



STATE OF DELAWARE
DELAWARE NATIONAL GUARD
72nd TROOP COMMAND
FIRST REGIMENT ROAD
WILMINGTON, DELAWARE 19808-2191



NGDE-TCH-AO

26 June 2020

MEMORANDUM FOR Assistant Chief of Staff, NGDE-ACS, 1 Vavala Way, New Castle, DE 19720-1502

SUBJECT: Full-Time National Guard Duty (FTNGD) Tour Request for Project Officer

1. References:

- a. AR 135-200 (Active Duty for Missions, Projects, and Training for Reserve Component Soldiers), 30 June 1999.
- b. DEARNG Policy Memorandum N. 25 (Active Duty Operational Support Guidance), 8 October 2008.
- c. Joint Federal Travel Regulation (JFTR) Volume 1, 1 October 2014.
- d. AR 600-9 (The Army Body Composition Program), 28 June 2013.
- e. NGR 601-1 (Personnel-Procurement, Army National Guard Strength Maintenance Program), 28 April 2006.

2. Request Full-Time National Guard Duty (FTNGD) tour for one Soldier, Pay Grade O-2 through O-3.

- a. Unit: 72nd Troop Command
- b. Duty Location: Stern Armory, Wilmington, DE 19804
- c. Immediate Supervisor: MAJ Malloy, (302) 326-7700
- d. Tour Dates: Start 28 July 2020, End 30 September 2020
- e. Length of Tour: **Estimated 65 days (Contingent upon funding)**
- f. Field Conditions: No
- g. Per Diem: No
- h. Billeting: No

NGDE-TCH-SM

SUBJECT: Full-Time National Guard Duty (FTNGD) Tour Request for Project Officer

- i. BAH: Yes
- j. Rations: No
- k. Travel: Command to pay travel, as required.
- l. Dependent Travel Authorization: No
- m. Rental Car Authorized: No
- n. COLA: Based on Soldier's HOR for duty over 65 days; Reference JFTR, Vol 1 Chapter 8 paragraph U8038

3. Soldier Qualifications

a. Experience preferred: Previous experience in operations action support, previous experience working within 72nd Troop Command

b. Skills/Qualifications Preferred: Working knowledge of MARRS-N and ARTIMS

c. Minimum Military and Civilian Education Required: Military Driver's License and current Accident Avoidance training.

d. Passing score required on most recent APFT and must meet HT/WT standards IAW AR 600-9.

e. This position requires a detail-oriented officer possessing the abilities to communicate effectively both orally and in a written military style.

f. Proficient in Microsoft Office

g. Possess the ability to operate the AFCOS system for processing pay orders.

h. Possess general knowledge of DTS authorization and voucher processing

4. Project Justification:

a. Provide 72nd Troop Command S-3 support. This will include but not limited to:

b. S3 Operations project officer will report directly to the S3 Training Officer

c. Responsible for assisting, reviewing and administering program requirements and tasks directly related to the 72nd Troop Command TY 21 ODT missions

NGDE-TCH-SM

SUBJECT: Full-Time National Guard Duty (FTNGD) Tour Request for Project Officer

- d. Responsible for assisting, reviewing and administering program requirements and tasks directly related to the 1049th Transportation Company TY21 Patriot Press AT mission
5. POC for this memorandum is the SGM William McDaniel at (302) 326-7057.

Brian M. Malloy
BRIAN M. MALLOY
MAJ, MP, DEARNG
Administrative Officer