



## Texas State Guard

# DIRECTIVE

1030.10

15 December 2020

NGTX-XHZ

SUBJECT: TXSG Counseling and Performance Evaluations

- References. (a) [ATP 6-22.1](#), The Counseling Process, July 2014  
(b) [DA Form 4856](#), Developmental Counseling Form  
(c) TXSG Form 1030, TXSG Performance Evaluation Form  
(d) TXSGI 1030.20, TXSG Performance Management Program

1. PURPOSE. This directive establishes the basic requirements for counseling and performance evaluations in the Texas State Guard.

2. APPLICABILITY AND SCOPE. This directive applies to all TXSG personnel.

3. DEFINITIONS. NA

4. DIRECTIVE.

a. Taking care of our people is a critical priority. Every leader must ensure all TXSG personnel are highly trained, properly rewarded, and deservedly promoted and advanced to positions of greater responsibility in a deliberate, thoughtful manner.

b. Effective counseling is vital to taking care of our people. Counseling is the process we use as leaders to review our subordinates' demonstrated performance and potential. It is the responsibility of the TXSG leadership to professionally develop their subordinates, enabling them to become more capable, resilient, satisfied, and better prepared for current and future responsibilities. The Texas State Guard's future rests on the shoulders of those we prepare for greater responsibility.

c. Effective 01 JAN 2021 all TXSG personnel will receive formal initial counseling, semiannual developmental counseling, and an annual performance review. Personnel who have been in TXSG for 12 months or longer and have not received a performance

review are required to have a performance review completed NLT 28 FEB 2021 in lieu of an initial counseling. The initial counseling will highlight the individual's duties, responsibilities, and current performance. Counseling will be performed in accordance with the guidance in ATP 6-22.1 and recorded using the DA 4856 Developmental Counseling Form. Performance Reviews will be completed using the TXSG Form 1030, Texas State Guard Performance Evaluation.

d. Details of the counseling and evaluation process are outlined in TXSG Instruction 1030.20, *TXSG Performance Management Program*.

5. RESPONSIBILITIES. TXSG leaders will comply with this directive and subsequent directives, instructions, and policies related to counseling, evaluations, and performance management.

6. INFORMATION REQUIREMENTS. NA

7. RELEASABILITY. Unlimited.

8. EFFECTIVE DATE. This directive will expire 2 years from the effective date of publication unless sooner rescinded or superseded.

9. POINT OF CONTACT. T-1, TXSG at 512-782-6223.



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Commanding