



**DEPARTMENT OF THE ARMY**  
GEORGIA ARMY NATIONAL GUARD  
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NGGA-PEZ

4 March 2021

**MEMORANDUM FOR RECORD**

**SUBJECT: Georgia Army National Guard (GAARNG) Cross-Unit Extension Policy**

**1. References:**

- a. NGR 601-1 (Army National Guard Strength Maintenance Program), 1 January 2019
- b. NGR 600-200 (Enlisted Personnel Management), 31 July 2009
- c. AR 600-8-2 (Suspension of Favorable Personnel Actions), 11 May 2016
- d. GAARNG RRB SOP, Retention and Loss Prevention of the Georgia Army National Guard

2. Retention NCOs are authorized to facilitate transfers of DMOSQ and non-DMOSQ qualified Soldiers to units that have not reached their Skill Level (SL) 10-30 authorizations within the 365 day Expired Term Service (ETS) window.

3. To retain qualified E1-E7 Soldiers, rather than losing them to ETS, Brigade S-1s and unit Retention NCOs will work with the Recruiting and Retention Attrition Management Team (RRAM) to transfer Soldiers that wish to stay in the GAARNG but would like a new MOS and/or Unit. Qualified Soldiers are those that meet necessary MOS requirements: AFQT and line score(s), PULHES, security clearance, no pending adverse action flags, HT/WT, and APFT. This is a retention incentive; therefore, only Soldiers within the 365-day ETS window are eligible for transfer. To participate in this program, the following criteria apply:

- a. Extensions must be a minimum of three years.
- b. Soldiers must be an obligor; an obligor is defined as any enlisted Soldier at pay grade E7 and below with less than 96 total months in service.
- c. Effective date of transfer to the new unit is NLT 30 days from the signed certification date on the extension contract.
- d. Soldiers must not have been selected for promotion into their current unit within the last 24 months.

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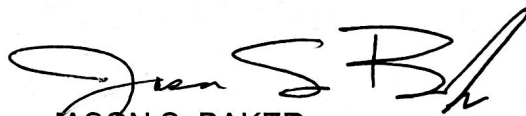
e. An approved GA Form 4500 (GAARNG Cross-Unit Extension Checklist) must be completed prior to transfer. The GA Form 4500 must be signed by the RRAM Team OIC or NCOIC.

3. The Unit Training NCOs will initiate MOSQ school requests upon S-1 validation of extensions in Retention Management Software (RMS). The GAARNG G-3 will process initial school requests in a timely manner as to facilitate DMOSQ of extensions at the earliest possible date IAW regulation and policies.

4. Gaining and losing units will not have the option to decline the transfer. The losing unit will receive extension credit for any Soldier extending within the guidelines of this memorandum.

5. It is incumbent upon the losing unit to initiate a non-transferable flag IAW AR 600-8-2 and/or implement a bar to reenlistment IAW AR 135-178 when applicable. Soldiers with non-transferable Flags may be reassigned on a case-by-case basis IAW AR 600-8-2, para 2-8d.

6. The point of contact for this memorandum is CPT Andrew M. Silva, RRAM Team OIC, at (678) 569-5659 or email [andrew.m.silva8.mil@mail.mil](mailto:andrew.m.silva8.mil@mail.mil).



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