

**Organizational and Mission--Field**

**STATE AIR NATIONAL GUARD HEADQUARTERS**

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This directive prescribes the mission, scope of authority, functions, and responsibilities of the State Air National Guard (ANG) Headquarters. ANGI 38-101, ANG State Headquarters Manpower/Organization Guide, (formerly NGP (AF) 26-4, provides manpower authorizations.

**SUMMARY OF CHANGES.** This revision clarifies functional responsibilities and mandates public affairs and C-4 functions in the state headquarters.

**1. Mission.** The State ANG Headquarters is The Adjutants General (TAG) senior staff providing information and evaluation, issue resolution, and action recommendations regarding the Air National Guard. In accordance with AFMD 10 (formerly AFR 45-17), its gaining command is the Air National Guard Readiness Center (ANGRC), a Field Operating Agency of Headquarters USAF. Specifically, the State ANG Headquarters:

1.1. Provides TAG with a personal staff.

1.2. Commands, controls, and supervises ANG units within the State.

1.3. Directs employment of ANG resources during State emergencies as part of an emergency operations center.

1.4. Interprets Air Force and National Guard Bureau policies, and coordinates implementation and compliance within the State.

1.5. Develops air positions on major issues, including mission requirements and placement of units, and coordinates with other State and Federal agencies.

1.6. Provides air liaison to the State Area Command (STARC).

1.7. Provides oversight and assistance to ensure all units within the are at the highest level of operational readiness possible in meeting mission requirements.

1.8. Provides technical assistance and policy guidance to field units.

1.9. Provides necessary pre/post-mobilization oversight to ensure continuity of ANG operations.

1.10. Develops long range plans for their state to include guidance/standardization of each unit's strategic plans or annexes developed to support long range planning, total quality, QAFA/USA and replated programs.

**2. Scope of Authority.** The State ANG Headquarters is designed as an experienced, compact staff unit organized along personal staff/functional lines. Its members act for The Adjutant General when so delegated and exercise the authority consistent with that delegation and inherent in their grades and positions. Consistent with State statutes, of applicable directives, and The Adjutants General agreement, The Assistant Adjutant General-Air and the Chief of Staff exercise command and control, direct ANG operations, and establish policy to ensure mission readiness of assigned units.

**3. Functions and Responsibilities:**

3.1. Personal Staff. These positions are provided as the personal staff to TAG/Assistant AG/Chief of Staff and are readily organized to function as a combined staff with STARC counterparts. Functional areas include enlisted advisor, state air surgeon, staff judge advocate, and public affairs.

3.1.1. Senior Enlisted Advisor. Reviews enlisted promotion, retention, and assignment policies. Conducts counseling and interview sessions through a field visitation program. Identifies enlisted issues and recommends action directly to the appropriate commanders.

3.1.2. Air Surgeon. Plans and reviews medical programs. Visits all medical squadrons and geographically separated units with medical personnel assigned at least annually. Awards clinical privileges to medically personnel at units with non-physician commanders. Recommends approval/disapproval of waivers and line of duty determination requests to the National Guard Bureau Air Surgeon. Coordinates medical recruiting and retention. Serves on medical officer promotion boards. Advises TAG during state disasters.

3.1.3. Staff Judge Advocate. Exercises review/appellate authority on legal actions consistent with statutes/regulations. Monitors claims activity and provides legal opinions and advice.

3.1.4. Public Affairs. Advises TAG and staff on public affairs factors affecting mission accomplishment. Responsible for communicating with news media and community leaders about issues affecting the Air National Guard.

3.2. Direct Mission Staff. These positions are provided as the mission staff. Their primary function is to provide oversight/guidance and support to units in the goal of attaining/maintaining full operational readiness.

3.2.1. Operations. Evaluates operational readiness of units and personnel. Provides disaster preparedness guidance and monitors plans/programs. Reviews operational directives, and establishes policy and training guidance for mission accomplishment.

3.2.2. C-4. Develops policy and strategic planning for Command, Control, Communications and Computers. Monitors communication security (COMSEC) and computer security (COMPUSEC) programs.

3.2.3. Support. Develops promotion, retention, and separation policies. Monitors social actions, recruiting, training, and personnel actions. Interprets and provides policy guidance for implementing Air Force and ANG manpower and personnel programs.

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