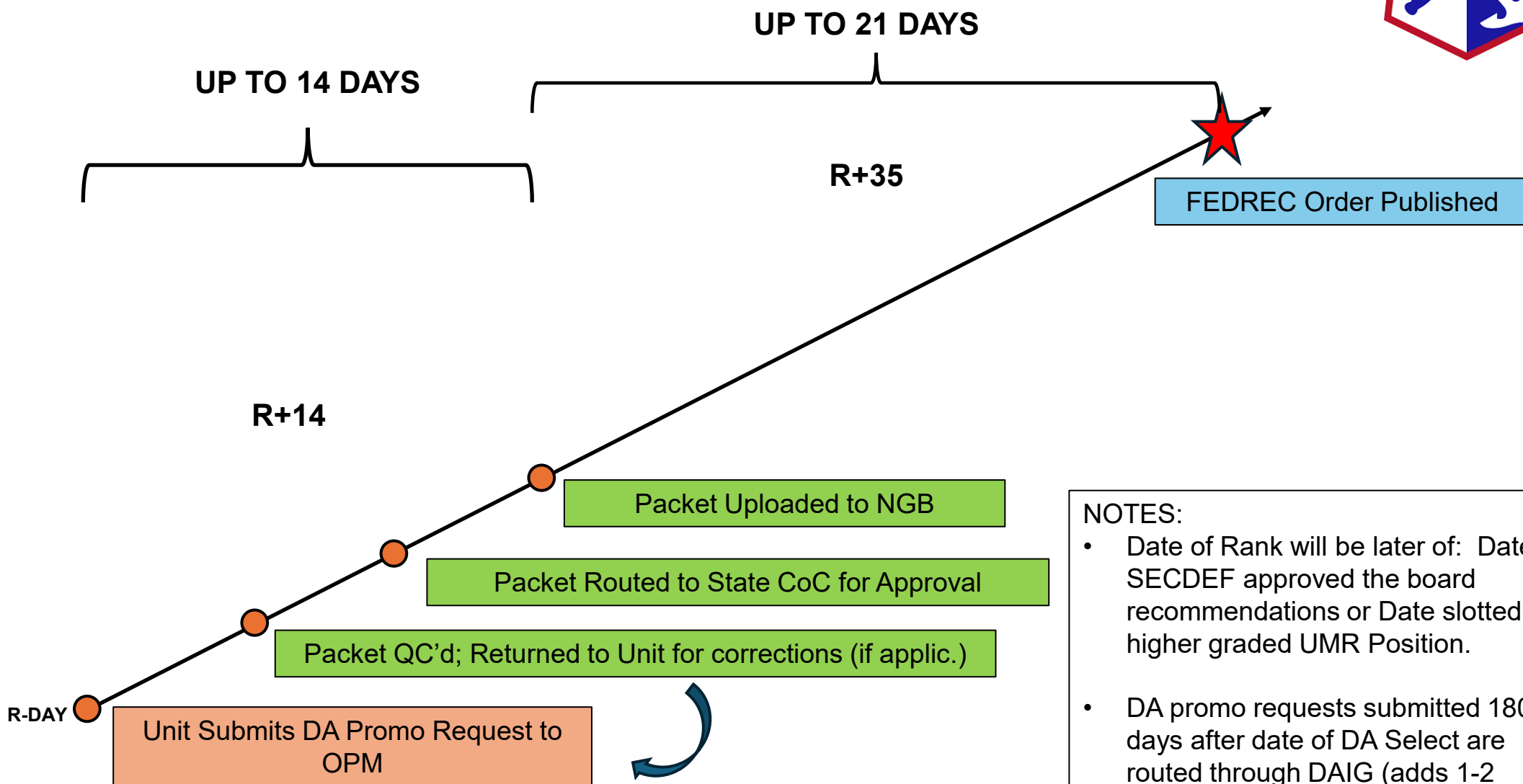
Process DA Promotion Selection:

- Slotted in higher graded UMR position* and Branch Qualified
- Secret Security Clearance
- Recommended by Commander
- Current ACFT, HT/WT, IMR
- Packet IAW Promotion checklist submitted through CoC

*Exceptions apply to AMEDD, JAG, and Chaplain Corps officers.



DA Promotions - State / NGB



- NOTES:
- Date of Rank will be later of: Date SECDEF approved the board recommendations or Date slotted in higher graded UMR Position.
 - DA promo requests submitted 180+ days after date of DA Select are routed through DAIG (adds 1-2 months)



Officer Promotions: DA Promo Board



Notes:

- Does not require State FRB
- Requires approval through State Chain of Command prior to being sent to NGB for federal recognition
- Once in DA Promo process, no going back to UVP
- Special Selection Board – for officers erroneously omitted or a material error/oversight existed in officer's records



Officer Promotions: DA Promo Board



Non-Select:

- Two-time non-select (2XNS) Officers may be approved for selective continuation (SELCON).
 - Length of continued service based on rank and years of service

Non-Select & Not SELCON:

- Length of continued service based on rank and years of service

Can still be reviewed again and recommended by a DA Promotion Board



Transfers and Separations



- Transfers ← New Checklist w/ Templates
 - Interstate Transfers (ISTs)
 - Interservice Transfers (ISRs)
- Separations
 - Retirements ← New Memo Template
 - Resignations
 - Administrative



Transfers and Separations



- IST/ISR Checklist
 - Accompany all Packets
- Templates
 - 4856
 - 4187
 - Officer Request Memo

Desired End State

- Ease of Use
- Consistency
- Additional Guidance



OFFICER INTERSTATE TRANSFER (IST)/ INTER-SERVICE TRANSFER (ISR) CHECKLIST



Checklist Must Accompany All Packets

Name & Rank: _____ DODID: _____
Type of Request: Interstate Transfer State: _____
 Inter-Service Transfer Branch: _____ Component: _____
Unit & Point of Contact: _____ Phone: _____
Email: _____ Date: _____

Required Documents	Notes
<input type="checkbox"/> Federal Recognition Routing Slip	Must be recommended for approval through and signed by the Chain of Command.
<input type="checkbox"/> Officer Request Memo	Officer/Warrant Officer requesting transfer will complete and sign the request memo. Template available on G1 OPM SharePoint (CAC log-in required).
<input type="checkbox"/> Personnel Action Request	DA Form 4187. Completed in full, signed by Officer, and routed through Chain of Command. Template available on G1 OPM SharePoint (CAC log-in required).
<input type="checkbox"/> Officer Counseling Form	DA Form 4856. Completed and signed by Officer/ Warrant Officer requesting transfer and commander. Template available on G1 OPM SharePoint (CAC log-in required).
<input type="checkbox"/> Medical Documentation	Copy of Individual Medical Readiness (IMR) Record. Must indicate a PHA was completed within the past 12 months and not on a temporary profile. Aviators must provide an approved flight physical within the past 12 months.
<input type="checkbox"/> Supply Clearance Memo	Obtained from unit supply representative.
<input type="checkbox"/> Professional Licenses/Credentials	As applicable, for Specialty Branch Officers/Warrant Officers
<input type="checkbox"/> Letter of Acceptance	Required if gaining Unit, UIC, paragraph, and line are not provided on DA Form 4187 prior to transfer being completed.
<input type="checkbox"/> Request for Conditional Release	DD Form 368. Required for Inter-Service Transfers only. Section I must be complete to include signature of recruiter.

NOTE 1: Approved Interstate Transfer (IST) requests where a gaining unit has not yet been identified will be provided a 90-day conditional release memo. Gaining unit information must be provided prior to the suspense listed on the memo. Officers/Warrant Officers may request an extension.

NOTE 2: Approved DD 368 Request for Conditional Release are valid until the date listed in Section II, block 5a. Requests for extension require a new DD 368 to be completed and submitted.



References

AR 135-155: Promotion of Commissioned Officers and Warrant Officers

NGR 600-100: Commissioned Officers Federal Recognition and Related Personnel Actions

NGR 600-101: Warrant Officers Federal Recognition and Related Personnel Actions

AR 140-10: Assignments, Attachments, Details, and Transfers

PPOM 23-048: AMEDD Officer Personnel Management Guidance

PPOM 23-047: Federal Recognition - NGB Clarification of Fully Submitted Promotion Packets

PPOM 23-027: Revision of Time in Grade Criteria for Promotion from LTC to COL

PPOM 19-029: Modification to NGR 600-101, Ch 7, Table 7-1, Minimum TIG for Promotion Eligibility

PPOM 17-005: ARNG Over-Strength Policy

PPOM 17-004: ARNG Specialty Branch Commissioned Officer Over-Grade Policy