



DEPARTMENTS OF THE ARMY AND THE AIR FORCE
LAND COMPONENT, HEADQUARTERS KANSAS NATIONAL GUARD
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TOPEKA, KS 66611-1263

NGKS-AAG

9 July 2021

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: ATAG Policy Letter #42, Order of Merit List for Non Commissioned Officers Professional Development System (NCOPDS)

1. References:

- a. AR 600-8-19 (Enlisted Promotions and Reductions), 19 May 2019.
- b. NGR 600-200 (Enlisted Personnel Management), 25 March 2021.
- c. NGB HRH Policy Memorandum #12-057 (SWVA Procedures).
- d. NGR 600-5 (AGR Management), 21 September 2015.
- e. ATAG Policy #39 (Removal from Promotion List for Failure to Meet Course Standards at NCOES Courses), 1 May 2019.
- f. AR 350-1 (Army Training And Leader Development), 10 December 2017.
- g. KSARNG Professional Military Education Priority Placement Program (PME-P3).

2. Regulatory guidance regarding selecting Soldiers for institutional training and advancement has evolved with the implementation of IPPS-A. Based on these recent changes, the Kansas Army National Guard is implementing an Order of Merit List (OML) with oversight at the MSC level and managed by BN/CO/BTRY. Final authority for the State OML rests with the KSARNG G3.

3. The OML ensures qualified Soldiers receive NCOPD based on the state's priority list identified below. This process assigns available training allocations to the first Soldier based on this priority regardless of unit of assignment.

4. No change occurs to the current Training Selection/Army Funding Allocation Model (AFAM) process. This policy only affects training allocations received by the state and seat assignment. Units enroll Soldiers utilizing the NCOPDS OML.

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- a. Each MSC builds an OML based on the criteria listed in this policy memorandum. MSC/BN Operations Sergeants Major or equivalent are responsible for the timeliness and accuracy of each MSC OML.
- b. MSC/BN CMD Teams identify and code PME-P3 (sort by date of rank).
- c. The G3 QSM/School Manager compiles the MSC OMLs and sorts each category based on date of rank for each category. This list is active and posted for review by the G3 QSM. The G3 and G3 SGM are the final authority for all OML/PME questions or decisions on behalf of the LC-CSM and the ATAG.
- d. G3 QSM provides an OML template for all units.
- e. Operations Sergeants Major ensure Soldiers ineligible for PME or administratively selected by command teams for removal do not appear on the selection list.

5. NCOPDS OML Priorities:

a. Category 1.

(1) PME-P3: Soldiers identified by CMD Teams as outstanding recipients of state and national awards as identified in the Professional Military Education Priority Placement Program (PME-P3).

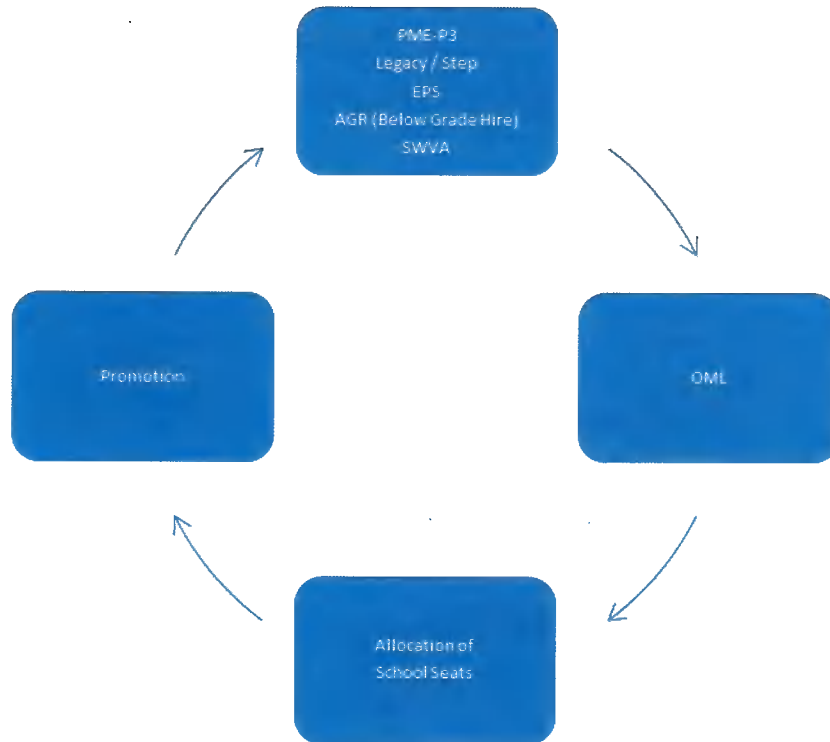
(2) Legacy (sorted by date of rank).

(3) STEP (sorted by selection date).

(4) AGR hired below grade* (sorted by selection date).

(5) SWVA* (sorted by selection date).

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b. Category 2.

- (1) EPS* (includes Soldiers in the expanded zone of consideration).
- (2) Not considered for EPS (sorted by date of rank).
- (3) Below Zone EPS.

*Excluding Soldiers that are below the zone of consideration

6. Removal reasons from the NCOPDS OML.

- a. Incomplete with DLC.
- b. Soldiers who are barred from reenlistment, excluding legacy Soldiers approved to attend NCOPDS.
- c. Pending Discharge.
- d. Incomplete with High School or Equivalency.

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- e. Inactive National Guard.
 - f. Flagged for Lautenberg.
 - g. Non-Duty Military Occupational Specialty Qualified.
 - h. Qualitative Retention Board Non-Retain.
 - i. Attending an Officer/Warrant Officer producing program.
 - j. Title 10 (ASP "D").
 - k. Declined consideration for military education and promotion on NGB 4100-1-R-E.
 - l. Failure to complete a NGB 4100-1-R-E.
 - m. Declination of Promotion.
 - n. Reduction.
 - o. Commander elected to remove Soldier from EPS consideration.
 - p. Administratively removed from EPS List.
7. The NCOPDS OML relies on IPPS-A, EPS and ATRRS data. Information in these systems must be accurate in order to create an accurate OML. Unit personnel review and work through proper channels to update information in these systems.
8. Soldiers with reservations in Category 1 have priority over Category 2.
9. Short notification of training seats (cancellations, new allocations, etc.).
- a. The first Soldier on the OML without a reservation is eligible for NCOPDS seats that become available between 60 and 45 days prior to the start date. Declination of attending does not merit removal from the NCOPDS OML.
 - b. Each MSC identifies and codes Soldiers on OML who are able to attend short notice to PME due to short notice cancellations. QSM sorts based on PME requirement and date of rank for eligible Soldiers.
10. OML legacy Soldiers who do not attend NCOPDS due to a fault of the Soldier and have a bar to reenlistment results in removal from the list.

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11. Command Teams review the NCOPDS OML to ensure Soldiers enroll in institutional training in the correct order. Commanders remove Soldiers from STEP and SWVA positions if they cannot attend institutional training due to a fault of the Soldier. Likewise, the Army Chief of Staff determines the appropriate course of action for AGR Soldiers hired below grade that cannot attend institutional training due to a fault of the Soldier.

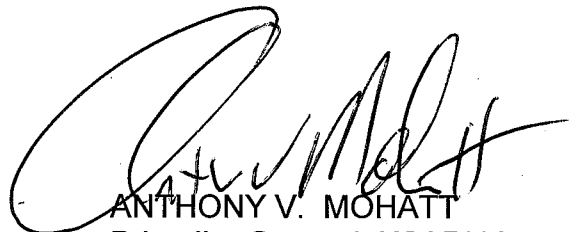
12. Fault of the Soldier could include but is not limited to:

- a. Failure to meet standards IAW AR 350-1.
- b. Soldiers with a Suspense of Favorable Action.
- c. Soldier refuses to attend NCOPDS when given notice more than 6 months (MDAY)/3 months (AGR) in advance.
- d. AGR Soldiers selected for a higher-grade position and MDAY Soldiers selected for SWVA who received an EPS board score below the zone of consideration.
- e. AGR Soldiers selected for a higher-grade position and MDAY Soldiers selected for SWVA that the Commander elected to remove from EPS consideration.

13. Units post this memorandum in a public armory location. The G3 QSM sends the NCOPDS OML to AGRs, Technicians and all E8s and E9s. It is a public document and available through the unit to Soldiers.

14. This policy supersedes ATAG Policy #42, State Order of Merit List for Non-Commissioned Officers Professional Development System, dated 27 August 2019.

15. POC for this memorandum and the NCOPDS OML is the KSARNG LC-CSM at (785) 646-0037.



ANTHONY V. MOHATT
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Commanding

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