



NATIONAL GUARD BUREAU

111 SOUTH GEORGE MASON DRIVE
ARLINGTON VA 22204-1382

ARNG-HRR

14 May 2018

MEMORANDUM FOR NG J1 RRF (All-Entire RRF)

SUBJECT: SMOM 18-046, Exception to Policy for Edibles FY 18

1. Purpose: Provide an exception to policy for NGR 601-1, Army National Guard Strength Maintenance Program, 28 April 2006.
2. Summary: Recruit prospecting functions designed to develop Centers of Influence and generate leads for enlistment or re-enlistment in the Army National Guard (ARNG) can benefit from the appropriate use of edibles as authorized in NGR 601-1. The Recruiting and Retention Commanders (RRC) establishes reasonable spending limits for edibles within published limits or may request exceptions through ARNG-HRR-R.
3. RRF Level Exception. This document is a general exception to policy for FY18, increasing the per event maximum limit from \$1,000 to \$3000 without change to the \$15 per person limit. This SMOM and a one-page memorandum for record (MFR) detailing the event purpose, projected attendance and expected return on investment is required of the exception to policy. It also constitutes authorization to conduct the event when signed by the RRC. The event sign-in roster and an AAR must be maintained locally for audit purposes for all approved training events.
4. NGB Level Exception. Requests for exception for edible support above \$3000 per event without change to the maximum per person limit of \$15 must be sent to ARNG-HRR-R for approval at least 60 days prior to the function. A one-page MFR detailing the event purpose, projected attendance and expected return on investment is the documentation required for the exception to policy. It also constitutes as authorization to conduct the event when endorsed by ARNG-HRR-R. The event sign-in roster and AAR must be maintained locally for audit purposes for all approved training events.
5. Funding. An exception to policy is not valid in cases where an unfunded requirement exists or results from exercise of the higher spending limits. All purchases are subject to review and approval of your local USPFO.
6. Point of contact is MAJ Yasmeen A. Neal at 703-607-1419 or Yasmeen.A.Neal.mil@mail.

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A handwritten signature in black ink, reading "Robert E. Kuster II". The signature is written in a cursive style with a long horizontal stroke at the end.

ROBERT E. KUSTER II
COL, AG
Chief, Strength Maintenance Division
Army National Guard