



STATE OF DELAWARE  
ARMY NATIONAL GUARD  
JOINT FORCE HEADQUARTERS  
1 VAVALA WAY  
NEW CASTLE DE 19720-2417



NGDE-OPS-DEP

16 March 2023

~~MEMORANDUM THRU Deputy Chief of Staff, Operations, DEARNG (NGDE OPS) 1  
Vavala Way, New Castle, DE 19720-2417~~

STOWELL.JEFFREY.DA  
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~~FOR Assistant Chief of Staff, NGDE ACS, 1 Vavala Way, New Castle, DE 19720-2417~~

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SUBJECT: Full-Time National Guard Duty for Operational Support (FTNGD-OS)  
request for G3, Holistic Health and Fitness Coordinator.

1. Reference: AR 135-200, Chapter 6, and DEARNG Policy Memorandum 25
2. Request Full-Time National Guard Duty for Operational Support (FTNGD-OS) tour for one (1) Soldier, grades between E6-E8.
  - a. Unit: JFHQ DEARNG G-3
  - b. Duty Location: 1 Vavala Way, New Castle, DE 19720-2417
  - c. Immediate Supervisor: SGM Jason McDowell, 302-326-7077
  - d. Tour Dates: 15 April 2023 to 30 September 2023
  - e. Length of Tour: Estimated 168 days **(Contingent upon funding)**
  - f. Field Conditions: No
  - g. Per Diem: No
  - h. Billeting: No
  - i. BAH: Yes
  - j. Rations: No
  - k. Travel: Command to pay travel, as required.
  - l. Dependent Travel Authorization: No
  - m. Rental Car Authorized: No

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SUBJECT: Full-Time National Guard Duty for Operational Support (FTNGD-OS) request for G3, Holistic Health and Fitness Coordinator.

n. COLA: Based on Soldier's HOR for duty over 140 days; Reference JFTR, Vol 1 Chapter 8 paragraph U8038

3. Soldier Qualifications:

- a. Experience Preferred: Knowledge of operation goals and objectives of the program (H2F).
- b. Must be a self-starter, working knowledge of Microsoft Office products.
- c. Skill/qualifications: Good verbal and written communication skills, as well as general administrative skills.
- d. Minimum Military and Civilian Education Required: N/A
- e. Security Clearance Required: Secret
- f. Passing score required on most recent APFT/ACFT and must meet HT/WT standards IAW AR 600-9.

4. Project Justification: DEARNG is authorized one H2F coordinator to develop and oversee the requirements of implementing the H2F program. NGB has provided funding.

5. POC for this memo is the undersigned at [linden.l.boyer2.mil@army.mil](mailto:linden.l.boyer2.mil@army.mil), (302) 326-7099.

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LINDEN L. BOYER, III  
LTC, SC, DEARNG  
Deputy G-3