



NATIONAL GUARD BUREAU
111 SOUTH GEORGE MASON DRIVE
ARLINGTON VA 22204-1373

ARNG-HRR

21 September 2020

MEMORANDUM FOR Army National Guard (ARNG) Recruiting and Retention Force

SUBJECT: SMOM 20-061, Protecting Against Inappropriate Relations during Recruiting and Entry Level Training

1. References: See Enclosure 5.
2. Implemented 10 March 2015, and codified in Army Command Policy, Army National Guard (ARNG) Recruiting and Retention Battalions (RRBN) will continue to abide by the following policies in order to provide direction to recruiters, recruits, trainers, and trainees, in order to reduce and eliminate inappropriate relations between recruiters and recruits as well as trainers and recruits/trainees.
3. This SMOM is not intended to eliminate all trainer/trainee external classroom professional development and mentorship opportunities, as these opportunities are important to the learning process. Leaders are responsible for setting the command climate and providing guidelines for mentoring outside the classroom and team building activities, when applicable.
4. Definitions:
 - a. Recruiters: Recruiting and Retention NCOs (RRNCOs), all supervisors of the RRNCOs in the RRBN chain of command up to Recruiting and Retention Commander (RRC), MEPS Guidance Counselors(GCs), to include DAC GCs, and all other personnel assigned or attached to the RRBN.
 - b. Trainers: For the purpose of the SMOM, trainers are defined as all Recruit Sustainment Program (RSP) Cadre including all T32 AGR, FTNGD-OS (ADOS), and M-DAY personnel that work with RSP Soldiers during IDT weekend training or during pre-ship training periods.
 - c. Recruit: An individual in the process of joining the ARNG; prospect or applicant.
 - d. Trainee: An enlisted recruit that is participating in the RSP. Soldiers are trainees for six months after completing initial entry training IAW AR 600-20.
 - e. Substantiated violation: A violation will be treated as substantiated if a violation of the policy results in a court martial conviction, but the adjudged sentence does not include discharge or dismissal; or if a non-judicial punishment authority under 10 USC

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815 (reference i) has determined that a Soldier has committed an offense in violation of the policy and imposed non-judicial punishment upon that Soldier. For contractor recruiters and trainers providing entry-level training, a violation will be treated as substantiated if the charge is supported by a preponderance of the evidence.

5. Prohibited Activities. Prohibited activities between a recruit and a recruiter or a trainer and trainee are listed in Enclosures 1 and 2. These prohibitions apply from the first contact between a recruit and recruiter, through entry-level training, and for 6 months after the trainee completes entry-level training. This listing is not all-inclusive and the RRC may add to it.

6. Administrative Actions. The following administrative actions are required:

a. Recruiters will annually certify the "Recruiter/Trainer Prohibited Activities Acknowledgment (Enclosure 3, DD Form 2982), acknowledging their understanding of the prohibitions listed in Enclosure 1 and their responsibilities regarding the policies prohibiting inappropriate behaviors and relations outlined in this instruction. Retain DD 2982 for one year after Recruiter leaves the organization.

b. Trainers providing entry-level training, in particular at RSP sites, will also certify the DD Form 2982 annually. At a minimum, retain form locally at the RRBN while they are assigned to RSP or other training task(s). Once the trainer leaves RSP or other training duty, retain document locally at the RRBN for at least one year; however, it is recommended to be placed in the trainer's permanent file, in the event a future allegation is made.

c. A recruit/trainee must sign a current DD Form 2983 (Enclosure 4), at the time of enlistment at MEPS acknowledging their understanding of the prohibitions listed in Enclosure 2.

d. The MEPS Guidance Counselor administers the DD Form 2983 and scans it into ERM under REP 63 Admin "DD 2983". RSP Cadre are responsible for completing the DD Form 2983 at scheduled IADT drills, if the trainee does not have the form in their shipper records.

e. The RRC will designate an individual within their Battalion to address complaints. During the initial visit, recruiters will provide all prospects with contact information to include name, phone number, and email address of the RRC's designated personnel to notify if they believe their recruiter has acted inappropriately.

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f. Exceptions for recruits or trainees may be granted to accommodate relationship that existed before the recruit started processing or the trainee entered the RSP training site. Only the recruiter's commander in the rank of MAJ or higher, or higher level authority, have the authority to approve an exception. Recruiters must request the exception in writing and note the exception on the DD Form 2982.

7. Accountability for Violators:

a. Substantiated violations of actions listed in Enclosure 1 by any recruiter or trainer will require the recruiter or trainer to be processed for administrative separation from military service, unless the member is otherwise punitively discharged or dismissed from military service for the violation in accordance with AR 600-20 paragraph 4-15e (reference j).

b. The requirement to initiate administrative processing does not mean that the result of that processing will be administrative discharge; the specific facts of each individual case will determine whether administrative discharge is appropriate.

8. This message rescinds SMOM# 20-041.

9. Point of contact for this message is LTC Scott W. Anderson at (703) 601-6830 or scott.w.anderson3.mil@mail.mil.

5 Encls

1. Prohibited Acts for Recruiters and Trainers
2. Prohibited Acts for Recruits and Trainees
3. DD 2982, Jan 2015
4. DD 2983, Jan 2015
5. References

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