



NATIONAL GUARD BUREAU
111 SOUTH GEORGE MASON DRIVE
ARLINGTON, VA 22204

OFFICE SYMBOL

DATE

MEMORANDUM FOR National Guard Bureau, Strength Maintenance Division,
ATTN: ARNG-HRR-AC, 111 S. George Mason Dr., Arlington, VA 22204-1382

SUBJECT: Federal OCS Board Minutes

1. I recommend Applicant **Xxxxxx Xxxxxx** to enlist as a 09S and attend Federal OCS. An in-person board was conducted by the **[State]** Army National Guard.

2. Board Members:

<u>RANK & NAME</u>	<u>TITLE</u>	<u>ORGANIZATION</u>
MAJ Xxxxxx Xxxxxx	President	RRB
CPT Xxxxxx Xxxxxx	Member	RRB
CPT Xxxxxx Xxxxxx	Member	RRB

3. The Board was conducted on **DATE** at **TIME** in the RRB Conference Room.

4. My point of contact is **MAJ Point of Contact, (XXX) XXX-XXXX or email: point.contact.mil@mail.mil.**

JOHN D. HANCOCK
MAJ, **AG, ST**ARNG
Officer Strength Manager