



## NATIONAL GUARD BUREAU

111 SOUTH GEORGE MASON DRIVE  
ARLINGTON VA 22204-1373

ARNG-HRR

30 January 2020

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

SUBJECT: SMOM 20-023, FY2020 Vehicle Allocation Methodology (VAM) and Vehicle Utilization Review Board (VURB) Process

1. Reference. Army Regulation (AR) 58-1, Management, Acquisition, and Use of Motor Vehicles, dated 3 April 2019.

2. Task/Guidance: The General Services Administration (GSA) Federal Management Regulation (FMR) Bulletin B-43 and AR 58-1 requires the Army to conduct, at a minimum, an annual VAM/VURB process to optimize the Army fleet. The 54 States, Territories, and the District of Columbia are to conduct the FY2020 VAM/VURB process between 15 January and 1 April 2020 to enhance the Army's Non-Tactical Vehicle (NTV) Fleet, eliminate underutilized vehicles, and transition to an environmentally friendly NTV Fleet. The baseline for the FY2020 VAM/VURB process will be the FY2019 NTV Authorization Ceilings (enclosure 7) or the number of vehicles on-hand, if the on-hand quantity is larger. The final submission is due to the ARNG Recruiting and Retention Command (CMD) Fleet Manager no later than 3 April 2020. The submission will include Templates 1-4 (enclosures 3-6). This memorandum is valid until 3 April 2020.

3. Purpose: This memorandum provides guidance to the 54 States, Territories and District of Columbia on the mandated VAM/VURB process as mentioned in the enclosed supporting documents.

4. Point of contact is CPT Marvin Lawrence, ARNG R&R CMD Fleet Manager at DSN 327-1903, 703 607-1903, or marvin.d.lawrence3.mil@mail.mil.

A handwritten signature in black ink, appearing to read "D. Gilbert".

11 Encls

1. VAM Training Dates
2. VAM Implementation SOP
3. Template 1
4. Template 2

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Army National Guard

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5. Template 3
6. Template 4
7. VAM SOP Process Diagram
8. VAM Report Format
9. Annual Minimum Utilization Guidelines
10. ARNG Flow Diagram
11. FY19 NTV Authorization Ceiling