

**ADJUTANT GENERAL'S CORPS (AGC)
REGIMENTAL HALL OF FAME (HOF)
& DISTINGUISHED MEMBERS OF THE REGIMENT (DMORs)
MEMORANDUM OF INSTRUCTION (MOI)**

1. REFERENCE. AR 600-82, The U.S. Army Regimental System.

2. PURPOSE. This MOI assigns responsibilities and procedures for selecting the annual class of the Adjutant General's Corps (AGC) Regimental Hall of Fame (HOF) and Distinguished Members of the Regiment (DMORs).

3. BACKGROUND.

a. The AGC Regimental HOF and DMORs were established in June 2010 to recognize and honor persons who made positive, lasting and significant contributions to the AG Corps. Its members are honored with a permanent display in the AGC Hall of Honor at the Adjutant General School, Fort Jackson, SC.

b. In addition to giving permanent recognition to those personnel who made significant contributions to the AGC mission of the U.S. Army, the AGC Regimental Hall of Honor preserves a substantial amount of historical information about the Corps and its distinguished contributors.

c. Individuals are chosen solely on their significant contributions to the U.S. Army Adjutant General's Corps and each selectee is able to stand up to close scrutiny. Attainment of high rank or position is not necessarily indicative of a significant contribution to the Corps. Likewise, rank, sex, ethnicity and/or religion are not discriminators.

4. APPLICABILITY.

a. The following Adjutant General's Corps personnel are eligible for consideration into the AGC Regimental HOF, or as a DMOR, and must meet the additional criteria provided in paragraph 3b and paragraph 3c, respectively:

- ✓ Officers (42A, 42B, 42C, 42H)
- ✓ Warrant Officers (420A, 420C)
- ✓ Noncommissioned Officers (Career Management Field (CMF) 42 (previously CMF 71 and 97, Bandsmen included) and MOSs 79R, 79S NCOs)
- ✓ Soldiers CMF 42 (previously CMF 71/97, Bandsmen included)
- ✓ Civilian employees (GS, NSPS or NF) primarily in career field CP50, and those in CP32 who directly work developing or delivering HR institutional training, working for the Department of Defense (e.g., MEPCOM), or the Department of the Army, in, or in support of, the field of Human Resources Management

b. HOF Nominees.

(1) All HOF nominees must have served in the AG Corps, and be retired from the Army or DOD as a Soldier or Civilian employee (using the nominee's official retirement date) for at least

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three years from 20 or more years of honorable service, or as an approved Army medical retiree.

Example – If the nominee's official retirement date is 1 June 2007, then the nominee is eligible for AGC HOF consideration on 1 June 2010.

(2) If Killed in Action or Deceased, the nominee is immediately eligible for AGC HOF consideration without regard to years of service or retirement status.

(3) All HOF nominees must retain honorable service, even during retirement.

(4) HOF Inductee Standards:

(a) Individuals eligible for HOF induction must have made positive, lasting and significant contributions to the AG Corps which truly perpetuate the history and traditions of the Corps.

(b) Successful military or government civilian careers, or attainment of a senior position alone will not guarantee induction into the AG Corps HOF. Selection as an AG Corps Hall of Famer will be determined based on the highest standards of paragraph 4b(4)(a) above.

(c) Individuals may not submit their own nomination packet for HOF consideration and selection.

(5) Note – HOF inductees are automatically selected and recognized as an AG Corps DMOR.

c. DMOR Nominees.

(1) DMOR nominees can be active, retired, or separated AGC Soldiers or Civilian employees who fall under the following categories:

(a) AGC Officers who attain the rank of Brigadier General or higher, upon promotion or frocking.

(b) AGC Warrant Officers who attain the rank of Chief Warrant Officer Five.

(c) AGC Command Sergeants Major or Sergeants Major serving at the general officer nominative level.

(d) AGC Soldiers who have served as Chief of the Corps, Regimental Warrant Officer, Regimental Command Sergeant Major, or in a Regimental Honorary billet.

(e) AGC Civilian employees who are appointed as Senior Executive Service civilians.

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(f) Any AGC Soldier or Civilian employee who has provided a singularly stellar contribution(s) that has had, or will have, a long lasting positive impact on the Corps or the Army.

(2) DMOR Selection Standard. Must have distinguished themselves by outstanding dedicated service or significant contribution(s) that has had, or will have, a long lasting positive impact on the Corps or the Army applies to all DMOR categories listed above.

(3) AGC Soldiers or Civilians who fall into the DMOR categories listed in paragraph 4c(1) may have a DMOR nomination packet submitted on their behalf. Individuals may not submit their own nomination packet.

(4) Individuals submitting DMOR nomination packets may not nominate more than two individuals during a given year.

5. RESPONSIBILITIES.

a. The Chief of the Adjutant General's Corps (AGC), Fort Jackson, SC, administers the AGC Hall of Fame and DMOR Program.

b. Although anyone with knowledge of a potential AGC HOF or DMOR inductee can submit a nomination, current members of the Hall of Fame or family member of a Hall of Fame inductee, the G1s or senior HR leaders for the major Army organizations listed below are solicited to consider and submit eligible AGC personnel for Hall of Fame or DMOR consideration:

- (1) Current members of the Hall of Fame
- (2) HQs, US Army Europe (USAREUR) and Seventh Army
- (3) HQs, US Army Forces Command (FORSCOM)
- (4) HQs, US Army Training and Doctrine Command (TRADOC)
- (5) HQs, US Forces Korea (USFK)
- (6) HQs, US Army Special Operations Command (USASOC)
- (7) HQs, US Army Pacific (USARPAC)
- (8) Deputy Chief of Staff, G-1, US Army
- (9) HQs, Installation Management Command (IMCOM)

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- (10) HQs, Third US Army
- (11) HQs, Fifth US Army
- (12) HQs, Eighth US Army (EUSA)
- (13) HQs, I Corps
- (14) HQs, III Corps
- (15) HQs, XVIII Airborne Corps
- (16) Each Active Component (AC) Division
- (17) HQs, US Army Human Resources Command (HRC)
- (18) HQs, US Army Military District of Washington (MDW)
- (19) HQs, Family and Morale, Welfare and Recreation Command
- (20) HQs, US MEPCOM
- (21) HQs, US Army Reserve Command (USARC)
- (22) Army National Guard Bureau
- (23) The United States Army Band (TUSAB)
- (24) The United States Army Field Band (TUSAFB)
- (25) The United States Military Academy Band
- (26) US Army School of Music
- (27) 1st Human Resources Sustainment Center
- (28) 3rd Human Resources Sustainment Center
- (29) 8th Human Resources Sustainment Center
- (30) 14th Human Resources Sustainment Center
- (31) 310th Human Resources Sustainment Center

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6. HOF & DMOR SELECTION PROCESS.

a. HOF Selection.

(1) The selection board for the Adjutant General's Corps Hall of Fame will consist of the following members:

- (a) Chief of the Corps (President).
- (b) Regimental Chief Warrant Officer.
- (c) Regimental Command Sergeant Major.

(d) Other active duty or retired Adjutant General's Corps Soldiers or Civilians as designated by the Board President (minimum of five).

(2) A HOF nomination packet must receive a 75% Yes vote for approval and induction as an AGC Hall of Famer.

b. DMOR Selection.

(1) The selection board for the Adjutant General's Corps Distinguished Member of the Regiment will consist of the following members:

- (a) Chief of the Corps (President).
- (b) Regimental Chief Warrant Officer.
- (c) Regimental Command Sergeant Major.
- (d) Honorary Colonel of the Regiment.
- (e) Honorary Warrant Officer of the Regiment.
- (f) Honorary Sergeant Major of the Regiment.

(g) Other active duty or retired Adjutant General's Corps Soldiers or Civilians as designated by the Board President (minimum of two).

(2) A DMOR nomination packet must receive a 75% Yes vote for approval and induction.

c. Procedures.

(1) AGC HOF and DMOR nomination packets are due NLT 1 March of each calendar year.

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(2) All AGC HOF and DMOR nomination packets will be submitted to:

Chief of Staff
US Army Adjutant General School
ATTN: ATSG-AG
US Army Soldier Support Institute
10000 Hampton Parkway
Fort Jackson, SC 29207

(3) AGC HOF and DMOR nomination packets can be scanned and e-mailed to:

(a) Primary – Mr. Dave Ratliff, David.Ratliff1@us.army.mil, (803) 751-8300 (DSN 734).

(b) Secondary – Mr. Bill Villnow, William.Villnow@us.army.mil, (803) 751-8368 (DSN 734).

(4) HOF Nomination Packets. Must include the following:

(a) 8x10 Head/Shoulder Photo, preferably color, if military preferably in uniform wearing the last rank held before retirement (see Enclosure 1).

(b) Completed AGC HOF nomination form (see Enclosure 2).

(c) Once submitted, the nomination packet will remain active for three consecutive years. After three consecutive reviews by the HOF selection board, the nomination will be placed in an inactive status. After a one-year waiting period, the nominee can be considered again if re-nominated. If an individual is re-nominated during the waiting period, the nomination will be effective when the waiting period is over. In no event shall an individual remain under consideration for more than three consecutive years. Reminder, HOF nominees may not submit their own nomination packet for HOF consideration and selection.

(5) DMOR Nomination Packets. Must include the following:


(a) 8x10 Head/Shoulder Photo, preferably color, if military preferably in uniform (see Enclosure 3).

(b) Completed AGC DMOR nomination form (see Enclosure 4).

(c) DMOR nomination packets are only active for the year they are submitted. If not selected, DMOR nomination packets may be submitted annually. Reminder, DMOR nominees may not submit their own nomination packet; and, individuals submitting a DMOR nomination packet may not nominate more than two individuals during a given year as a DMOR.

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7. Questions concerning the Adjutant General's Corps Hall of Fame Program should be directed to Mr. Dave Ratliff, (803) 751-8300 (DSN 734), David.Ratliff1@us.army.mil.



ROBERT L. MANNING
COL, AG
Chief, Adjutant General's Corps

4 Encls

1. AGC HOF Packet Info
2. AGC HOF Nomination Form
3. AGC DMOR Packet Info
4. AGC DMOR Nomination Form

DISTRIBUTION:

Current Hall of Fame Members
CG, US Army Human Resources Command (HRC)
G1, US Army Europe (USAREUR) and Seventh Army
G1, US Army Forces Command (FORSCOM)
G1, US Army Training and Doctrine Command (TRADOC)
C1, US Forces Korea (USFK)
G1, US Army Special Operations Command (USASOC)
G1, US Army Pacific (USARPAC)
G1, Installation Management Command (IMCOM)
G1, Third US Army
G1, US Army North (Fifth US Army)
G1, Eighth US Army (EUSA)
G1, I Corps
G1, III Corps
G1, XVIII Airborne Corps
G1, 1st Armor Division
G1, 1st Cavalry Division
G1, 1st Infantry Division
G1, 2nd Infantry Division
G1, 3rd Infantry Division
G1, 4th Infantry Division
G1, 10th Mountain Division
G1, 25th Infantry Division
G1, 82nd Airborne Division
G1, 101st Airborne Division (Air Assault)
G1, US Army Military District of Washington (MDW)
G1, Family and Morale, Welfare and Recreation Command
C1, US MEPCOM
G1, US Army Reserve
G1, Army National Guard
Commander, The United States Army Band (TUSAB)

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DISTRIBUTION (Continued):

Commander, The United States Army Field Band (TUSAFB)

Commander, The United States Military Academy Band

Commander, US Army School of Music

Director, 1st Human Resources Sustainment Center

Director, 3rd Human Resources Sustainment Center

Director, 8th Human Resources Sustainment Center

Director, 14th Human Resources Sustainment Center

Director, 310th Human Resources Sustainment Center

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**ENCLOSURE 1 – ADJUTANT GENERAL'S CORPS (AGC) HALL OF FAME NOMINATION
PACKET INFORMATION**

HOF CRITERIA

Minimum Requirements:

- ✓ Officers (42A, 42B, 42C, 42H)
- ✓ Warrant Officers (420A, 420C)
- ✓ Noncommissioned Officers, Career Management Field (CMF) 42 (previously CMF 71 and 97, Bandsmen included) and MOSs 79R, 79S NCOs
- ✓ Soldiers CMF 42 (previously CMF 71/97, Bandsmen included)
- ✓ Civilian Employees (GS, NSPS or NF); primarily in career field CP50, and those in CP32 who directly work developing or delivering HR institutional training, working for the Department of Defense, or the Department of the Army, in, or in support of, the field of Human Resources Management
- ✓ ALL HOF NOMINEES MUST BE RETIRED FROM THE ARMY or DOD AS A SOLDIER OR CIVILIAN EMPLOYEE (USING THE NOMINEE'S OFFICIAL RETIREMENT DATE) FOR AT LEAST THREE YEARS FROM 20 OR MORE YEARS OF HONORABLE SERVICE, OR AS AN APPROVED ARMY MEDICAL RETIREE. *Example – If the nominee's official retirement date is 1 June 2007, then the nominee is eligible for HOF consideration on 1 June 2010.*
- ✓ If Killed in Action or Deceased, the nominee is immediately eligible for HOF consideration without regard to years of service or retirement status
- ✓ All HOF nominees must retain honorable service, even during retirement

AGC HOF Nomination Packets will include:

- ✓ Completed AGC HOF Nomination Form (see Enclosure 2)
- ✓ 8x10 Head/Shoulder Photo
 - Preferably Class A's or Army Service Uniform for Soldiers; otherwise, best photo available
 - Preferably color
 - Preferably Business Suit for DoD/DA Civilians; otherwise, best photo available.
- ✓ There is no specific format for the nomination packet narrative and no examples will be provided to preclude favoritism
- ✓ If possible, please submit the entire nomination packet electronically – scanned AGC HOF Nomination Form, photo and any supporting documentation.

Narrative on the AGC HOF Nomination Form should focus on:

Positive, lasting and significant contributions that perpetuate the history and traditions of the U.S. Army Adjutant General's Corps. Please refrain from summarizing the nominee's overall

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career unless directly connected to lasting and significant contributions. The narrative for lasting and significant contributions should be no more than two type written pages.

Note – Individuals submitting AG Corps Hall of Fame nominations may request access to individual military records by completing SF Form 180, Request Pertaining to Military Records. The SF Form 180 must be signed by the nominee, or if incapacitated or deceased by the next of kin, legal guardian, authorized government agent or other authorized representative. SF Form 180 with instructions can also be found at the Army Publishing Directorate, <http://www.apd.army.mil/>.

Additional Requirements:

- ✓ **Nomination Packets must be received NLT 1 March of each calendar year.**
- ✓ AGC Hall of Fame inductees will be honored during Regimental Week at the Adjutant General School and in concert with the AG Corps Regimental Ball normally held each year in June at Fort Jackson, SC.
- ✓ HOF Inductees will be enshrined in the AGC Hall of Fame.

Points of Contact:

- ✓ AGC HOF Action Officers:
 - Mr. Dave Ratliff, (803) 751-8300 (DSN 734), David.Ratliff1@us.army.mil
 - Mr. Bill Villnow, (803) 751-8368 (DSN 734), William.Villnow@us.army.mil
- ✓ Mailing address:
 - Chief of Staff
 - US Army Adjutant General School
 - ATTN: ATSG-AG
 - US Army Soldier Support Institute
 - 10000 Hampton Parkway
 - Fort Jackson, SC 29207

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ENCLOSURE 2 – ADJUTANT GENERAL'S CORPS HALL OF FAME (HOF) NOMINATION FORM

U.S. ARMY ADJUTANT GENERAL'S CORPS (AGC)
HALL OF FAME (HOF)

1. NAME:
2. RETIRED RANK/GRADE:
3. OFFICIAL DATE RETIRED or MEDICALLY RETIRED:
4. DATE KIA OR DECEASED:
5. CONFIRM THE FOLLOWING ON THE HOF NOMINATION FORM:
 - a. Is the AGC Soldier and Civilian HOF nominee one of the following:
 - (1) Officers (42A, 42B, 42C, 42H)
 - (2) Warrant Officers (420A, 420C)
 - (3) Noncommissioned Officers, Career Management Field (CMF) 42 (previously CMF 71 and 97, Bandsmen included) and MOSs 79R, 79S NCOs
 - (4) Soldiers CMF 42 (previously CMF 71/97, Bandsmen included)
 - (5) Civilian Employees (GS, NSPS or NF), primarily in career field CP50, and those in CP32 who directly work developing or delivering HR institutional training, working for the Department of Defense, or the Department of the Army, in, or in support of, the field of Human Resources Management.
 - b. All HOF nominees must be retired from the Army or DoD (e.g., MEPCOM) as a Soldier or civilian employee (using the nominee's official retirement date) for at least three years from 20 or more years of honorable service, or as an approved Army medical retiree. *Example – If the nominee's official retirement date is 1 June 2007, then the nominee is eligible for HOF consideration on 1 June 2010.*
 - c. If Killed in Action or Deceased, the nominee is immediately eligible for HOF consideration without regard to years of service or retirement status.
 - d. All HOF nominees must retain honorable service, even during retirement.
6. AGC DUTY POSITIONS HELD AND DATES:
7. MILITARY / CIVILIAN EDUCATION:
8. AWARDS / CITATIONS:

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9. LIST OF POSSIBLE SOURCES OF INFORMATION ABOUT THE NOMINEE:

10. NARRATIVE – POSITIVE, LASTING AND SIGNIFICANT CONTRIBUTIONS THAT PERPETUATE THE HISTORY OF THE U.S. ARMY ADJUTANT GENERAL'S CORPS (no more than two type written pages):

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ENCLOSURE 3 – ADJUTANT GENERAL'S CORPS (AGC) DISTINGUISHED MEMBER OF THE REGIMENT (DMOR) NOMINATION PACKET INFORMATION

DMOR CRITERIA

Minimum Requirements:

- ✓ Active Duty, Retired or Separated
- ✓ Officers (42A, 42B, 42C, 42H)
- ✓ Warrant Officers (420A, 420C)
- ✓ Noncommissioned Officers (Career Management Field (CMF) 42 (previously CMF 71 and 97, Bandsmen included) and MOSs 79R, 79S NCOs)
- ✓ Soldiers CMF 42 (previously CMF 71, Bandsmen included)
- ✓ Civilian Employees (GS, NSPS or NF), primarily in career field CP50, and those in CP32 who directly work developing or delivering HR institutional training, working for the Department of Defense, or the Department of the Army, in, or in support of, the field of Human Resources Management
- ✓ All DMOR nominees must retain honorable service, even during retirement / separation

Nomination Packets will include:

- ✓ Completed AGC DMOR Nomination Form (see Enclosure 4)
- ✓ 8x10 Head/Shoulder Photo
 - Preferably Class A's or Army Service Uniform for Soldiers; otherwise, best photo available
 - Preferably color
 - Preferably Business Suit for DoD/DA Civilians; otherwise, best photo available.
- ✓ There is no specific format for the nomination packet narrative and no examples will be provided to preclude favoritism
- ✓ If possible, please submit the entire nomination packet electronically – scanned AGC DMOR Nomination Form and photo.

Narrative on the AGC DMOR Nomination Form should focus on:

AGC Soldiers or Civilians who have distinguished themselves by outstanding dedicated service or significant contribution(s) for or on behalf of the AG Corps that has had, or will have, a long lasting positive impact on the Corps or the Army. The nomination form will include which category the nominee is qualified for under paragraph 4c(1) of this MOI. Please refrain from summarizing the nominee's overall career unless directly connected to dedicated service or significant contributions (no more than two type written pages).

Additional Requirements:

- ✓ **Nomination Packets must be received NLT 1 March of each calendar year.**

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- ✓ AGC DMOR inductees will be honored during Regimental Week at the Adjutant General School and in concert with the AG Corps Regimental Ball normally held each year in June at Fort Jackson, SC.
- ✓ DMOR Inductees will be enshrined in the AGC Hall of Honor.

Points of Contact:

- ✓ AGC DMOR Action Officers:
 - Mr. Dave Ratliff, (803) 751-8300 (DSN 734), David.Ratliff1@us.army.mil
 - Mr. Bill Villnow, (803) 751-8368 (DSN 734), William.Villnow@us.army.mil

- ✓ Mailing address:

Chief of Staff
US Army Adjutant General School
ATTN: ATSG-AG
US Army Soldier Support Institute
10000 Hampton Parkway
Fort Jackson, SC 29207

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**ENCLOSURE 4 – ADJUTANT GENERAL'S CORPS DISTINGUISHED MEMBER OF THE
REGIMENT (DMOR) NOMINATION FORM**

**U.S. ARMY ADJUTANT GENERAL'S CORPS
DISTINGUISHED MEMBER OF THE REGIMENT (DMOR)**

1. NAME:

2. RANK/GRADE:

3. DMOR CATEGORY (List all that apply on the DMOR nomination form):

(a) AGC Officers who attain the rank of Brigadier General or higher, upon promotion or frocking.

(b) AGC Warrant Officers who attain the rank of Chief Warrant Officer Five.

(c) AGC Command Sergeants Major or Sergeants Major serving at the general officer nominative level.

(d) AGC Soldiers who have served as Chief of the Corps, Regimental Warrant Officer, Regimental Command Sergeant Major, or in a Regimental Honorary billet.

(e) AGC Civilians employees who are appointed as Senior Executive Service civilians.

(f) Any AGC Soldier or Civilian employee who has provided a singularly stellar contribution(s) that has had, or will have, a long lasting positive impact on the Corps or the Army.

(g) Note – The standard of AGC Soldiers and Civilians who have distinguished themselves by outstanding dedicated service or significant contribution(s) that has had, or will have, a long lasting positive impact on the Corps or the Army applies to all DMOR categories listed above.

4. ACTIVE DUTY, RETIRED OR SEPARATED:

5. OFFICIAL DATE RETIRED, MEDICALLY RETIRED, OR SEPARATED:

6. DATE KIA OR DECEASED:

7. CONFIRM THE FOLLOWING ON THE DMOR NOMINATION FORM:

a. Is the DMOR nominee one of the following:

(1) Officers (42A, 42B, 42C, 42H).

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(2) Warrant Officers (420A, 420C).

(3) Noncommissioned Officers, Career Management Field (CMF) 42 (previously CMF 71 and 97, Bandsmen included) and MOSs 79R, 79S NCOs.

(4) Soldiers CMF 42 (previously CMF 71/97, Bandsmen included).

(5) Civilian Employees (GS, NSPS or NF), primarily in career field CP50, and those in CP32 who directly work developing or delivering HR institutional training, working for the Department of Defense, or the Department of the Army, in, or in support of, the field of Human Resources Management.

b. All DMOR nominees and inductees must retain honorable service, even during retirement / separation.

8. AGC DUTY POSITIONS HELD AND DATES:

9. MILITARY / CIVILIAN EDUCATION:

10. AWARDS / CITATIONS:

11. NARRATIVE ON AGC SOLDIERS OR CIVILIANS WHO HAVE DISTINGUISHED THEMSELVES BY OUTSTANDING DEDICATED SERVICE OR SIGNIFICANT CONTRIBUTION(S) FOR OR ON BEHALF OF THE AG CORPS THAT HAS HAD, OR WILL HAVE, A LONG LASTING POSITIVE IMPACT ON THE CORPS OR THE ARMY (no more than two type written pages):