



# CHIEF NATIONAL GUARD BUREAU INSTRUCTION

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NGB-J1  
DISTRIBUTION: A

CNGBI 1301.01  
23 April 2012

## MILITARY DUTY STATUS FOR NATIONAL GUARD MEMBERS ASSIGNED TO THE NATIONAL GUARD BUREAU

### Reference(s):

- a. 10 United States Code (U.S.C.) § 12301(d), 12310, 12402, 10501, “Armed Forces”
- b. 32 U.S.C. § 502, “Required drills and field exercises”
- c. DoD Directive (DoDD) 5105.77, 21 May 2008, “National Guard Bureau”
- d. CNGB Memorandum for NGB ARNG, ANG and JOINT STAFF DIRECTORS, Subject: Military Duty Status for National Guard Members Assigned to the National Guard Bureau, 18 MAR 2010

1. Purpose. The purpose of this instruction is to provide duty status policy for National Guard (NG) members assigned on a permanent or temporary basis to support the National Guard Bureau (NGB).

2. Superseded/Cancelled. This instruction cancels Chief National Guard Bureau (CNGB) Memorandum for NGB ARNG, ANG and JOINT STAFF DIRECTORS, Subject: Military Duty Status for National Guard Members Assigned to the National Guard Bureau, 18 MAR 2010.

3. Applicability. This instruction is applicable to the Office of the Chief, National Guard Bureau (OCNGB); NGB-Joint Staff; Office of the Vice Chief, National Guard Bureau (VCNGB); NGB-Comptroller/Director of Administration and Management (NGB-ZC); the Army National Guard (ARNG) and Air National Guard (ANG) directorates; and Special and Personal Staffs’.

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4. Policy. It is NGB policy that all military members assigned to perform duty on behalf of the NGB will be ordered to active duty on a voluntary basis under the programmatic authorities of 10 U.S.C. § 12310 or § 12402 or pursuant to Active Duty for Operational Support (ADOS-RC). In each of these cases, the order to active duty authority is 10 U.S.C. § 12301(d). This policy applies to permanent change of station (PCS) or temporary duty status (TDY) assignments to the NGB. Adherence to this policy will ensure that members are serving in the appropriate command and control status and eligible to receive the benefits and protections dependent on the performance of active duty while utilizing the correct appropriation authority. Performing duty at the NGB in a Title 32 status is authorized only for training to perform a temporary advisory function, or to represent the member's State in support of a special project of limited duration. These duties shall never include management supervision, command, or direction of Title 10 military personnel, Title 5 civilian employees, or contractor personnel performing the work of the NGB.

5. Definitions. See Glossary.

6. Responsibilities.

a. NGB-Manpower and Personal (NGB-J1). NGB-J1 will ensure this instruction remains compliant with any changes in law, DoD policy or Service Secretaries policy.

b. ARNG-Human Capital Management (HCM). ARNG-HCM will provide guidance to the States for issuing orders for ARNG members that comply with this instruction. ARNG-HCM will establish procedures that ensure all ARNG members assigned to NGB are ordered to duty in accordance with (IAW) this instruction.

c. NGB-Organization Management (NGB/CFH). NGB/CFH will provide guidance to the States for issuing orders for ANG members that comply with this instruction. NGB/CFH will establish procedures that ensure all ANG members assigned to NGB are ordered to duty IAW this instruction.

7. Summary of Changes. 10 U.S.C. § 10501 establishes the NGB as a Joint Activity of the Department of Defense (DoD). DoDD 5105.77 provides Secretary of Defense Policy for the functions and responsibilities of the NGB. Members assigned to the NGB are executing Federal responsibilities and must serve within a Federal chain of command.

8. Releasability. This instruction is approved for public release. NG components and NGB elements may obtain copies of this instruction through [ngbpd.c.ngb.army.mil](mailto:ngbpd.c.ngb.army.mil).

9. Effective Date. This instruction is effective upon publication.



CRAIG R. MCKINLEY  
General, USAF  
Chief, National Guard Bureau

Enclosure(s)

GL -- Glossary

GLOSSARY

ABBREVIATIONS AND ACROYNMS

ADOS-RC	Active Duty for Operational Support
ANG	Air National Guard
ARNG	Army National Guard
ARNG-HCM	Army National Guard-Human Capital Management
CNGB	Chief, National Guard Bureau
DoD	Department of Defense
DoDD	Department of Defense Directive
IAW	in accordance with
MOA	Memorandum of Agreement
MOU	Memorandum of Understanding
NG	National Guard
NGB	National Guard Bureau
NGB-CFH	National Guard Bureau-Organization Management
NGB- J1	National Guard Bureau-Manpower and Personal
PCS	permanent change of station
OCNGB	Office of the Chief, National Guard Bureau
TDY	Temporary Duty
U.S.C.	United States Code
VCNGB	Office of the Vice Chief, National Guard Bureau