



## NATIONAL GUARD BUREAU

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ARNG-HRR

07 January 2020

### MEMORANDUM FOR Army National Guard (ARNG) Recruiting and Retention Force (RRF)

SUBJECT: SMOM 20-018, Suspension of Recruiter Systems Network (RSN) Account Access for Recruiting and Training Cadre Suitability Non-Compliance

#### 1. References

a. Army Directive 2018-16, Suitability Criteria for Military Personnel in Specified Positions, date 08 November 2018

b. SMOM 20-008, Screening of Army National Guard Recruiting and Training Cadre, dated 24 October 2019

2. This memorandum outlines the criteria and procedures for suspension of RSN account access for Soldiers functioning in a Recruiting or Training Cadre position. This memorandum applies to ARNG Soldiers functioning in the following positions and will be valid until 30 September 2020:

a. All Soldiers performing a direct recruiting function that supports the accomplishment of the recruiting mission. This includes Soldiers with a 4-digit Recruiting Station Identification (RSID) and Military Entrance Processing Station Guidance Counselors. This may include Soldiers with a 3-digit RSID, Soldiers holding the primary military occupational specialty (MOS) 79T, special qualification identifier code 4 (SQI-4) as well as recruiting officers, and recruiting warrant officers.

b. Training cadre, including all Recruit Sustainment Program (RSP) cadre and Drill Sergeants, regardless of MOS, who work with RSP warriors during Inactive Duty Training (IDT) weekends for RSP or Direct Ship training.

3. Suspension Process. Soldiers serving in the designated positions outlined in paragraph 2 of this memorandum, must receive a suitability screening upon appointment. Beginning on 1 February 2020, the Recruiting Standards Branch (RSB) will initiate the suspension process of RSN account access for the following Soldiers:

a. Soldiers who are functioning in a recruiting or training cadre position without an initial suitability screening initiated within 45 days of appointment.

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b. Soldiers without an initiated appeal packet within 45 days from notification of disqualifying offense(s).

c. The RSB will identify Soldiers who do not have an initial screening or require an appeal during the audit process. The Recruiting and Retention Command (RRC) will be provided the names of their Soldiers who are not suitability compliant. This will serve as an initial notification of non-compliance.

d. As outlined in reference 1a, Soldiers have 45 days from initial notification to submit an appeal packet to the RSB.

e. If there has been no corrective action taken 45 days after the initial notification, the RSB will notify the RRC that their Soldier's RSN account will be suspended in 30 days.

f. If the Soldier becomes suitability compliant prior to RSN account suspension, the account will not be suspended.

g. The Recruiting Command reserves the right to reassign the Soldier to a two or three digit RSID, performing non-recruiting duties within the battalion. It is the RRB's responsibility to notify the RSB of the reassignment prior to account suspension.

h. Once the RSB confirms that the Soldier has initiated the required screening request or appeal packet, his/her RSN account will be reactivated.

2. The point of contact for this memorandum is LTC Scott Anderson at (703) 601- 6830 or email [scott.w.anderson3.mil@mail.mil](mailto:scott.w.anderson3.mil@mail.mil).



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