State of New Jersey
DEPARTMENT OF MILITARY AND VETERANS AFFAIRS
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The Adjutant General

DEPARTMENTAL DIRECTIVE   **8 February 2006**
NO.   030

NEW JERSEY NATIONAL GUARD (NJNG) DEMOBILIZATION AND RECONSTITUTION PROCESS

1.   **PURPOSE**: This directive prescribes procedures for returning soldiers and airmen to the NJNG post-deployment/mobilization and identifies responsibilities for the Reconstitution Process.

2.   **APPLICABILITY:** This directive is applicable to all members of the New Jersey Department of Military and Veterans Affairs.

3.   **REFERENCES:**

   a.   Army National Guard, Personnel Policy Guidance;

   b.   Mobilization/Demobilization: 10 USC 12303 or 10 USC 12304;

   c.   N.J.S.A. 38A:4-22 thru 28.

   d.   AFI 10-402 Mobilization Planning.

   e.   AFI 10-403 Deployment Planning and Execution.

   f.   AFH 10-416 Personnel Readiness and Mobilization.

4.   **OBJECTIVE:** To provide the post-deployment soldier/airman with optimal tools for reclamation to civilian, family, civilian workforce life:

   a.   Recognition of service rendered;

   b.   Facilitate orderly transition;

   c.   Provide a comprehensive support network that is integrated with ongoing military activities, all in concert with retention efforts and the physical, psychological and spiritual well being of the returning troops and their families.

5.   **RESPONSIBILITY/PROCEDURES:** Information and processes provided will include, but not be limited to: Finance, Medical, Judge Advocate General (JAG), Military Personnel Flight (MPF), Chaplaincy, Human Resources Education Office, Veterans' Benefits and Entitlements, Employer Support of the Guard and Reserve (ESGR).

    a.   The Chief of Staff-Army (COS-Army), New Jersey Army National Guard (NJARNG) has overall responsibility to:

        (1)   Organize Reconstitution Process;

        (2)   Coordinate with Army Demobilization site;

        (3)   Support/provide resource briefings;

        (4)   Support family workshops;

        (5)   Support a comprehensive, documented medical assessment;

        (6)   Direct Unit Commanders in the following issues:

            (a)   Zero to sixty-day follow-up with returned soldiers;

            (b)   Define and address readjustment issues;

            (c)   Keep troops informed about drill responsibilities;

            (d)   Follow up military pay and travel voucher issues.

            (e)   Assure the support of the Chaplain, JAG and G-1.

    b.   The Chief of Staff – Air (COS-Air) has overall responsibility to:

        (1)   Organize Reconstitution Process;

        (2)   Support/provide resource briefings;

        (3)   Support Family workshops;

        (4)   Support a comprehensive, documented medical assessment;

        (5)   Direct Wing Commanders in the following issues:

            (a)   Zero to sixty-day follow-up with returned airmen;

            (b)   Define and address readjustment issues;

      (c)   Keep airmen informed about drill responsibilities;

      (d)   Follow-up military pay and travel voucher issues.

      (e)   Assure the support of the Chaplain, JAG and MPF.

  c. The Deputy Commissioner Veterans Affairs (DCVA) has overall responsibility to:

      (1)   Provide a Veterans Service Officer (VSO) to brief at all Reconstitution Processes;

      (2)   Provide veterans benefits/entitlements materials to all military members and families;

      (3)   Place a full-time VSO at Ft. Dix;

      (4)   Provide a VSO on-site at sixty to ninety-day post-deployment IAW individual unit inactive duty training (IDT) schedules.

  d. The Deputy Adjutant General (DAG) has responsibility to ensure the involvement and support, as applicable, for the following:

      (1)   USPFO – Finance.

      (2)   ESGR.

      (3)   Army Recruiting.

The proponent of this Directive is the Deputy Adjutant General (DAG). Users shall submit comments and suggested improvements to NJDMAVA, ATTN: DAG, P.O. Box 340, Trenton, NJ 08625-0340.

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