MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: (TMD 116-04) 2016 National Guard Association of Texas (NGAT) Conference Attendance Guidance

1. References.
   a. Technician Personnel Regulation 630, Absence and Leave Program, 27 August 2010
   b. AGD Personnel Policy #15, Overtime/Compensatory Time Policy, June 2011
   c. AR 600-8-10, Leave and Passes, 04 August 2011
   d. AFI 36-3003, Military Leave Program, 03 March 2015
   e. DoDD 5410.18, Public Affairs Community Relations Policy, 20 November 2001

2. Applicability. This guidance applies to members of the Texas Military Department regardless of duty or employment status.

3. Purpose. This memorandum provides duty status guidance for personnel attending the 2016 NGAT Conference. The Adjutant General supports and encourages members of the Texas Military Department to attend the annual NGAT Conference.

   a. Attendance. Attending the NGAT conference is voluntary. Attendance in an official duty status is not authorized, unless operating under the authority of an approved DD Form 2536, Request for Armed Forces Participation in Public Events (Non-Aviation). Personnel may take ordinary or personal leave, or be on Permissive Temporary Duty (PTDY), to attend. Supervisors are responsible for ensuring attendance of employees granted PTDY. Personnel in units that are scheduled for drill during the conference must adhere to the unit commander’s guidance for split training.

   b. Active Guard/Reserve (AGR), Full-Time National Guard Duty for Operational Support (FTNGD-OS) Personnel: AGR/FTNGD-OS personnel who voluntarily register to attend may be granted PTDY to attend professional meetings IAW AR 600-8-10, paragraph 5-32g (TXARNG) and AFI 36-3003, paragraph 12.7, Table 7, Rule 22
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(TXANG). PTDY is non-chargeable leave that does not incur any cost to the government.

c. M-Day/Traditional Service Members: Attendance is voluntary, at no cost to the government.

d. Military Technicians: Attendance is voluntary, at no cost to the government. Technicians must be in a leave status to attend the conference on any scheduled duty day. Liberal leave is authorized to allow maximum participation.

e. State Employees: Attendance is voluntary. Employees may take any form of personal leave during normal duty hours in order to attend the conference.

f. Use of GSA vehicles is not authorized for travel to the NGAT conference.

4. This memorandum expires at the end of 2016 NGAT Conference unless sooner rescinded or superseded.

5. Point of contact for this memorandum is the Human Resource Officer at 512-782-5087.

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