



ACTIVE COMPONENT TRANSFER TO NATIONAL GUARD
(NOT AMEDD)



Figure 3-1
1 October 2025

Section A: Administrative Data

NAME:	DOD:	GRADE:	DOR:	BRANCH	MOS (WO only)
UIC:	POSN TITLE:	PARA/LIN:	POSITION #:	POSCO:	POSCO (WO only):
DUTY STATUS:		PACKET COMPLETED BY: PACKET			
MDAY	AGR	TECH			
FRB DATE		SUBMITTED TO OPM BY:		DATE	

Section B: These items will be reviewed in the system of record and verified by OSM.

REVIEWED ITEMS

COMMENTS/NOTES

INITIALS

NONE

Section C: These documents will be provided to G1 OPM after review at OSM.

REQUIRED ITEMS

DOC:

COMMENTS/NOTES

INITIALS

DD Form 214 (Service 2 or Member 4)

DD214

Any separation code beginning with "J", the email waiver from HRC must be uploaded.
2XNS MUST be routed through HRC prior to loading in IPPSA

NGB Form 62E

NGB62E

Name matches Birth Certificate Y/N:
Name matches SSN Y/N:
Name matches DA 71 Y/N:
Name matches NGB 337 Y/N:
Remarks (pg 3):
Signature (pg 4):

NGB Form 337

NGB337

Name matches Birth Certificate Y/N:
Name matches SSN Y/N:
Date matches DA Form 71:

DA Form 71 (Warrant Only)

DA71

Name matches Birth Certificate Y/N:
Name matches SSN Y/N:
Date matches NGB Form 337:

Security Clearance Memo

SECURITY

Statement of Understanding if clearance has not been awarded. CE date must be within 5 years.

Section C: These documents will be provided to G1 OPM after review at OSM.

REQUIRED ITEMS	DOC:	COMMENTS/NOTES	INITIALS
Periodic Health Assessment	PHA	PHA Date: MRC:	
		PHA Date must be within 1 year. MRC must be 1/2/3.	
		Validation memo signed by State/Deputy Surgeon IAW PPOM 23-044	
Civilian Education	CIVED	LEVEL: IPERMS:	
Approved Waiver(s)	WAIVER	Must be approved by HRH prior to packet submission.	
Flight Specific	AEROMEMO	Aeromedical provider validation memo	
	DD2992	Must indicate FFD	

All required documents will be labeled as Last Name_DOC and added to a PDF Portfolio for submission to OPM.

RESET