



# CHIEF NATIONAL GUARD BUREAU INSTRUCTION

NG-J32  
DISTRIBUTION: A

CNGBI 7403.01  
Issued 27 January 2014  
Expired 27 January 2019  
Validity extended to 27 January 2020

## NATIONAL GUARD COUNTERDRUG PROGRAM GENERAL OFFICER ADVISORY COUNCIL

References: See Enclosure C.

1. Purpose. This instruction implements the National Guard (NG) Counterdrug Program (CDP) General Officer Advisory Council (GOAC) as the principal advisory council to the Chief of the National Guard Bureau (CNGB) for the CDP under the authority of reference a and in accordance with (IAW) policies established in references b, c, and d.
2. Cancellation. None.
3. Applicability. This instruction applies to all elements of the National Guard Bureau (NGB).
4. Policy.
  - a. This instruction implements the NG CDP GOAC as an advisory group for the CNGB that provides input, advice, and recommendations to the CNGB, through the Director of Domestic Operations and Force Development (NG-J3/7) and the Chief of NG CDP (NG-J32), on Counterdrug (CD) issues.
  - b. Enclosure A outlines the selection criteria and roles of NG CDP GOAC members.
  - c. Enclosure B outlines the NG CDP GOAC's functions, meeting instructions, and reporting requirements.
5. Definitions. None.

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6. Responsibilities. See Enclosures A.
7. Summary of Changes. This is the initial publication of CNGBI 7403.01.
8. Releasability. This instruction is approved for public release; distribution is unlimited. NGB directorates, The Adjutants General (TAG), the Commanding General of the District of Columbia, and Joint Force Headquarters-State may obtain copies of this instruction through <http://www.ngbpdc.ngb.army.mil>.
9. Effective Date. This instruction is effective upon publication and must be reissued, cancelled, or certified as current within five years of its publication.



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Enclosures:

- A -- National Guard Counterdrug Program General Officer Advisory Council Charter
- B -- Functional Responsibilities
- C -- References
- GL -- Glossary

ENCLOSURE A

NATIONAL GUARD COUNTERDRUG PROGRAM GENERAL OFFICER  
ADVISORY COUNCIL CHARTER

1. Background. The CNGB directed that an NG CDP GOAC be formed to serve as an advisory body to the CNGB on CD issues. Previously, there had been no advisory body that covered the entire scope of CD issues and operations. Changes in fiscal constraints drive the need for an appropriate forum and criteria for allocating resources. A General Officer venue is necessary to manage the increasing number of requests and concerns regarding CD issues to ensure that the CNGB manages the CDP effectively and efficiently under these new constraints. NG CDP GOAC will establish a regular process that all members of the NG can use to submit requests and concerns for the CNGB.

a. NG CDP GOAC Role. NG CDP GOAC supports the CNGB role as a principal advisor to the Secretary of Defense, through the Chairman of the Joint Chiefs of Staff, on CD matters involving non-federalized NG forces.

b. NG CDP GOAC Outputs.

(1) NG CDP GOAC will provide reports, analysis, and research as its Chairman requires or the CNGB requests.

(2) The NG CDP GOAC Coordinator is the point of contact for all reports. The Coordinator will furnish NG CDP GOAC meeting reports and a prioritized list of recommendations to the NG CDP GOAC Chairman and Vice Chairman.

(3) NG CDP GOAC will apprise members of the CDP of its and the CNGB's positions and decisions.

2. Membership.

a. At least nine TAGs, selected by the CNGB, are members of the NG CD GOAC. All NG CDP GOAC members are appointed individually; States do not automatically fill vacancies as they occur. TAGs serve on the NG CDP GOAC voluntarily and, as with all of its members, at the pleasure of the CNGB.

(1) NG CDP GOAC is composed of at least two members from each of the four CDP regions: Northwest, Northeast, Southwest, and Southeast.

(2) The CNGB attempts to include members whose portion of the CDP spans all funding levels and sizes, and thus broadly represents all levels of the CDP.

(3) NG CDP GOAC members will be either Army National Guard (ARNG) or Air National Guard (ANG) and will effectively balance Army and Air views, requirements, and responsibilities.

(4) At least one voting member will represent each of the following areas of interest or responsibility:

(a) Northern Border (Alaska, Washington, Idaho, Montana, North Dakota, Minnesota, Wisconsin, Illinois, Indiana, Michigan, Ohio, Pennsylvania, New York, Vermont, New Hampshire, and Maine).

(b) Southern Border (California, New Mexico, Arizona, and Texas).

(c) Caribbean Area of Responsibility (Florida, Puerto Rico, and U.S. Virgin Islands).

(d) Counterdrug Training Centers (Florida, Mississippi, Iowa, Pennsylvania, and Washington).

(e) A State that conducts Marijuana Eradication in its State Plan.

b. NG CDP GOAC is composed of voting and non-voting members (See Table 1).

<b>Position</b>	<b>Voting</b>
Chairman	Yes
Vice Chairman	Yes
NG CDP GOAC TAGs	Yes
Director of NG-J3/7	Yes
NG CDP GOAC Coordinator	No
Division Chief or Deputy Chief of NG-J3	No
Counterdrug Advisory Council Chair	No

**Table 1.** NG CDP GOAC Members

## ENCLOSURE B

### FUNCTIONAL RESPONSIBILITIES

1. Meetings. NG CDP GOAC and any sub-groups, such as Support Groups, Process Action Teams, or Advisors, will meet at least biannually.

2. Roles and Responsibilities.

a. NG CDP GOAC Officers. NG CDP GOAC officers serve a two-year term, but can be replaced if a vacancy exists.

b. Chairman and Vice Chairman. The Chairman and Vice Chairman will be from different regions or areas of interest or responsibility listed in paragraph 2.a.(4) of Enclosure A. The CNGB will select the Chairman and Vice Chairman from the TAGs and CG who are already members of NG CDP GOAC.

(1) Chairman. The Chairman represents NG CDP GOAC and is responsible for its conduct.

(2) Vice Chairman. The Vice Chairman is responsible for drafting agendas for the Chairman's approval and distribution to the NG CDP GOAC membership. The Vice Chairman may attend meetings with the Chairman and represent the NG CDP GOAC in the Chairman's absence.

c. Coordinator. The Division Chief or Deputy Chief of NG-J32 will act as the Coordinator. The Coordinator is responsible for recording, consolidating, and archiving NG CDP GOAC meeting minutes and notes, and for distributing materials to NG CDP GOAC officers and regional representatives.

d. Advisors. Advisors may be invited to attend NG CDP GOAC meetings or assist Support Group or Process Action Team functions as professional or technical experts. Advisors are not NG CDP GOAC members and have no voting privileges.

e. Recorder. The Recorder is a designee from NG-J32. He or she takes minutes of each meeting and publishes or distributes them in the manner in which the GOAC deems appropriate.

f. Administrative Support. NG-J32 will designate someone to provide administrative support, which includes scheduling, communicating with members, and making copies or phone calls before and during NG CDP GOAC meetings.

3. Rules.

a. A quorum is required for NG CDP GOAC meetings and voting on issues or recommendations. A quorum consists of 2/3 of the voting NG CDP GOAC members.

b. NG CDP GOAC will schedule additional meetings at the discretion of the Chairman or Sub-Group Chairmen, or in response to a request by NGB or NG CDP GOAC members. NG CDP GOAC members may request a meeting through NG-J3/7 or the Chairman. All meetings are open unless otherwise directed by the Chairman.

c. The Chairman determines the agenda, meeting location, appropriate video or teleconference information, date, and time for all meetings.

d. Members of NG CDP GOAC may vote on any matter outside of a scheduled meeting if a simple majority of currently serving NG CDP GOAC members determines the issue and all of the following conditions are met:

(1) An e-mail is sent to all NG CDP GOAC members describing the issue in question and requesting a vote on the issue by electronic ballot or by individual responses to the e-mail.

(2) Members have a reasonable period of time to consider and vote on the issue presented.

(3) A simple majority of NG CDP GOAC members votes as requested and the results will be recorded in the minutes of the next NG CDP GOAC meeting.

4. Resources. Divisions, offices, States, Territories, or the District of Columbia that have members on NG CDP GOAC will receive no additional allocation of money or personnel.

a. The host State or organization will provide administrative support, research capability, and facilitation of all NG CDP GOAC meetings.

b. All NG CDP GOAC members are responsible for their own travel, lodging, and daily expenses.

5. Reviews, Renewals, and Amendments. This charter is reviewed and updated annually, or more frequently if needed at the direction of the CNGB. Amendments to this charter require CNGB approval.

ENCLOSURE C

REFERENCES

PART I. REQUIRED

- a. DoD Directive 5105.77, 21 May 2008, “National Guard Bureau (NGB)”
- b. DepSecDef Memorandum, 02 October 2003, “Department Support to Domestic Law Enforcement Agencies Performing Counternarcotics Activities”
- c. DoD (DASD), 27 April 2011, “Counternarcotics and Global Threats Strategy”
- d. NG Regulation 500-2, 29 August 2008 “National Guard Counterdrug Support”

PART II. RELATED

- e. CJCS Instruction 3710.01B, 26 January 2007, “DoD Counterdrug Support”
- f. 10 U.S.C. § 153, 15 January 2013, “Chairman: Functions”
- g. 32 U.S.C. § 112, “Drug Interdiction and Counter-drug Activities”

## GLOSSARY

### PART I. ABBREVIATIONS AND ACRONYMS

ANG	Air National Guard
ARNG	Army National Guard
CD	Counterdrug
CDP	Counterdrug Program
CNGB	Chief of the National Guard Bureau
GOAC	General Officer Advisory Council
IAW	In accordance with
NG	National Guard
NGB	National Guard Bureau
NG-J3/7	Directorate of Domestic Operations and Force Development
NG-J32	National Guard Counterdrug Program
TAG	The Adjutants General

### PART II. DEFINITIONS

(NONE)