

CHAPTER 7

LOCAL ARMORY BOARD

7-1. Scope. This chapter prescribes and outlines IGR responsibilities related to the local armory boards of the State of Indiana.

7-2. Armory Board Membership:

a. A member of the IGR unit located at each National Guard facility, or another soldier designated by the Commanding General, will be recommended to become a member of the facility armory board. It is the policy of the Commander IGR, that IGR Armory Board appointees be a member of that armory IGR Team/Unit, and the appointee reside in the same city/town of the local armory. Membership to the local board will be by Appointment issued by The Adjutant General. JFHQIN-IGR Form 13R will be utilized to request appointment of a member to a local armory board. The request will be submitted to Headquarters, Indiana Guard Reserve for processing.

b. The senior IGR Member will be appointed as a member of the Armory Board if an Indiana Guard Reserve unit is stationed at said armory. In the event an Indiana Guard Reserve unit is not stationed at a local armory, the president of the Local Armory Board shall contact the Indiana Guard Reserve to have an individual assigned as a member of the board. The purpose of having Indiana Guard Reserve members on the armory boards is to acquaint them with the armory operation as it will be their responsibility to manage the armory in the event their military unit is mobilized for Federal service.

7-3. Meetings:

a. Local Armory Board meetings should be scheduled on a monthly basis but must be held no less frequently than each state fiscal year (1 Jul - 30 Jun) calendar quarter.

b. The Indiana Guard Reserve appointee should attend all scheduled LAB meetings. If no monthly LAB meetings are scheduled at members armory, he will attend the quarterly meetings. At the start of each state fiscal year, the IGR appointee will contact the secretary of the armory board as to the scheduled dates for that fiscal year. After the close of each meeting the IGR appointee will submit a Armory Board Meeting Attendance Report, JFHQIN-IGR Form 14R certifying that he attended the meeting. If for some reason the IGR appointee was not informed of a scheduled meeting, he will indicate that on the report. The report will be sent THRU the IGR Brigade/Subordinate Commander and Task Force Commander for forwarding to Headquarters, Indiana Guard Reserve.

7-4. Responsibilities. The local IGR Senior Officer/NCO will:

a. Be the direct representative to TAG and the Commanding General IGR, for all Indiana Guard Reserve activities at the facility.

b. Become thoroughly acquainted with established Armory "Operation, Management and Maintenance" SOP's.

c. Upon Federalization of the National Guard unit or its removal from the armory, take over the local armory, State equipment and supplies therein, and the local armory board fund account as provided by current Joint Forces Headquarters Indiana published procedures.

7-5. References:

a. Joint Forces Headquarters Indiana Regulation 210-1.

b. Chapter 8, JFHQIN-IGR Regulation 10-4.

c. Indiana Guard Reserve Mobilization Plan.