



TEXAS MILITARY FORCES
 JOINT FORCE HEADQUARTERS
 TEXAS MILITARY DEPARTMENT
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NGTX-AO

5 December 2014

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: (JFTX I14-19) Appointment of Assessable Unit Managers – Army Manager’s Internal Control Program (MICP)

1. This memorandum supersedes policy memorandum, JFTX P13-17, Appointment of Assessable Unit Managers dated 9 January 2013.
2. Reference. Army Regulation 11-2, Manager’s Internal Control Program, 4 January 2010 (RAR 26 March 2012).
3. The following individuals are hereby appointed duties as indicated for the Texas Army National Guard Internal Control Process, effective September 2014.

Senior Responsible Official (SRO): [REDACTED] – TXARNG Chief of Staff, Joint Force Headquarters.

Manager’s Internal Control Administrator (MICA): [REDACTED] – Strategic Plans Officer TXARNG G5, Joint Force Headquarters.

<u>Assessable Unit Managers (AUMs)</u>	<u>Assessable Unit</u>
[REDACTED]	Deputy US Property and Fiscal Office (USPFO)
[REDACTED]	Inspector General
[REDACTED]	General Counsel
[REDACTED]	Manpower/Human Resources Directorate
[REDACTED]	Garrison Command
[REDACTED]	Texas Army National Guard Headquarters
[REDACTED]	G1 Personnel Directorate
[REDACTED]	G1 Family Support Services
[REDACTED]	G2 Security Branch
[REDACTED]	G3 Operations and Training Directorate
[REDACTED]	G3 Army Aviation Office
[REDACTED]	G4 Logistics Directorate
[REDACTED]	G6 Information Directorate
[REDACTED]	36 th Infantry Division Headquarters
[REDACTED]	Recruiting and Retention

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Manager's Internal Control Program (MICP)

[REDACTED]

Construction Facility Management Office (CFMO)
Counterdrug Task Force
71st Troop Command
Training Centers Command
Medical Command
Domestic Operations (DOMOPS)
J3 Joint Operations Directorate
J4 Joint Support Directorate (J1/4)
J6 Joint Information Directorate

4. Purpose:

a. To organize, plan, and execute the Texas Army National Guard Managers' Internal Control process in accordance with AR 11-2 and guidance from other applicable directives.

b. IAW AR 11-2, ensures Internal Control responsibilities are correctly identified on your individual support form. Under "Major Performance Objective," the following statements may be used:

(1) For SRO: "Ensures compliance with AR 11-2, Chapter 1, para 1-13".

(2) For AUM: "Ensures compliance with AR 11-2, Chapter 1, and para 1-14".

5. Responsibility of SRO: Overall responsibility for ensuring implementation of an effective MICP within the organization, designates MICA, and oversees preparation of the Annual Statement of Assurance that accurately describes the status of controls in the organization and fully discloses any material weaknesses and plans for correction.

6. Responsibility of MICA: Identifies training requirements, conducts or arranges training, assists in preparation of the 5-Year Plan, provides guidance in preparation of Annual Statement of Assurance, coordinates completion of evaluations, tracks material weaknesses, and keeps managers informed on internal control issues.

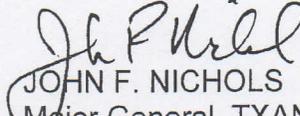
7. Responsibility of AUMs: Ensure their managers are trained and understand their internal control responsibilities, identify their MICP training requirements to the MICA, identify high risk areas within their directorate, develop internal controls to mitigate risk in those areas identified as high risk, develop and update the 5-Year Plan for their areas; ensure evaluations are conducted IAW their 5-Year Plan, identify material weaknesses, report material weaknesses upward through the chain of command, provide a copy of their MICP 5-Year Plan to the MICA annually or as changes occur to their plan, annually sign DA Form 11-2 stating they have reasonable assurance that controls are in place and working or that they don't have reasonable assurance, and provide documentation or information supporting the material weakness.

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8. Special instructions: Individuals will serve as appointed until properly relieved by the issuance of appointment order of new individual. This memorandum supersedes all previous appointments for the TXARNG Internal Control Process.

9. POC for this memorandum is [REDACTED] at 512-782-6943 or via email at [REDACTED]


JOHN F. NICHOLS
Major General, TXANG
Adjutant General

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