



CHIEF OF THE NATIONAL GUARD BUREAU INSTRUCTION

NGB-ZA
DISTRIBUTION: A

CNGBI 5101.01A
31 July 2024

NATIONAL GUARD BUREAU ORGANIZATION AND PRINCIPAL OFFICIAL RESPONSIBILITIES

References: See Enclosure B.

1. Purpose. This instruction establishes policy and assigns responsibilities for National Guard Bureau (NGB) organization and select NGB principal officials in accordance with (IAW) the references.

2. Cancellation. This instruction cancels and replaces its previous edition, Chief of the National Guard Bureau (CNGB) Instruction 5101.01, 02 June 2023, "National Guard Bureau Organization and Principal Official Responsibilities."

3. Applicability. This instruction applies to all organizational elements of the NGB as defined in reference f, or otherwise established by the CNGB.

a. For the purposes of this instruction, the term "States" include the United States, the U.S. Virgin Islands, Guam, the Commonwealth of Puerto Rico, and the District of Columbia. The term "Governor" includes the Governors of the United States, the U.S. Virgin Islands, Guam, the Commonwealth of Puerto Rico, and, in the case of the District of Columbia National Guard, the President or designee.

b. Unless the context indicates otherwise in this instruction, the term "National Guard" (NG) means the Army National Guard (ARNG), the Air National Guard (ANG), the ARNG of the United States, and the ANG of the United States, consistent with reference a, reference b, and reference d.

4. Policy. It is NGB policy that the CNGB retain all authorities and responsibilities not delegated in writing to subordinates. In accordance with reference f, the CNGB directs the NGB and organizes and manages its personnel and other resources to accomplish the responsibilities and functions prescribed in the references. This instruction serves to delegate, in writing, certain duties and responsibilities of the CNGB to senior leaders within the NGB. This instruction further clarifies and implements CNGB responsibilities outlined in reference f to issue publications on NGB organization and operations to:

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a. Effectively and efficiently accomplish the responsibilities and functions prescribed in this instruction.

b. Provide unity of purpose, action, and messaging for NGB as a unified and joint activity.

c. Maintain synchronization and alignment within all elements of the NGB staff for key Service and Department of Defense (DoD) processes and forums.

d. Optimize frequency, methodology, and channels for internal and external communications.

e. Align NGB processes to those used by the Office of the Secretary of Defense (OSD), Joint Chiefs of Staff, and Service staffs to the maximum extent possible.

5. Definitions. See Glossary.

6. Responsibilities. See Enclosure A.

7. Summary of Changes. This instruction includes updates to the policy section to align with reference f; adds Vice Chief of the National Guard Bureau (VCNGB) requirements for participation in the defense innovation ecosystem and oversight of the Director for Small Business Programs; updates the NGB Inspector General section to reflect the position and not the office; adds the investigations core function to the NGB The Inspector General and other duties and responsibilities IAW reference j; adds requirement for Director of the ARNG (DARNG) and Director of the ANG (DANG) to ensure ARNG and ANG equities and positions are incorporated into CNGB and VCNGB preparation material for their attendance at senior governance meetings; designates the NGB Director of Staff (NGB-DS) as the agency Performance Improvement Officer IAW reference c, and updates additional requirements for NGB-DS support to CNGB-wide governance and institutional reform initiatives and reporting requirements in the Pulse application within the DoD Advana platform; and adds reference c, reference e, and reference i.

8. Releasability. This instruction is approved for public release; distribution is unlimited. It is available at <<https://www.ngbpmc.ng.mil>>.

31 July 2024

9. Effective Date. This instruction is effective upon publication and must be reviewed annually by the Proponent/Office of Primary Responsibility for continued validity, and revised, reissued, canceled, or certified as current every ten years.



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Enclosures:

- A -- Responsibilities
- B -- References
- GL -- Glossary

ENCLOSURE A
RESPONSIBILITIES

1. CNGB. Under the authority, direction, and control of the Secretary of Defense, and in addition to the specifications in reference b and reference f, the CNGB will:

a. Serve as a principal advisor to the Secretary of Defense, through the Chairman of the Joint Chiefs of Staff, on matters involving non-Federalized NG forces, and on other matters as determined by the Secretary of Defense, pursuant to section 10502 of reference b.

b. Serve as the principal advisor to the Secretary of the Army (SECARMY), the Chief of Staff of the Army, the Secretary of the Air Force (SECAF), and the Chief of Staff of the Air Force on matters relating to the NG, the ARNG of the United States, and the ANG of the United States, IAW section 10502 of reference b.

c. Serve as and perform all responsibilities of a member of the Joint Chiefs of Staff IAW section 151 of reference b. As a member of the Joint Chiefs of Staff, the CNGB also has the additional and specific responsibility of addressing matters involving non-Federalized NG forces in support of homeland defense and civil support missions IAW section 10502 of reference b.

d. Support the SECARMY on matters pertaining to the Secretary's responsibilities in law or DoD policy. Develop ARNG coordinated positions, courses of action, and all other decision support tools, products, and other required input to support CNGB decisions and positions in support of SECARMY. Direct liaison is authorized between the DARNG and Headquarters, Department of the Army (DA) staff on ARNG matters.

e. Support the SECAF on matters pertaining to the Secretary's responsibilities in law or DoD policy. Develop ANG coordinated positions, courses of action, and all other decision support tools, products, and other required input to support CNGB decisions and positions in support of SECAF. Direct liaison is authorized between the DANG and Department of the Air Force (DAF) staff on ANG matters.

f. Inform the SECARMY and SECAF on all significant matters, including significant military operations affecting their respective duties and responsibilities, and all communications provided to others pertaining to their respective departments.

g. Assisted by the VCNGB, coordinate with OSD Principal Staff Assistants and the DoD Component heads through the SECARMY or the SECAF, or through the Chairman of the Joint Chiefs of Staff, on matters pertaining to respective Secretary or Chairman of the Joint Chiefs of Staff responsibilities in law or policy, as appropriate. The CNGB, assisted by the VCNGB, exchanges information with the OSD Principal Staff Assistants, the DoD Component heads, and other Federal officials IAW applicable DoD policies and guidance.

h. Provide, with the assistance of the VCNGB, liaison, coordination, assistance, and support to the NG Joint Force Headquarters-State IAW reference f.

i. Be the primary representative to senior visits and ceremonies related to foreign visitors, including the State Partnership Program. The CNGB will delegate as required on an event-by-event basis.

j. Participate as a Federal official in the exchange of views, information, or advice between the DoD and the Council of Governors on matters related to the NG and civil support missions.

k. Pursuant to section 10502(f) of reference b, an officer on duty with the NGB may be designated to serve as the Acting CNGB on a temporary basis. To preserve the decision-making space of the officer who is appointed by the President and confirmed by the Senate to serve as the CNGB, an officer serving as the Acting CNGB is prohibited from making major organizational, manpower, personnel, or policy changes that would otherwise be approved by the CNGB. This limitation does not apply when the VCNGB serves as the Acting CNGB during a period when the CNGB position is vacant.

2. VCNGB. The VCNGB, under the authority and direction of the CNGB, will:

a. Act as the CNGB when there is a vacancy in the office of the CNGB and perform the duties of the CNGB until a successor is appointed.

b. Act as the CNGB in the event of the absence or disability of the CNGB and perform the duties of the CNGB until the absence or disability ceases.

c. Direct the NGB on CNGB's behalf, organizing and managing its personnel and other resources to accomplish NGB functions.

d. Serve as a channel of communication on matters pertaining to the NG between the DA, DAF, and the States.

e. With the assistance of the DARNG and DANG, ensure that all NGB personnel comply with applicable DoD, DA, DAF, and NGB policies, issuances, publications, and legal opinions in the performance of their duties.

f. Assess, review, validate, prioritize, and document requirements for non-Federalized NG capabilities in support of homeland defense, civil support missions, and the National Defense Strategy consistent with Joint Requirements Oversight Council objectives.

g. Oversee the NGB's participation in the defense innovation ecosystem and ensure NGB is integrated in associated efforts to create cultures, structures, and systems that inspire and empower creativity to improve performance across the defense enterprise.

h. Oversee the NGB's participation in the planning, programming, budgeting, execution process, and the administration of funds appropriated to the NGB, the ARNG, and the ANG (hereinafter "the NG budget"), including oversight and approval of NG and Reserve Equipment Appropriations execution.

i. Oversee the management and allocation of all resources across NGB to accomplish NGB functions and activities.

j. Oversee the Head of Contracting Authority to ensure execution of contracting authority, including oversight of administrative actions.

k. Oversee the Director for Small Business Programs to ensure that small business entities are afforded the maximum practicable opportunity to participate in NGB acquisitions.

l. Oversee the NGB's participation in the Joint Strategic Planning System, Global Force Management, Force Employment, and Force Reset on homeland defense, defense support of civil authorities, and other matters affecting NG forces when under command of their Governors.

m. Represent the NG to the DoD in areas relating to the VCNGB's principal responsibilities, including those as the NGB representative to DoD Deputies' meetings, councils, and other departmental forums that require or expect the attendance of the Military Departments' Vice Chiefs.

n. Coordinate with the Combatant Commands and the Joint Staff on topics pertaining to NG personnel assigned to them, on the State Partnership Program, domestic homeland defense, support of civil authorities, and other matters affecting NG forces when under command of their Governors.

o. Oversee the United States Property and Fiscal Officers (USPFOs) designated, detailed, or appointed under section 708 of reference d as they execute their statutory duties.

p. Oversee NGB Internal Review to ensure professional and timely audit services.

q. Task the NGB-DS, as required, to accomplish NGB functions and assigned responsibilities.

r. Perform other duties as directed by the CNGB.

3. NGB Senior Enlisted Advisor. The NGB Senior Enlisted Advisor, under the authority and direction of the CNGB, will:

a. Advise the CNGB on matters relating to enlisted NG Soldiers and Airmen, including training and utilization, health of the force, quality of life, and enlisted professional development.

b. Perform other duties as directed by the CNGB.

4. DARNG and DANG. The DARNG and the DANG, along with their Deputy Directors, are assigned to the NGB by statute to assist the CNGB in carrying out NGB functions as they relate to the ARNG and ARNG of the United States or the ANG and ANG of the United States. The DARNG and the DANG, under the authority and direction of the CNGB, will:

a. If the senior officer, perform the duties of the CNGB when there is a vacancy in the offices of both the CNGB and VCNGB, in the absence or disability of both the CNGB and VCNGB, or when there is a vacancy in one such office and in the absence or disability of the officer holding the other until a successor is appointed or the absence or disability ceases. When designated by the CNGB, the senior officer will also perform the duties of the VCNGB in the event of a vacancy in only the office of the VCNGB until a successor is appointed.

b. If the junior officer, perform the duties of the VCNGB when there is a vacancy in the offices of both the CNGB and VCNGB, in the absence or disability of both the CNGB and VCNGB, or when there is a vacancy in one such office and in the absence or disability of the officer holding the other until a successor is appointed or the absence or disability ceases.

c. Assist the CNGB in carrying out the functions of the NGB as they relate to the ARNG and ANG, coordinating directly with the Army Staff and Air Staff to accomplish those functions. Unless otherwise specifically prohibited, act on the CNGB's behalf to perform responsibilities assigned to the CNGB in DA or DAF guidance or regulations.

d. Implement DoD, DA, DAF, and CNGB guidance on the structure, strength, authorizations, and other resources of the ARNG and ANG to best support the States in accomplishing the mission of the NG.

e. Consistent with CNGB guidance and Service policies and programs, monitor and assist the States in the organization, maintenance, and operation of NG units to provide well-trained and well-equipped units capable of augmenting the active forces.

f. Ensure that appointments of officials and personnel of the NGB comply with applicable Army or Air Force personnel and manpower policies and programs, when applicable.

g. At the direction of the CNGB and VCNGB, supervise and administer the Active Guard and Reserve Program as it pertains to the NG IAW priorities established by the CNGB, SECARMY, and SECAF.

h. Prescribe the training discipline and training requirements for ARNG and ANG.

i. In coordination with the VCNGB, allocate Federal funds appropriated for the ARNG and ANG consistent with CNGB guidance and Service policy and programs.

j. Ensure that the units and members of the ARNG and the ANG are trained by the States IAW approved policies and programs of the SECARMY, the SECAF, and the CNGB.

k. Represent the NG in Service-specific corporate processes, including the development of Program Objective Memorandums.

l. Ensure ARNG and ANG equities and positions are adequately incorporated into all CNGB and VCNGB senior governance meeting preparatory briefing products.

m. Ensure that subordinate staff directors support the offices within the Office of the Chief of the National Guard Bureau and directorates within the NGBJS in the performance of their duties.

n. Assign duties to the Deputy DARNG and the Deputy DANG, respectively, to assist the DARNG and the DANG in carrying out their responsibilities.

o. Perform other duties as prescribed by the CNGB.

5. NGB-DS. The NGB-DS, under the authority and direction of the CNGB, will:

a. Serve as the principal staff officer, assistant, and advisor to the CNGB and VCNGB. If designated by the CNGB due to a vacancy in the office of the VCNGB, perform the duties of the VCNGB until a successor is appointed.

b. Integrate and synchronize policies, plans, positions, procedures, and cross-functional issues for the CNGB and VCNGB, and ensure NGB effectively coordinates with the Joint Staff, DA, DAF, OSD, and DoD.

c. Act with the full authority of the CNGB in the direct supervision of the NGBJS and coordinate and synchronize all elements of the NGB staff, which includes the NGBJS, Office of the CNGB, Office of the DARNG, and Office of the DANG. This includes tasking authority, on behalf of the CNGB and the VCNGB, over the respective staff elements.

d. Develop, on behalf of the CNGB and VCNGB, NG positions and policies that represent the unified coordinated policy of the NGB.

e. Execute joint programs and functions as necessary to effectively integrate NG resources and capabilities and, with the assistance of the DARNG and the DANG, ensure that in the performance of their duties, all NGB personnel are in full compliance with all applicable DoD, Service-specific, and NGB policies.

f. Under the authority and direction of the VCNGB convene, coordinate, and schedule meetings, including designation of required meeting attendees for all organizational elements of the NGB.

g. Serve as NGB's Performance Improvement Officer IAW reference c.

h. Support CNGB-wide governance and institutional reform initiatives as directed by DoD, DA, DAF, and CNGB. Manage, coordinate, track, and report on progress of implementing CNGB-wide strategic initiatives, ensuring that all reporting requirements are appropriately administered and reported in "Pulse," the authoritative performance management executive analytics application in the Advana platform IAW section 125a of reference b.

i. Advise and assist CNGB and VCNGB on organizational and management issues and on the implementation of organizational adjustments, structural realignments, and congressionally mandated and senior level-commissioned organizational or management reforms to achieve increased effectiveness, efficiency, and economy of operations.

j. Coordinate policies and programs for the employment and use of NG Technicians under section 10503 of reference b.

k. Perform other duties as directed by the CNGB or the VCNGB.

6. NGB Comptroller. The NGB Comptroller is delegated the authority to administer and obligate all funds allocated to any element of the NG and the NGB IAW reference f. The CNGB delegates to the NGB Comptroller authority and responsibility for the functions, duties, and tasks contained in this paragraph, including authority to administer all NG-related budgets within the purview of NGB. Under the authority and direction of the CNGB and VCNGB, and in coordination with the NGB Service Comptrollers and the NGBJS Resource Manager, the NGB Comptroller serves as the CNGB's primary advisor on all budget and execution issues and as a "Single Voice" for overarching NG and NGB budget-related matters and messaging after the President's Budget Request has been submitted. The NGB Comptroller will provide guidance and policy to all NGB Comptrollers, Resource Integrators, and USPFOs on fiscal matters related to NG appropriations and funding received by the NGB from other DoD or U.S. Government Departments and Agencies. The NGB Comptroller will support NG appropriations through fiscal oversight and assistance to the CNGB, DARNG, DANG, and NGB-DS with development and execution of budgets and spend plans. The NGB Comptroller, under the authority and direction of the VCNGB, will:

a. Provide financial management and budgetary oversight by ensuring effective compliance with financial regulations and policies, providing overarching guidance, and efficient use of resources and financial accountability.

- b. Further delegate, as necessary, authority to ARNG and ANG Comptrollers, NGBJS Resource Management Officer, and USPFOS IAW reference h.
- c. Appoint Certifying Officials and manage and correct material weaknesses in fiscal processes.
- d. Represent CNGB fiduciary responsibilities in OSD and Congressional level, resource-related processes, in coordination with the ARNG and ANG Comptrollers and the NGBJS Resource Management Officer.
- e. Assist in ensuring appropriations are executed IAW CNGB priorities and consistent with statute and DoD, DA, and DAF policy.
- f. Lead NGB Financial Improvement and Audit Readiness efforts.
 - (1) Improve and sustain NGB's fiscal framework, inclusive of policy, systems, audit, and reporting.
 - (2) Lead NGB's compliance with Government accounting standards, Federal regulations, and laws; and publishing best practices for the effective, efficient, and legal use of Federal funds and property.
 - (3) Ensure financial audit support and issue remediation is a priority across the NGB.
- g. Manage and sustain the NGB Fiscal Stewardship Program and ensure annual financial auditability across the NG enterprise by promoting transparency and accountability at all levels, collaboration, monitoring performance, and continuing improvement.
- h. Oversee the Fiscal Stewardship program for the NG within the States through direct management of the USPFOS. Specifically:
 - (1) Collaborate with NGBJS, ARNG, and ANG to review, assess, and prioritize audit findings and weaknesses that exist within the NG Enterprise.
 - (2) Ensure communication and provide feedback across the NG Enterprise on audit findings and weaknesses; to include monitoring and reviewing the implementation of financial controls necessary to safeguard financial resources.
 - (3) Ensure compliance with relevant financial regulations and policies that govern the NG's fiscal operations.
 - (4) In coordination with the ARNG, ANG, and NGBJS, provide training and support to enhance the financial management skills or personnel involved in the program.

(5) Foster a culture of fiscal stewardship by promoting transparency and accountability at all levels, collaboration, monitoring performance, and continuing improvement.

i. Serve as NGB proponent for the DoD Financial Management Certification Program, providing oversight of initial certification and certification maintenance.

j. Review, monitor, and report progress, in consultation with the ARNG and ANG Comptrollers and NGBJS Resource Management Officer, on execution of CNGB priorities within the budgets of the ARNG and ANG, as well as NG and Reserve Equipment Appropriations and NGBJS funds expenditures.

k. Synchronize and integrate NGB Comptroller functions with the OSD and the Services while preserving ARNG and ANG Comptroller equities and existing connections with Service counterparts.

l. Represent the CNGB at execution Advisory Council meetings and lead monthly updates on budget execution matters in conjunction with the ARNG and ANG Comptrollers and NGBJS Resource Management Officer.

m. Provide oversight of proposed actions involving NG appropriations.

n. Supervise the USPFO Program and manage USPFOs on behalf of the VCNGB.

(1) Oversee the acquisition, supply, and accountability of Federal property issued to the NG of the States through the USPFOs, including supervision of the statutory responsibilities, training, and personnel administrative actions of the USPFOs.

(2) Provide organizational oversight and timely action in support of USPFO personnel actions, including nominations, appointments, accessions, evaluations, separations, retirements, and awards.

o. Serve as Office of Coordinating Responsibility for the Budgeting and Execution phases of the planning, programming, budgeting, and execution system.

(1) Serve as the principal advisor to the CNGB and the VCNGB for the execution phase, prioritizing the use of NG financial resources, financial management, fiscal stewardship, and the oversight and management of the USPFOs.

(2) Administer the execution of the NG budget through the monitoring, integration, and review of spend plans, funds allocation decisions, execution status, risk assessment, data analytics, reprogramming actions, and the unfunded requirement process. Provide resourcing oversight and guidance to the ARNG and ANG Comptrollers. In addition, participate in NGBJS, ARNG, and ANG Senior Leader

Governance Forums – CMAG, ARNG Planning, Programming, Budgeting Committee – Guard and ANG Financial Management Board.

(3) Serve as principal NGB liaison with OSD Comptroller, CCMDs, and the interagency, with respect to matters concerning DoD fiscal authorities, requirements, and stewardship of NG resources employed in support of States' Homeland Defense and Defense Support of Civil Authorities missions.

(4) Inform the OCNGB and NGB senior leaders of DoD resource matters that will impact NG fiscal resources to enable them to address these during Senior Leader Conferences, Deputy's Management Action Group and other DoD governance meetings, as required.

(5) In coordination with the NGB Programs and Requirements Directorate, identify the separation of duties to successfully transition to the execution phase of the Planning, Programming, Budgeting, and Execution system following submission of the President's Budget request.

(6) Prior to the President's Budget submission, in conjunction with NGB-J8, review the Budget Estimates Submission justification materials and OSD Comptroller Program Budget Decisions.

p. Inform the DARNG and DANG on all significant comptroller-related matters affecting their respective duties and responsibilities, including external communications to the Army or Air Force pertaining to the duties and responsibilities of the DARNG and DANG. Conversely, the DARNG and DANG will inform the NGB Comptroller on all external communications to the Army and Air Force pertaining to comptroller-related matters.

q. Perform other duties as directed to include:

(1) Financial Management Certification – Provide oversight to ensure financial managers meet DoD Financial Management Certification standards across the NG Enterprise.

(2) Manages execution of Joint Programs.

7. NGB General Counsel. The NGB General Counsel, under the authority and direction of the CNGB, will:

a. Provide all legal services to assist the CNGB, other NGB senior officials, and all NGB elements in carrying out their responsibilities in law and policy.

b. Be responsible for the full spectrum of the legal affairs of the NGB and serve as the chief legal officer and Designated Agency Ethics Official for all elements of the NGB.

c. Serve as the sole channel of communications on all legal matters pertaining to the NG between NGB, the States, DA, and DAF. All elements of NGB must ensure that any communications with external legal entities are directed through and coordinated with the Office of the NGB General Counsel (NGB-GC).

d. Direct the NGB-GC in providing legal support to all NGB elements consistent with the requirements of CNGB 0400-Series Issuances. This includes exercising authority, direction, and control over all attorneys and paralegals performing within any element of the NGB, as well as all general officer and field grade Judge Advocates serving as NG Assistants or Special Assistants assigned to any element of the NGB, including those supporting Army, Air Force, or Joint organizational entities. In coordination with the Judge Advocates General of the Army and Air Force, when appropriate, provide input to the CNGB and NGB Executive Leadership Advisory Board concerning the consideration or selection of any attorney for assignment to a general officer position. NGB-GC will be consulted during hiring processes conducted by NGB Human Resources for O-6 positions within NGB-GC for which the CNGB, DANG, or DARNG is the selecting or nominating official.

e. Serve as the sole NGB proponent for establishing NGB's legal position on all matters and for drafting and issuing all legal policies, including policies addressing the organization and functions of the NGB-GC. Direct the assignment and functions of all legal manpower and allocated resources IAW the CNGB's legal priorities.

f. Review all CNGB Issuances and other NGB policy guidance documents, as well as designated NGB staff actions, to ensure legal sufficiency and defensibility.

g. Perform other appropriate duties as the CNGB directs.

h. Inform the DARNG and DANG on all significant legal matters affecting their respective duties and responsibilities, including external communications to the General Counsels and Judge Advocates General of the Army and Air Force pertaining to the duties and responsibilities of the DARNG and DANG. Conversely, the DARNG and DANG will comply with paragraph 7.c. above regarding external communications to the Army and Air Force pertaining to legal matters.

8. The Inspector General of the NGB. The Inspector General of the NGB, under the direction of the CNGB, will:

a. Enhance NG and NGB's stewardship, accountability, integrity, efficiency, discipline, and readiness through assistance, assessment, and inquiry by performing the core functions of teaching and training, complaints resolution, investigations, and inspections, and all other Inspector General appropriate missions and functions.

b. Serve as the principal advisor to the CNGB and the VCNGB on assessed matters relating to the discipline, efficiency, economy, morale, training, and readiness of the NG and NGB.

c. Serve as the NG proponent for Inspector General-related policy for NG Inspector General activities.

d. With concurrence from the Office of the DARNG and the Office of the DANG, provide NGB Inspector General support to the DARNG and the DANG for coordinating and managing ANG inspection functions, including ANG management inspections for the ANG Readiness Center, and assigned forces, which are accomplished by the ANG Readiness Center Inspector General for Inspections (NGB/IG).

e. With concurrence from the Office of the DARNG and the Office of the DANG, coordinate Inspector General regulations, policies, and processes between the Office of the NGB Inspector General and the DoD Inspector General, the DA Inspector General, and the Air Force Inspector General, and conduct or facilitate assistance, inquiries, and investigations at the request of same.

f. Ensure the CNGBI is regularly updated on ongoing investigations and ensure the CNGBI, and other senior leaders designated by the CNGBI, are updated on NGB Inspector General functions and the overall health of the NG Inspector General enterprise.

g. Report allegations of misconduct against Senior Officials to the DoD Inspector General or the appropriate Service Inspectors General and assist Service Inspectors General as appropriate.

h. Investigate complaints of military whistleblower reprisal and restriction IAW section 1034 of reference b and reference j and investigate complaints of Inspector General misconduct.

i. With concurrence from the Office of the DARNG and the Office of the DANG, Synchronize external DoD Inspector General, DA Inspector General, and Air Force Inspector General inspections for the NG.

j. Conduct Intelligence Oversight Inspections and report all Questionable Intelligence Activities and Significant or Highly Sensitive Matters.

k. Serve as the next higher echelon Inspector General for State Inspectors General at the Joint Force Headquarters-State.

l. Perform all duties and responsibilities in accordance with reference j.

m. Inform the DARNG and DANG on all significant Inspector General matters affecting their respective duties and responsibilities, including external communications to the Army or Air Force pertaining to the duties and responsibilities of the DARNG and DANG. Conversely, the DARNG and DANG will inform the NGB Inspector General on all external communications to the Army and Air Force pertaining to Inspector General matters.

9. NGB Office of Legislative Liaison Director. The NGB Office of Legislative Liaison serves as the single conduit of communications between the CNGB and the Congress, advises the CNGB and other NGB leaders on Congressional activities, and manages the CNGB's legislative program. The NGB Office of Legislative Liaison develops and executes the CNGB's annual Congressional engagement strategy, conducts Congressional outreach activities, and provides support to Congressional decision makers by educating and informing Congress about NGB requirements, priorities, and perspectives on matters affecting the NG. The CNGB retains approval authority for NGB Congressional objectives and legislative proposals, and delegates development and implementation authority to the NGB Office of Legislative Liaison Director. The NGB Office of Legislative Liaison Director, under the authority and direction of the CNGB, will:

- a. Serve as the CNGB's primary representative and official channel of communications to the Congress on NG-related legislative matters.
- b. As delegated by the CNGB, exercise oversight of all Congressional engagements, including coordination with the VCNGB, the DARNG, the DANG, and the NGB-DS, as well as the NGB Staff, on all communications, correspondence, and engagements with Members of Congress, Congressional Committees, and Congressional staff.
- c. Maintain an understanding of the Congressional environment and advise the CNGB and other NGB senior leaders on Congressional activities which may impact NG interests.
- d. Oversee the execution of the CNGB's legislative program which consists of, but is not limited to:
 - (1) Preparing NGB senior leaders for testimony before Congressional committees.
 - (2) Developing CNGB's Congressional objectives.
- e. Oversee NGB participation in the DoD legislative proposal process. This includes the coordination of NGB Staff to develop and submit legislative proposals, as well as analyzing and tracking all non-NGB initiated legislative proposals of NGB interest.
- f. Facilitate and coordinate timely and accurate replies to correspondence, inquiries, and Questions and Inserts for the Record from Congress regarding NG programs, policies, and problems of constituent NG Service members.

g. Ensure NGB compliance with congressionally mandated reporting requirements, as well as applicable DoD and Office of Management and Budget legislative policies and procedures.

h. Receive, review, coordinate, and relay approval of Congressional requests for official travel related to Congressional NG oversight within the scope of the NGB Office of Legislative Liaison and coordinate escorts for this travel, as needed.

i. Serve as a channel of communications to the States on Federal NG legislative matters, including NG-related Congressional bills, reports, resolutions, and DoD legislative proposals.

j. Inform the DARNG and DANG on all significant legislative liaison matters affecting their respective duties and responsibilities, including external communications to the Army or Air Force pertaining to the duties and responsibilities of the DARNG and DANG. Conversely, the DARNG and DANG will inform the Director of the NGB Office of Legislative Liaison on all external communications to the Army and Air Force pertaining to legislative matters.

ENCLOSURE B

REFERENCES

PART I. REQUIRED

- a. Constitution of the United States, Article 1, Section 8
- b. Title 10 United States Code, “Armed Forces”
- c. Title 31 United States Code, “Money and Finance”
- d. Title 32 United States Code, “National Guard”
- e. Department of Defense Directive 3025.18, 29 December 2010, “Defense Support of Civil Authorities (DSCA),” Incorporating Change 2, 19 March 2018
- f. Department of Defense Directive 5105.77, 30 October 2015, “National Guard Bureau (NGB),” Incorporating Change 1, 10 October 2017
- g. Department of Defense Directive 5105.83, 05 January 2011, “National Guard Joint Force Headquarters–State (NG JFHQs-State),” Incorporating Change 2, 31 March 2020
- h. Department of Defense FMR 7000.14-R, March 2024, “Department of Defense Financial Management Regulation Volume 1-16, Under Secretary of Defense (Comptroller)”
- i. Chief National Guard Bureau Instruction 3000.04, 24 January 2018, “National Guard Bureau Domestic Operations”
- j. Chief of the National Guard Bureau Instruction 0700.00A, 15 May 2020, “National Guard Inspector General”
- k. Chairman of the Joint Chiefs of Staff Instruction 1001.01B, 07 October 2014, “Joint Manpower and Personnel Program,” Current as of 15 December 2021
- l. “DoD Dictionary of Military and Associated Terms,” April 2024
- m. “DoD Strategic Management Plan Fiscal Years 2022 – 2026,” 06 March 2023

PART II. RELATED

- n. Department of Defense Directive 4205.01, 08 June 2016, “DoD Small Business Programs,” Incorporating Change 1, 13 September 2017

- o. Department of Defense Directive 5100.01, 21 December 2010, "Functions of the Department of Defense and Its Major Components," Incorporating Change 1, 17 September 2020.
- p. Department of Defense Directive 5106.04, 22 May 2014, "Defense Inspectors General," Incorporating Change 1, 14 May 2020
- q. Department of Defense Directive 7050.06, 17 April 2015, "Military Whistleblower Protection," Incorporating Change 1, 12 October 2021

GLOSSARY

PART I. ACRONYMS

ANG	Air National Guard
ARNG	Army National Guard
CNGB	Chief of the National Guard Bureau
DA	Department of the Army
DAF	Department of the Air Force
DANG	Director of the Air National Guard
DARNG	Director of the Army National Guard
DoD	Department of Defense
IAW	In accordance with
NG	National Guard
NGB	National Guard Bureau
NGB-DS	National Guard Bureau Director of Staff
NGB-GC	Office of the National Guard Bureau General Counsel
NGBJS	National Guard Bureau Joint Staff
OSD	Office of the Secretary of Defense
SECAF	Secretary of the Air Force
SECARMY	Secretary of the Army
USPFOs	United States Property and Fiscal Officers
VCNGB	Vice Chief of the National Guard Bureau

PART II. DEFINITIONS

Defense Support of Civil Authorities -- Support provided by Federal military forces; Department of Defense civilians; Department of Defense contract personnel; and Department of Defense component assets, to include National Guard forces (when the Secretary of Defense, in coordination with the Governors of the affected States, elects and requests to use and fund those forces in a Title 32, United States Code, duty status), in response to a request for assistance from civil authorities for domestic emergencies, cyberspace incident response, law enforcement support, and other domestic activities or from qualifying entities for special events. Defense support of civil authorities is provided in response to requests from civil authorities and upon approval from appropriate authorities. Defense support of civil authorities is conducted only in the United States homeland. (See reference e and reference i.)

Homeland Defense -- The military protection of United States sovereignty and territory against external threats and aggression or, as directed by the President, other threats. (See reference f.)

National Guard Civil Support -- Support provided by the National Guard, of several states while in State Active Duty status or Title 32 duty status, to civil authorities for domestic emergencies and designated law enforcement and other activities. (See reference i.)