



NATIONAL GUARD BUREAU

111 SOUTH GEORGE MASON DRIVE
ARLINGTON VA 22204-1382

ARNG-HRR

8 July 2019

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

SUBJECT: SMOM 19-022, FY20 Recruiting Standards Branch (RSB) Staff Assistance Visit (SAV) Schedule

1. References.

a. NGR 601-1, Army National Guard Strength Maintenance Program, 1 January 2019.

b. PPOM 18-014, Strength Maintenance Standards Program (SMSP) Guidance Policy Update, 1 February 2019.

2. The RSB will conduct an SAV with the Recruiting and Retention Battalion (RRB) in the following states:

- | | |
|----------------|-------------------|
| a. Texas | 8-11 October 2019 |
| b. Oklahoma | 5-8 November 2019 |
| c. Louisiana | 4-7 February 2020 |
| d. Mississippi | 10-13 March 2020 |
| e. Hawaii | 14-17 April 2020 |
| f. Guam | 20-23 April 2020 |
| g. Indiana | 12-15 May 2020 |
| h. Michigan | 9-12 June 2020 |
| i. Minnesota | 14-17 July 2020 |
| j. New Jersey | 11-14 August 2020 |

3. The RSB will focus on the RRB Headquarters, Military Entrance Processing Station (MEPS) guidance counselors, Recruit Sustainment Program (RSP) detachment personnel, Recruiting and Retention Section Chiefs (RRSC), and Recruiting and Retention Noncommissioned Officers (RRNCO) during the SAV.

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4. Refer to enclosure 1 and the Recruiting Standards Branch milSuite page (<https://www.milsuite.mil/book/groups/armg-recruiting-standards-branch>) for required documentation, samples, tools, and more details prior to your scheduled SAV.

5. The RSB will send each RRB a notification memorandum 45-days pre-SAV, requesting all required documents. The RRB should submit all documents in the Strength Maintenance Tool (SMT) no later than 30 days prior to the scheduled visit.

6. The point of contact for this memorandum is MAJ Scott Anderson at scott.w.anderson3.mil@mail.mil or (703) 601-6830.



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Army National Guard

Encl

1. SAV Required Documents,
28 May 2019