

## National Guard Automated Board System

- ◆ **NGABS** was implemented in the Georgia ARNG in 2012 as a new and better way to conduct promotion boards. Soldiers are evaluated **equally** and **fairly** by Board Members development of baseline criteria in accordance with current regulations to rate performance and potential using the **Whole Soldier Concept**.
- ◆ The sum of each Soldier's **quality and qualification, matters of record, past performance** with the heaviest weight given to the recent past, and the Soldier's **potential** to serve in positions of greater responsibility is considered **objectively**.

## Current Process

- ◆ Only Soldiers competing for promotion to SGT and SSG receive up to 600 administrative points and up to 400 leadership points.
- ◆ Soldiers competing for promotion to SFC or higher are ranked by Order of Merit rather than promotion points
- ◆ Paper copies of NCOERs are not submitted for evaluation, the board reviews documents in iPerms.
- ◆ Hard copies of E4 Word Pictures are submitted and scanned in NGABS for Board Review.
- ◆ All information must be updated in SIDPERS and iPerms prior to the cut-off date of 1 MAR 2016 .

## Soldiers' Responsibility

- ◆ Soldiers must ensure the following:
  - NCOERs / evaluations are in iPERMS record with no gaps in rating periods
  - Awards are in iPERMS record and properly updated on Enlisted Records Brief (ERB)
  - Military / Civilian Education documents are in iPERMS record and properly updated on ERB
  - APFT / AWQ are up to date and updated in SIDPERS
  - NGB 4100/ Addendum are complete and submitted
  - Security Clearance is current, if applicable
  - DA Photo, (for E6 and above), is current and matches ERB
  - Ensure your ERB is updated prior to 1 March 2016
  - Letter to the President of the Board (optional)

## Eligibility for Consideration (placed on the EPS List)

- ◆ In order to be considered for promotion, Soldiers must have the appropriate level of NCOES as required by next higher rank, and minimum required TIG, TIS, SSD

Promotion to	TIG	TIS	CES	NCOES	SSD or CC
SGM/E-9	36 mo	16 yrs	10yrs	Enrollment in USASMC	*
MSG/E-8	36 mo	13yrs	8 yrs	SLC	SSD 4
SFC/E-7	36 mo	9 yrs	6 yrs	ALC	SSD 3
SSG/E-6	18 mo	N/A	N/A	BLC/WLC	SSD 2
SGT/E-5	12 mo	N/A	N/A	NONE	SSD 1

\*SSD4 is a requirement for enrollment into USASMC

## Eligibility for Selection

- ◆ Be on the EPS list
- ◆ Must not be flagged for any reason
- ◆ Have a current passing APFT (within 14 months MDAY/8 months AGR) Input into SIDPERS and uploaded into iPERMS.
- ◆ Minimum civilian education (high school diploma or equivalent) updated in SIDPERS.
- ◆ Have a current and passing height/weight (8 months MDAY and AGR) **input into RCAS**
- ◆ Meet the security clearance requirement for the position and MOS.

## Eligibility for Promotion (PIN-ON)

- ◆ In addition to meeting the requirements for Selection on the day of promotion; you must meet specific rank requirements for PIN-ON

Requirements for Promotion		
Promotion to	Service Obligation	NCOES
SGM / E-9	36 months	**USASMC
MSG / E-8	36 months	SLC
SFC / E-7	36 months	SLC
SSG / E-6	12 months	ALC
SGT / E-5	12 months	BLC/WLC

\*\* Conditional Promotion that requires completion of USASMC

## Professional Military Education (PME)

- ◆ Soldiers selected for higher grade vacancies without the NCOES requirements will have 24 months to complete the level of NCOES required for promotion PIN-ON. This period is extended to 36 months when the NCOES course consists of 3 or more phases

PME and Timeline Requirements after Selection/Assignment for Promotion			
Ranks selected for	PME	Time to Complete	PME Waiver extension authority
SGM / E-9	***USASMC	N/A	N/A
MSG / E-8	N/A	N/A	N/A
SFC / E-7	SLC	24 Mo*	First GO**
SSG / E-6	ALC	24 Mo*	O6 CDR **
SGT / E-5	BLC	24 Mo	N/A

\*Plus an additional 12 months per phase after the second phase

\*\*PME waiver Authority may authorize an additional 12 months extension

\*\*\* ATTRS Confirmation of Enrollment

## Effective DOR

- ◆ If the Soldier is fully eligible for promotion at the time of the Vacancy fill, the EPS section will publish a promotion order. The effective date of transfer and Date of Rank (DOR) for Soldiers fully eligible for promotion will be the second Wednesday of the month the vacancy fill is conducted.
- ◆ For Soldiers who were not fully eligible for promotion (lacking NCOES or Remaining Service Obligation) at the time of selection, units will submit a DA 4187 request for promotion through the MSC to the EPS section on the 1st Wednesday of the month. DOR will be the date the Soldier gained full promotion eligibility but will not be backdated more than 60 days.

## 2016 EPS CYCLE Schedule

- All schedules are subject to change

### EPS CYCLE CUT-OFF

Promotion to	Cut-off Date
SGT thru SGM	1 March 2016

### Promotion Documents

Documents	Due Date
Addendum, 4100B, & WORD PIC	January 2016
Letter to the President of the Board	January 2016
NCOER in IPerms	1 March 2016

### CENTRALIZED EPS BOARDS

Promotion to	Board Date
SGM / E9	14 March 2016
MSG / E-8	15-16 March 2016
Leadership Board (1SG&CSM)	18 March 2016
SFC/E-7	22-24 March 2016
SSG/E-6	29-31 March 2016
SGT/E-5	5-7 April 2016

### EPS LIST PUBLISHING DATE

**INITIAL LIST** 15 May 2016

**UPDATED 1st WEEK OF EACH MONTH**

### VACANCY FILL

FILL	Selection Date
1st	June 2016
2nd	August 2016
3rd	October 2016
4th	December 2016
5th	February 2017

### STANDBY ADVISORY BOARD

Suspense	Board Date
22 August 2016	14 September 2016

# LEADERSHIP VACANCY FILL PROCESS

## Leadership List

- ◆ Leadership Boards (1SG and CSM) will be conducted following to E8 to E9 and E7 to E8 Centralized Promotion Boards.
- ◆ E7 promotable through E9 desiring consideration will annotate on the 4100B Leadership Addendum their request to compete for 1SG and CSM leadership positions.
- ◆ Current E8s not eligible to be on the EPS list and E9s will turn in a signed 4100B Leadership Verification to be boarded as well.
- ◆ A separate 1SG/CSM list by MOS and in alphabetical order will be published along with the EPS list on 15 May 2016.
- ◆ Any Soldier on the Leadership List, regardless of MOS, may apply for Leadership Positions.
- ◆ Soldiers already possessing the position MOS and rank equivalent with the position will be automatically considered.
- ◆ Positions will be announced for 15-30 days with an e-mail sent to all Soldiers eligible to apply outlining the application process.
- ◆ If the unit selects a SFC or non-MOSQ MSG/1SG for the position, the commander will submit a memorandum of justification explaining why a qualified E8 was not chosen.

# ENLISTED PROMOTION SYSTEM

MANAGED BY  
G1, GA ARNG  
ENLISTED PERSONNEL BRANCH



Enlisted Personnel Branch  
G1, GA ARNG  
<http://ga.ng.mil/eps>  
[ng.ga.gaarnng.list.ngga-g1-eps-office@mail.mil](mailto:ng.ga.gaarnng.list.ngga-g1-eps-office@mail.mil)

Information current as of 15 May 2016