Appendix D (1SG Validation)

1. Search “Board Roster”

2. Click Search to view existing boards

3. Click on appropriate board roster (Boards will be in “Pre Board”)

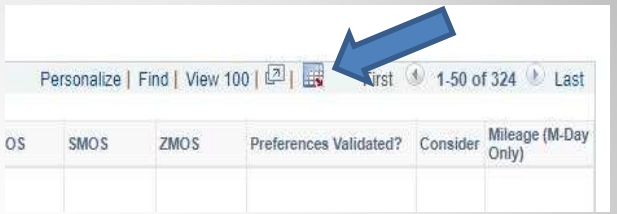
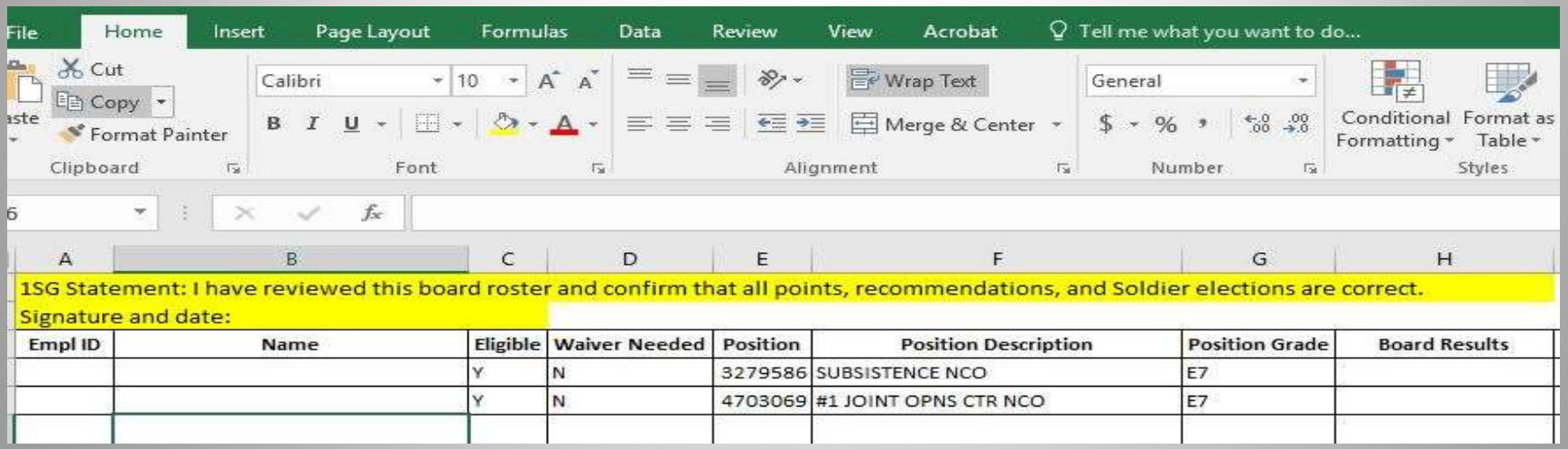
42	VAARNG FY20 E6 TO E7	Pre Board	E6 TO E7 W/ PREF 2020 NGDVA	Cent	Promotion
43	VAARNG FY20 E5 TO E6	Pre Board	E5 TO E6 W/ PREF 2020 NGDVA	Semi	Promotion
44	VAARNG FY20 E4 TO E5	Pre Board	E4 TO E5 W/ PREF 2020 NGDVA	Semi	Promotion

4. Click “Filter” and then scroll down to review the board roster

Appendix D (1SG Validation)

5. Click on the tab to expand “show all columns”

6. Scroll to the right to export the board roster to excel



2. Add the certifying statement from the 1SG and then sign and date. This is required for EACH board.