MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: (JFTX P15-25) Request for Extended Military Tours by Full-Time State and Federal Technician Employees Policy

1. References.
   a. Title 38, United States Code (USC), Chapter 43, Uniformed Services Employment and Reemployment Rights Act.
   b. Texas Government Code § 437.204, Reemployment of Service Member Called to Training or Duty.
   e. ANGI 36-2101, Assignments within the Air National Guard, 10 April 2012.
   f. All States Memorandum, NGB-J1-TN, 10 Sep 2007, subject: Authority of the Adjutant General to Approve or Disapprove a Technician’s Request to be Reassigned to perform ADSW, other state or federal missions (TN-07-058).

2. Purpose. This memorandum supersedes Request for Extended Military Tours by Full-Time State and Federal Technician Employees, dated 12 May 2008, and provides guidance for balancing the Texas Military Department (TMD) workforce to meet all state and federal operational missions.

3. Applicability. This policy letter applies to all full-time state employees and federal technician employees of the TMD.

4. Policy.
   a. Requests for Reassignment to Military Status. The Adjutant General (TAG) shall approve or disapprove an employee’s request to be reassigned to another unit or to take an extended tour on military duty in support of TMD missions, to include a unit that is selected for mobilization under Title 32 or Title 10, USC. In order to synchronize the use of full-time resources, all full-time employee requests for a change to a different
full-time status (e.g. technician/state to Active Guard/Reserve (AGR), Full Time National Guard Duty – Operational Support (FTNGD-OS) or to Title 10) are staffed by submitting a supervisory impact statement to the TXARNG Chief of Staff or TXANG Director of Staff. Supervisory impact statements for AGR and Technician employees are processed through the Human Resource Office (HRO) and state employees through State Human Resources. The exception to an impact statement is when an employee has been selected for a new position through the technician, AGR, or Counter Drug vacancy announcement process.

b. FTNGD-OS, Military Personnel Appropriation (MPA) mandays, and Annual Training (AT) days should not be used to meet real or perceived full-time personnel shortages or to perform the same duties one would perform as a technician, AGR or state employee.

c. Exceptions. The Adjutant General recognizes that there are occasional, routine, short-term, extended tour requirements over the typical fifteen (15) day period of annual training (i.e. selection boards, exercises) that may not conflict with the full-time employee’s duties. Order issuing authorities should not publish FTNGD-OS, or MPA orders for full-time state employees and federal technicians without the approval of the TMD Executive Director, TXARNG Chief of Staff or the TXANG Director of Staff.

5. This policy is effective immediately and will remain in place from the date of publication until rescinded or suspended.

6. The point of contact for this policy is Human Resource Officer, at 512-782-5365.

JOHN F. NICHOLS
Major General, TXANG
Adjutant General

DISTRIBUTION:

A
KATHERINE M. BROWN
CW3 AGR
SIG - Policy