



STATE OF DELAWARE  
DELAWARE ARMY NATIONAL GUARD  
193<sup>rd</sup> REGIMENT (REGIONAL TRAINING INSTITUTE)  
163 SCANNELL BOULEVARD  
BETHANY BEACH, DELAWARE 19930-9210



NGDE-RTI-AO

6 April 2023

MEMORANDUM FOR Assistant Chief of Staff, NGDE-ACS, 1 Vavala Way, New Castle, DE 19720-2417

WOLHAR.JAIME.LEE.1045077 965  
Digitally signed by WOLHAR.JAIME.LEE.1045077965  
Date: 2023.04.06 13:35:40 -04'00'

SUBJECT: Full-Time National Guard Duty (FTNGD) Tour Request for 25U Schoolhouse Instructor Support

1. Reference AR 135-200, Chapter 6, and DEARNG Policy Memorandum 25.
2. Request Active Duty Operational Support (FTNGB) tour for at least one Soldier, E-4 to E-7,

- Unit: DEARNG 193<sup>rd</sup> RTI
- Duty Location: 163 Scannell Blvd, Bethany, Beach 19963-9210
- Immediate Supervisor: BN OPS NCO, 193<sup>rd</sup> RTI, 302-326-7692
- Tour Dates: Start 01 June 2023 End 30 September 2023
- Length of Tour: 122 Days contingent on funds
- Field Conditions: No
- Per Diem: No
- Billeting: No
- BAH: Yes
- Rations: No
- Travel: No
- Dependent Travel Authorization: No
- Rental Car Authorized: No
- COLA: N/A

3. Soldier Qualifications:

- a. Experience Required: Previous experience working with Course Development and/or instructional design desired
- b. Skill/qualifications Required: Able to become Instructor Qualified (CFDIC)
- c. Minimum Military and Civilian Education Required: 25 Series MOS, or civilian equivalent experience
- d. Security Clearance Required: Able to obtain Secret; NALC required

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e. Soldier will meet all requirements and complete an ADOS packet IAW ATAG Policy Memorandum No. 25, dated 1 December 2020

f. Passing score on ACFT, and meet HT/WT standards IAW AR 600-9

4. Soldier will serve as assistant instructor at the RTI for the 25U10, 30 and 40 level courses. Support operations include, but are not limited to:

a. Assist in Signal Course development and Instruction at the RTI

b. Assist the planning of 25U courses, Emergency Operations and Communications Course (EOCC), Joint Incident Site Communications Course (JISCC), Civil Support Team Intermediate Communication Course (CICC), and Common Faculty Development Instructor Course (CFD-IC)

c. All other duties as assigned

5. POC for this memorandum is MAJ Marc Evans, 302-326-7911.

EVANS.MARC.DOU Digitally signed by  
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GLAS.1045112582

MARC D. EVANS  
MAJ, CM, USA  
Administrative Officer