

NDNG REGULATION

OFFICE OF THE ADJUTANT GENERAL
 State of North Dakota
 Box 5511, Bismarck, ND 58506-5511
 1 November 1997

SELECTION OF AVIATION OFFICERS AND WARRANT OFFICERS

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CHAPTER 1

GENERAL

1-1. PURPOSE. This regulation establishes the policy, procedures, guidance and conduct of an Order of Merit Board to evaluate applications of personnel interested in aviator positions in the NDARNG. The application process is outlined in this regulation.

1-2. REFERENCES.

- a. AR 40-501, Standards of Medical Fitness.
- b. AR 310-50, Authorized Abbreviations, Brevity Codes, and Acronyms.
- c. AR 350-10, Management of Army Individual Training Requirements and Resources.
- d. AR 611-110, Selection and Training of Army Aviation Officers.
- e. NGR 95-210, General Provisions and Regulations for Aviation Training.
- f. NGR 600-100, Commissioned Officers Federal Recognition and Related Personnel Actions.
- g. NGR 600-101, Warrant Officers Federal Recognition and Personnel Actions.
- h. NGR 611-110, Selection and Training of Army Aviation Officers.

1-3. EXPLANATION OF ABBREVIATIONS AND TERMS. Abbreviations and special terms used in this circular are explained herein or in the references in paragraph 2.

1-4. AUTHORITY. AR 611-110, Paragraph 1-4.

CHAPTER 2
RESPONSIBILITIES

2-1. The Deputy Adjutant General (DAG) is responsible to The Adjutant General (TAG) State of North Dakota for the overall Army Aviation Program for the NDARNG.

2-2. The Director of Aviation and Safety (DAVN) is responsible for the administration of the Army Aviation program for the NDARNG, and is responsible for establishing the selection process, making selections based on unit needs and serves as Chairman of the Order of Merit Board (OMB).

2-3. The Director of Personnel (DPER) is responsible for coordinating Federal Recognition Boards (FRB) and personnel actions relating to appointment of aviation officers.

2-4. The Director of Plans Operations and Training (DPOT) is responsible for submission of ATRRS actions to ensure training orders are available to selectees no less than 30 days prior to report date.

2-5. The Commander, 1-112th AVN (LUH), is responsible for providing DAVN with projected aviator requirements for the next two years. Submit requirements NLT 1 April of each FY.

2-6. Unit Commanders.

a. Process flight school applicants IAW this regulation and forward through command channels to Director of Aviation and Safety.

b. Screen all applicants to ensure the OMB evaluates only highly qualified soldiers.

c. Upon approval and notification of selection by OMB, the applicants unit will forward application(s) through command channels to DPOT to arrive no less than 40 days prior to report date. Report date is 7 days prior to training start date.

d. Coordinate with Director of Personnel (DPER) to schedule Federal Recognition Boards (FRB) after selection by OMB.

CHAPTER 3

SELECTION PROCESS

3-1. General. NDARNG Aviation wants to maintain 100% of authorized aviators. The goal is to ensure the selection process for flight school applicants is fair and select only the best qualified soldiers with the highest potential for a successful aviation career.

3-2. Order of Merit Board (OMB), will review prerequisites IAW Paragraph 3-3 of this regulation and the needs of the NDARNG. OMB will review and rank completed application packets. Decisions of the board are final. Selections are dependent on the needs of the NDARNG and available training quotas.

a. Composition of the OMB.

- (1) DAVN (Chairperson).
- (2) 1-112 AVN (LUH) Commander.
- (3) Army Aviation Support Facility Commander.
- (4) Supervisory Instructor Pilot.
- (5) OIC Troop Command.
- (6) OIC 164 Group
- (7) HHD, NDARNG, Commander
- (8) Other member(s) as determined by the chairperson.

b. The board will meet annually in May. The chairperson may call additional sessions depending on state requirements.

(1) **Appearance before the board is mandatory.**

(2) The board will interview applicants, review application packets and establish an Order of Merit list for Commissioned Officer applicants and Warrant Officer applicants. The list will rank all applicants for the upcoming FY. The applicant's ranking will determine school quota priority. A lower ranked applicant will not move ahead of a higher ranked applicant without approval of the DAVN.

(3) All rankings are valid for the upcoming training year. Applicants not slotted in Initial Entry Rotary Wing (IERW) training during the training year and desiring another opportunity for IERW must re-apply in accordance with this regulation.

(4) The OMB will notify each individual of their selection (with ranking) or non-selection by 1 June.

3-3. Officer/Warrant Officer Initial Entry Rotary Wing (IERW) Application Procedures.

a. Applicants must meet the following requirements.

(1) Member of, or eligible for membership in the NDARNG.

(2) Basic and advanced individual training completed (officer applicants must be commissioned or eligible to accept commission).

(3) GT score of 110 or greater.

(4) A FAST score of 90 or greater.

(5) Current Fort Rucker approved flight physical class IA for officer, class IW for warrant officer applicant.

(6) Age not less than 18 years or greater than 27 years when the Order of Merit board convenes. Exceptions up to age 27 ½ may be approved by the OMB.

(7) Have a favorable ETNAC or NAC and be eligible for a secret clearance.

(8) Meet all pre-commission/appointment requirements.

b. Unit actions.

(1) Initiate flight school packet IAW AR 611-110.

(2) Unit commander will write a letter of recommendation specifically outlining why he/she believes applicant has officer/aviator potential.

(3) Arrange for testing (GT/FAST). Contact AASF for assistance.

(4) Schedule Class I Flight Physical. Contact AASF for assistance.

(5) Initiate Personnel Security Questionnaire (DD Form 398-2) for security clearance.

(6) Ensure information required by the OMB in Paragraph 3-3a and c is submitted.

(7) Ensure complete packet is forwarded to the Director of Aviation and Safety no later than 1 May. This will ensure consideration for next TY quotas.

c. Order of Merit Board Requirements. The following information must be submitted with application packet.

(1) Copies of last three OER/NCOER.

(2) Resume and letter from applicant stating why he/she desires to serve as an officer and aviator.

(3) Certified copy of DA Form 2-1, Qualification Record.

3-4. Rated Officer Selection and Placement.

a. The following prerequisites and procedures are for officers currently possessing a military aviator rating and desiring to join a NDARNG aviation unit. Officers may be integrated as either commissioned or warrant, dependent on the needs of the unit.

(1) Prerequisites.

(a) Designated as a military aviator.

(b) Member or eligible for membership in the NDARNG.

(2) Initial Contact. 1-112th AVN (LUH).

(a) Copy of Certificate of Release or Discharge from Active Duty (DD Form 214 or equivalent).

(b) Copy of aeronautical designation orders.

(c) Copy of last Individual Flight Record and Certificate - Army, (DA Form 759 or equivalent) close out.

(d) Copy of last secret clearance or statement indicating possession of valid secret clearance.

(e) Statement of any safety violations or incidents, DAVN will verify information through the US Army Safety Center.

(f) S1, 1-112th AVN (LUH), will forward the packet to DAVN.

b. Applicants who do not meet the guidelines above or are from another US military service will be considered on a case by case basis.

c. The Commander 1-112th AVN (LUH) will assign ranked aviators IAW unit requirements and will initiate the administrative process. This may include request for a federal recognition board thru DPER.

d. The unit will oversee completion of administrative actions. The request for aviation service orders will be coordinated through DAVN. Training will begin as soon as aviation orders are received from NGB.

APPENDIX A
Evaluation Criteria

A-1. OBM Requirements

- a. Member of NDARNG.
- b. AIT/OBC.
- c. GT score (110 or better).
- d. FAST score (90 or better).
- e. Class I physical (approved).
- f. Age (27 years max).
- g. Favorable ETNAC/clearance.
- h. Letter of recommendation by unit commander.
- i. Last three OER/NCOER's, if applicable.
- j. Resume and letter from applicant.
- k. Certified copy of DA Form 2-1, Qualification Record.

A-2. Rating. (1-10 pts each area with 10 pts as excellent).

- a. Military appearance.
- b. Letter of recommendation by Unit Commander.
- c. Certified copy of DA Form 2-1.
- d. Fast score.
- e. Last three OER/NCOER's, if applicable.
- f. Military education.
- g. Resume and letter from applicant.
- h. Attitude, desire and potential.