



NEW JERSEY ARMY NATIONAL GUARD
JOINT FORCE HEADQUARTERS
3650 SAYLORS POND ROAD
JOINT BASE MCGUIRE-DIX-LAKEHURST
NEW JERSEY 08640-5606

ARMY BULLETIN NO. 16-4

20 October 2016

CALENDAR YEAR 2017 SELECTIVE RETENTION BOARD (G1)

1. REFERENCES.

- a. NGR 635-102, Officers and Warrant Officers Selective Retention, dated 1 May 2015.
- b. ARNG-HRH, Officer and Warrant Officer Selective Retention Board (SRB) Implementation Guidance, dated 22 October 2015.

2. PURPOSE.

a. To announce the date and location of the Calendar Year (CY) 2017 Selective Retention Board (SRB), the frequency of consideration, and to identify and announce changes to critical documents considered during the review.

b. To build readiness through responsible retention by identifying officers in the grades of colonel and below, and warrant officers in all grades, for selective continuation of their period of Federal recognition beyond 20-years of qualifying service for non-regular retired pay.

3. LOCATION/DATE. The 2017 SRB will convene on 7 February 2017 at the 177th Fighter Wing, 400 Langley Ave, Egg Harbor Township, NJ 08234

4. ZONE OF CONSIDERATION. Officers in the ranks of colonel and below who have accrued twenty (20) or more years of qualifying service for retirement as of 30 September 2016. Officers being considered must have at least 20-years of qualifying service for non-regular retired pay, and have received a memorandum stating that they qualify for non-regular retired pay at age 60, a Notice of Eligibility for Retired Pay for Non-Regular Service (NOE), commonly referred to as a "20-year letter".

a. Officers to be considered by the SRB include officers that may:

- (1) Be in a Title 32 AGR status under One Time Occasional Tour (OTOT).
- (2) Be ordered to active duty under 10 USC 12301d in Continental United States (CONUS).
- (3) Be ordered to active duty under 10 USC 12301h

(4) Be under suspension of favorable personnel actions for Army Physical Fitness Test (APFT) failure or for unsatisfactory participation under AR 600-9 (The Army Body Composition Program).

b. Officers not subject to consideration by the selective retention board:

(1) Those in active Federal service in a Title 10 AGR status, excluding Title 10 officers on OTOT.

(2) Officers pending withdrawal of Federal recognition for failing to be selected for promotion to the grade of lieutenant colonel or below twice, and who have not been approved for selective continuation.

(3) Adjutants General or Assistant Adjutants General.

(4) Those suspended from favorable personnel actions under AR 600-8-2 (Suspension of Favorable Personnel Actions (Flag)), or pursuant to NGR 635-101, (Efficiency and Physical Fitness Boards).

(5) Those subject to mandatory withdrawal of Federal recognition within 12-months of the date the board is scheduled to convene for an approved resignation or retirement, or Mandatory Removal Date (MRD) for commissioned service or age, or where an officer was excluded from consideration because the officer had an approved retirement order, that order may not be revoked subsequent to the convening of the board. Resignations or requests for retirement submitted prior to the board convening by those in the zone of consideration will not be revoked, withdrawn, or rescinded.

(6) Officers mobilized or ordered to active duty Outside Continental United States (OCONUS) under 10 USC 12302 or 12304. This includes officers who were released from active duty within 90-days of when the board convened.

(7) Officers retained by the previous year's Selective Retention Board (SRB) for two years.

(8) Warrant Officer One's (WO1s) with less than 36-months' time in grade from when the board convened.

(9) Title 32 AGR officers, except those officers serving under OTOT.

(10) State nominative Command Chief Warrant Officers (CCWO).

5. THE ADJUTANT GENERAL'S (TAG) INTENT.

a. The intent is to retain and promote only the best-qualified officers. While we have limited slots for senior positions, we must continue to provide upward mobility and the SRB is one method of accomplishing this goal. The direction to board members is that the focus of

consideration be based on potential and professionalism. In determining potential, the Officer Evaluation Reports (OERs) are a critical indicator of potential, as they reflect the level of performance and the officer's acceptance of challenging assignments over the course of a career. Another key element considered is professional development. Each officer's military and civilian education will be closely reviewed, and without question, it is expected that all officers possess the highest standards, soldierly skills and military bearing.

b. The SRB will consider the officer's commitment, competence and character with an emphasis on recent and relevant experience and the potential benefit that can be expected from the continued service of each officer before the board.

c. The SRB will utilize the "total officer" concept, considering the following in arriving at its decision:

(1) An officer's demonstrated performance (evaluation reports, academic reports, and results of inspections and evaluations that cite the manner of performance of the officer).

(2) Appropriate civilian and military education required for performance of duties associated with higher-level command and staff assignments.

(3) An officer's medical and physical fitness and the impact of same on future assignments.

(4) Availability of qualified replacements.

6. SRB PROGRAM GOALS.

a. The goals of the NJARNG SRB Program are to:

(1) Manage officer grade imbalance or strength overage per Department of Defense Directive (DODI 1332.32).

(2) Ensure that only the most capable officers are retained beyond 20-years of qualifying service for assignment to the comparatively few higher level command and staff positions.

(3) Provide career incentive.

(4) Ensure an opportunity for advancement to higher grades during the peak years of an officer's effectiveness.

b. Selective retention board restrictions include:

(1) The SRB will not be used for the sole purpose of enhancing promotion opportunities for other officers.

(2) To change the disposition of officers who otherwise would be processed for

separation for cause or other involuntary separation actions.

7. The separation date for officers selected for non-retention will be 31 December 2017.

a. All officers will have their Federal recognition withdrawn on the same date, except as provided below:

(1) Officers serving on active duty orders under 10 USC 12301(d) will be separated at the specified separation date determined for all officers by TAGs or at the conclusion of the current tour of active duty, whichever is later.

(2) Traditional or Title 32 AGR officers serving on a OTOT in the Title 10 AGR program will be separated at the specified separation date determined for all officers by TAG, or at the conclusion of the current tour of active duty, whichever is later.

b. Officers not retained may elect in writing, within 30-days of receipt of notification, to be assigned to the Retired Reserve. If no correspondence is received by the suspense date, the officer will be transferred to the USAR Control Group (Reinforcement). All further communication regarding the status of the officer must be communicated thru the Commander, Human Resources Command.

8. The SRB will be conducted electronically. Officers, whose records will be reviewed by the SRB, are required to review their online Official Military Personnel File (OMPF) prior to 12 January 2017. Each officer must ensure that his/her OMPF contains the following documents:

a. Official Military Personnel File

- Officer Evaluation Reports
- Civilian Education (college transcripts)
- Military Education (1059s and Certificates)
- Awards and Citations
- DA Photo (within five years or reflecting current rank)

b. Drop-File

- Letter of Input
- Medical Protection System (MEDPROS), Individual Medical Readiness (IMR)
(within last 12 months)
 - Army Physical Fitness Test (within last 12 months and DA Form 5500/5501 if applicable)
 - Physical Profile, DA Form 3349 (if applicable)

9. Notification letters will be emailed to each officer to be considered by the SRB. The notification letter will provide detailed directions and an SRB checklists to assist officers in the preparation of their board file. The records review for the SRB will begin immediately and cease on 12 January 2017. Please make an appointment with your unit S1 or unit human resource

support personnel to review your Officer Record Brief, OMPF, and to submit any source documents to update your record. Officer OMPFs are located on the internet at the Personnel Electronic Records Management System (iPERMS) web site. Access to iPERMS is through the Army Knowledge Online (AKO) web site or can be accessed directly at <https://iperms.hrc.army.mil>. It is ultimately the responsibility of each individual officer to review their electronic OMPF to ensure completeness and accuracy.

10. Individual communications with boards.

- a. Officers being considered for selective retention are not authorized to appear before the board in person or their own behalf or representing the interest of another officer.
- b. Officers being considered for selective retention may submit memoranda to the president of the board on any matter.
- c. It is inappropriate for an officer to request non-selection.
- d. Unsolicited communications to include third party communications that contain criticism or reflect on the character, conduct, or motives of any officer will not be made available to the board.
- e. All individual communications with the SRB will be through the officer’s unit administrator or S1 section. All documents submitted must be, and will only be accepted, via the unit of assignment, submitted utilizing GEARS, NETCOM’s automated packet/document routing and tracking system to the G1 Officer Personnel Section.

11. The following time-line is established:

NLT 12 October 2016	Notification letters emailed to all officers appearing before the SRB.
Present – 12 January 2017	Individual Records Review. Review ORB, OMPF, and associated files and submit required documents through unit S1 to G1-OP.
9 January – 6 February 2017	G1-OP board preparation.
7 February 2017	The board convenes.
9 February 2017	The board adjourns.

12. Equal Opportunity

a. The success of the NJARNG comes from total commitment to the ideals of freedom, fairness, and human dignity upon which our country was founded. People remain the cornerstone of readiness. Equal opportunity for all Soldiers is the only acceptable standard. This principle applies to every aspect of career development and utilization in our National Guard but is especially important to demonstrate in the selection process. To the extent that each board

demonstrates that race, ethnic background, and gender are not impediments to selection for retention, command, promotion, and school, our Soldiers will have a clear perception of equal opportunity in the selection process. The diverse backgrounds and insights offered by Soldiers and citizens of all races and genders are a great source of strength for our Nation and the National Guard. We can best ensure that this source of strength endures by strict avoidance of any factors other than merit and ability. Whether intentional or inadvertent, indicators of discrimination may include disproportionately lower evaluation reports; assignments of lesser importance or responsibility; lack of opportunity to attend career-building schools; gratuitous mention of race, ethnicity, or gender; or mention of an officer's organizational or institutional affiliations unrelated to duty performance and potential. These factors will be taken into consideration in assessing the degree to which an officer's record is an accurate reflection, free of bias, of that officer's performance and potential. This guidance shall not be interpreted as requiring or authorizing any preference of any sort to an officer or group of officers on the basis of race, ethnicity, or gender.

13. It is a requirement that all officers considered are notified of the board dates and informed of the importance of reviewing their OMPF, ORB, and drop-file. If you have questions regarding this Bulletin or the SRB procedures, please contact CW4 Frank Albanese, ADG1 at (609) 562-0799 or email at frank.r.albanese.mil@mail.mil.

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