

Active Guard Reserve (AGR) Title 32 Facts California Army National Guard

Q. Are AGR Soldiers allowed to perform TDY or PCS without written duty orders.
A. No. PCS funds must be approved by NGB prior to the date of physical move. Written orders must be submitted within 30 calendar days. After 30 days written justification for the delay and the action taken to prevent recurrence will be submitted to USPFO and next higher command.

Q. Are AGR Soldiers the sole occupant of their assigned Duty Position (Paragraph/Line Number)?
A. Yes. AGR Soldiers should not be double-slotted with other Soldiers; however, when double-slotting is unavoidable (e.g., when an AGR Soldier is pending separation or due to force structure changes), excess Soldiers must be properly coded as Excess in the Duty Position (e.g., "9993," etc.). They may only be coded as Excess for up to one year. AGR members who are in an excess status one year after the effective date will be reassigned or separated.

Q. Can AGR Soldiers be carried as over grade?
A. Yes. AGR Soldiers can be placed in over graded positions (for no more than one year) only when due to force structure changes or changes in FTS requirements. These AGR Soldiers will be managed on the Priority Placement List and will be offered the next vacant position for which they are qualified or eligible to become qualified. AGR members who are in an over-grade status one year after the effective date will be reduced to the authorized military grade of the AGR position, unless resignation is submitted.

Q. Will reporting of all AGR/ADOS FTS be annotated on the bi-monthly FTS PERSTAT?
A. Yes. Annotation on the FTS PERSTAT is typically done within two days (after the 1st and 15th of each month). All dates of absence from duty must be documented on a DA Form 31 or FTSMCS/LeaveLog, and verified by the BN/BDE FTS Managers prior to input on the FTS PERSTAT. All Duty Status Changes (i.e., AWOL, Confinement, Hospitalization and Return to Duty) will be submitted to AGR Branch on separate DA Form 4187s and appropriately coded on the FTS PERSTAT.

Q. I am active duty. Can I transfer directly into an AGR position?
A. Yes. However only if the Vacancy Announcement (VA) is announced Nationwide. Concurrently, the selected Soldier must become a member of the CA ARNG. Coordination between the active component Career Counselors and CAARNG must be made prior to an effective hire date.

Q. Can I use my Government Travel Card (GTC) for my PCS?
A. Yes. IAW regulatory requirements the use of the GTC is mandatory for all personnel (military or civilian) to pay for ALL official travel costs for TDY/TAD and PCS (where applicable).

Q. How much do I get reimbursed for my POV mileage reimbursement for my PCS?
A. Standard \$.19/mile effective date 1 Jan 16 and \$.23/mile if PCS commenced 1 Jan-31 Dec 2015.

Q. Can AGR Branch print out all my documents for me from IPERMs if my home computer is off line?
A. No. It is the Soldier's responsibility to submit a complete NEW HIRE packet to the New Hire NCO.

Q. How do I know my Soldiers are really doing something at Soldier For Life – Transition Assistance Program (SFL-TAP)?

A. The SFL-TAP scheduling capability lets Soldiers print appointment slips. Therefore, beginning with their first visit, they will be able to show you an appointment slip for every service they schedule. If you ever want to check, you can always call the SFL-TAP Center to verify that your Soldier actually reported as scheduled.

Q. When will I reach 20 Year of Active Federal Service (AFS)?

A. Using your Retirement Points Accounting System NGB Form 23 (RPAS), the Basic Active Service Date (BASD) and adding 20 years.

Example:

2000/01/01 – 2000 Jan 01

20

2020/01/01 – 2020 Jan 01

Q. When do I receive my 20 year of AFS letter?

A. There is no 20 year AFS letter, only an 18 Year AFS letter.

Q. Can Soldiers use SFL-TAP services during duty hours?

A. Yes. The Army policy considers SFL-TAP to be an official use of time, just like a dental appointment or a visit to JAG. Soldiers can use the 24/7 SFL-TAP Virtual Center to receive services at their leisure, whether from work or home. As always, the unit mission is a Soldier's priority, and commanders can ensure SFL-TAP appointments are coordinated with unit mission requirements.

Q. Does the DA Form 4187 for AGR Transfers require Dependents Information?

A. Yes. The Transportation Movement Office will not process the request if the order is not complete.

Q. Will my Transfer Order match my ETS/MRD Date if I'm not on my Initial Tour?

A. No. Transfers Orders will coincide with a Tour Renewal Order end date, not to exceed a Soldier's Retention Control Point or Mandatory Removal Date.

Q. When filling out a New Hire packet, if the Soldier already has certain documents in their IPERMs, does the Soldier need to still provide updated documents with their New Hire packet?

A. Yes. Soldiers are required submit all current and relevant documentation as it pertains the advertised AGR Vacancy Announcement.

Q. How many people should be on an AGR New Hire board?

A. 3 or 5 personnel who are senior to the highest ranking applicant.

Q. If a VA # is published requesting that those who apply are E-5 (both minimum and maximum grade) and the VA closes, is boarded, and ready to offer, but the MLR changes and the grade for the paragraph and line goes up 1 grade (E-6); will this be both a job and promotion offer to the one selected?

A. No. In accordance with AR 135-18, AR 600-8-19, and NGR 600-5, should the MLR constraints change allowing the ability to promote, you must remain fully eligible in accordance with regulatory guidance to be considered for promotion in this duty position.

Q. Can I contact the AGR Branch if I have questions about a particular announcement or the Active Guard and Reserve Program in general?

A. By all means call us and we can assist with your questions; however, be aware there are two types of AGR programs with the California National Guard (Army Guard AGR / Air Guard AGR).

Q. What type of photo is need for my AGR application?

A. DA photo in military uniform is required. DA Photo must be in accordance with (IAW) AR 640-30. The recommended photo size should be no smaller than a 3X5, but best size for photo should be 4X6, 5X7, or 8X10. For Soldiers in the grade of E4 and E5, DA photos are not authorized IAW regulatory guidance; however a photo in the Army Service Uniform (ASU) or Army Class A Uniform (Green) must be submitted in keeping with the previously discussed sizes.

Q. What do you mean by Certified Copies/How do I get documents Certified?

A. A Certified Document is a document with a written or stamped "True Copy", "Certified True Copy" or "Certified Copy" with Printed Name, a signature, Rank and the Date it was certified. If the Form has more than one Page then each page should be certified. Anyone in a position to provide copies of these documents (Recruiters, Readiness NCO's, Training NCO's, etc.) can certify them. In cases of the DA Form 705 it must be in an area of the card where it is clear and visible. The Signature on a DA Form 705 is for validating an APFT Score not for certifying the document.

Q. I do not have the MOS for this position. Can I still apply?

A. Each announcement is different and can change due to mission requirements and guidance from the Chief of Staff. In the announcement, it will tell you that you either must be Duty MOSQ to apply or you will have 12 months to become Duty MOSQ. Sometimes it will say both depending on the rank. Example SGTs (E5) have 12 months to become Duty MOSQ, SSGs (E6) must be Duty MOSQ.

Q. Can I apply for a position lower than my current grade?

A. Enlisted members can, however you need to include with your packet a memorandum stating that if you get selected for this position you will accept an administrative reduction. This memo needs to be included before your packet will even be considered.

Q. What if I am unable to provide the required documents (e.g. Department of Motor Vehicle (DMV) Printout, Officer or NCO evaluations, RPAS, DD Form 214 with Separation Program Designator (SPD) codes)?

A. Written justification stating why the document is not provided must accompany the packet. We are aware of extenuating circumstances for those Soldiers coming from the USAR, USA, and deployments.

Q. Can I Mail or Email my application in?

A. No you cannot mail in your application. Interested applicants who meet the eligibility criteria listed in the announcement may apply by submitting their applications online through the Safe Access File Exchange (SAFE) System in accordance with the instructions on the AGR Vacancy Announcement. Soldiers who have any issues with accessing or uploading to SAFE should contact the AGR Branch Manpower NCO immediately.

Q. How do I know if my Application was Received/Accepted?

A. When you submit your complete application packet online through the SAFE System (see above question), you will receive an email confirmation. Please ensure you correctly type your email address where required in the SAFE System.

Q. I see multiple job announcements. Can I use my one packet for all of them?

A. No. Soldiers must submit separate applications for each job announcement that you are applying for. Ensure you list the current job announcement number and position title on each separate NGB Form 34-1.

Q. What if something is missing or wrong with my application?

A. AGR Branch performs a quality assurance on all applications. AGR Branch personnel will be checking for completeness and meeting the minimum requirements before we send them to the board. If we notice a discrepancy with your application and we have enough time before the closing date of the announcement, we will try to contact you to get these corrections using the contact information you provide in your application. In most cases you will have until the closing date of the announcement to get us the missing information/corrections, if we do not receive the corrections by that time, your packet will be declined and you will be notified. It's your responsibility to submit an accurate and complete packet on time. AGR Branch is not responsible for incomplete packet corrections or late submissions.

Q. How long does the board/hiring process take?

A. It varies; typically 2-3 days after the announcement closes we receive the Board members information and will be sent to the unit to be boarded. The units have 30 days (barring any complications) to Board the applicants and send the results back to AGR Branch. AGR Branch will then review the board results to make sure they are in accordance with State and Army regulations and policies. We will then start contacting the applicants based on the board's Order of Merit List (OML). Some units are able to board their applicants as soon as they get them. Others, based on mission requirements, can take a full 30 days or more to board. Once the board process is complete, State leadership will determine the priority of hiring and when the selected Soldier will be hired into the AGR Program.

Q. Will I receive something in the mail stating why my packet was not accepted, or not selected?

A. No. If your packet was not accepted, the application worksheet will be returned via email stating what was wrong with your application. This is done to help you for future applications. If your packet was boarded, but you were not selected, you will receive an email stating such and your application will be kept for historical purposes. Please ensure you correctly type your email address where required when uploading your application packet to the SAFE System.

Q. What does "current" mean?

A. Current means within 30 days of your application being received by the AGR Branch, or "current" within the regulatory guidance for a specific document, or "current" as detailed in the Vacancy Announcement.

Q. What does "Open until Filled" mean?

A. Announcements labeled as "Open until Filled" is used to help a unit fulfill manning requirements. This announcement is open for a minimum of 30 days and closes after a Soldier is selected for hire or assigned. This announcement is re-evaluated after 120 days for additional time if not filled.