



CHIEF NATIONAL GUARD BUREAU INSTRUCTION

NGB-J5
DISTRIBUTION: A

CNGBI 5003.01
05 November 2018

IDENTIFYING AND IMPLEMENTING RESPONSIBILITIES ASSIGNED TO THE CHIEF OF THE NATIONAL GUARD BUREAU IN DEPARTMENT OF DEFENSE ISSUANCES AND CHAIRMAN OF THE JOINT CHIEFS OF STAFF DIRECTIVES

References: See Enclosure A.

1. Purpose. This instruction establishes policy and assigns responsibilities for ensuring responsibilities assigned to the Chief of the National Guard Bureau (CNGB) in Department of Defense (DoD) Issuances and Chairman of the Joint Chiefs of Staff (CJCS) Directives are adhered to in accordance with reference a.
2. Cancellation. None.
3. Applicability. This instruction applies to the National Guard Bureau (NGB).
4. Policy. It is NGB policy to identify and implement responsibilities assigned to the CNGB and NGB in Federal law, DoD, and CJCS policy in a timely and effective manner.
 - a. The NGB office or directorate serving as the NGB's office of primary responsibility (OPR) for coordination of a DoD Issuance or CJCS Directive will ensure and document implementation of all responsibilities assigned to the CNGB or NGB in that issuance or directive upon its publication.
 - b. When an issuance or directive requires coordination outside the competence or capability of the initial OPR, the Office of the Director of Staff of the NGB (NGB-DS), will task an appropriate overall NGB OPR.
5. Definitions. See Glossary.

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6. Responsibilities.

a. Directors of the Army National Guard (DARNG) and Air National Guard (DANG). The DARNG and DANG will:

(1) Ensure all new and revised Service issuances and directives are reviewed within 90 days of publication to identify responsibilities assigned or applicable to the CNGB or NGB and provide this information to the NGB-DS (or designee) monthly.

(2) Identify Service issuances that require review for potential conflict with DoD or CJCS Issuances and consult with NGB Joint Staff counterparts.

(3) Coordinate Air National Guard and Army National Guard policy with NGB Joint Staff counterparts to ensure there is no conflict with CNGB responsibilities.

b. NGB-DS. The NGB-DS will:

(1) Provide oversight and develop procedures to ensure that responsibilities assigned to the CNGB and NGB in DoD Issuances and CJCS Directives are implemented in a timely and effective manner and documented in an auditable form to the extent practicable.

(2) In coordination with the DANG and DARNG, adjudicate and resolve conflicts that exist among DoD, CJCS, and Service issuances which affect the National Guard.

(3) Maintain the assigned OPR responsibilities, through NGB-DS, by functional area in an accessible, online format.

c. Director of the NGB Joint Actions Control Office (NGB-JACO). The Director of NGB-JACO, through the NGB-JACO Executive Secretariat, will ensure the Strategy, Policy, Plans, and International Affairs Directorate (NGB-J5) is a mandatory office of coordinating responsibility (if it is not the OPR) for the review of all DoD Issuances and CJCS Directives staffed to the NGB for coordination.

d. Director of NGB-J5. The Director of NGB-J5 will ensure all new and revised DoD Issuances and CJCS Directives are reviewed within 30 days of publication to identify responsibilities assigned or applicable to the CNGB or NGB and provide this information to the OPRs and the NGB-DS (or designee) monthly.

e. NGB OPRs. NGB OPRs will:

(1) Take appropriate action to implement assigned responsibilities in a timely and effective manner, coordinating with other NGB elements as appropriate and keeping the NGB-DS apprised in accordance with NGB-DS approved procedures.

(2) Identify DoD and CJCS Issuances that require review for potential conflict with Service issuances and consult with Service counterparts.

7. Summary of Changes. This is the initial publication of CNGBI 5003.01.

8. Releasability. This instruction is approved for public release; distribution is unlimited. Obtain copies through <<http://www.ngbpdcc.ngb.army.mil>>.

9. Effective Date. This instruction is effective upon publication and must be revised, reissued, canceled, or certified as current every five years.


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Chief, National Guard Bureau

Enclosures:

A -- References
GL -- Glossary

ENCLOSURE A

REFERENCES

- a. DoD Directive 5105.77, 30 October 2015, “National Guard Bureau (NGB),” Incorporating Change 1, 10 October 2017
- b. DoD Instruction 5025.01, 01 August 2016, “DoD Issuances Program,” Incorporating Change 2, 22 December 2017
- c. CJCS Instruction 5701.01C, 01 October 2011, “Policy for the Development of CJCS, Joint Staff, and J-Directorate Directives”
- d. DoD Directive 5100.01, 21 December 2010, “Functions of the Department of Defense and Its Major Components”
- e. CNGB Instruction 0100.01, 11 January 2013, “Organization of the National Guard Bureau” FOUO

GLOSSARY

PART I. ACRONYMS

CJCS	Chairman of the Joint Chiefs of Staff
CNGB	Chief of the National Guard Bureau
DANG	Director of the Air National Guard
DARNG	Director of the Army National Guard
DoD	Department of Defense
NGB	National Guard Bureau
NGB-DS	Office of the Director of Staff of the National Guard Bureau
NGB-J5	Strategy, Policy, Plans, and International Affairs Directorate
NGB-JACO	National Guard Bureau Joint Actions Control Office
OPR	Office of Primary Responsibility

PART II. DEFINITIONS

Chairman of the Joint Chiefs of Staff Directive -- One of the four types of issuances published by the Chairman of the Joint Chiefs of Staff in accordance with reference c that establishes policy or provides procedures or guidance, but neither contains joint doctrine nor involves the employment of forces. Chairman of the Joint Chiefs of Staff Directives comprise Chairman of the Joint Chiefs of Staff Instructions, Manuals, Notices, and Guides.

Department of Defense Issuance -- One of the five types of issuances published by the Department of Defense in accordance with reference b that establishes or implements Department of Defense policy, designates authority, assigns responsibilities, or provides procedures. Department of Defense Issuances apply to more than one Department of Defense Component and comprise Department of Defense Directives, Instructions, Manuals, Directive-Type Memorandums, and Administrative Instructions.