



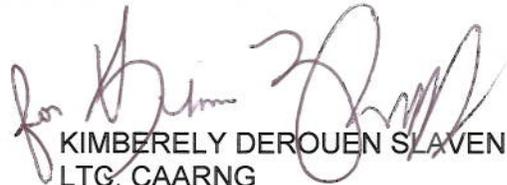
**HUMAN RESOURCES OFFICE
TECHNICIAN / AGR ADMINISTRATIVE INSTRUCTION**

Number: 12-11

18 April 2012

OFFICIAL PERSONNEL FOLDER (OPF) REVIEW CANCELLED

1. Reference TAAI 12-09, Subject: "Official Personnel Folder (OPF) Review Schedule," dated 7 March 2012. The National Guard will continue its implementation of the mandatory electronic Official Personnel Folder (eOPF) application. However, it has been identified that Technicians are not required to review their OPFs prior to electronic format conversion.
2. Remaining OPF reviews which were scheduled with Units and Organizations are cancelled effective 23 April 2012. This action will help the Human Resources Office (HRO) staff increase its focus to provide services to our Technician Workforce without concern of unavailability or loss of productivity.
3. For questions regarding the OPF review cancellation, please contact Mr. Kevin Park, Deputy HRO, at CAGNET 6-3439, DSN 466-3439, or COMM (916) 854-3439 and/or 1LT William Anderson, HR Supervisory Specialist, at CAGNET 6-3256, DSN 466-3256, or COMM (916) 854-3256 and at NGCAJ1HROCS@ng.army.mil.


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