



MILITARY DEPARTMENT OF ARKANSAS
OFFICE OF THE ADJUTANT GENERAL
CAMP JOSEPH T. ROBINSON
NORTH LITTLE ROCK, ARKANSAS 72199-9600

MIKE BEEBE
GOVERNOR

WILLIAM D. WOFFORD
MAJOR GENERAL
THE ADJUTANT GENERAL

NGAR-HR

4 December 2013

MEMORANDUM FOR Army and Air National Guard Full-Time Personnel

SUBJECT: Wear of Civilian Attire for the Holiday Season

1. In the spirit of the holiday season, full-time support personnel (Technician and Active Guard Reserve (AGR)) of the Arkansas National Guard are authorized to wear appropriate civilian attire, during the period of 9-24 December 2012, provided you will be involved in shopping or other holiday events immediately following normal duty hours. Personnel not participating in holiday events immediately following duty hours are expected to wear their normal duty uniform. Appropriate civilian attire is considered equivalent to business casual as follows:

a. Men: pants (such as khakis), dress or "dressy casual" shirt or polo, belt, dressy casual shoes (i.e. loafers) with socks.

b. Women: pants, skirts or dresses slightly above the knee or below length, dress or dressy casual polo/shirt, blouse, or sweater, dressy casual shoes with or without subdued socks or hosiery.

c. Men and women: dress jeans (blue or other colored) clean with minimal fading, conservatively fitted, and without worn spots, rips, holes or frayed fabric.

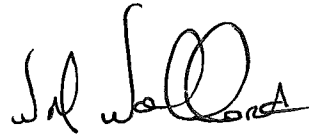
2. Due to the nature of the duty, personnel performing full-time National Guard Duty-Operational Support, special training status, annual training or attending military schools will continue to wear the military uniform. Additionally, personnel whose duty requires the wearing of personal protective equipment or specialized uniforms will also remain in military attire.

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3. Finally, I am grateful for your hard work and sacrifices that each of you and your family members make every day in support the Arkansas National Guard. Together, we can continue to make a positive impact on our communities, our state, nation and the world. Thank you for all you do for our Soldiers and Airmen. I hope you have a safe and happy holiday season.

4. Questions may be directed to LTC Damon Cluck, Human Resources Officer, at (501) 212-4200 or DSN 962-4200.

A handwritten signature in black ink, appearing to read 'W.D. Wofford', written in a cursive style.

WILLIAM D.WOFFORD
Major General
The Adjutant General