

JOM BENCH NOMINATION COVER SHEET

Rank / Full Name: State Affiliation:
Current Duty Title: Current Status:
Duty Location: Highest Military Award:
MOS/PAFSC: Date of Award:
MOS/2AFSC: Total Active Federal Military Service:
MOS/3AFSC: Total Federal Commissioned Service Date:
PME Level: Highest Civilian Education:
PME Method: Joint Qualification Level:
Date of Rank: Total Joint Credit Points:
MRD/MSD: Highest Command Held:
DODID: Referral Evaluation/s on File:
Security Clearance: Date of Birth:
Deployment History:

Nomination Package Requirements

Package Checklist:

- TAG/CG Endorsement Memo²
- Officer Record Selection Brief^{3,7}
- Resume and/or Biography^{5,7}
- Letter of Intent⁶
- Last 5 Evaluations/Performance Reports^{4,7}
- Fitness Report and DA 5500/DA 5501 if applicable⁵
- NGB Form 23B/PCARS⁸

Other Actions:

- JOM Bench Questionnaire⁹
- SSN Redacted/ Blacked-out
- Removed Photo from Biography, Resume, ORB, &
- Selection Brief Consolidated Single File PDF

1. If applicable.
2. Signed by the TAG/CG (or Director for T10 STAT Tour). State the nominee's promotion eligibility, and the State's intent to promote prior to 1 September 2025 if nominating to the next higher grade. Also include comments addressing the future force development plan for the member. Nominees may be presented to the JLAB for consideration and approval into a joint assignment.
3. ARNG: A certified board version of an Officer Record brief; ANG: A Career Data Brief for the Virtual MPF. Nominees are responsible to ensure all data reflected us current (e.g., MRD/MSD).
4. Last five Officer Evaluation/Performance Reports as required by AR 623-3 or AFI 36-2406. Any Officer Evaluation/Performance Report closed out prior to 1 March 2025 must be included in the application. Note, if an officer has had any adverse actions or referral evaluations in the past five years, a board memorandum must be submitted.
5. ARNG: DA Form 705 and DA Form 5500/5501 (if applicable); ANG: myFITNESS report from AFPC website reflecting applicant's compliance as established by FM 7-22 or DAFMAN 36-2905, by and through the announcement closeout date of 22 April 2025.
6. Letter of Intent signed by the nominee (sample attached). Signing the Letter of Intent indicates a willingness and availability to serve. Any limitations for potential start dates or duty locations must be addressed in the memorandum. Nominees may include a memorandum to the board to annotate discrepancies to their record or highlight civilian skills/expertise not otherwise evident in their records.
7. Redact/Black-out complete SSNs and Photos from all documents.
8. ARNG: NGB 23B required; ANG: a PCARS Report required.
9. Submit JOM Bench Questionnaire as a separate document. Questionnaire is for NGB-SL use and will not be a part of your packet for the JOM Bench Panel.

Submission Requirements

- * Consolidate package requirements into **ONE SINGLE PDF**, or submit as a scanned PDF in the order listed above (**DO NOT put in PDF PORTFOLIO format**)
- * Redact the Social Security Number and photo from all PDFs
- * Use the following PDF naming convention for the file: Rank_Last Name, First Name, Middle Initial_State_2025JOM (e.g., COL Doe, John, A_TX_2025JOM). Incomplete packages will NOT be accepted.
- * Email JOM packages to JOM Bench Org Box, NG.NCR.NGB-ARNG.mbx.jom@army.mil. Please also courtesy copy MAJ Cory Burnett, cory.t.burnett.mil@army.mil, and CPT April Wallace, april.h.wallace.mil@army.mil

Joint History Validation

1. Login to the JQS Self-Nomination via milConnect at <https://dhramission.servicenowservices.mil/jqs>
2. To retrieve the Joint Officer History (JOH), locate and click on the "Joint Officer History" tab.
3. To download a copy, click "Export PDF" button to the right of page.
4. To correct discrepancies, contact Mrs. Jenny Collins at jenny.e.collins.ctr@army.mil, and CPT April Wallace at april.h.wallace.mil@army.mil.

Acknowledgment

I certify, to the best of my knowledge and belief, that all of the information provided on this application is accurate, complete, and made in good-faith. I meet the retention standards of NGR 600-100, AGR eligibility requirements IAW AR 135-18 and/or Statutory requirements IAW ANGI 36-6. I agree, I must be able to enter an assignment on short notice and could be expected to perform up to three years in an assignment depending on mission requirements. I understand that any information provided may be investigated at any time, and if falsified, is grounds for rejection and may lead to punishment under the Uniform Code of Military Justice (UCMJ). I understand the information provided above must be reflected on my officer record brief or officer selection brief.

Applicant Signature: