

**DEPARTMENTS OF THE ARMY AND THE AIR FORCE
NATIONAL GUARD BUREAU
1411 JEFFERSON DAVIS HIGHWAY
ARLINGTON, VA 22202-3231**

**NGB PUBLICATIONS BULLETIN
No. 04-7 & 04-8**

17 August 2004

1. National Guard Bureau Publications and Blank Forms.

a. Announcement of New Publications and Forms. This paragraph reflects the purpose of new publications and forms. For new publications this paragraph cites: Publication type, series numbers, complete title, purpose, applicability, proponent, and distribution. For new forms this paragraph cites: Form type, series numbers, complete title, date, proponent, and prescribing directive (type, series numbers and date). Requirements for publications listed in this paragraph must be submitted to NGB-DMS-P, DSN 476-4212, Augusta, Maine, not later than 30 Sep 04. Return to your local Pubs Office by: _____.

NGR 210-20, Real Property Development Planning for the Army National Guard. Purpose being: Describes the Army National Guard (ARNG)'s real property development planning process and establishes the relationship of real property development planning to programming for new construction (both from the military construction and operations and maintenance appropriations). Prescribes policies and procedures relating to the content, development, submission, and maintenance of the Real Property Development Plan (RPDP). Prescribes responsibilities for the National Guard Bureau (NGB), the Adjutant General (AG), the Construction and Facilities Management Officer (CFMO), and the Real Property Master Planning Advisory Committee (RPMPAC)). The proponent is NGB-ARI and the distribution is B.

b. Publications and Blank Forms Being Processed. This section lists the publication, date, short and long title, distribution symbol, and the estimated shipping date. Not used this month.

c. NGB Publications and Blank Forms Distributed. New or revised publications and blank forms distributed during the current and the previous month. These should be added to the appropriate indexes.

| <u>Number/Date</u> | <u>Title</u> | <u>Date Shipped</u> |
|-------------------------|---|---------------------|
| NGB Form 331 | EO and ANG Members Mobilized to Active Duty (AD) - Smart card | 13 Aug 04 |
| NGB Form 332 | ARNG Soldiers Mobilized to Active Duty and EO - Smart card | 13 Aug 04 |
| NGB-EO Poster 03-001 | Sexual Harassment Poster | 6 Aug 04 |

d. Obsolete Publications and Blank Forms. Publications and blank forms declared obsolete/superseded that should be deleted from the indexes. Not used this month.

| <u>Number/Date</u> | <u>Title</u> | <u>Action Taken</u> |
|---------------------------|--|---|
| NGB-EO Poster 2001-160 | Discrimination/Sexual Harassment Complaint Hotline | Superseded by NGB-EO Poster 2004-160 |
| NGB-E0 Poster 99-001 | Sexual Harassment Poster | Superseded by NGB-EO Poster 03-001 |

e. General Information. Information of general interest concerning publications and blank forms, including advance information on changes, corrections to NGB publications, and NGB Test publications. Not used this month.

f. Excess Publications and Blank Forms. Excess forms, location, quantity, point of contact (POC), telephone number. Not used this month.

2. NGB Components Listing. This is just a reminder that Production Listing 04-1 is due back 27 August 2004.

3. Questions pertaining to requirements for publications and blank forms as well as their requisition should be addressed to Mr. Richard Duncan, NGB-DMS-P, DSN 476-4212. Questions pertaining to NGB Forms should be addressed to NGB Form Manager, NGB-DMS-P, DSN 476-4358. Questions pertaining to NGB Component Listings should be addressed to Mr. Larry Holland, NGB-DMS-P, DSN 476-4275. Questions pertaining to content and information in the Bulletin should be addressed to Mr. William Tupper, NGB-DMS-A, DSN: 327-3151.

Distribution: A

WILLIAM TUPPER
NGB Editor
Support Services