

## Active Guard and Reserve (AGR) Officer and Warrant Officer Program

### **ABOUT THE AGR PROGRAM Active Guard and Reserve (AGR) Officer and Warrant Officer Program**

**\*PLEASE READ THIS PAGE IN ITS ENTIRETY BEFORE APPLYING FOR THE PROGRAM!**

Apply now for your chance at a career in the AGR Program! (See below for eligibility, POSITION OFFER application procedures, and panel dates)

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## **BENEFITS & ENTITLEMENTS**

**Members of the AGR Program serve in an active duty status while supporting USAR operations, projects, and programs. Soldiers who pursue this career opportunity can enjoy many benefits and entitlements which include the following:**

- 30 Days Paid Vacation
- Housing and Subsistence Allowances
- Health Care & Life Insurance
- Retirement Benefits
- Education Support
- Worldwide Assignment Opportunity
- Post Exchange and Commissary Privileges
- Morale, Welfare, and Recreation Program

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## **ABOUT THE AGR PROGRAM**

What you should expect while a member of the AGR Program.

**\*\*YOU WILL BE REQUIRED TO PCS TO JOIN THE USAR AGR PROGRAM. PLEASE DO NOT APPLY IF YOU ARE NOT WILLING TO PCS AT LEAST 250 MILES FROM YOUR CURRENT LOCATION.**

### **a. Assignments.**

1. **Structure and Assignment Opportunity.** The AGR Program has a unique mission and smaller structure than that of the Active Component Army. Only select USAR positions have been identified as AGR positions. Therefore, some positions that are on the traditional career path for an active officer are not available to AGR officers and warrant officers. As a result, the Reserve Component progression model outlined in DA Pam 600-3 is different than the Active Component model. This does not adversely impact promotion or career progression as all AGR officers and warrants compete under the same structure.
2. **Remote Stationing.** Many AGR assignments are in rural towns throughout America that are not near major Army installations. However, there are some OCONUS and on-installation assignments. You can also expect sister units and other elements in your major command to be geographically separated. A company may be in one state, while it's BN, BDE, and DIV are in three other states located throughout the country.
3. **Full Time Support (FTS).** The majority of a Troop Program Unit (TPU, another term for a Reserve unit) consists of many traditional Reservists and a FTS staff. The FTS staff authorized for any given TPU is normally between 1 and 12 personnel and may include one or more Department of the Army Civilian

employees. The AGR officer will be among this handful of FTS staff that manages the day to day functions for the unit.

#### **b. Roles and Responsibilities.**

1. The primary role of the AGR force is to provide full-time training, administration, maintenance, readiness, and mobilization/deployment support to the Reserve force. Typical unit events include Battle Assemblies (one weekend a month) and Annual Training (up to 29 days per year).
2. Roles and responsibilities will vary from assignment to assignment and may be impacted by the unit's mission, the position title, how many FTS are supporting a particular unit, and the commander's priorities.
3. In general, if you are assigned to a smaller element that is authorized a smaller FTS staff, you can expect to have increased or broader responsibility. For example, an operations officer at a DET may be responsible for operations, administration, training, and logistics while an operations officer at a BN that is fully staffed (no/few FTS vacancies) can expect to focus, primarily, on operations and training.
4. Assignments that require increased responsibility are beneficial to both the Soldier and the Army, as they develop the officer by providing broadening experiences that may not have otherwise been gained.
5. Since there are relatively few AGR officers in each unit, fulfilling your roles and responsibilities has tremendous effect on unit readiness. The AGR officer must be able to operate independently with little guidance and be proactive, organized, and dependable. This is why we use the Best Qualified method of selection for entrance in the AGR Program and why entry into the program is very competitive.

#### **c. PCS & Assignment Opportunity.**

1. The AGR Accessions office is responsible for bringing officers into the AGR Program. Once in the program, your branch representative (Assignment Officer) at HRC manages your future assignments and professional military education (PME) for the remainder of your time in the AGR program.
2. Average time on station is currently 2.9 years for officers and 3.1 years for warrant officers. This means you should expect to PCS every three years. **Your initial AGR order will be for three years.**
3. Factors that drive PCS actions include command selection, selection for PME, and professional development. Time-on-station is not the primary factor in determining PCS moves.
4. For retention purposes; newly accessed candidates will not be assigned to "Home Town" units/positions on their first order. Generally, new AGR Soldiers will not be assigned to positions within 250 miles of their home of record.
5. Please contact your branch representative if you have questions about follow-on assignments, schools, and other opportunities, as these may vary by branch or specialty.

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## **ELIGIBILITY**

**Officers and warrant officers from the Active Army, National Guard, and U.S. Army Reserve can apply!**

**a. Basic qualifications for entry in the AGR Program as a Commissioned or Warrant Officer can be found in AR 135-18, The Active Guard Reserve (AGR) Program.**

- Table 2-1, Qualifications
- Table 2-2, Waivable Disqualifications
- Table 2-3, Nonwaivable Disqualifications

\*\*Position offers are first made to candidates who **DO NOT** require waivers. Candidates requiring waivers may apply for the program and may be offered positions depending upon the number and availability of non-waiver candidates.

**b. We currently are NOT accepting** applications from the following:

- LTC / O5 or above
- MAJ with more than 3 years Time in Grade (TIG) at the time of application
- CW5

**c.** There are a very limited number of combat arms authorizations in the USAR AGR structure. Applications are accepted from combat arms officers and warrant officers. However, these Soldiers should consider acquiring a secondary CS or CSS AOC/MOS to be eligible for a larger number of positions. Branch immaterial positions are only filled with candidates in AOC/MOS that are authorized by structure.

**d. Letters of Recommendation (LOR)**

- **REQUIRED** for 1LT, 2LT, and WO1
- Authorized for all other applicants
- LOR must be uploaded with the application
- Panel will not see your LOR
- Letters will not be filed in the Official Military Personnel File (OMPF)
- [LOR sample](#)\*\* By-Name-Requests (BNR) are not considered. Please do not submit a BNR with your application.

**e.** Active Duty officers who were selected by an **Officer Separation Board (OSB)** and denied a Reserve Appointment, are not eligible for the AGR program and will be removed from the AGR Consideration List.

**f. AGR Enlisted to AGR Officer/Warrant Officer.** HRC is not currently accepting applications for direct accession from the Enlisted AGR program to the Officer/Warrant Officer AGR program.

**g. 2LT/WO1 Candidates.** There are no 2LT or WO1 authorizations in the AGR structure. Officers and Warrant Officers in these grades may apply and, if selected, will be assigned to 1LT and CW2 positions. However, there are a small number of 1LT and CW2 positions resulting in very limited opportunities for 2LT/WO1 candidates.

**h. Active Duty Service Obligations (ADSO).** Active Duty Service Obligations must be waived, revoked, or transferred. The only ADSOs that currently transfer are Post 9/11 GI Bill and Military Service Obligation (MSO). All others must be waived or revoked. Requests for waivers and revocations must be submitted with REFRAD/Unqualified Resignation (UQR) packet.

**i. Vacancy Promotions.** If you have received a vacancy promotion, you cannot join the AGR program until you have completed one full year in that position.

**j. Profiles.** You cannot join the AGR program with a temporary profile. Candidates with permanent profiles will be reviewed by the HRC surgeon's officer prior to being offered a position.

**k. Deployed Soldiers.** AGR Accessions will contact and make offers to deployed candidates. The candidate must be able to REFRAD to meet the report date for the position offered. In the event that a candidate's command will not approve REFRAD to accept an AGR position, the candidate must submit a MFR from the first LTC in the chain of command stating as much. If the MFR is provided, the candidate remains on the consideration list in their current position and is not marked as "DECLINED." If the MFR is not received, the candidate is marked "DECLINED" on the consideration list and moved to the bottom of the list for their AOC. HRC has a mission to meet the needs of the USAR and cannot hold positions for deployed candidates nor can it guarantee that a candidate will receive a future offer. Deployed candidates should contact AGR Accessions 90 days prior to redeployment.

**l. Pregnant Soldiers.** Candidates cannot be accessed into the program for six months post-partum. Candidates who are pregnant when offered a position will be marked as such on the consideration list with a projected delivery date. The candidate will not be marked as "DECLINED." HRC cannot hold positions for pregnant candidates and cannot guarantee a future position offer.

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## UPDATE YOUR RECORDS

Entry into the AGR program is highly competitive. AGR Accessions receives approximately 4000 applications per year and less than 10% of applicants receive offers. Many candidates receive low tier scores due to incomplete, inaccurate, or out-of-date records.

a. Ensure your contact information and OMPF are current and accurate in "My Records": <https://www.hrcapps.army.mil/portal/>

b. Pay special attention to your DA Photo, 1059's, OER's, and contact information! The Accessions Team only uses your contact information found in the "My Record" portal and the panel can only see what's in your OMPF.

c. Have a pending DA Form 1059 or OER that may strengthen your file? Consider waiting until those are uploaded in your OMPF before submitting an application. Once paneled, you maintain that Tier score for one year. We hold panels quarterly. You may benefit from waiting three months for the next panel in order to improve a Tier score that you will maintain for a year.

d. Plan ahead! Your AMHRR file should be updated prior to the application deadline; this will ensure that the panel has visibility of your records.

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## SUBMITTING THE APPLICATION

a. The application is the same for Officers, Warrant Officers, and Enlisted applicants. Ensure you fill in all of the information for your specific rank and skills.

b. Here's how to apply:

1. Login to “[My Records](#)”
2. Use your CAC, or AKO username and password
3. Select the “Tools” icon at the top of the page
4. Select “AGR Application” and download the application
5. Fill out the application in digital format
6. Print
7. Add your LOR
8. Scan the application and LOR as one document (sign the application!)
9. Do not include waiver requests with the application
10. Upload using the same portal
11. Record the transaction number

**c. Waivers. The Accessions Team will assist the officer with a waiver request when the applicant receives an AGR position offer. Do not submit waivers with your application.**

**d. AGR applications remain active for one year. If, after one year, you have not received a position offer you must submit a new application. The system will not allow you to submit a new application earlier than 366 days from your previous application.**

**e. The portal will display a case number when you upload your application. The case number verifies that your application has been received by the system. You may email the AGR Officer & Warrant Officer Accessions Team if you do not receive a case number when you upload your application.**

**AGR Officer & Warrant Officer Accessions Team**

[usarmy.knox.hrc.mbx.opmd-officer-agr@mail.mil](mailto:usarmy.knox.hrc.mbx.opmd-officer-agr@mail.mil)

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## **ACCESSIONS PANELS**

**a. HRC convenes an AGR Accessions panel each quarter to determine the eligibility and qualifications of AGR applicants. The panel reviews each applicant’s records (ORB, OERs, AERs, awards, education, photo, derogatory information, etc) and determines a score based on the strength of the file. The panel assesses eligibility and qualifications only. It does NOT determine selection for positions. Officer panels consist of five field grade officers including the panel president (COL/O6). One of the panel members is an AMEDD officer and one is a chaplain. Warrant Officer panels consist of the panel president (COL/O6), one AMEDD officer, one CW5, and two CW4s.**

**Results from the panel are released NLT 30 days after the panel convenes. Once panel results are approved, applicants will receive an email notifying them of their Tier and their name will be added to the AGR Consideration List if qualified.**

**b. Consideration List.** Candidates determined to be eligible and qualified by the panel are placed on the AGR Accessions Consideration List in the order of their panel score. The accessions team utilizes this list to match the best qualified officer with each available position. The consideration list is not an OML. AGR Accessions selects the top officer on the list who meets the requirements for the position and the AGR program requirements for YG, AOC, etc. For example: a candidate may be selected for a position over a higher scoring candidate because that candidate is in a year group that is overstrength for their AOC in the AGR program.

Once paneled, candidates remain on the consideration list with the same tier score for one year from the date of the panel. The tier score will not change during this one year period regardless of the addition of new documents or information to a candidate's file. Your file will not be re-opened or re-scored. **MAKE SURE EVERYTHING IS IN YOUR FILE WHEN YOU APPLY!**

The Consideration List is not published due to continuous changes as a result of:

1. Officers being accessed into the AGR program
2. Officers withdrawing their applications
3. Expired applications (after 1 year)
4. Officers being added to the list (after new panel results)

**c. TIER Scores.** Each candidate's aggregate score from the panel is converted to a Tier score that is utilized by AGR Accessions to identify Best Qualified, Qualified, and Least Qualified candidates.

- Tier 1 – Best Qualified – Most likely to receive a position offer
- Tier 2 – Qualified – Most candidates fall into this category. Many from this category receive offers.
- Tier 3 – Least Qualified – Requires exception to policy to receive an offer
- Tier 4 – Not Recommended – Will not receive a position offer
- Tier 5 – Not Qualified

**d. Upcoming AGR Officer and Warrant Officer consideration panels (ALL DATES ARE SUBJECT TO CHANGE).** Check this site regularly to ensure you do not miss an application deadline):

**CONVENE DATES:**

- 17-21 OCTOBER 2016
- 9-13 JANUARY 2017
- 17-21 APRIL 2017
- 31 JULY- 4 AUGUST 2017

**APPLICATION DEADLINE:**

- 6 SEPTEMBER 2016
- 29 NOVEMBER 2016
- 7 MARCH 2017
- 20 JUNE 2017

**\*\*ALL APPLICATIONS MUST BE SUBMITTED BY THE DEADLINE! NO EXCEPTIONS!**

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## ***POSITION OFFER***

- a. Applicants will NOT be offered a position with their current unit of assignment or near their home of record.
  - b. Branch transfers are not authorized in conjunction with AGR accessions. Candidates are paneled and placed on the consideration list by the AOC/MOS showing in TAPDB. Candidates who have branch transferred must ensure that their records reflect the branch transfer BEFORE entering the AGR program. Once in the AGR program, a Soldier can only branch transfer through the VTIP program regardless of whether they have completed required schooling for a different branch.
  - c. AGR Accessions will only offer an applicant ONE position. Those wishing to join the program should accept the position offered. There are many other officers on the Consideration List currently awaiting an AGR position offer. Those who decline a position are marked as “DECLINED” on the consideration list and moved to the bottom of the list for their AOC. Fewer than one percent of those who decline a position are contacted a second time.
  - d. In general, if you are offered a position, you can expect it take approximately one year from the time you submit your application until you report to your unit. The process may take longer for active component officers transitioning to the AGR program because Unqualified Resignations (UQRs) take 3 to 6 months.
  - e. HRC DOES NOT publish vacant positions due to the frequency of changes in the list.
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## **REFERENCES**

- a. AR 135-18, The Active Guard Reserve (AGR) Program, dtd 01Nov04
- b. AR 140-10, Assignments, Attachments, Details, and Transfers, dtd 15Aug05
- c. AR 140-30, Active Duty in Support of the United States Army Reserve (USAR) and Active Guard Reserve (AGR) Management Program, dtd 01Sep94
- d. Under Secretary of the Army, Policy Memo, Mandatory Use of the Government Travel Charge Card for Permanent Change of Station (PCS) Expenses, dtd 25Jul14
- e. Office of the Chief, Army Reserve, Army Reserve (AR) Active Guard Reserve (AGR) Manning Guidance for Fiscal Years (FY) 2014-2015, dtd 11Dec13 (with Addendum dated 04Mar14). [View guidance.](#)
- f. Office of the Chief, Army Reserve, Policy Memo, Accession into the AGR Program, dtd 05Jun13 (By Name Requests NOT authorized) [view policy](#)
- g. DA Pam 600-3, Commissioned Officer Professional Development and Career Management, dtd 03Dec14
- h. Office of the Deputy Chief of Staff, G-1, Fiscal Year 2015 (FY15) and FY16 Army Accession Missions, dtd 03Dec14