





## Welcome to the HQ ARPC ARC Field Orientation

- Briefings-Day 2
  - HQ ARPC Welcome- Col Kelli Smiley
  - Promotion Board Operations- Lt Col Delcour
  - Retirements- Ms. Rosas

#### United States Air Force Reserve

Integrity - Service - Excellence

# Officer Promotions for Air National Guard



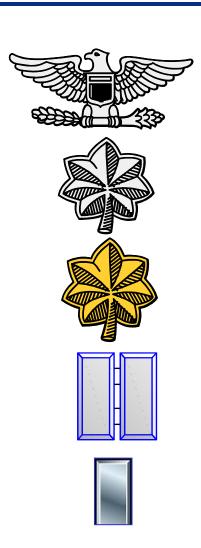
**U.S. AIR FORCE** 

Selection Board Secretariat 20 Aug 2020 Version 5



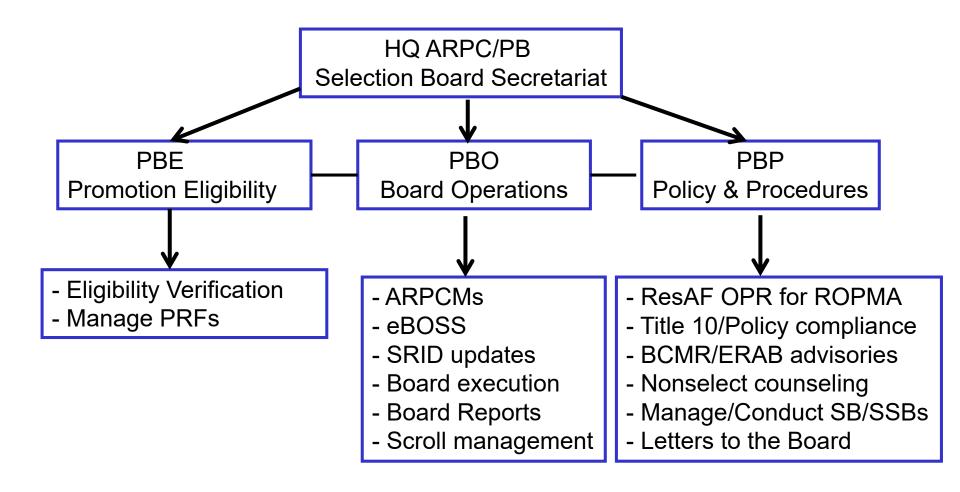


- HQ ARPC Promotion Board Secretariat
- Authority for ANG Promotions
- Promotion Boards
- Officer's Responsibility
- Post Board Actions





#### ResAF Selection Board Secretariat



Air Reserve Component (ARC) = Air National Guard & Air Force Reserve



# Authority ANG Maj and Lt Col Promotion Boards

#### **U.S. AIR FORCE**

- Title 10 U.S.C., Chapter 1403: Selection Boards
- Title 10 U.S.C., Chapter 1405: Promotions
- Title 10 U.S.C., Chapter 1409: Continuation of Officers on Reserve Active Status List & Selective Early

Removal

- Title 10 U.S.C., Chapter 79: Correction of Military Records
- DoD Instruction 1320.08: Continuation of Regular Commissioned Officers on Active Duty and Reserve Commissioned Officers on the RASL
- DoD Instruction 1320.11: Special Selection Boards
- DoD Instruction 1320.14: Commissioned Officer Promotion Program Procedures
- DoD Instruction 6000.13: Accession and Retention Policies, Programs, and Incentives for Military Health Professions Officers
- AF Policy Directive 36-25: Military Promotion and Demotion
- AF Policy Directive 36-26: Total Force Development
- AFI 36-2504: Officer Promotion, Continuation and Selective Early Removal in the Reserve of the Air Force
- HQ ARPC PB OI 1-1: Reserve of the Air Force Selection Board Secretariat Selection Board Procedures
   Operating Instruction
- Secretary of the Air Force Memorandum of Instructions



# Authority ANG Col FedRec Review Board

- Title 32 U.S.C., Chapter 3: Federal Recognition of Officers; Examination; Certificate of Eligibility
- Title 10 U.S.C., Chapter 1403: Selection Boards
- DoD Instruction 1320.14: Commissioned Officer Promotion Program Procedures
- ANGI 36-2504: Federal Recognition of Promotion in the Air National Guard and as a Reserve of the Air Force Below the Grade of General Officer
- AF Policy Directive 36-26: Total Force Development
- AFI 36-2504: Officer Promotion, Continuation and Selective Early Removal in the Reserve of the Air Force
- HQ ARPC PB OI 1-1: Reserve of the Air Force Selection Board Secretariat Selection Board Procedures Operating Instruction
- Secretary of the Air Force Memorandum of Instructions



### Types of ARC Boards

TYPE	DESCRIPTION	ANG
Mandatory Boards	• By law • IPZ/APZ	1st Lt/Capts Process Maj - Lt Cols
Position Vacancy Boards	<ul> <li>Consider exceptionally well-qualified officers for early promotion</li> </ul>	O-4 thru O-6 Fed Rec for each State only; Endorsed by TAG
Special Selection Boards	By law; to correct admin error; ARPC/PB discretion	O-4 / O-5
Special Boards	<ul> <li>By law; can be directed by BCMR</li> </ul>	N/A
Selective Continuation Boards	<ul> <li>SecAF discretion; for 2x deferred officers in specific AFSCs</li> </ul>	N/A

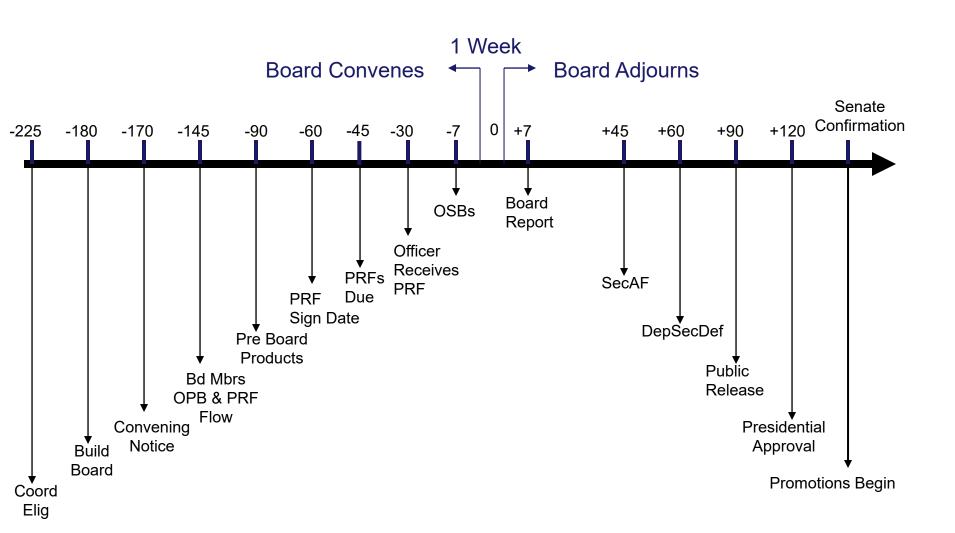


## CY20/CY21 ANG Selection Board Schedule

ResAF Board	Convening Dates
ANG Col Fed Rec Review Board (1st Session) – N0620A, SB / SSBs	18 – 23 May 2020
ANG Maj/Lt Col Board – A04/A0520A, SB / SSBs	18 – 23 May 2020
ANG GO Fed Rec Review Board – N0720A	28 – 29 May 2020
ANG Col Fed Rec Review Board (2 <sup>nd</sup> Session) – N0620B, SB /SSBs	22 - 25 Sep 2020
ARC 1st Lt/Capt Promotion Process (2nd Half)	1 Oct 2020
ANG Col Fed Rec Review Board (1st Session) – N0621A, SB / SSBs	9 – 13 Mar 2021
ARC 1st Lt/Capt Promotion Process (1st Half)	1 Apr 2021
ANG Maj/Lt Col Board – A04/A0521A, SB / SSBs	19 – 24 Apr 2021
ANG Col Fed Rec Review Board (2 <sup>nd</sup> Session) – N0621A, SB / SSBs	21 – 25 Sep 2021
ARC 1st Lt/Capt Promotion Process (2nd Half)	1 Oct 2021

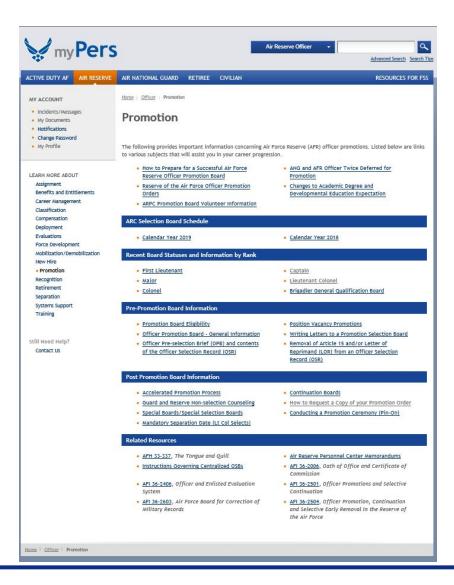
<sup>\*</sup> Promotion to 1st Lt and Captain is a process, not a promotion board These processes occur semi-annually (April & October)

#### **Timelines**





#### **Promotion Board Information**





### Air Reserve Personnel Center Memorandums (ARPCMs)

#### 2. ELIGIBILITY FACTORS:

#### a. DOR CRITERIA AND BOARD IDS

US Air Force Reserve (USAFR)		
Board Type	Date of Rank (DOR)	Board IDs
* Major Mandatory Participating Reserve (PR)	30 Sep 07 or earlier	V0413A
** Major Mandatory Nonparticipating Reserve (NPR)	30 Sep 07 or earlier	W0413A
*** Major Position Vacancy (PV)	30 Sep 08 or earlier	U0413A

<sup>\*</sup> PR categories include eligible Reserve officers assigned as Unit Traditional, Air Reserve Technician, Active Guard Reserve (AGR), Individual Mobilization Augmentee (IMA), Selective Service, Participating Individual Ready Reserve (IRR) and Limited Extended Active Duty (LEAD). Although LEAD is not part of the PR, the Secretary of the Air Force has directed LEAD compete with the PR.

## ARC Board Convening Notices & Public Release ARPCMs are posted on myPers

<sup>\*\*</sup> NPR categories include eligible Reserve officers assigned in the Standby Reserve or Non-Participating IRR.

<sup>\*\*\*</sup> AFPROMS will identify <u>potential</u> eligibles by DOR only. Military Personnel Sections (MPS) and Program Managers must verify if officers meet remaining eligibility criteria. See attachment 5.



#### **ARPCMs**

#### Convening Notice MILESTONES 30 Sep 07 DOR must be on or before this date to be eligible to meet the mandatory board 14 Jan 12 Officer must be on the RASL on or before this date to meet the board 19 Jul 12 Date mandatory board data created in AFPROMS (board build) PRFs due 1 Aug 12 OPBs, DQHBs and PRF notices available via AFPROMS 14 Aug 12 MPS suspense to disperse OPBs with attachments 3, 4 and 5 to officers meeting board 16 Oct 12 DBH reports close out date Last day to update MilPDS 30 Nov 12 PV-nominating PRFs due to PBE 30 Nov 12 All outstanding OPRs due to ARPC 1 Dec 12 Approximate last day to update before MilPDS upgrade Dec 12 PV-nominated officer requests OPB IAW attachment 6, paragraph 5 Letters to Board Due arly Jan MPS run current OPBs so officers can verify post-MilPDS-upgrade accuracy 9 Jan 13 OSBs extracted for the board. For MilPDS updates made after 6 Jan 13, submit source documents and printouts to the promotion board room staff via the vPC-GR Dashboard on the myPers website, https://gum-crm.csd.disa.mil/app/login or through the Air Force Portal, https://www.my.af.mil/faf/FAF/fafHome.jsp 13 Jan 13 Letters to the board due 14 Jan 13 Board convenes at ARPC 6 - 8 weeks Approximate timeframe for public release of promotion results after board adjourns 14 Apr 13 Officer's DOS must be on or later than this date to be eligible for promotion consideration

#### Pay particular attention to SUSPENSE DATES in ARPCMs



#### Time In Grade (TIG)











Promotion to:	Mandatory TIG (Pin-on Date)	Position Vacancy
1st Lt	2	N/A
Capt	2	N/A
Мај	7	4, 5, 6
Lt Col	7	4, 5, 6
Col	N/A	3 or Contact NGB

ANG: Maj-Lt Col & AFR: Maj-Col Promotion DOR cycle is 30 Sep or earlier





- What is RASL
  - Reserve Active Status List
- Promotion Eligible
  - Members must be on RASL or ADL for 1 year
  - No break in service from AD to ARC



#### Promotion Recommendation Form (PRF)

#### Required:

- Mandatory Board O-4 thru O-6
- Promotion Vacancy
- Do Not Promote (DNP)

#### New Process/Form

- 2-Line PRF
- Bullet format
- Promotion Recommendation area must have a min of 1 bullet

#### Signed by SR

Senior rater fixed by policy



#### PRF - Mandatory Board (IPZ / APZ)

- Senior rater fixed by policy
  - Wing Commander or equivalent for Lt Col
  - First O7 in rating chain for Colonel
- Required for mandatory promo to Lt Col & Col
- Promotion Recommendation block must have minimum of 1 bullet
- Leave "Promotion Zone" blank
- Leave "Group Size" blank unless "DP"
- Three types of promotion recommendations
  - Definitely Promote
  - Promote
  - Do Not Promote this Board

UTHORITY: 10 United States Code, Section 8013, St 397 (SSN), as amended. URPOSE: Effectiveness/duty performance history, pr OUTINE USES: The "Blanket Routine Uses" publish ISCLOSURE: May specifically be disclosed outside to ORN(s): F036 AF PC A, Effectiveness/Performance R I. RATEE IDENTIFICATION DATA (Read AF136-240	PRIVACY ACT			
	omotion, and other approp ned in the Air Force system the DoD as a routine usep	AFI 36-2406, Officer and priate personnel actions nofrecords notices appl	y to this system.	systems, and Executive Order
		aluation Systems, carefi	ılly before filling in an	v item)
NAME (Last, First, Middle Initial)	2.88		RADE	4. DAFSC
5. ORGANIZATION, COMMAND, LOCATION				6. PAS CODE
II. UNIT MISSION DESCRIPTION				
III. JOB DESCRIPTION				
1. DUTY TITLE:				
2. KEY DUTIES, TASKS, RESPONSIBILITIES:				
V. PROMOTION ZONE		I. BOARD	VIII. SENIO	OR RATER ID
BPZ I/APZ	2/5/10 🌙			
IX OVERALL RECOMMENDATION	**************************************		'	
	NAME, GRADE,	BR OF SVC, ORGN, O	OMD &LOCATION	
DEFINITELY PROMOTE				
	DUTY TITLE			
PROMOTE				
PROMOTE	SSN	SIGNATURE		
PROMOTE  DO NOT PROMOTE THIS BOARD				
		that is not contained in		

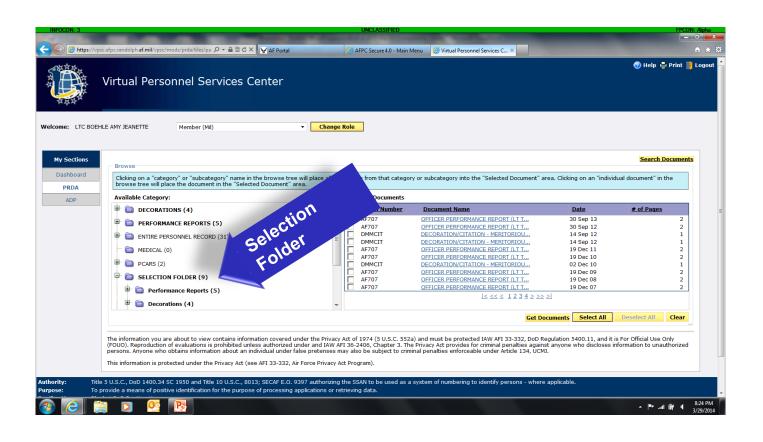




- READ the ARPCM (Convening Notice/Release)
  - Eligibility Factors/Milestones/Guidance
- The Officer Selection Record (OSR) is <u>Officer's</u> <u>Responsibility...Check PRDA!</u>
  - Make sure your records are correct
  - If something is wrong, work with your servicing MPF/MPS to correct issue
- Review eOSR in vPC
   — lists discrepancies in your record ID'd by ARPC/PB
- Review Officer Preselection Brief (OPB)
  - Make sure information is correct
  - If something is wrong, work with your servicing MPF/MPS to correct issue

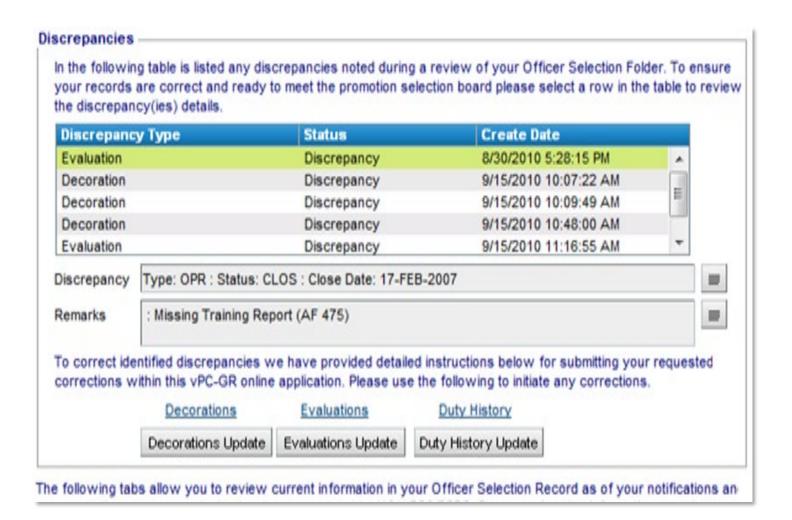


#### Personnel Records Display App (PRDA)





#### Electronic Officer Selection Record (eOSR)





# New Line of the Air Force Competitive Categories

Competitive Categories	Assigned Core Air Force Specialties
Air Operations and Special Warfare (LAF-A)	11X – Pilot 12X – Combat Systems 18X – Remotely Piloted Aircraft 13B – Air Battle Manager 13C – Special Tactics 13D – Combat Rescue 13L – Tactical Air Control Party
Nuclear Missile Operations (LAF-N)	13N – Nuclear and Missile Operations
Space Operations (LAF-S)	13A – Astronaut 13S – Space Operations
Information Warfare (LAF-I)	14F – Information Operations 14N – Intelligence 15W – Weather 17X – Cyber Operations 35X – Public Affairs 61A – Operations Research Analyst 71S – Special Investigations
Combat Support (LAF-C)	13M – Airfield Operations 21A – Aircraft Maintenance 21M – Munitions and Missile Maintenance 21R – Logistics Readiness 31P – Security Forces 32E – Civil Engineering 38F – Force Support 64P – Contracting 65X – Financial Management 84H – Historian
Force Modernization (LAF-F)	61C – Chemist 61D – Physicist/Nuclear Engineer 62E – Developmental Engineer 63A – Acquisition Management
Judge Advocate General's Corps (LAF-J)	51J – Judge Advocate
Chaplain Corps (CH)	52R – Chaplain
Medical Service Corps (MSC)	41A – Health Services Administrator
Biomedical Sciences Corps (BSC)	42X – Biomedical Clinicians 43X – Biomedical Specialists
Nurse Corps (NC)	46X - Nurse
Medical Corps (MC)	44X – Physician 45X – Surgery 48X – Aerospace Medicine
Dental Corps (DC)	47X – Dental



#### Officer Preselection Brief (OPB)

#### Officer Preselection Brief (OPB)

- Flows to MPF/MPS 148 days prior to board convening date
  - MPF/MPS will send to the eligible officers' Squadron
  - IF officer has not received OPB they must contact their servicing MPF/MPS
- One page snapshot of Career Brief
- MUST REVIEW and ensure information is current/accurate
- OPBs must be corrected prior to the board convene date
- OPBs become the Officer Selection Brief (OSB)

#### Officer Selection Brief (OSB)

OSB is what the board members will see

Make corrections prior to board convene date



#### Officer Preselection Brief (OPB)

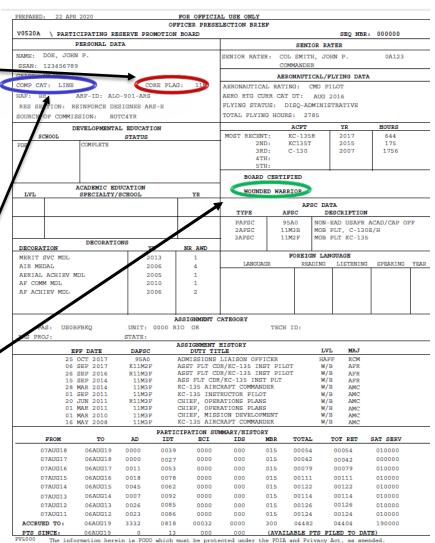
- Verify that your information contained on the OPB is correct
  - Personal Data (Core Flag ID \*new / Competitive Category)
  - Developmental Education (DE)
  - Aeronautical/Flying Data
  - Board Certifications (Medical Only)
  - Decorations
  - Assignment History (Duty History)
  - Participation Points

<sup>\*</sup> Read the Convening Notice – Instructions and OPRs are included if corrections to OPB need to be made.



#### Officer Preselection Brief

- New Areas on OPB
  - Core Flag ID
    - Core AFSC to which officers are assigned
    - Drives what Competitive Category officers will meet the board in
  - Competitive Category (Line)
  - Wounded Warrior (WW)



Unauthorized disclosure or misuse of this PI may result in criminal and/or civil penalties.



#### Submit via vPC online application:

- Submitted NLT 10 calendar days prior to convene date
- e-Signature authorized
- Confirmed receipt sent back to you once received
- Technician will review and provide feedback if needed

#### Used to explain things such as:

- Gap in record
- Missing OPRs/Decs
- Unsat year of Service
- Deployment Information

#### CAN NOT use to:

- Mention completion of PME or Advanced Academic Education
- Use as platform to complain about leadership
- Keep it brief, succinct and to the point



#### Post Board Counseling

- Requested vPC online application
  - Officers not selected are encouraged to request counseling as close to public release as possible upon notification of nonselection
- Counselors will review records "as met" from the most recent selection board
- Members will be notified to contact HQ ARPC/PB counselors within 4-6 weeks after application is submitted



#### How You Can Help

- If you are a member meeting a board:
  - Read the entire ARPCM
  - Know the milestones
  - Review eOSR via PRDA
    - Ensure all OPRs, Training Reports, and Decs are in eOSR
  - Review Officer Preselection Brief (OPB)
    - Ensure dates, DAFSC, Duty History are correct / PME listed
  - Submit corrections via myPERS
- If you are a servicing agency (FSS/MPS/Det/etc)
  - Read and follow all instructions in ARPCMs
  - Run MELs weekly & communicate to ARPC/PBE adds/deletes
  - Provide members with their OPBs
  - Provide SRs MELs/DQHBs/PRF notices--suspense dates!
  - Help officers update their records/OPRs/Decs/etc...



#### **Questions?**

#### 10 MINUTE BREAK



#### United States Air Force Reserve

Integrity - Service - Excellence

#### Retirements



Ms. Patricia Rosas
ARPC/DPTTR
20 Aug 2020

**U.S. AIR FORCE** 



#### Will You Be Able To Retire?

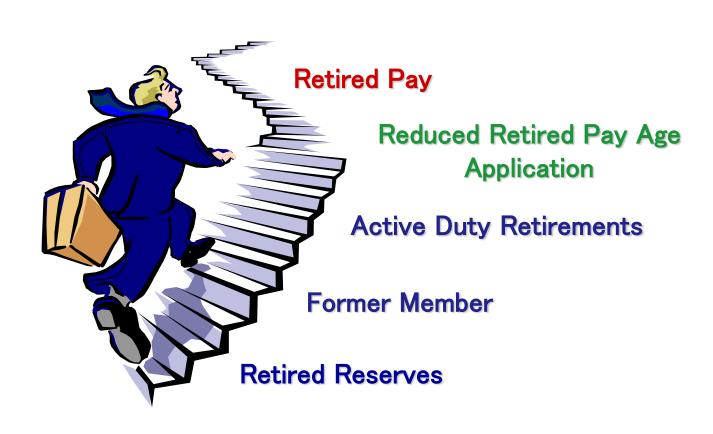
#### Prepare now so you do not have to worry later



What you do today affects tomorrow



#### Retirement Life Cycle





### Retirement Life Cycle





Must meet qualification

## 20 Years of Satisfactory Service



 15-20 years Satisfactory Service if the member has a medical code (AAC 31/37)



- Voluntary Retirement
  - Guardsmen/Reservists apply to transfer to the Retired Reserve using the vPC online application
    - Track application online as it gets processed
    - Automatically routed to commanders for coordination
      - Routing handled by the unit PSM
    - MPF can utilize vPC reports to see which members have applied for retirement
    - Members must comply with yearly end strength policies in place at the time of retirement application
  - Members with a Medical Code (AAC 31/37)
    - Option 1 Have Medical remove code
      - If issues removing code, supply MFR
    - Option 2 Member supplies AF Form 469/Statement of Selection
      - Member attach in MyPers application



- Involuntary Retirement/Separation
  - Transfer to Retired Reserve is automatic unless otherwise requested

(Highly encourage members to apply)

- Mandatory Service Date (MSD)
- High Year of Tenure (HYT) Reserves only

ALLOW 90-120 days for retirement to be updated and processed





- Change Date/Withdrawals
  - Policy
    - AFI 36-3203 Para 2.11
      - Best Interest of the Air Force
      - Hardship
  - Requesting
    - Over 30 days prior to retirement effective date
      - Member uses vPC application to request; vPC application automatically re-routes through coordination
    - Under 30 days prior to retirement effective date
      - Written request <u>BY THE MEMBER</u> and routed/coordinated through the members chain of Command
    - Approval Authority
      - HQ ARPC/DPT Director



#### Officer Time in Grade – By Law

#### Voluntary Retirement

- Lt Col and above three years satisfactory service TIG
- Major and below six months satisfactory service TIG

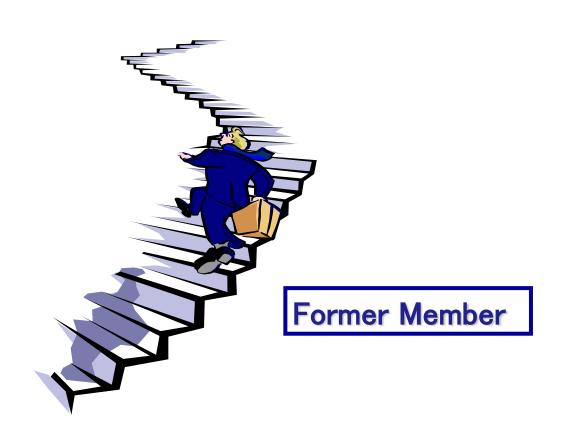
#### Involuntary Retirement/Separation

- All officers separated due to MSD, age 60 or medical disqualification six months satisfactory service TIG
- ANG Selected non retention is not involuntary for TIG purposes

#### **Current Effective Date of Rank NOT Date of Rank**









#### What is a Former Member?

- An individual who, for what ever reason, was separated/discharged instead of transferring to the Retired Reserves
  - May NOT be reappointed or enlisted solely for retirement
  - DO NOT accrue longevity
  - Receives DD Form 2765 ID Card

#### Former Members Pay

- On or after 08 Sep 1980
  - Average of highest 36 months PRIOR to date of Discharge
- Prior to 08 Sep 1980
  - Pay Scale in effect on retired pay effective date.



# Retirement Life Cycle



## Active Duty Retirement

- Eligibility Requirements
  - Must complete 20 Years Total Active Federal Military Service (TAFMS)
  - Officers 10 years of active commissioned service required
  - Retired pay effective date is the first day of the month
- Voluntary Retirement
  - Guardsmen/Reservists apply using the vPC online application
    - Track application online as it gets processed
    - Automatically routed to commanders for coordination
      - Routing handled by the unit PSM
    - MPF can utilize vPC reports to see which members have applied for retirement



#### **Active Duty Retirement**

- It is MANDATORY for member's to provide in application
  - DD Form 2656
    - Full banking information and SBP election
  - Members submit AD Orders taking them to or past their retirement date
- Members are encouraged to indicate on application
  - Terminal leave
  - Permissive Leave
  - Out-processing/TMO
  - Up to date Ceremony Date
- Headquarters assigned with 20 years TAFMS apply through HQ AFPC

## Active Duty Retirement

- Officer (10 USC 8911) TIG Requirement
  - Voluntary Retirement
    - Major and below 6 months <u>active duty</u> service
    - Lt Col and above 3 years <u>active duty</u> service
  - Involuntary Separation
    - MSD or involuntary separation from AD
    - All officers 6 months <u>active duty</u> service



# Retirement Life Cycle



Reduced Retired Pay Age
Application



# Reduced Retired Pay Age Application

- Reserve Members
  - Submit vPC application no less than 6 months prior to retirement
    - DO NOT NEED TO SUBMIT ORDERS
- Guard Members
  - Submit qualifying orders using the vPC online application
    - Some applications are automatically flowing from AROWS to the RRPA application.

- Be sure to keep track of all your participation for proper credit
- Don't wait to be contacted, use the online application, if you think you have eligible service, <u>especially</u> if you believe you are nearing pay age



## Reduced Retired Pay Age

- Effective with the NDAA signed on 28 Jan 08
  - Age 60 may be reduced by 3 months for each 90 days cumulative qualifying AD service in a fiscal year (FY).
     Beginning w/FY15/16, qualifying active duty may be combined between consecutive fiscal years.
    - Qualifying AD
      - Qualifying service is identified in Title 10, U.S.C. Section 101(a)13(b) or 12301(d)
      - MPA, RPA (special, school)
    - Non-qualifying AD
      - AT, AGR, Disciplinary holds
      - ANG: State AD and Title 32 (unless called to Federal Emergency under 502(F))
  - May not be reduced below 50 years of age
  - Not retroactive for service prior to 29 Jan 08



# Retirement Life Cycle





- Qualifications for applying for Retired Pay
  - Reduced Retired Pay Age
  - Age 60
  - Working to Pay Age
  - Working past Age 60
    - Title 10 U.S.C. Section 12308 waiver is required for

for service credit past age 60, Points and service will not be credited towards retired pay without the waiver



However...



- You must apply, not automatic
  - 4 months prior to retired pay effective date, you will submit
    - DD Form 2656, thru vPC online application
  - 6 Year Statute of Limitation—Barring Act
    - Any claim received after eligibility, can only be paid retroactively up to 6 years maximum



#### Retired Pay Computations

- Which one applies to you...
  - If initial entry into military service is:
    - Prior to 8 Sep 80 = Final Pay
      - Pay scale in effect on your retired pay effective date
    - On or after 8 Sep 80 = High 3
      - Average of the last 36 months of basic pay in effect prior to your retired pay effective date





#### Retirement Application

#### General Officers

- ANG
  - Complete AF IMT 131
  - Obtain state TAG recommendation
  - · SLMO
    - · IG check
  - Forward to ARPC Contact Center
- Reserve
  - Complete AF IMT 131
  - · HQ AF/REG
    - IG check
  - Forward to ARPC Contact Center





- Retirement Package
  - Retirement Certificate
  - Spouse Certificate
  - Presidential Certificate
  - Presidential Letter with 30 years of service
  - Retirement Pin
  - Guardsmen and Reserve/IMA members <u>are</u> provided a flag



# **Questions**





