



NATIONAL GUARD BUREAU

111 SOUTH GEORGE MASON DRIVE
ARLINGTON VA 22204-1373

ARNG-HRP

18 December 2020

MEMORANDUM FOR Military Personnel Management Officers of all States, Puerto Rico, Guam, the U.S. Virgin Islands, and the District of Columbia

SUBJECT: Updated Guidance Regarding the DA Photo and Use of Race, Ethnicity, and Gender Identifying Data (PPOM 20-026 (Change 1))

1. References: See enclosure 1.

2. Background.

a. On 26 June 2020, the Secretary of the Army directed the removal of the photo and redaction of race, ethnicity, and gender data from selection board officer and enlisted record briefs (reference 1.a).

b. On 16 July 2020, Assistant Secretary of the Army (Manpower and Reserve Affairs) published supplemental guidance expanding the prohibition on the use of race, ethnicity, and gender data (reference 1.b). This memorandum rescinds reference 1.b. and updates the guidance in PPOM 20-026 "Elimination of DA Photo" with the following guidance.

3. Guidance.

a. DA Photos. DA Photos will not be used as part of the board file for all officer, warrant officer, and enlisted promotion and selection boards listed in enclosure 2. Furthermore, pursuant to reference 1.c., the DA Photo will not be used for selection processes pertaining to assignments, training, education, and command.

b. Race, Ethnicity, and Gender Data.

(1) Race, ethnicity, and gender data on the Officer Record Brief and the Enlisted Record Brief will be redacted as a part of the board file for all officer, warrant officer, and enlisted promotion and selection boards listed in enclosure 2. Furthermore, because it includes gender information, the Department of the Army Form 705, Army Physical Fitness Test, and now, Army Combat Fitness Test, may not be included in promotion and selection board files.

(2) For assignment and slating processes that occur outside of a promotion or selection board, ARNG Components may use race, ethnicity, and gender data so that leaders can consider the information as they build their teams from the diverse talent seeking to serve in the ARNG, and from the diverse talent found in the ARNG. These processes will:

(a) Use the minimum amount of race, ethnicity and gender data needed.

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(b) Use objectives that make race, ethnicity, and gender one of many factors to consider.

(c) Where practicable, incorporate the use of structured interviews and objective evaluation criteria for selection processes.

(d) Encourage transparency, invite open discussion, and provide sufficient time for decision making.

c. MILPOs/G1s, State AGR Managers and ARNG-HCM and Human Capital Management Division will:

(1) Revise the processes for nominative assignment and slating to ensure candidate pools submitted to deciding officials are diverse in race, ethnicity, and gender.

(2) Determine if other forms currently included in board files contain direct race, ethnicity and gender data, and within 90-days provide ARNG-HRP-R your recommendation for redacting or eliminating the forms from a board file.

(3) Continue to research and evaluate the effect of various data elements and information on promotion, selection, and assignment process outcomes.

d. The ARNG G1 will Integrate modules into personnel systems that allow leaders and authorized users to query and conduct analysis on the diversity of ARNG units and command teams. The ARNG G1 will program for this permanent requirement in future years budget.

4. My point of contact for this action is POC for this action is LTC Celine Combs, at celine.t.combs.mil@mail.mil, 703-607-9138.

2 Encls

1. References
2. List of Promotion and Selection Boards

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ROY J. MACARAEG
Brigadier General, USA
National Guard Assistant for
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Enclosure 1: References

References

- a. Memorandum, Secretary of Army, subject: Elimination of Department of Army (DA) Photos, and Race, Ethnicity and Gender Identification Data for Officer, Warrant Officer, and Enlisted Selection Boards (Updated), 26 June 2020.
- b. Memorandum, Assistant Secretary of the Army (Manpower and Reserve Affairs) (ASA(M&RA)), subject: Supporting Guidance for Removal of Photographs from Selection Board Consideration, 16 July 2020. (Rescinded)
- c. Memorandum, Secretary of Defense, subject: Immediate Actions to Address Diversity, Inclusion and Equal Opportunity in the Military Services, 14 July 2020.
- d. Memorandum, ASA(M&RA), subject: APS 20–02, Diversity Guidance in Active Duty Officer Branching, 7 February 2020.
- e. Memorandum, Under Secretary of Defense (Personnel and Readiness), subject: Immediate Actions to Address Diversity, Inclusion, and Equal Opportunity in the Military Services – Promotion and Selection Board Guidance, 31 August 2020.
- f. Army Regulation (AR) 135-155 (Promotion of Commissioned Officers and Warrant Officers Other Than General Officers), 13 July 2004.
- g. AR 135-156 (Reserve Component General Officer Personnel Management), 17 May 2007.
- h. AR 600-8-19 (Enlisted Promotions and Reductions), 16 May 2019.
- i. AR 600-8-29 (Officer Promotions), 25 February 2005.
- j. AR 640-30 (Official Army Photographs), 6 December 2019. a. Memorandum, Secretary of Army, subject: Elimination of Department of Army (DA) Photos, and Race, Ethnicity and Gender Identification Data for Officer, Warrant Officer, and Enlisted Selection Boards (Updated), 26 June 2020.
- k. National Guard Regulation (NGR) 600-100 Commissioned Officers – Federal Recognition and Related Personnel Actions, 15 April 1994.
- l. NGR 600-101 Warrant Officers - Federal Recognition and Related Personnel Actions 1 October 1996.
- m. NGR 600-200 (Enlisted Personnel Management) 31 July 2009.

Enclosure 2: List of Promotion and Selection Boards

Army National Guard (ARNG) Promotion and Selection Boards

The following ARNG promotion and selection boards may not use the DA Photo. Additionally, the officer and enlisted record briefs used in these boards will have race, ethnicity, and gender data redacted. The term centralized in the titles refers to boards conducted at Army Human Resources Command, the National Guard Bureau, and by the National Guard Headquarters in U.S. States, Territories, and the District of Columbia:

- Officer Department of the Army (DA) promotion boards
- Officer DA and State SELCON boards
- Officer and warrant officer State unit vacancy promotion boards
- GO Federal Recognition Boards
- Officer Separation Boards and Selective Early Retirement Boards
- National Guard Bureau Promotion Recommendation Review Boards
- Federal Recognition Boards
- Officer selection boards for PME
- Officer, warrant officer, and enlisted promotion review boards
- Special Selection Boards
- T-10/T-32 New Hire Board (AGR)
- T-10/T-32 Tour Continuation Board (AGR)
- ARNG AGR REFRAD Board
- CSM Centralized Selection Board
- State enlisted centralized and semi-centralized promotion boards
- NCO evaluation boards



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23 July 2020

MEMORANDUM FOR The Adjutants General of All States, Puerto Rico, Guam, the U.S. Virgin Islands, and the Commanding General of the District of Columbia

SUBJECT: Elimination of Department of Army (DA) Photos, and Race, Ethnicity and Gender Identification Data for Officer, Warrant Officer, and Enlisted Selection Boards (PPOM #20-026)

1. References:

a. Secretary of the Army Memorandum, Elimination of Department of Army (DA) Photos, and Race and Gender Identification, Ethnicity Data for Officer, Warrant Officer, and Enlisted Selection Boards, dated 26 June 2020.

b. Assistant Secretary of the Army, Manpower and Reserve Affairs Memorandum, Supporting Guidance for Removal of Photographs from Selection Board Considerations, dated 16 July 2020.

c. Army Regulation (AR) 135-155 (Promotion of Commissioned Officers and Warrant Officers Other Than General Officers), 13 July 2004.

d. AR 135-156 (Reserve Component General Officer Personnel Management), 17 May 2007.

e. AR 600-8-19 (Enlisted Promotions and Reductions), 16 May 2019.

f. AR 600-8-29 (Officer Promotions), 25 February 2005.

g. AR 640-30 (Official Army Photographs), 6 December 2019.

h. Army People Strategy 2020, October 2019.

i. National Guard Regulation (NGR) 600-100 Commissioned Officers – Federal Recognition and Related Personnel Actions, 15 April 1994.

j. NGR 600-101 Warrant Officers - Federal Recognition and Related Personnel Actions 1 October 1996.

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SUBJECT: Elimination of Department of Army (DA) Photos, and Race, Ethnicity and Gender Identification Data for Officer, Warrant Officer, and Enlisted Selection Boards (PPOM #20-026)

k. NGR 600-200 (Enlisted Personnel Management) 31 July 2009.

2. Background: On 26 June 2020, the Secretary of the Army published a memorandum titled "Elimination of the Department of Army (DA) Photos, Race, Ethnicity, and Gender identification data for Officer, Warrant Officer, and Enlisted Selection Boards (See Reference 1g.)," that states, "The strength of our Army comes from our diversity. Developing and maintaining qualified and demographically diverse leadership is critical for mission effectiveness and is essential to national security...The Army is committed to ensuring that our promotion processes remain consistent with our Army Values, the Army People Strategy, and our Talent Management initiatives. We will continue to support focused, disciplined inquiries of our promotion and evaluation processes and systems, to include research, and data capture and storage."

3. Purpose: The purpose of this policy is to provide the States, Territories, and District of Columbia with guidance to eliminate the DA Photos, Soldier's race, ethnicity and gender identification requirements for all DA and ARNG Selection Boards across the Army National Guard, effective 1 August 2020. In accordance with the Secretary of the Army's 26 June 2020 policy memorandum, competitive selection processes will not incorporate a photograph and will redact race, ethnicity, and gender data on officer and enlisted records. These selection processes, both centralized and decentralized, include, but are not limited to, selections for: initial accession into service, assignments, military and civilian education and training, promotion to higher grades, and command or key billet positions.

4. Effective 1 August 2020 all DA and ARNG Selection Boards to include, but not limited to: Centralized, Decentralized, Title 10 and Title 32 boards for officer, warrant officer and enlisted will eliminate all DA Photos and pertinent information on the Soldier's race, ethnicity, and gender. Proponents may request to use photographs or record briefs with race, ethnicity, and/or gender data by exception for a specific selection process if a valid justification can be made for their use. The Deputy Assistant Secretary of the Army (Military Personnel) may grant exception in appropriate cases. This authority may not be further delegated. Any discrepancies and/or violations of this policy will result in unfair board practices and the board results are considered void.

a. DA Photo: Unless an exception to this policy is provided by the approving authority, States, Territories, and District of Columbia will eliminate DA Photos from all boards and board files. Human resource systems must not add the DA Photo to any officer or enlisted Soldier's board file during a selection board process. Furthermore, DA Photos will not be pulled from the Department of the Army Photograph Management Information System for any selection board purposes. Applicable Selection board checklists will reflect updated guidance.

b. Officer Record Brief (ORB) and the Enlisted Record Brief (ERB): All Soldier's

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race, ethnicity, and gender must be redacted from all ORB/ERB(s). These changes will help ensure that selection boards are as fair and impartial as possible. The only authorized record brief is the one not showing diversity information, to include not showing the DA Photo. Aforementioned redacted requirements have been applied to the Selection ORB/ERB located at Career Center.

c. Any previous selection boards conducted prior to this policy are not required to adhere to these new requirements.

5. Board Membership: While the SECARMY memorandum eliminates the use of DA photo and directs the redaction of race, ethnicity, and gender all board files from consideration it does not relieve States, Territories, and District of Columbia from the regulatory responsibility to ensure minority/female representation on all boards when minority/females are considered boarded. In addition, this policy does not affect current regulatory board membership requirements.

6. Point of Contact for this memorandum is COL Robert T. Evans, Division Chief, Personnel Division (ARNG-HRP), DSN 329-7770, (703) 607-7770, robert.t.evans8.mil@mail.mil.

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