



DEPARTMENT OF THE ARMY
ASSISTANT SECRETARY OF THE ARMY
MANPOWER AND RESERVE AFFAIRS
111 ARMY PENTAGON
WASHINGTON DC 20310-0111

SAMR

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Updated Guidance Regarding the DA Photo and Use of Race, Ethnicity, and Gender Identifying Data in Assignment and Slating Processes

1. References: See enclosure 1.

2. Background.

a. On 26 June 2020, the Secretary of the Army directed the removal of the photo and redaction of race, ethnicity, and gender data from selection board officer and enlisted record briefs (reference 1.a).

b. On 16 July 2020, I published supplemental guidance expanding the prohibition on the use of race, ethnicity, and gender data (reference 1.b.). This memorandum rescinds reference 1.b. and promulgates the following guidance.

3. Guidance.

a. DA Photos. DA Photos will not be used as part of the board file for all officer, warrant officer, and enlisted promotion and selection boards listed in enclosure 2. Furthermore, pursuant to reference 1.c., the DA Photo will not be used for selection processes pertaining to assignments, training, education, and command.

b. Race, Ethnicity, and Gender Data.

(1) Race, ethnicity, and gender data on the Officer Record Brief and the Enlisted Record Brief will be redacted as a part of the board file for all officer, warrant officer, and enlisted promotion and selection boards listed in enclosure 2. Furthermore, because it includes gender information, the Department of the Army Form 705, Army Physical Fitness Test, and now, Army Combat Fitness Test, may not be included in promotion and selection board files.

(2) For assignment and slating processes that occur outside of a promotion or selection board, Army Components may use race, ethnicity, and gender data so that leaders can consider the information as they build their teams from the diverse talent seeking to serve in the Army, and from the diverse talent found in the Army. These processes will:

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- (a) Use the minimum amount of race, ethnicity and gender data needed.
 - (b) Use objectives that make race, ethnicity, and gender one of many factors to consider.
 - (c) Where practicable, incorporate the use of structured interviews and objective evaluation criteria for selection processes.
 - (d) Encourage transparency, invite open discussion, and provide sufficient time for decision making.
- c. Commander, Human Resource Command (HRC) will revise the processes for nominative assignment and slating to ensure candidate pools submitted to deciding officials are diverse in race, ethnicity, and gender.
- d. Deputy Chief of Staff (DCS), G-1:
- (1) In conjunction with HRC, will integrate modules into personnel systems that allow leaders and authorized users to query and conduct analysis on the diversity of Army units and command teams. Program for this permanent requirement in future years budget.
 - (2) Continue to research and evaluate the effect of various data elements and information on promotion, selection, and assignment process outcomes.
 - (3) Determine if other forms currently included in board files contain direct race, ethnicity and gender data, and within 30-days provide me your recommendation for redacting or eliminating the forms from a board file.
4. My point of contact for this action is COL Angel Gonzalez, (571) 490-4505, angel.e.gonzalez.mil@mail.mil.

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- 2 Encls
- 1. References
 - 2. List of Boards

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References

- a. Memorandum, Secretary of Army, subject: Elimination of Department of Army (DA) Photos, and Race, Ethnicity and Gender Identification Data for Officer, Warrant Officer, and Enlisted Selection Boards (Updated), 26 June 2020.
- b. Memorandum, Assistant Secretary of the Army (Manpower and Reserve Affairs) (ASA(M&RA)), subject: Supporting Guidance for Removal of Photographs from Selection Board Consideration, 16 July 2020. (Rescinded)
- c. Memorandum, Secretary of Defense, subject: Immediate Actions to Address Diversity, Inclusion and Equal Opportunity in the Military Services, 14 July 2020.
- d. Memorandum, ASA(M&RA), subject: APS 20–02, Diversity Guidance in Active Duty Officer Branching, 7 February 2020.
- e. Memorandum, Under Secretary of Defense (Personnel and Readiness), subject: Immediate Actions to Address Diversity, Inclusion, and Equal Opportunity in the Military Services – Promotion and Selection Board Guidance, 31 August 2020.
- f. Army Regulation (AR) 135-155 (Promotion of Commissioned Officers and Warrant Officers Other Than General Officers), 13 July 2004.
- g. AR 135-156 (Reserve Component General Officer Personnel Management), 17 May 2007.
- h. AR 600-8-19 (Enlisted Promotions and Reductions), 16 May 2019.
- i. AR 600-8-29 (Officer Promotions), 25 February 2005.
- j. AR 640-30 (Official Army Photographs), 6 December 2019.

List of Promotion and Selection Boards

1. The following promotion and selection boards may not use the DA Photo. Additionally, the officer and enlisted record briefs used in these boards will have race, ethnicity, and gender data redacted. The term centralized in the titles refers to boards conducted at Army Human Resources Command, the National Guard Bureau, and by the National Guard Headquarters in U.S. States, Territories, and the District of Columbia:

a. Active Component:

- Officer and warrant officer promotion boards
- Officer and warrant officer selective continuation boards (SELCON)
- General Officer (GO) promotion and assignment advisory boards
- Officer Separation Boards and Selective Early Retirement Boards
- Officer selection boards for professional military education (PME), and command and key billet to include ROTC, Acquisition Corps and Special Missions Units
- Officer and warrant officer promotion and command review boards
- Special Selection Boards
- Non-Commissioned Officer (NCO) Evaluation Boards

b. U.S. Army Reserve (USAR)

- Officer and warrant officer promotion boards
- Officer and warrant officer SELCON boards
- GO Promotion and Assignment Advisory Boards
- Officer Separation Boards and Selective Early Retirement Boards
- Officer selection boards for PME
- COL and LTC Command Assignment Boards
- Officer and warrant officer promotion and command review boards
- Special Selection Boards
- USAR TPU Position Vacancy Boards
- USAR AGR Release from Active Duty (REFRAD) Board
- Enlisted centralized and semi-centralized promotion boards
- NCO Evaluation Boards

Enclosure 2: List of Promotion and Selection Boards

c. Army National Guard (ARNG)

- Officer Department of the Army (DA) promotion boards
- Officer DA and State SELCON boards
- Officer and warrant officer State unit vacancy promotion boards
- GO Federal Recognition Boards
- Officer Separation Boards and Selective Early Retirement Boards
- National Guard Bureau Promotion Recommendation Review Boards
- Federal Recognition Boards
- Officer selection boards for PME
- Officer, warrant officer, and enlisted promotion review boards
- Special Selection Boards
- T-10 New Hire Board (AGR)
- T-10 Tour Continuation Board (AGR)
- ARNG AGR REFRAD Board
- CSM Centralized Selection Board
- State enlisted centralized and semi-centralized promotion boards
- NCO evaluation boards