



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



NGDE-RTI

15 June 2026

~~MEMORANDUM THRU Deputy Chief of Staff, Operations, DEARNG (NGDE-OP), 1 Vavala Way, New Castle, DE 19720-2417~~ WALSH.JOSEPH.FRANCIS.IV.1400210531 Digitally signed by WALSH.JOSEPH.FRANCIS.IV.1400210531 Date: 2026.06.15 09:34:46 -04'00'

FOR Assistant Chief of Staff, DEARNG (NGDE-ACS), 1 Vavala Way, New Castle, DE 19720-2417 MARZOUCA.PATRICK.ABRAHAM.1386499418 Digitally signed by MARZOUCA.PATRICK.ABRAHAM.1386499418 Date: 2026.06.15 11:30:46 -04'00'

SUBJECT: Full-Time National Guard Duty (FTNGD) Tour Request for 25U10 MOS Reclassification Course Food Service Support (92G MOS)

1. Reference AR 135-200, Chapter 6, and DEARNG ATAG Policy Memorandum 25.

2. Request Active Duty Operational Support (FTNGB) tour for one Soldier, minimum grade E-5 and maximum grade of E-8.

- a. Unit: DEARNG 193rd RTI
- b. Duty Location: 163 Scannell Blvd, Bethany, Beach 19963-9210
- c. Immediate Supervisor: MAJ James B. Willey, 302-326-7911
- d. Tour Dates: Start 1 July 2026 to 30 September 2026
- e. Length of Tour: 92 Days contingent on funds
- f. Field Conditions: No
- g. Per Diem: No
- h. Billeting: No
- i. BAH: Yes
- j. Rations: No
- k. Travel: No
- l. Dependent Travel Authorization: No
- m. Rental Car Authorized: No
- n. COLA: N/A

3. Soldier Qualifications:

- a. Experience Required: Minimum two years of Food Service Supervisory experience required.
- b. Skill/qualifications Required: The individual selected must be able to complete the training online at DAU, and register for the role of COR within SPM module of PIEE; be familiar with all pertinent food service regulations; be able to complete all necessary food service documentation.
- c. Minimum Military and Civilian Education Required: 92G MOS
- d. Security Clearance Required: N/A
- 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 AFT, and meet HT/WT standards IAW AR 600-9

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4. This NCO will serve as a Food Service Supervisor at the RTI for the 25U10 MOSQ course. Support operations include, but are not limited to:
 - a. Effective written, verbal and supervisory communication skills
 - b. Complete Surveillance and Performance Monitoring within the Procurement Integrated Enterprise Environment (PIEE) to be able to be appointed as a Contracting Officer's Representative (COR).
 - c. Understand and complete daily quality assurance plans for catered meals
 - d. Comprehend and make recommendations for Statement of Work for meals
 - e. Correctly complete all necessary/required food service forms
 - f. Random inspections of contracted meals, contractor required documentation, and contractor procedures
 - g. Understand Army regulatory guidance on menu and meal options
 - h. All other duties as assigned

5. POC for this memorandum is MAJ James B. Willey, 302-326-7911.

WILLEY.JAMES
.B.1460634985
JAMES B. WILLEY
MAJ, LG, DEARNG
Administrative Officer

Digitally signed by
WILLEY.JAMES.B.1460634985
Date: 2026.06.15 09:22:54 -04'00'