

NATIONAL GUARD BUREAU
GENERAL OFFICER MANAGEMENT OFFICE



NGB-GO, 111 South George Mason Drive, Building 2, Arlington, VA 22204-1382

Call for Nominations **SHORT SUSPENSE**

Special 2012 Army National Guard General Officer Federal Recognition Board

Announcement Number **GO-12-001**

1. The Secretary of the Army has announced **24 January 2012** as the date to convene the Army National Guard (ARNG) Special General Officer Federal Recognition Board (GOFRB). In view of the importance of consideration to the general officer grades, your personal attention and expeditious action is requested. To be eligible for consideration by this GOFRB, an officer's mandatory removal date must be on or after **25 April 2012**. All Nomination Memorandums must be forwarded to NGB-GO, 111 South George Mason Drive, Building 2, Arlington, VA 22204-1382 to arrive NLT **4 November 2011**. All Phase I and Phase II items must be forwarded to NGB-GO NLT **30 November 2011**.

2. This is a position vacancy **Only** board. All nominees must be serving in an authorized general officer billet commensurate with the grade for which he or she is nominated and meet the minimum prerequisites for consideration for Federal recognition at the time the board convenes. Candidates must meet the following:
 - a. Hold an appointment in the ARNG
 - b. Be assigned to a federally recognized general officer position
 - c. One year time-in-grade
 - d. Be in an active status at the time of the board
 - e. Have sufficient time remaining in an active status as of the first day of the month in which the board is scheduled to convene (**please review October 2011 Handbook as a guide**)
 - f. Have successfully completed Army War College or an equivalent (no exceptions)
 - g. Have breadth of experience
 - h. Medically qualified
 - i. Possess Top Secret Clearance or have open investigation to obtain Top Secret Clearance (clearance cannot be older than 4 years and 10 months old)

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3. Suspense dates for the required documentation to be sent to NGB-GO (MSG Richardson), 111 South George Mason Drive, Building 2, Arlington, VA 22204-1382 are as follows:

a. **4 November 2011**

- Nomination Memorandums signed by TAG (**Governor if being nominated for TAG position**)
- Database Information Sheet

b. **30 November 2011** - Phase I and II (Checklists attached)

- Biographical Summary with Addendum (**signed by nominee**)
- Biographical Summary (Word version)
- Official Photograph (IAW AR 640-30, para 8.a. for GO and para 8.c. for COLs)
- OMPF Review Checklist
- Adverse Information Internal Review Memorandum
- Detainee Operations Verification Memorandum
- Retirement Statement of Understanding
- Appropriate relinquishment Memorandum (AGR/Technician)
- Army Physical Fitness Test, DA Form 705 and DA Form 5500 if needed (**not more than six months old**)
- Medical Examination (**not more than two years old**) (**SEE 2011 Handbook for requirements**) **NOTE: Exams are to be loaded into the Medical Action Tracking System (MATS) by the State Surgeon's Office – Physicals Will No Longer Be Sent To NGB-GO**
- State Promotion and Assignment Orders
- Retirement Points Accounting Statement
- Race and Gender Analysis Sheet (**signed by the Adjutant General**)

4. The ARNG GOFRB process can be quite lengthy. In an effort to minimize delays in the process, it is essential that records submitted reflect the highest standards of accuracy and completeness. Therefore, our point of contact for these actions will be each State Military Personnel Officer. Your review of the final product prior to submission to NGB-GO will assist in the efficiencies of providing quality documents to the Department of Army. This review will also reduce the requirement to staff documents back to your office for corrections and/or additional information.

5. The biographical summary is a significant representation of the nominee, it is extremely important that it is correct and in the proper format. Anything that detracts from a uniform appearance causes the biographical summary to "stand out" and possibly have a negative effect on the nominee's board file. All biographical summaries that are not within the guidelines per the attached template will be returned and will not be submitted until corrected.

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6. Another item to closely monitor is the quality of the officer's official photo. Ensure that authorized patches, badges and ribbons are worn properly and include the appropriate devices. All awards and decorations on the uniform must match the biographical summary and OMPF. **THE SOLDIER IS RESPONSIBLE FOR ENSURING ALL COLONEL PHOTOS ARE IN DAPMIS Prior To The Board. ALL GO PHOTOS MUST BE SENT IN DIGITAL FORMAT ONLY. NO Hardcopies Required.**

7. The board members will also analyze and take into consideration the "Whole Person" concept per the items listed below. And, while no single deficiency should be considered a disqualifier, a combination of more than one could result in non-selection.

- a. Job Performance and Potential
- b. Leadership
- c. Breadth of Experience (scope and variety of assignment history) for GOL Submissions
- d. Overall Experience
- e. Awards, Decorations and Commendations
- f. General Physical Condition
- g. Education (civilian and military)
- h. Judgment, Maturity, Integrity and Character
- i. Mobilization History (for nominees submitted for GOL qualification)

11. Your assistance in this very important task is greatly appreciated. Specific questions concerning the required documentation may be directed to MSG Richardson, at 703-607-3646 or DSN 327-3646.