



Texas Military Department

DIRECTIVE

Number 5500.01

20 June 2019

NGTX-L

SUBJECT: Elected Official Engagement and Coordination Requirements with Government Affairs Office (GAO)

References: See enclosure.

1. PURPOSE. To ensure consistent and effective communication with state and federal elected officials and their staff.

2. APPLICABILITY.

a. This directive applies to all members of the Texas Military Department (TMD) regardless of duty or employment status.

b. This directive does not apply to off-duty or personal communications between TMD personnel and elected officials and staff, communication initiated through the constituent inquiry process, or communications protected by the state or federal whistleblower process.

3. POLICY. TMD personnel may not use their official position, authority, or influence to interfere with an election, affect the course of an election, or seek to improperly influence any legislative activity.

a. All TMD information flowing to a state or federal official, to include their staff, will be coordinated through or synchronized with the GAO.

b. All communication between TMD and the Office of the Governor is reserved at TAG level. TMD personnel, outside of the Office of The Adjutant General (TAG), will advise GAO of any official, routine or non-routine, response to queries from the Office of the Governor or gubernatorial support staff.

c. TMD personnel acting in an official capacity who are seeking to engage a member of the Texas Legislature or U.S. Congress, or their staff, shall coordinate with GAO. Official communication with lawmaker's office will be facilitated through GAO. GAO will examine if such engagement or activity would complement or conflict with TAG's current guidance.

d. If any engagement with a state or federal elected official, to include their staff,

occurs in a responsive, no-notice fashion. TMD personnel involved with the engagement must brief the GAO on all aspects of the event and provide copies of any written or visual communications (e.g. PowerPoint presentation, handouts, etc.) provided to or presented to the official or staff as soon as operationally possible.

e. TMD personnel contacted by an official, or an associated staff member, on behalf of a constituent shall route the inquiry to TMD Director of Joint Staff through the Constituent Inquiry Representative (bailey.i.olderog.nfg@mail.mil) for official action and response, while complying with any other communications guidance.

4. DEFINITIONS. NA

5. RESPONSIBILITIES. The Director of Government Affairs reports to The Adjutant General and is responsible for all legislative affairs for TMD, including the management of the GAO to provide legislative and associated staff support. The GAO is designated as the single office within TMD responsible for legislative affairs and legislative coordination.

6. INFORMATION REQUIREMENTS. This directive supports federal requirements.

7. RELEASABILITY. Unlimited.

8. EFFECTIVE DATE. This directive is effective immediately and will require expire two years from the date of publication unless sooner rescinded or superseded.

9. POINT OF CONTACT. Government Affairs Office at 512-782-3806.

Encl


TRACY R. NORRIS
Major General, TXARNG
Adjutant General

DISTRIBUTION:

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J5- Issuance



Official

Enclosure

References.

- a. Texas Government Code, Chapter 554, Protection for Reporting Violations of Law
- b. Texas Military Department Strategy, April 2016
- c. DoDD 1344.10, Political Activities by Members of the Armed Forces, 19 February 2008
- d. Hatch Act Amendments of 1993
- e. AR 1-20, Legislative Liaison, 2 July 2013
- f. AFI 90-401, Air Force Relations with Congress, 14 June 2012
- g. DoDD 7050.06, Military Whistleblower Protection, 17 April 2015`