



Army National Guard

AGR Mobilization Fact Sheet

29 September 2004



Introduction: The National Guard Bureau would like to thank you for your selfless service as a mobilized ARNG Active Guard and Reserve (AGR) Soldier. We want you to know that we are here to provide you any assistance you need. This flyer was designed to provide you useful pay information regarding mobilization. If you cannot get the answers you need regarding your military pay or travel pay, call toll-free 1-877-ARNGPAY (1-877-276-4729) or e-mail ARNG-MILPAY@ARNG-FSC.NGB.ARMY.MIL.

- **AGR Versus Traditional ARNG** . When it comes to military pay, there are some substantial differences between AGR Soldiers and traditional ARNG Soldiers. AGR Soldiers are paid on DJMS-AC, the same pay system as the Active Army, while traditional ARNG Soldiers are paid on DJMS-RC. This means that all finance related documents, including leave documents, that are processed on AGR Soldiers are done separately from traditional ARNG Soldiers. It's important for you to know that, in most cases, different sections of the Finance Office will be processing AGR pay documents and inquiries.

- **Things to Keep in Mind**. Listed below are several things that AGR Soldiers should know if they are mobilizing. By following these key points during mobilization and demobilization, you can help reduce the chance of having pay issues:

- **Identify Your Status** Make sure that you identify yourself as an AGR Soldier anytime that you are talking with Finance. This will let Finance know which system to research and input your pay information.

- **Identify Yourself on Documents** Before submitting any documents to Finance, make sure to annotate "AGR" on the top of all documents, to include any documents submitted during in- and out-processing.

- **Keep Copies of Documents** Create a folder and be sure to keep copies of all documents submitted to Finance, to include orders, LESSs, travel vouchers, etc.

- **Basic Allowance for Housing** Effective 4 April 2004, Basic Allowance for Housing for AGR Soldiers will be based on the Permanent Duty Station you had at the time of mobilization.

- **DD Form 214** The DD Form 214 (Discharge Certificate) is the single largest cause of pay problems for AGR Soldiers when they demobilize. Even though you are returning to your full-time AGR job upon demobilization, you are required to receive a DD Form 214. Personnel will interview you to gather the information required for them to generate your DD Form 214. Personnel uses a system called TRANSPROC to generate your DD Form 214. This system was designed for Soldiers that are actually separating from active duty. ***It is critical that you tell the personnel clerk processing your DD Form 214 that you are a demobilizing AGR Soldier***, and that you are staying on active duty. If the personnel clerk does not annotate this on TRANSPROC, it will send a transaction to the pay system which will stop your pay. In some cases, it could take up to 45 days to get your pay started again.



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- **Leave Sell** You continue to accrue leave while mobilized. While at the Demobilization Station, you will be given the option of selling leave. Since you are staying on active duty, you are not required to sell any leave.
- **Return Home** Upon return from mobilization, all Soldiers should review their LESs to make sure that all contingency linked entitlements have been stopped. This includes the Combat Zone Tax Exclusion, Hostile Fire Pay, and Family Separation Allowance. If you are still receiving mobilization related entitlements, contact your AGR pay office immediately. Failure to do so will result in overpayments and, eventually, a collection.

For unresolved military pay and allowances issues, contact:

1-877-ARNGPAY (1-877-276-4729)

ARNG-MILPAY@ARNG-FSC.NGB.ARMY.MIL

For comments or suggestions, contact:

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