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Change  
No. 1

KNGR 640-1

State of Kansas, Military Division  
The Adjutant General's Department  
Topeka, Kansas, 9 October 1985

Military Personnel

RETIREMENT FOR MEMBERS OF THE ARMY NATIONAL GUARD

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THIS CHANGE UPDATES KNGR 640-1 FOR ALL UNITS OF THE KANSAS ARMY NATIONAL GUARD.

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KNGR 640-1, dated 15 March 1985 is changed as follows:

1. Material which has been added or changed is indicated by the symbol "\*".
2. Insert the following pages in sequence and remove pages as shown below:

Old Pages

✓ 2 and 3

New Pages

2 and 3

3. This change will be recorded as appropriate at Appendix A, KNGR 310-1, Index of Regulation.
4. This sheet to be filed in front of the regulation for reference purposes.

BY ORDER OF THE GOVERNOR:

OFFICIAL:

RALPH T. TICE  
MG, KSARNG  
The Adjutant General

  
GLEN D. ALEXANDER  
COL, GSWT, KSARNG  
Chief of Staff

DISTRIBUTION:

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State of Kansas, Military Division  
The Adjutant General's Department  
Topeka, Kansas, 15 March 1985

Military Personnel

RETIREMENT FOR MEMBERS OF THE ARMY NATIONAL GUARD

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THIS REGULATION IMPLEMENTS NGR 640-1 AND SETS POLICY OF THE ADJUTANT GENERAL PERTAINING TO RETIREMENT DOCUMENTS AND APPLICATIONS FOR RETIREMENT FOR OFFICER, WARRANT OFFICER AND ENLISTED PERSONNEL FOR UNITS OF THE KANSAS ARMY NATIONAL GUARD.

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1. References.

- a. NGR 640-1.
- b. AR 135-180.
- c. KNGR 135-180.

2. Policy. The provisions of references 1a and b above are applicable to all members of the Kansas Army National Guard except as modified/supplemented herein.

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\*This regulation supersedes KNGR 640-1 dated 1 March 1983.

3. Purpose. This regulation prescribes the procedures for preparing, maintaining and correction of NGB Forms 23 (Retirement Credit Record) for all officer, warrant officer and enlisted personnel assigned to the Kansas Army National Guard.

4. Responsibility. The commander of each separate Federally recognized unit is responsible for the preparation and accurate maintenance of NGB Forms 23 for each member of his command.

5. Establishment of Retirement Year. Retirement year and anniversary dates are established as indicated in NGR 640-1. Appendix A, NGR 640-1, example 4 line 1, the word "without" should be changed to "with".

6. Posting of Retirement Points to NGB Form 23. Table 2-1, Rule 1, NGR 640-1 states that 1 point is to be awarded for each day of training. Points are to be calculated by calendar day and not by 30 day month method. (i.e., individual is on ADT from 1 June to 30 September will be awarded 122 points). Points will be posted by date earned (i.e., training assembly scheduled for 8-9 Jan, individual performs SUTA on 28-29 Jan, retirement credits are earned on 28-29 Jan, not 8-9 Jan).

\*6.1. Review of NGB Form 23. Individual service members are required to review their NGB Form 23 (Retirement Credit Record) for accuracy during the annual review of personnel records as required by applicable regulations. A pencil entry in the upper right corner of the form will be made to indicate annual review, initials and date.

7. Correction of Erroneous NGB Forms 23.

a. A new NGB Form 23 will be prepared using the correct retirement year and will be verified by the unit commander utilizing the following remarks on the front side of the form, immediately following the last line entry:

"Reaccomplished (date) to correct (Indicate Reason for Reconstruction)". "Above entries verified from official records."

Signature of Commander/Personnel Officer

Typed Name of Commander/Personnel Officer

Grade, Branch, KSARNG

Title

b. NGB Forms 23 found to be in error upon transfer will be reaccomplished by the losing unit who was responsible for preparation prior to the date transfer was accomplished.

\*c. NGB Forms 23 found to be in error by ARP, such as in the case of discharge, etc., subject form will be returned by letter, indicating corrective action required. Verification of NGB Forms 23, as returned, will be accomplished by personnel of ARP.

8. Retirement Procedures. Information contained in references 1a, b, and c above contain sufficient information to determine eligibility and administrative details with regard to applications for retired pay benefits. Personnel who satisfactorily complete minimum service for retirement (ARO 135-180) and are currently assigned to the Kansas Army National Guard, may obtain information and DD Forms 108 (Application for Retirement Benefits) from this office upon reaching 59 years and 8 months of age. DD Forms 108 will not be supplied to any unit of the Kansas Army National Guard through normal publications channels. DD Forms 108 will be issued by this headquarters only, upon request, and will be provided to any individual making inquiry to this office provided he has become or will become eligible for retired pay benefits within 120 days from the date of the request. Statements of service and allied information concerning retirement points earned by the applicant may be obtained by submitting a request for such information to this office, addressed to the attention of AGKS-ARP-E.

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THE PROPONENT OF THIS REGULATION IS THE OFFICE OF THE ADJUTANT GENERAL OF KANSAS. USERS ARE INVITED TO SEND COMMENTS AND SUGGESTED IMPROVEMENTS TO THE ADJUTANT GENERAL OF KANSAS, ATTN: AGKS-ARP, P.O. BOX C-300, TOPEKA, KANSAS 66601.

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