



NATIONAL GUARD BUREAU

111 SOUTH GEORGE MASON DRIVE
ARLINGTON VA 22204-1382

ARNG-HRR

28 June 2018

MEMORANDUM FOR Recruiting and Retention Commanders of all States, Territories, and the District of Columbia

SUBJECT: SMOM 18-056, Recruiting Standards Branch (RSB) Staff Assistance Visit (SAV) FY19 Schedule

1. RSB will conduct SAVs in the following states in FY19:

- a. California 16-19 October 2018
- b. Washington 16-19 October 2018
- c. Nevada 22-25 October 2018
- d. Montana 22-25 October 2018
- e. Delaware 4-7 December 2018
- f. South Carolina 8-11 January 2019
- g. North Carolina 4-17 January 2019
- h. New Mexico 29 January-1 February 2019
- i. Florida 26 February-1 March 2019
- j. Arizona 5-8 March 2019
- k. Massachusetts 2-5 April 2019
- l. Rhode Island 8-11 April 2019
- m. Washington D.C. 15-17 April 2019
- n. Arkansas 7-10 May 2019
- o. Wyoming 7-10 May 2019
- p. Idaho 4-7 June 2019
- q. Kentucky 16-19 July 2019
- r. Maine 6-9 August 2019
- s. Virginia 10-13 September 2019

2. The SAV will involve the RRB Headquarters, Military Entrance Processing Station (MEPS) Guidance Counselors, Recruit Sustainment Program (RSP) Detachment

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Personnel, Recruiting and Retention Section Chiefs (RRSC) and local Recruiting and Retention Noncommissioned Officers (RRNCO).

3. Refer to the RSB milSuite page (<https://www.milsuite.mil/book/groups/arng-recruiting-standards-branch>) for SAV rubric and all required documentation prior to your scheduled SAV. RSB will send each State a 45 day notification prior to arrival requesting all required documents. Submit documents in the Strength Maintenance Tool (SMT) NLT 30 days prior to scheduled visit.

4. The RSB will host a VTC on July 10 at 1330 EST. The VTC will cover the SAV schedule, lessons learned/ best practices from FY18, and answer any questions about the enhanced SAV process. Please coordinate with the POC below for call in information.

5. Point of contact for this memorandum is CPT Jennifer L. Tolon at jennifer.l.tolon.mil@mail.mil or (703) 607-2914.



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