

Warrant Officer For Direct Appointment Controlled Unclassified Information The proponent for this checklist is HRH-O	
Section I. Applicant Data	
Name (Last, First, MI):	Rank:
Type of Request:	State:
WO MOS:	MOS Title:
Section II. Document List	
SEE NOTE 1 AT THE BOTTOM OF THE CHECKLIST	
	TAG Memorandum <i>Note 2</i>
	CCWO Letter of Recommendation <i>Note 2</i>
	DA 4187 (Soldier Request and signed by Commander) <i>See Note 3</i>
	NGB 62E (Complete with Soldier and Commander Signature, Must verify valid vacancy from IPPS-A: Position ID, UIC, Para/Line, Branch, Rank)
	Soldier Record Brief (SRB) (Dated within 30 days of packet submission)
	Birth Certificate or Proof of Citizenship
	Military Education Documents (DA 1059s (AERs) and Course Comp Certs)(Highest level of NCOES) <i>See Note 4</i>
	Evaluation Reports (Minimum of 5 years experience) <i>See Note 5</i>
	ACFT Results (DA Form 705 or Print from DTMS) Must be dated with 6 months of application.
	HT/WT ( Print from DTMS) (DA 5500/5501(if applicable)) (Certified within 90 days of application)
	Security Clearance Verification Memo (Signed by Security Manager)
	NGB 23A (RPAM Statement) <i>See Note 6</i>
	Commissioning Physical (Must be IAW DoDi 6130.03 and DoDi 1310.02)
	DA Proponent Approval
	WOCS Enrollment History. Applicant certified enrollement/attendance statement.
	Approved Waivers (Medical) or Approved ETP (Age) <i>See Note 7</i>
	Mentor Assignment Memo
	Other Supporting Documents:
Section III. Certifying Official Information	
State Officer Personnel Manager/Officer Strength Manager	
Name (Last, First, MI):	Rank:
Email:	Phone:
Signature:	Date:
Remarks:	
<p><b>REFERENCES:</b> NGR 600-101, PPOM 23-XXX, Army Directive 2023-02</p> <p><b>ARNG-HRH-O MILSUITE:</b> <a href="https://www.milsuite.mil/book/groups/arng-officer-policy">https://www.milsuite.mil/book/groups/arng-officer-policy</a></p> <p><b>IPPS-A Case Summary:</b> NGB/Region#/ST/Predetermination/Direct Appointment - Rank LName</p> <p><b>NOTE 1:</b> ALL documents MUST be current within six months of packet submission. Packet MUST be submitted in order of the checklist and as one PDF packet. A MFR MUST be provided to address any missing information or documents. Incomplete packets will be returned for corrections.</p> <p><b>NOTE 2:</b> Leadership LORs must provide justifications indicating the SM's exceptional performance, leadership, skills, etc..</p> <p><b>NOTE 3:</b> DA 4187 Template located in HRH milsuite.</p> <p><b>NOTE 4:</b> Minimum of ALC or WOCS Equivalency.</p> <p><b>NOTE 5:</b> Five or more years of experience. Three out of five performance evaluations must reflect 'exceeds standards', 'most qualified' or equivalent ratings.</p> <p><b>NOTE 6:</b> Applicant must have served at least 24 months as an active drilling member in any ARNG unit. Further, individual must be active and maintain good standing the 12 months preceding application.</p> <p><b>NOTE 7:</b> Moral or civil waivers are NOT authorized.</p> <p><b>OTHER NOTES:</b> The review is HRH-O; The approving authority for equivalency and direct appointment is HQDA G3/5/7.</p>	