



CHIEF OF THE NATIONAL GUARD BUREAU NOTICE

NGB-J3/4/7
DISTRIBUTION: A

CNGBN 3005
15 January 2020

NATIONAL GUARD BUREAU JOINT OPERATIONS CENTER

References: See Enclosure A.

1. Purpose. This notice establishes interim guidance for the National Guard Bureau (NGB) Joint Operations Center (NGB JOC) in accordance with (IAW) references a-e.
2. Cancellation. This notice cancels and replaces Director of Staff of the National Guard Bureau Memorandum “National Guard Bureau Joint Operations Center Business Rules,” 23 August 2019.
3. Applicability. This notice applies to all NGB personnel.
4. Background. The Chief of the National Guard (CNGB) directed the establishment of the NGB JOC to provide a primary “one voice” conduit of information among the NGB, National Guard (NG) Joint Force Headquarters States (NG-JFHQs-States), and Federal mission partners IAW references a-e.
5. Action or Procedure. The NGB JOC will enable efficient, synchronized information flow and operational coordination across the NG and will enable shared situational understanding between Federal and State mission partners. The NGB JOC will obtain, analyze, and distribute multi-domain information to promote an understanding of the operational environment and facilitate senior leader decision-making. The NGB JOC will facilitate State-to-State support, communications, and decision-making across NG operations IAW references a-e.
 - a. General. NGB personnel will execute NGB JOC responsibilities by providing direct support to the CNGB, Director of the Army National Guard (DARNG), Director of the Air National Guard (DANG), The Adjutants General (TAGs), and the NGB Director of Staff (NGB-DS).
 - (1) The Army National Guard (ARNG) and Air National Guard (ANG) will directly support the NGB JOC through the ARNG Operations Division (ARNG-OD) and ANG Operational Plans and Execution Division (NGB-A2/3/6/10X).

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(2) The NGB Joint Staff will provide direct support to the NGB JOC through the Current Operations Division (NGB-J33).

b. Operations Directorate (NGB-J3/4/7). NGB-J3/4/7 delegates to NGB-J33 the responsibility to consolidate and report all recurring and emergent reporting requirements to inform the CNGB, DARNG, DANG, and NGB-DS about NG worldwide equities based on sound judgement and on directed and ad hoc information requirements.

(1) NGB-J33 will use coordinating authority with the ARNG and ANG to inform the CNGB, DARNG, and DANG of exercises and routine, developing, and crisis events.

(2) The Chief of the Current Operations Division (NGB-J33), in consultation with the ARNG and ANG, will consolidate reporting, talking points, and informational documents (Table 1) to inform the CNGB, DARNG, DANG, and NGB-DS during routine, emergent, exercise, and crisis activities.

c. DARNG and DANG. The DARNG and DANG retain Service reporting to the Department of the Army and Headquarters Air Force.

(1) Service-specific responsibilities (for example, programming and readiness associated with manning, training, equipping, and organizing the ARNG and ANG) remain unabrogated and undiminished.

(2) The ARNG and ANG will continue to report Service-specific information on manning, training, equipping, and organizing forces in accordance with Service regulations and directives. The ARNG and ANG will inform the NGB JOC on matters related to the NGB's critical information requirements and for worldwide NG operations reporting.

d. Governance and Metrics. Formal general officer, colonel, and General Schedule (GS)-15 feedback will enable continuous improvement in procedures and systems and ensure the NGB JOC meets the information requirements of the CNGB, DARNG, and DANG. Periodic coordination can address subjective concerns, and metrics will identify objective issues.

(1) General officer feedback may be unsolicited, through polls or through periodic requests for improvement.

(2) NGB-J33, ARNG-OD, and NGB-A2/3/6/10X will meet monthly, either in person or via videoconference or teleconference, to address any problems and discuss potential improvements. Ad hoc, out-of-cycle meetings are encouraged to address time-sensitive matters.

(3) Within three weeks of the implementation, NGB-J33, ARNG-OD, and NGB-A2/3/6/10X will establish metrics for feedback on quality and timeliness

of product development and distribution to the internal and external mission partners.

e. Tasks. NGB-J33, ARNG-OD, and NGB-A2/3/6/10X will:

(1) Establish, implement, and train staff in standard operating procedures (SOPs) within 90 days of approval of the NGB JOC.

(2) Consolidate Commander's Critical Information Requirements (CCIRs), priority information requirements (PIRs), and friendly forces' information requirements (FFIRs) for the CNGB, DARNG, DANG, and NGB-DS.

(3) Ensure the NGB JOC SOP enables smooth transition from routine to Adaptive Battle Staff operations IAW references a and b.

(4) Set the conditions for emergent products and meetings that inform the same audience, for example, executive summaries (EXSUMs), situation reports (SITREPs), and OPSUMs.

(5) Coordinate and develop products for NGB JOC dissemination that inform external mission partners of NG operations and assessments.

(6) The ARNG and ANG will inform the CNGB, DARNG, DANG, NGB-DS, and Chief of NGB-J33 of all emergent Service reporting, for example, operational reports (OPREPs) and significant incident reports (SIRs).

f. Coordination. NGB-J33 will coordinate with ARNG-OD and NGB-A2/3/6/10X to establish email distribution lists.

g. Common Operating Picture (COP). NGB-J33 will:

(1) Serve as the Office of Primary Responsibility for the NGB COP.

(2) Consolidate and coordinate operational information using appropriate and available procedural and technical means to receive, analyze, preserve, graphically display, and distribute informational products for NGB executives, TAGs, and selected Federal mission partners: for example, the Office of the Secretary of Defense, the Joint Chiefs of Staff, U.S. Northern Command, U.S. Indo-Pacific Command, the Department of Homeland Security, and the Federal Emergency Management Agency.

(3) Lead COP modernization efforts.

h. Products. The Chief of NGB-J33 will coordinate with ARNG-OD and NGB-A2/3/6/10X to combine appropriate reporting for internal and external mission partners (Table 1).

(1) EXSUMs, including CCIR, PIR, and FFIR notifications.

(2) SITREPs, which may include storyboards, to inform and update senior leaders on pertinent information across all NG lines of effort.

(3) Global Engagements Map.

(4) Information push (daily and weekly).

(5) Inputs to the CNGB Operations and Intelligence Briefing (weekly).

(6) Inputs to the CNGB Worldwide Wrap-up (biweekly).

(7) Inputs to executive briefings and talking points.

(8) SIRs and significant reportable incidents (SRIs).

(9) OPREPs.

(10) General officer travel.

(11) The Defense Support to Civil Authorities (DSCA) Synchronizer requires specified reports and COP inputs during DSCA operations IAW references c, d, and e.

(12) Reports required to inform NG executives of emergent and ongoing NG activities and equities, for example Personnel Status (PERSTAT) and Logistics Status (LOGSTAT) reports.

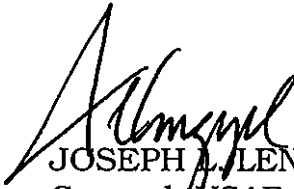
| | Scheduled | Unscheduled |
|---|--|---|
| <p>NGB JOC cc: DARNG and DANG</p> | <ul style="list-style-type: none"> • OPSUM • InfoPush • Operations & Intelligence • Worldwide Wrap-up | <ul style="list-style-type: none"> • EXSUM • SITREP • CCIR, FFIR, PIR • SHARP • SIRs, SRIs • OPREP • Chief's Executive Group briefs • Synch calls |
| <p>NG JFHQs-States</p> | <ul style="list-style-type: none"> • SITREP • PERSTAT • LOGSTAT | <ul style="list-style-type: none"> • SITREP • PERSTAT • LOGSTAT • COP • Synch calls |
| <p>U.S. Northern Command U.S. Indo-Pacific Command Office of the Secretary of Defense Federal Emergency Management Agency</p> | <ul style="list-style-type: none"> • Placemat • Total Force Laydown • In-Transit Visibility • COP with Friendly Force Tracker • Synch calls | |

Table 1. NGB Consolidated Information Products Matrix

i. Information, Knowledge, and Records Management. Records will be preserved IAW existing law and requirements of the National Archives and Records Administration, the NGB, and Service records management requirements and procedures, as amplified in the NGB-J33 Information and Knowledge Management Plan. The point of contact for records management can be reached at 703-607-5672.

6. Releasability. This notice is approved for public release; distribution is unlimited. It is available at <<https://www.ngbpd.c.ngb.army.mil/>>.

7. Effective Date. This notice is effective on the date signed and will expire one year from the date of signature, unless cancelled earlier or extended.



JOSEPH L. LENGYEL
General, USAF
Chief, National Guard Bureau

Enclosure:

A -- References

ENCLOSURE A

REFERENCES

PART I. REQUIRED

- a. CNGB Instruction 3000.02, 08 June 2018, “Adaptive Battle Staff”
- b. CNGB Manual 3000.02, 06 June 2019, “Adaptive Battle Staff”
- c. Joint Staff Execute Order (EXORD), “DSCA EXORD,” 301600Z July 2019
- d. U.S. Northern Command Task Order “DoD Synchronizer Spiral 1,” 311845Z August 2018
- e. U.S. Northern Command Operations Task “Common Operating Picture,” 042007Z February 2019

PART II. RELATED

- f. DoD Directive 5105.77, 30 October 2015, “National Guard Bureau (NGB)” Incorporating Change 1, 10 October 2017
- g. CNGB Notice 0100, 15 November 2016, “Implementation of CNGBI 0100.01”
- h. CNGB Memorandum, “National Guard Bureau Organizational Design Decisions–Tranche 1, 09 May 2019, NGB-J3/4/7 Domestic Operations and Force Development Functions”