ARIZONA Department of Emergency and Military Affairs POLICY	POLICY LETTER NO. 20.19	
	DATE 15 Dec 21	OPR NGAZ-TAG
SUBJECT: Selection of AZARNG/AZANG T5 Personnel and T32 Military Technicians for Full Time National Guard Duty for Operation Support (FTNGD-OS) within Arizona	**REGULAR POLICY LETTER DISTRIBUTION (POLICY LETTER 10.01)**	

1. Applicability: This Policy applies to AZARNG and AZANG personnel volunteering for Arizona State Active Duty (SAD) or Full Time National Guard Duty for Operation Support (FTNGD-OS) jobs within Arizona.

2. Purpose: Delegate to AZANG Air Component Commander (ACC) or the AZARNG Land Component Commander (LCC) the authority to approve or disapprove selection of the above-referenced of AZANG or AZARNG Title 5 employees and Title 32 Military Technicians for FTNGD-OS tours for more than 30 days.

3. References: DoDI 1215.06 - Change 1 (Uniform Reserve, Training, and Retirement Categories for the Reserve Component), 19 May 2015; DoDD 5124.02 (Under Secretary of Defense for Personnel and Readiness), 23 June 2008; 38 U.S. Code Chapter 43 – Employment and Reemployment Rights of Members of the Uniformed Services

4. Policy:

a. AZARNG or AZANG members who are not employed as a Title 5 employees or Title 32 military technician will receive priority consideration for ADOS and FTNGD-OS tours. Overreliance on our full time cadre for FTNGD-OS may have long- and short-term negative impact on military readiness. Therefore, prior to selection of AZARNG or AZANG Title 5 employees or Title 32 Military Technicians for an above-referenced FTNGD-OS tour, the following documents must be created by the gaining and losing organization and approved by the ACC or LCC through the Human Resources Office:

i. Gaining Organization: The gaining program manager will submit a memorandum of justification (enclosed) explaining the specific need for the Title 5 employee or Title 32 Military Technician, and the measures taken to find other AZARNG or AZANG service members who are suitable for the military tour. The letter of justification will also include the duration of the military tour and the impact on the mission of the gaining organization, if selection of the Title 5 employee or Title 32 military technician is disapproved.

ii. Losing Organization: The losing technician supervisor will acknowledge by signature on memorandum of justification (enclosed). If the losing organization so desires they can articulate their explanation of the effects or impacts allowing the employee's voluntary military service will have on the losing supervisor's shop/unit/office. This information may be considered by the ACC/ LCC in deciding to approve/disapprove or modify start/end dates for orders. It is one data point for the ACC/ LCC to consider and weigh as ACC/ LCC sees fit when making their final military decision regarding approval/disapproval or modification of technician employee's military orders.

5. Final Decision:

a. There is no appeal from the ACC/LCC approval/disapproval of the selection of Title 5 employee or Title 32 Military Technician for the above-referenced FTNDG-OS tours. This does not mean a member is restricted from any applicable legal rights available to them by applicable Law, Rules, or Regulations.

i. If approved, the gaining organization is responsible for informing the Title 5 employee or Title 32 Military Technician of the final decision and will take appropriate action to ensure orders are requested as applicable. The losing organization and member will take appropriate action to ensure the Human Resources Office is informed and Absent-US, Separation-US or any other appropriate leave status is taken IAW applicable Laws, Rules and Regulations.

ii. If disapproved, the gaining organization requesting FTNGD-OS is responsible for informing the Title 5 employee or Title 32 Military Technician in a timely manner.

iii. The above process does not apply to Title 5 employees or Title 32 Military Technicians being placed on FTGND-OS tours for 30 days or less. In these situations, Title 5 employees or Title 32 Military Technicians will coordinate with their respective federal employment supervisory chain of command and military unit of assignment.

6. Administration: Point of contact for this policy is the Deputy HRO at 602-629-4802.

KERRY L. MUEHLENBECK
Major General, AZ ANG
The Adjutant General