

**HEADQUARTERS TEXAS STATE GUARD
ADJUTANT GENERAL'S DEPARTMENT
PO BOX 5218, AUSTIN, TEXAS 78763-5218**

AGTX-TXSG-HPA

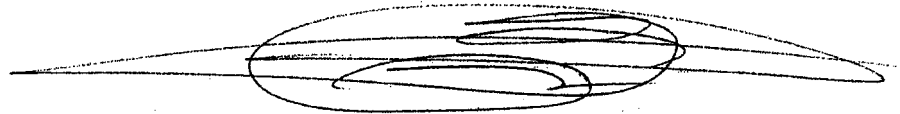
25 July 2003

MEMORANDUM FOR: See Distribution

SUBJECT: Promotion Board Policy

1. Reference TXSGR 600-10. The changes to the procedure for processing personnel actions that require board actions are effective upon receipt of this memorandum.
2. A board to consider requested personnel actions will convene the last Saturday of each month or on a date that coincides with the TXSG HQ drill date. The designated time for the board is routinely 1000-1130 hours. The board will consider packets in the following priority; appointments, awards, promotions, and retirement awards.
3. Brigade Headquarters will review all packets and forward only those that meet criteria as outlined in TXSG Regulation. The Brigade Commander will sign a memorandum certifying the individual meets the height and weight standard. All packets will arrive at TXSG HQ not later than 2 weeks prior to the board date. This will allow sufficient time for the G1 staff to review the packets and prepare all required board documents. Packets arriving inside the 2-week window will receive consideration during the following month's board.
4. The G1 staff will finalize personnel actions based on the board decision and publish the appropriate orders on the same day the board meets. Point of contact for this matter is the Deputy Chief of Staff, G1.

FOR THE COMMANDER:

A handwritten signature in black ink, appearing to read 'CARLOS GARZA', is written over a horizontal line. The signature is stylized with loops and a long horizontal stroke extending to the left.

CARLOS GARZA
COL, TXSG
Adjutant



**HEADQUARTERS, TEXAS STATE GUARD
ADJUTANT GENERAL'S DEPARTMENT
P. O. BOX 5218
AUSTIN, TEXAS 78763**

AGTX-TXSG-CS

7 March 2002

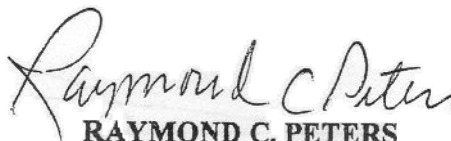
**MEMORANDUM FOR CURRENT AND PROSPECTIVE MEMBERS OF THE
TEXAS STATE GUARD**

**SUBJECT: Officer and Warrant Officer Appointment/Promotion Criteria Policy
(TXSG 02-02)**

- 1. Enclosure to this memorandum outlines the current eligibility requirements for officer and warrant officer appointments and promotions in the Texas State Guard.**
- 2. These requirements supplement and supercede Texas State Guard Regulation 600-10 until directed otherwise, in writing, by the Commanding General, Texas State Guard. All promotion, enlistment, and appointment requirements for enlisted personnel and professional officer ranks, i.e. physicians, staff judge advocate officers, nurses, physicians assistants and information management officers, continue as outlined in Texas State Guard Regulation 600-10 and as supplemented by memorandums authorized by the Commanding General, Texas State Guard.**

FOR THE COMMANDER:

**1 Encl
Eligibility Criteria for
Officer/Warrant Officer
Appointments and Promotions, TXSG**


**RAYMOND C. PETERS
COL, GS, TXSG
Chief of Staff**

**Officer/Warrant
Appointment Matrix**

IAW Policy Ltr TXSG 02-02

Option	Appointment Rank	Svc	Fed Svc	Member of TXSG	TXSG Basic Training	Prior Years in Svc	Rank in Ldr Posn	Military Education Requirement Withdraw Comm w/o OBC Completion	College ROTC Requirement	College Hrs	Max Age in Years	
<u>1</u>	2LT	PS	Y			3-5	E- 5	Pre-Comm OBC-w/I 24mo	N	60SH	35	
<u>2</u>		PS	N	Y-1	N			OCS OBC-w/I 24mo	N	60SH	35	
								Pre-Comm & OCS				
<u>3</u>		NPS	N		Y			>2 yrs OBC-w/I 24mo	N	120SH 120SH	35	
<u>4</u>		PS or NPS		Y				Pre-Comm OBC-w/I 24mo	4yrs	BA/BS	35	
<u>1</u>	1LT	PS		Y-1		4-6	E- 6		OBC-w/I 18mo	N	75SH	40
<u>2</u>		PS	Y	Y-1				OCS OBC-w/I 18mo	N	75SH 120SH	40	
<u>3</u>		NPS	N		Y			OCS OBC-w/I 18mo	N	BA/BS 120SH	40	
<u>4</u>		PS or NPS		Y				Pre-Comm OBC-w/I 18mo	4yrs	BA/BS	40	
<u>1</u>	CPT	PS		Y-1		5-7	E- 7	Pre-Comm OBC-w/I 18mo	N	90SH	50	
<u>1</u>	W01	PS	Y	Y-1		3	E- 6		OBC-w/I 24mo		50	
<u>1</u>	CW2	PS	Y			4	E- 8/9		OBC-w/I 18mo		60	

Enclosure 1 – Eligibility Criteria for Officer/Warrant Officer Appointments & Promotions in the Texas State Guard

I. General Requirements for Appointment:

- A. Citizenship – Applicants must be a citizen of the United States.**
- B. Residence – Home of residence of applicants must be the State of Texas.**
- C. Age – No one may be commissioned as an officer in the Texas State Guard prior to their 21st birthday.**
- D. Mental – Applicants must be of sound mind and free of mental or emotional disorders.**
- E. Character – Each applicant must be of good oral character as defined in DA PAM 600-2, The Armed Forces Officer.**
- F. Leadership – An applicant must possess the qualifications of a potential leader and the ability to deal effectively with people.**
- G. Medical – An applicant must be physically able to perform all duties of a soldier. One must have full use of all their extremities and must meet all height-weight criteria as set forth in Texas State Guard Regulations 600-9 and 600-10.**
- H. The following persons are not eligible for appointment in the Texas State Guard –**
 - 1. Subversive or Disloyal Persons: Individuals who are known to have engaged in disloyal or subversive acts against the United States or the State of Texas, are ineligible for appointment.**
 - 2. Conscientious Objectors: Persons who are presently conscientious objectors are not eligible for appointment.**
 - 3. Persons receiving less than an Honorable Discharge: Persons with prior military service in the Military Forces of the United States, their reserve or auxiliary components or the State Military Forces of this or other States are ineligible for appointments, if their discharge was under less than Honorable Conditions.**
 - 4. Members of Other Military Forces: Individuals who are current Members of the Armed Services of the United States, their reserve or auxiliary components, or the State Military Forces of other States are ineligible for appointment. Unless prohibited from appointment by regulations of their particular reserve component, members of the Individual Ready Reserve (IRR) and Retired Reserve, having no commitment to attend drills or active duty periods, are eligible for appointment. Members of the IRR and Retired Reserve, who are members of the Texas State Guard and subject to call to federal active duty, will be discharged promptly, when that call occurs.**

5. Convicted Felons: Persons who have been convicted of a felony offense by a civil or military court may not be appointed in the Texas State Guard.

6. Mental Disorders: Any individual with a history of mental disorders or under treatment for mental disorder is not qualified for appointment.

II. Specific Requirements for Appointment:

A. Second Lieutenant (O1) –

1. Option 1: Prior Service Enlisted Personnel

a. Applicant must participate, as a member of the Texas State Guard, for a minimum of one year as an enlisted person and meet the following criteria:

(1) Three years federal active duty or five years federal active reserve service, minimum rank of E5, serving in a leadership position (not a technical position) such as squad leader or above.

(2) Successful completion of an approved pre-commissioning course.

(3) Completion of 60 college credit hours at a regionally accredited college or university.

(4) Must be no older than 35 years of age.

b. Upon commissioning, Officer Basic Course must be successfully completed within the following 24 months or commission will be withdrawn.

2. Option 2: Prior Service Enlisted Personnel

a. Applicant must participate, as a member of the Texas State Guard for a minimum of one year, as an enlisted person and meet the following criteria:

(1) Must be no older than 35 years of age.

(2) Successfully complete officer candidate school.

(3) Completion of 60 college credit hours at a regionally accredited college or university.

b. Upon commissioning, Officer Basic Course must be successfully completed within the following 24 months or commission will be withdrawn.

3. Option 3: Non-Prior Service Personnel

a. Applicant must successfully complete the Texas State Guard Basic Training Course and meet the following criteria:

(1) Applicant must successfully complete an approved pre-commission course.

(2) Applicant must successfully complete Officer Candidate School after serving two years in the Texas State Guard as an enlisted member.

(3) Applicant must have an earned bachelor's degree from a regionally accredited college or university.

(4) Must be no older than 35 years of age.

b. Upon commissioning, Officer Basic Course must be successfully completed within the following 24 months or commission will be withdrawn.

4. Option 4: Non-Prior or Prior Service Enlisted Personnel

a. Applicant must be a member of the Texas State Guard.

b. Applicant must successfully complete a four-year college level ROTC program at an accredited college or university.

c. Must be no older than 35 years of age.

d. Must have an earned bachelor's degree from an accredited college or university.

e. Upon commissioning, Officer Basic Course must be successfully completed within the following 24 months or commission will be withdrawn.

B. *First Lieutenant (O2)* –

1. Option 1: Prior Service Personnel

a. Applicant must participate, as a member of the Texas State Guard, for a minimum of one year as an enlisted member and meet the following criteria.

(1) Four years federal active duty or 6 years federal active reserve service, minimum rank of E6, serving in a leadership position (not a technical position) such as squad leader or above.

(2) Successful completion of 75 college credit hours at a regionally accredited college or university.

(3) Must be no older than 40 years of age.

b. Upon commissioning, Officer Basic Course must be successfully completed within the following 18 months or commission will be withdrawn.

2. Option 2: Prior Service Enlisted Personnel

a. Applicant must participate, as a member of the Texas State Guard for a minimum of one year, as an enlisted member and meet the following criteria:

(1) Must be no older than 40 years of age.

(2) Successfully complete Officer Candidate School.

(3) Completion of 75 college credit hours at a regionally accredited college or university.

b. Upon commissioning, Officer Basic Course must be successfully completed within the following 18 months or commission will be withdrawn.

3. Option 3: Non-Prior Service Personnel

a. Applicant must successfully complete the Texas State Guard Basic Training Course and meet the following criteria:

(1) Applicant successfully complete Officer Candidate School after serving two years in the Texas State Guard as an enlisted member.

(2) Applicant must successfully complete an approved precommission course.

(3) Applicant must have earned a Bachelor's Degree from a regionally accredited college or university.

(4) Must be no older than 40 years of age.

b. Upon commissioning, Officer Basic Course must be successfully completed within the following 18 months or commission will be withdrawn.

4. Option 4: Non-Prior or Prior Service Enlisted Personnel

a. Applicant must be a member of the Texas State Guard.

b. Applicant must successfully complete a four-year college level ROTC Program at a University or College.

c. Must be no older than 40 years of age.

d. Must have earned a Bachelor's Degree from an accredited college or university.

e. Upon commissioning, Officer Basic Course must be successfully completed within the following 18 months or commission will be withdrawn.

C. *Captain (03)* – Prior Service Enlisted Personnel Only -

1. Applicant must participate as a member of the Texas State Guard for a minimum of one year as enlisted personnel and meet the following criteria:

a. 5 years Federal active duty or 7 years Federal active reserve service, minimum rank of E7 serving in a leadership position (not a technical position) such as squad leader or above.

b. Successful completion of an approved pre-commission course.

c. Completion of 90 college credit hours at a regionally accredited college or university.

d. Must be no older than 50 years of age.

2. Upon commissioning, Officer Basic Course must be successfully completed within the following 18 months or commission will be withdrawn.

D. *Warrant Officers*

1. Applicant must participate as a member of the Texas State Guard for a minimum of one year as an enlisted member and meet the following criteria:

a. *Warrant Officer One*

(1) Enlisted members in the rank of E7 and E8 are eligible to be appointed WO1.

(2) Must be no older than 50 years of age.

(3) Completion of 30 college credit hours at a regionally accredited college or university.

(4) Must have a minimum of three years of Federal military service. Last Federal rank held must have been at least E6.

(5) Completion of Basic Officer Course within 24 months of appointment or appointment will be withdrawn.

b. *Chief Warrant Officer Two*

(1) Enlisted personnel in the rank of E8 or E9 are eligible to be appointed as CW2.

(2) Must be no older than 60 years of age.

(3) Completion of 60 college credit hours at a regionally accredited college or university.

(4) Must have a minimum of four years of Federal military service. Last Federal rank held must be at least E7.

(5) Completion of the Officer Basic Course within 18 months of appointment or appointment will be withdrawn.

III. Requirements for Appointment in the Texas State Guard for Former Commissioned Officers and Warrant Officers:

- A. Maximum age for appointment is up to 70 years of age.
- B. Candidates must meet all requirements specified in Section I (General Requirements) as outlined above.
- C. Prior Commissioned Officers and Warrant Officers – The education requirements for initial appointment may be waived. However, the education requirements for promotion remain unchanged.
- D. Personnel with prior federal military service may be given consideration for initial appointment as a line officer in the rank set forth below:

<u>SERVICE</u>	<u>MINIMUM TOTAL YEARS SERVICE</u>	<u>FEDERAL RANK ATTAINED</u>	<u>TXSG RANK CONSIDERED</u>
Commissioned	NA	COL	COL
Commissioned	NA	2LT thru LTC	One Rank Above Fed Rank Held
Warrant	10	CW3	CPT
Warrant	15	CW4	MAJ
Warrant	NA	CW4	MAJ
Warrant	NA	W01 thru CW4	One Rank Above Fed Rank Held
Warrant	NA	CW5	CW5

E. Prior Service in the State Military Force: Applicants with prior service in the Texas State Guard or in a State Military Force of another state may be appointed at a rank no higher than the one held at the time of separation from that service. This does not include the Civil Air Patrol or other similar organizations.

IV. Promotion Requirements in Addition to Paragraph I, General Requirements:

A. To First Lieutenant - (02)

- (1) Successful completion of Officer Basic Course.
- (2) Successful completion of 75 college credit hours at a regionally accredited college or university.

(3) Time-in-grade as a Second Lieutenant as required by TXSG Regulation 600-10.

(4) Be no older than 45 years of age.

B. To Captain – (O3)

(1) Successful completion of Officer Basic Course and Officer Advance Course.

(2) Successful completion of 90 college credit hours at a regionally accredited college or university.

(3) Time-in-grade as a First Lieutenant as required by TXSG Regulation 600-10.

(4) Be no older than 55 years of age.

C. To Major – (O4)

(1) Successful completion of Officer Basic Course and Officer Advance Course.

(2) Bachelor's degree from a regionally accredited college or university.

(3) Time-in-grade as a Captain as required by TXSG Regulation 600-10.

(4) Must have a minimum of three years of federal military service.

(5) Be no older than 65 years of age.

To Lieutenant Colonel – (O5)

(1) Successful completion of Officer Basic Course, Officer Advance Course.

(2) 50% completion of Command and General Staff College.

(3) Bachelor's degree from a regionally accredited college or university.

(4) Time-in-grade as a Major as required by TXSG Regulation 600-10.

(5) Must have a minimum of three years federal military service as a commissioned officer or warrant officer.

(6) Be no older than 68 years of age.

To Colonel – (O6)

(1) Successful completion of Officer Basic Course, Officer Advance Course and Command General Staff College.

(2) Bachelor's degree from a regionally accredited college or university.

- (3) Time-in-grade as a Lieutenant Colonel as required by TXSG Regulation 600-10.
- (4) Must have held rank of Captain as a federally commissioned military officer.
- (5) Be no older than 70 years of age.

F. To *Brigadier General* – (07)

- (1) Successful completion of Command and General Staff College.
- (2) Bachelor's degree from a regionally accredited college or university.
- (3) Time-in-grade as a Colonel as required by TXSG Regulation 600-10.
- (4) Must have held rank of Lieutenant Colonel as a federally commissioned military officer.
- (5) Be no older than 70 years of age.

G. To *Major General* – (08)

- (1) Successful completion of Command and General Staff College.
- (2) Bachelor's degree from a regionally accredited college or university.
- (3) Time-in-grade as a Brigadier General as required by TXSG Regulation 600-10.
- (4) Must have held rank of Colonel as a federally commissioned military officer.
- (5) Be no older than 70 years of age.

H. To *Chief Warrant Officer Two* -

- (1) Successful completion of the Officer Basic Course.
- (2) Successful completion of 60 college credit hours at a regionally accredited college or university.
- (3) Time-in-grade as W01 as required by TXSG Regulation 600-10.
- (4) Be no older than 55 years of age.

I. To *Chief Warrant Officer Three* -

- (1) Successful completion of the Officer Basic Course and the Officer Advance Course.

(2) Successful completion of 75 college credit hours at a regionally accredited college or university.

(3) Time-in-grade as CW2 as required by TXSG Regulation 600-10.

(4) Be no older than 60 years of age.

J. To Chief Warrant Officer Four -

(1) Successful completion of the Officer Basic and Officer Advance Courses and a similar military course of study approved by the Commanding General, TXSG. The proposed course of study must be submitted through the Chief of Staff, TXSG, for approval prior to enrollment.

(2) Successful completion of 90 college credit hours from a regionally accredited college or university.

(3) Time-in-grade as a CW3 as required by TXSG Regulation 600-10.

(4) Be no older than 65 years of age.

(5) Must have a minimum of four years federal military service

K. To Master Warrant Officer Five

(1) Successful completion of the Officer Basic Course, Officer Advance Course approved similar military course of study as a CW4 and additional approved military course of study approved by the Commanding General, TXSG. The proposed course of study must be submitted through the Chief of Staff, TXSG, for approval prior to enrollment.

(2) Successful completion of 120 college credit hours from a regionally accredited college or university.

(3) Time-in-grade as a CW4 as required by TXSG Regulation 600-10.

(4) Be no older than 70 years of age.

(5) Must have a minimum of four years federal military service as a commissioned officer or warrant officer.

V. Miscellaneous Requirements:

A. All officer/warrant officer appointments and promotions must be recommended by a board appointed by the Commanding General, Texas State Guard. The board president must be a General Officer. Any board recommendation must have the Commanding General's approval before final action. Appointments to Major and above must be forwarded to the Adjutant General of Texas for his concurrence.

B. Additional requirements for civilian education and federal service requirements imposed by this supplement beyond TXSG Regulation 600-10, dated 15 September 1994, may be waived

by the Commander General, Texas State Guard for officer and warrant officers appointed before 1 March 2002.



HEADQUARTERS, TEXAS STATE GUARD

ADJUTANT GENERAL'S DEPARTMENT

P. O. BOX 5218
AUSTIN, TEXAS 78763

AGTX-TSG

31 July 1997

Memorandum for: All Units, Texas State Guard

Subject: Interim Change to Texas State Guard Regulation 600-10, 15 Dec 94.

1. Effective 1 Aug 97 paragraph 2-5, c (7) is rescinded.
2. Commanders will not administer the Oath of Office to newly appointed officers until orders are received from this Headquarters. Section III, TSG Form 66 will not be signed by the applicant until the Oath of Office is administered. Failure to follow this procedure will invalidate an officer's appointment.
3. POC for this change is the undersigned at 512-465-5101.

FOR THE COMMANDER:

Distribution:
B

RAYMOND C. PETERS
COL, GS, TXSG
Director



HEADQUARTERS, TEXAS STATE GUARD

ADJUTANT GENERAL'S DEPARTMENT

P. O. BOX 5218
AUSTIN, TEXAS 78763

AGTX-TXSG

7 August 1997

Memorandum for All Commanders, Texas State Guard

Subject: Intermin Change to Paragraph 2-10, TSG Regulation 600-10, 15 December 1994

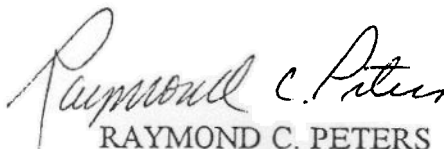
Effective 15 Aug 97, paragraph 2-10, TSG Regulation 600-10, dated 15 Dec 94 is amended as follows:

All TSG Forms 3 submitted to this Headquarters for transfer of any officer to the Ready Reserve will be accompanied by written justification from the Regimental or Battalion Commander and written concurrence from the subject officer. If the action is a results of disciplinary action counseling statements or other documentation is required.

All Commanders are cautioned that use of the Ready Reserve procedures are not a means for processing personnel problems nor does it reflect good officer personnel management.

A copy of this memorandum will be filed with TSG Regulation 600-10.

FOR THE COMMANDER:


RAYMOND C. PETERS
COL, GS, TXSG
Director



HEADQUARTERS, TEXAS STATE GUARD

ADJUTANT GENERAL'S DEPARTMENT

P. O. BOX 5218

AUSTIN, TEXAS 78763

AGTX-TXSG

26 August 1997

MEMORANDUM FOR All Members, Texas State Guard

SUBJECT: Interim Change to TXSG Regulation 600-10, 15 Dec 94

1. Reference Texas State Code, Section 431.060, Texas State Guard Honorary Reserve and paragraph 2-11, TSG Regulation 600-10, dated 15 Dec 97.
2. Paragraph 2-11, (c) to TSG Regulation 600-10 is added: Effective 1 Sep 97 qualifications for transfer to the Honorary Reserve will require an individual to have at least 25 years of satisfactory military service of which the last 5 years must have been in the Military Forces of Texas.
3. Until such time that TSG Regulation 600-10 is re-published, Commanders should advise all prospective candidates of this interim change. POC is ACofS, G1.

FOR THE COMMANDER:

Distribution:

B


RAYMOND C. PETERS
COL, GS, TXSG
Director



HEADQUARTERS, TEXAS STATE GUARD

ADJUTANT GENERAL'S DEPARTMENT

P. O. BOX 5218
AUSTIN, TEXAS 78763

AGTX-TXSG

9 September 1997

MEMOANDUM FOR All Commanders, Texas State Guard

SUBJECT: Interim Change to Texas State Guard Regulation 600-10, 15 December 1994

1. Effective 1 October 1997 the following is added to paragraph 2 of subject regulation:

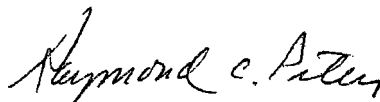
Senior Officer Review Boards: Upon order of the Commanding General, Texas State Guard, a Senior Officer Review Board will be convened during January, May and September each year to review performance and potential for Colonels, Lieutenant Colonels and Major.

Review Board Procedures and Organization: All Review Boards will convene under the authority of TXSG Regulation 600-10 and Chapter 43, State Militia, Government Code 43, Section 431-.054. The Board will consist of 3 members and a recorder. Board members will be retired TXSG and TXARNG General Officers. The Board Recorder will be an active TXSG Colonel.

2. Point of contact for this change is the undersigned at 512-465-5101.

FOR THE COMMANDER:

Distribution:
B


RAYMOND C. PETERS
COL, GS, TXSG
Director



HEADQUARTERS, TEXAS STATE GUARD

ADJUTANT GENERAL'S DEPARTMENT

P. O. BOX 5218
AUSTIN, TEXAS 78763

AGTX-TXSG-CS

19 November 1997

MEMORANDUM FOR All Units, Texas State Guard

SUBJECT: Interim Change to Texas State Guard Regulation 600-10

1. Effective 1 December 1997 Chapters 4 and 5, TSG Regulation 600-10, dated 15 Dec 94, as pertains to enlisted personnel actions, are amended as follows:

A TSG Form 5 will be prepared for all enlisted personnel actions involving assignments, re-assignments, transfers, discharges, promotions and reductions. A copy of the Form 5 will be forwarded to HQ TXSG for filing in the individuals personnel record.

2. Point of contact for this action is the undersigned at 512-465-5101.

FOR THE COMMANDER:

A handwritten signature in cursive script that reads "Raymond C. Peters".

RAYMOND C. PETERS
COL, GS, TXSG
Chief of Staff