



**STATE OF NORTH CAROLINA
DEPARTMENT OF PUBLIC SAFETY
JOINT FORCE HEADQUARTERS
NORTH CAROLINA NATIONAL GUARD**



**ROY COOPER
GOVERNOR**

**EDDIE M. BUFFALOE
SECRETARY**

**MG MARVIN T. HUNT
ADJUTANT GENERAL**

NGNC-TAG

6 January 2022

MEMORANDUM FOR RECORD

SUBJECT: Attendance of Technicians, AGR Soldiers/Airmen, and FTNGD at the NC National Guard Association Convention

References: (a) TPR 630, Absence and Leave Program, 27 August 2010
(b) AR 600-8-10 Leave and Passes, 03 June 2020
(c) AFI 36-3003, Military Leave Program, 24 August 2020

1. Supervisors may authorize National Guard Technicians and employees to attend the North Carolina National Guard Association (NCNGA) Convention in an administrative leave status for the official business days of the convention, in accordance with CNGBI 1400.25, Vol 630; (06 August 2018). Administrative leave will be accounted for in the Automated Time Attendance and Production System (ATAAPS) as 'LN'.
2. Supervisors/Commanders may authorize AGR Soldiers and Airmen to attend the North Carolina National Guard Association Convention. They will be in a permissive Temporary Duty Status for official business days of the conventions in accordance with AR 600-8-10 (3 JUN 2020) and AFI 36-3003 (24 AUG 2020). Leave will be accounted for using the automated ARNG Leave Tracking System, a manual DA Form 31 (Army) or AF Form 988, in accordance with respective regulations.
3. All approved NC National Guard members will attend these meetings as a private association member at their own expense in a professional development administrative leave or permissive TDY status.
4. Since administrative leave and permissive TDY are being provided to allow attendance at the official business days of the conventions, sign-in sheets will be provided at the conventions in order to validate administrative leave and permissive TDY. Failure to attend the official busy sessions may result in the member being required to take annual leave.

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5. POC is LTC Jonathan Hearn at jonathan.p.hearn.mil@army.mil or 984-664-6168



MARVIN T. HUNT
Major General, NCNG
Adjutant General