

# AIR NATIONAL GUARD ORDER APPLICATION REQUEST

The proponent agency is ANG/A6. The prescribing directive is ANGI 33-101.

## PRIVACY ACT STATEMENT

1. **AUTHORITY:** Title 5 USC Section 552a; and Executive Order 9397.
2. **PURPOSE:** Information provided will be entered into the Air National Guard Reserve Order Writing System (AROWS).
3. **ROUTINE USES:** None.
4. **DISCLOSURE:** Voluntary; However, if SSN is not provided, order application request will not be processed.

REQUEST TYPE:

AROWS TRACKING NUMBER:

(Select Initial if creating a new order application; For original orders created in AROWS select Modification or Cancellation and enter original AROWS tracking number.)

## PART A - NEW APPLICATION

MEMBER NAME:

MEMBER SSN:

MEMBER TYPE:

(Status in which member will be performing duty)

RANK/GRADE:

ORDER TYPE:

## PART B - ORDER INFORMATION

### SECTION I - PERSONNEL & CONTACT INFORMATION

MEMBER ADDRESS: (Residence, No P.O. Boxes)

ALTERNATE ADDRESS:

NEW EMAIL ADDRESS:

SUPPORT OF OFFICIAL CONTINGENCY?

IS THIS A PCS?

NUMBER OF CARS AUTHORIZED:

SHIPPING HOUSEHOLD GOODS?

DEPENDENT'S NAME

RELATIONSHIP

DATE OF BIRTH

ADDRESS

### SECTION II - DUTY PURPOSE

DUTY PURPOSE:

SPECIFICATION: (If required)

POINT OF CONTACT (POC):

PHONE NUMBER (POC):

EMAIL ADDRESS (POC):

FAX NUMBER (POC):

IS THIS AN ADDENDUM TO AN ORDER ORIGINALLY CREATED IN "IAOS" ?

(Select Yes if member is on long tour order into FY07.)

### SECTION III - TDY LOCATIONS

MEMBER WILL DEPART FROM:

(Specify if Other)

MEMBER WILL RETURN TO:

(Specify if Other)

### SECTION IV - DUTY LOCATION

(To add multiple duty locations, see Section XIII Additional Duty Locations, on page 4.)

TRAVEL START DATE:

INITIAL REPORT DATE:

TIME:

TRAVEL END DATE:

FOR DUTY WITH:

PRIMARY DUTY LOCATION?

TDY LOCATION: (Enter PAS Code, TDY Unit Name, and/or TDY Point)

TDY ADDRESS:

COMMUTING STATUS:

CONFIRMATION ORDER?

DATE OF CONFIRMATION:

FIELD CONDITIONS?

(If Yes, Enter dates)

PER DIEM LOCATION:

START DATE:

END DATE:



**SECTION VIII - FUNDING INFORMATION***Orders Specialist (OS), please select separate funding for each Fiscal Year (FY).*WORK UTILIZATION CODE (WUC): *(Required for active duty order types)* | ESP CODE: *(If known)*

LOCAL FUNDING INFORMATION/DESCRIPTION:

OTHER FUNDING INFORMATION/DESCRIPTION:

**SECTION IX - SCHOOL***BETM refer to Training Line Number RIP(s) for all school information.*

LIST ANY SPECIAL NOTES TO BASE EDUCATION AND TRAINING MANAGER:

**SECTION X - ACTIVATION**

EXECUTIVE ORDER: | AERO RATING:

OTHER (SPECIFY): | FLYING STATUS:

RESERVE ACTIVE DUTY REASON: | UTC:

MOBILIZATION INDICATOR: | MOBILIZATION AUTHORIZATION NUMBER:

**SECTION XI - AGR TOUR***This Section is to be completed by the Duty Section.*

DUTY TITLE:

UMDG PAS CODE: | CAFSC:

MILITARY FUNCTIONAL ACCOUNT CODE: | PAFSC:

MILITARY POSITION NUMBER: | DAFSC:

MILITARY AUTHORIZED GRADE: | TAFMS DATE:

*This Section is to be completed by the Human Resources Office (HRO)*

TAFMS: | UMDA PAS CODE:

GAINING COMMAND: | UMDA POS NUMBER:

UNIT OF ASSIGNMENT: | UMDA FUNCTIONAL CODE:

RESOURCE IDENTIFICATION CODE (RIC): | UMDA POS TITLE:

ANG ACTIVE DUTY STATUS CODE: | UMDA AUTH MIL GRADE:

UMDA AUTH CIV GRADE:

**SECTION XII - SIGNATURES**

SUPERVISOR SIGNATURE:

APPROVING OFFICIAL SIGNATURE:

LOCAL AUTHORIZATION: *(Optional and may be locally assigned. Example: Unit Workday Control Officer, Resource Advisor, etc.)*

## SECTION XIII - ADDITIONAL DUTY LOCATIONS

## DUTY LOCATION 2

TRAVEL START DATE:	INITIAL REPORT DATE:	TIME:	TRAVEL END DATE:
FOR DUTY WITH:			PRIMARY DUTY LOCATION?
TDY LOCATION: <i>(Enter PAS Code, TDY Unit Name, and/or TDY Point)</i>			
TDY ADDRESS:			
COMMUTING STATUS:			
CONFIRMATION ORDER?	DATE OF CONFIRMATION:	FIELD CONDITIONS?	<i>(If Yes, enter dates)</i>
PER DIEM LOCATION:		START DATE:	END DATE:
MODE OF TRANSPORTATION:		BUS/TRAIN DEPARTURE DATE:	
AIRPORT DEPARTURE DATE:	DEPARTURE AIRPORT:	ARRIVAL AIRPORT:	
IS RENTAL CAR AUTHORIZED AT TDY LOCATION?		RENTAL CAR TYPE:	
PICK-UP DATE:	TIME:	PICK-UP LOCATION:	
DROP-OFF DATE:	TIME:	DROP-OFF LOCATION:	
TMO TO MAKE HOTEL/MOTEL RESERVATIONS?		SELECT QUARTERS STATEMENT:	
BILLETING LOCATION:		SELECT MESSING STATEMENT:	
SPECIAL INSTRUCTIONS & JUSTIFICATIONS: <i>(Rental Cars, other than compact; Departure/Arrival Airport and Hotel/Motel)</i>			

## DUTY LOCATION 3

TRAVEL START DATE:	INITIAL REPORT DATE:	TIME:	TRAVEL END DATE:
FOR DUTY WITH:			PRIMARY DUTY LOCATION?
TDY LOCATION: <i>(Enter PAS Code, TDY Unit Name, and/or TDY Point)</i>			
TDY ADDRESS:			
COMMUTING STATUS:			
CONFIRMATION ORDER?	DATE OF CONFIRMATION:	FIELD CONDITIONS?	<i>(If Yes, enter dates)</i>
PER DIEM LOCATION:		START DATE:	END DATE:
MODE OF TRANSPORTATION:		BUS/TRAIN DEPARTURE DATE:	
AIRPORT DEPARTURE DATE:	DEPARTURE AIRPORT:	ARRIVAL AIRPORT:	
IS RENTAL CAR AUTHORIZED AT TDY LOCATION?		RENTAL CAR TYPE:	
PICK-UP DATE:	TIME:	PICK-UP LOCATION:	
DROP-OFF DATE:	TIME:	DROP-OFF LOCATION:	
TMO TO MAKE HOTEL/MOTEL RESERVATIONS?		SELECT QUARTERS STATEMENT:	
BILLETING LOCATION:		SELECT MESSING STATEMENT:	
SPECIAL INSTRUCTIONS & JUSTIFICATIONS: <i>(Rental Cars, other than compact; Departure/Arrival Airport and Hotel/Motel)</i>			