



DEPARTMENTS OF THE ARMY AND THE AIR FORCE
JOINT FORCE HEADQUARTERS - NEW YORK
330 OLD NISKAYUNA ROAD
LATHAM, NY 12110-3514

S: 7 April 2016

MNHF

13 January 2016

MEMORANDUM FOR

SUBJECT: New York Army National Guard (NYARNG) Enlisted Active Guard Reserve (AGR) Release from Active Duty (REFRAD) Board for Calendar Year (CY) 2016

1. References:

- a. National Guard Regulation (NGR) 600-5, AGR Title 32, Full Time National Guard Duty (FTNGD) Management, 21 September 2015.
- b. Army Regulation (AR) 135-18, Active Guard Reserve (AGR) Program, 1 November 2004.
- c. Memorandum, National Guard Bureau (NGB) ARNG-HRH, 06 October 2015, subject: Calendar Year 2016 (CY 16) Army National Guard (ARNG) Enlisted Active Guard Reserve (AGR) Release from Active Duty (REFRAD) Board/ Active Service Management Board (ASMB) Announcement Memorandum (PPOM 15-030).
- d. AR 623-3, Evaluation Reporting System, 4 November 2015.
- e. AR 600-9, The Army Body Composition Program, 28 June 2013.
- f. AR 350-1, Army Training and Leader Development, 3 August 2007.
- g. AR 40-501, Standards of Medical Fitness, 14 December 2007.

2. IAW references above, you are eligible to be considered for continuation by this year's AGR Enlisted Active Service Management Board (ASMB) scheduled for week of 2 May 2016.

3. You will be removed from consideration if you request and have an approved release from the AGR Program by MNHF prior to the ASMB through resignation, separation, and/or retirement IAW applicable regulations.

4. The ASMB is conducted in an electronic format which means you will not appear before the board. The board will review your ASMB packet which will include your validated record brief (DPRO), your DA Photo (iPerms), your current and complete evaluation history (iPerms), your current Individual Medical Readiness Record (IMR) (MEDPROS), your APFT History and your HT/WT and body composition history (RCAS).

MNHF

SUBJECT: New York Army National Guard (NYARNG) Enlisted Active Guard Reserve (AGR)
Release from Active Duty (REFRAD) Board for CY 2016

5. It is recommended you ensure that records are current and accurate in the system specified (per paragraph 4). You are highly encouraged to coordinate with your unit administrator (UA) to get documentation updated and verified NLT 7 April 2016. If documentation cannot be updated by the given suspense, you will need to submit a statement with attached missing documentation, through your chain of command to the AGR office NLT 7 April 2016. (See enclosure 2)

6. A statement from your Commander/ Director is required for continuation in the AGR program. If you are not being recommended for retention, your Commander/Director must counsel you in writing as to why you are not being recommended for retention. The signed counseling must be included in your packet and submitted through your chain of command to the AGR office NLT 7 April 2016. (See enclosure 3)

7. The Adjutant General (TAG) has the final approval/disapproval authority for all AGR continuations. Upon TAG's determination of your continuation, you will be notified in writing. If you are not selected for continuation, you will be released on a date to be determined that is not earlier than 9-months and not later than 12-months after you are notified unless you need to be extended IAW T10 USC 12686 (18yr Lock-In) or you need to be extended up to 45 days for out-processing following the determination made by a pre-convening medical board (only applicable to Soldiers referred to a medical board prior to ASMB's convene date).

8. If you are not continued in the AGR Program, your involuntary release does not equate to involuntary separation from the National Guard and may NOT preclude you from any previous obligations requiring continued service as a traditional service member. (ie. transfer Post 9/11 GI Benefits and CSB/ REDUX Bonus). You are highly encouraged to review your obligations before electing separation from the National Guard in the event you are not continued in the AGR Program.

9. The point of contact is LTC James Cahill, AGR Manager, 518-786-4488,
james.m.cahill.mil@mail.mil

FOR THE ADJUTANT GENERAL:

CURTIS B. WILLIAMSON
COL, LG, NYARNG
Director, Federal Human Resource Office

Official Military Personnel File Review Form (OMPFRF)

(DATE)

I, _____ have personally reviewed my Official Military
(NAME)

Personnel File (OMPF) online at “<https://statepermsompf.hoffman.army.mil/>”

- find all of my records and documents to be correct and accurate.
- have found discrepancies, which are listed below along with actions taken to correct these discrepancies.

DISCREPANCY	CORRECTIVE ACTION	REMARKS

(SIGNATURE)

Enclosure 2

Office letterhead

EXAMPLE MEMORANDUM

Office Symbol

DATE

MEMORANDUM FOR ASMB Board Members, 330 Old Niskayuna Road, Latham, NY 12110

SUBJECT: Release from Active Duty (REFRAD) Board/ Active Service Management Board (ASMB) Commander Letter of Recommendation

1. I recommend/ do not recommend _____ for continuation in the AGR program. I understand that recommendation for non continuation requires a signed counseling attached, as applicable.

2. Based on the Soldiers current records, I have verified the following IAW current standards:

- a. Most current evaluation has been completed and submitted as of _____: GO/NO GO
- b. APFT is in tolerance and passing IAW AR 350-1: GO/NO GO
- c. Last PHA is within 15 months IAW AR 40-501: GO/NO GO
- d. Soldier is passing and in tolerance of Army Body Composition Program (ABCP): GO/NO GO
- e. Soldier has validated and unit certified record brief: GO/NO GO
- f. Official DA Photo is current IAW AR 640-30: GO/NO GO
- g. Has necessary security clearance for both MOS and the systems required of FT position: GO/NO GO
- h. Soldier is not flagged, under investigation or convicted of a crime since last security clearance investigation: GO/NO GO

3. The board should consider the following extenuating circumstances, as related to "NO GO" responses:_____.

4. Point of contact is the undersigned.

NAME
RANK, BRANCH, NYARNG
Title