



RHODE ISLAND NATIONAL GUARD
JOINT FORCE HEADQUARTERS
CAMP FOGARTY, BLDG #330
2841 SOUTH COUNTY TRAIL
EAST GREENWICH, RI 02818-1728

NGRI-MPO

1 November 2024

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Rhode Island Army National Guard (RIARNG) Interactive Personnel Electronic Records Management System (iPERMS) Workflow Processing (NGRI-MPO Policy 24-03)

1. References:

- a. Army Regulation 600-8-104, Army Military Human Resources Records Management.
- b. Department of the Army Pamphlet 600-8-104, Army Military Human Resource Record Management.
- c. PPOM 23-007, State Interactive Personnel Electronic Records Management System (iPERMS) Domain Management Guidance.

2. Purpose. This policy implements the Interactive Personnel Electronic Records Management System batch workflow finalized at the brigade level.

3. Applicability. This policy applies to the RIARNG Major Commands (MACOMs). It does not apply to the Direct Reporting Unit's (DRUs) without a higher Headquarters.

4. Policy. Effectively immediately, RIARNG MACOMs iPERMS batch workflow process is finalized at the brigade level utilizing Quality Control. Domain Administrators, at this level, will track batches, ensure accuracy, validity, and completion of all batches. Domain Administrators are responsible to verify and/or process the required IPPS-A transaction before iPERMS batch completion.

5. POC for this policy is WO1 Gislaine Joseph, PSB, at gislaine.joseph.mil@army.mil.

DENNIS N. PINEAULT
LTC, GS
G1, Director of Personnel

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