



# CHIEF NATIONAL GUARD BUREAU INSTRUCTION

NG-J1  
DISTRIBUTION: A

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## NATIONAL GUARD JOINT DIVERSITY EXECUTIVE COUNCIL

References: See Enclosure C.

1. Purpose. Under the authority of reference a, and in accordance with (IAW) policies established in references b through g, this instruction implements the Joint Diversity Executive Council (JDEC) as an advisory council to the Chief of the National Guard Bureau (CNGB).
2. Cancellation. This instruction replaces the “Charter of the National Guard Joint Diversity Council,” 18 February 2010.
3. Applicability. This instruction applies to the National Guard (NG) Joint Staff (NGJS), the Army National Guard (ARNG), the Air National Guard (ANG), and the NG of the States, Territories, and the District of Columbia.
4. Policy.
  - a. This instruction implements the JDEC and its subordinate boards to fulfill advisory responsibilities for the CNGB by developing and implementing a NG Diversity Strategic Plan.
  - b. Enclosure A outlines the roles of members on the JDEC and its subordinate boards, as well as processes related to communications.
  - c. Enclosure B outlines the functional responsibilities for each organization represented on the JDEC and its subordinate boards, as well as responsibilities for organizations charged with assisting the JDEC in its duties and processes.
5. Definitions. See Glossary.
6. Responsibilities. See Enclosure A and B.

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7. Summary of Changes. This instruction reorganizes the Joint Diversity Council as an Executive Council and encourages Regional Champions at the General Officer (GO) level to bring forth matters from State-level councils to the NG JDEC for consideration.

8. Releasability. This instruction is approved for public release; distribution is unlimited. NG Directorates, The Adjutants General (TAG), the Commanding General of the District of Columbia, and Joint Force Headquarters-State may obtain copies of this instruction through <<http://www.ngbpdc.ngb.army.mil>>.

9. Effective Date. This instruction is effective upon publication and must be reissued, cancelled, or certified as current within five years of its publication.



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General, USA

Chief, National Guard Bureau

Enclosures:

- A -- Charter of the National Guard Joint Diversity Council
- B -- Functional Responsibilities
- C -- References

ENCLOSURE A

CHARTER OF THE NATIONAL GUARD JOINT DIVERSITY COUNCIL

1. Background.

a. JDEC Support to CNGB Role. The JDEC supports the CNGB role as a principal advisor to the Secretary of Defense through the Chairman of the Joint Chiefs of Staff on matters involving non-federalized NG forces as delineated in reference a.

b. JDEC Role. The JDEC will:

(1) Provide advice to the CNGB and other NG leaders on issues relating to diversity and inclusion.

(2) Identify practices from the private sector that contribute to a proactive, strategic approach to recruiting, developing, retaining and promoting a diverse workforce applicable to the NG military and civilian structure.

(3) Provide recommendations to NG leadership on methods to build an organization that leverages the NG's diverse workforce; sustains a workforce climate of equity, and fosters an environment where individuals have the opportunity to effectively advance their careers.

(4) Advise in communicating the CNGBs message on diversity to emphasize effective diversity management at all levels in the NG.

(5) Recommend outreach efforts to achieve access opportunity for underrepresented minority populations.

2. Membership. The JDEC will be composed of a Board (JDEC Board) and State Representatives.

a. JDEC Board. The JDEC Board will approve recommendations to the CNGB and other actions deemed appropriate through consensus voting. Members of the Board consist of the following individuals:

(1) Deputy Director, ANG and ARNG. The deputy directors will bring the perspective of their Directors to Board meetings and events.

(2) Executive Chair and Vice-Chair. The Executive Chair facilitates the activities of the Board and moderates all Board events. When the Executive Chair is unable to participate in Board activities, the Vice-Chair will assume the responsibilities.

(3) GO Regional Chairs and Vice-Chairs. Each GO Regional Chair and Vice-Chair is a member of the JDEC. The seven ARNG Diversity Regions form the basis for the JDEC Regions:

- (a) North Northeast Region
- (b) South Northeast Region
- (c) Southeast Region
- (d) North Central Region
- (e) South Central Region
- (f) Northwest Region
- (g) Southwest Region

(4) Other Board members.

- (a) NG Chief, Diversity and Special Emphasis Programs (NG-J1-DIV)
- (b) Command Chief Warrant Officer
- (c) Adjutants General Advisors (3 positions)
- (d) ARNG Command Sergeant Major
- (e) ANG Command Chief Master Sergeant
- (f) Diversity Advisor to CNGB

3. JDEC State Representatives (State, Territory, and the District of Columbia). Representatives consist of one GO per State, Territory, and the District of Columbia, as designated by each TAG.

4. Selection of JDEC Members.

a. TAGs. Each TAG is requested to nominate a State GO to represent him or her in the JDEC. The goal of TAG-designated GOs is to provide timely feedback with the intent of keeping TAG and the respective State's leadership informed and advised on JDEC activities and recommendations.

b. GO Regional and Vice-Chairs. These Chairs are selected by regional JDEC members, and serve as the joint diversity focal point for the States, Territories, and the District of Columbia (if in region) in their region.

Responsibilities include communicating interests, recommendations of region concerns, and ensuring JDEC members are informed of Board proceedings.

c. Succession. Region members will determine the succession of Regional and Vice-Chairs.

d. Appointments. The CNGB will appoint a TAG as the JDEC Board Chair and Vice-Chair from a pool of volunteers.

e. Command Chief Warrant Officer. Nominated by the JDEC and approved by the CNGB.

5. Working Group Champions. The JDEC Board may create working groups to conduct special tasks. A Senior Member of the JDEC Board will be appointed by the CNGB or his/her designee to each working group established by the JDEC Board. Each Regional Champion will be a member of the JDEC Board and serve as leader of each working group.

6. Membership Terms. Membership terms of service are as follows:

a. Deputy Directors. Duration of assignment as deputy.

b. Board Chair and Vice Chair. Two years from the date of appointment.

c. Regional Chairs/Vice Chairs. Serve for two years from the date of appointment, however, subsequent two-year appointments may be approved by Regional members.

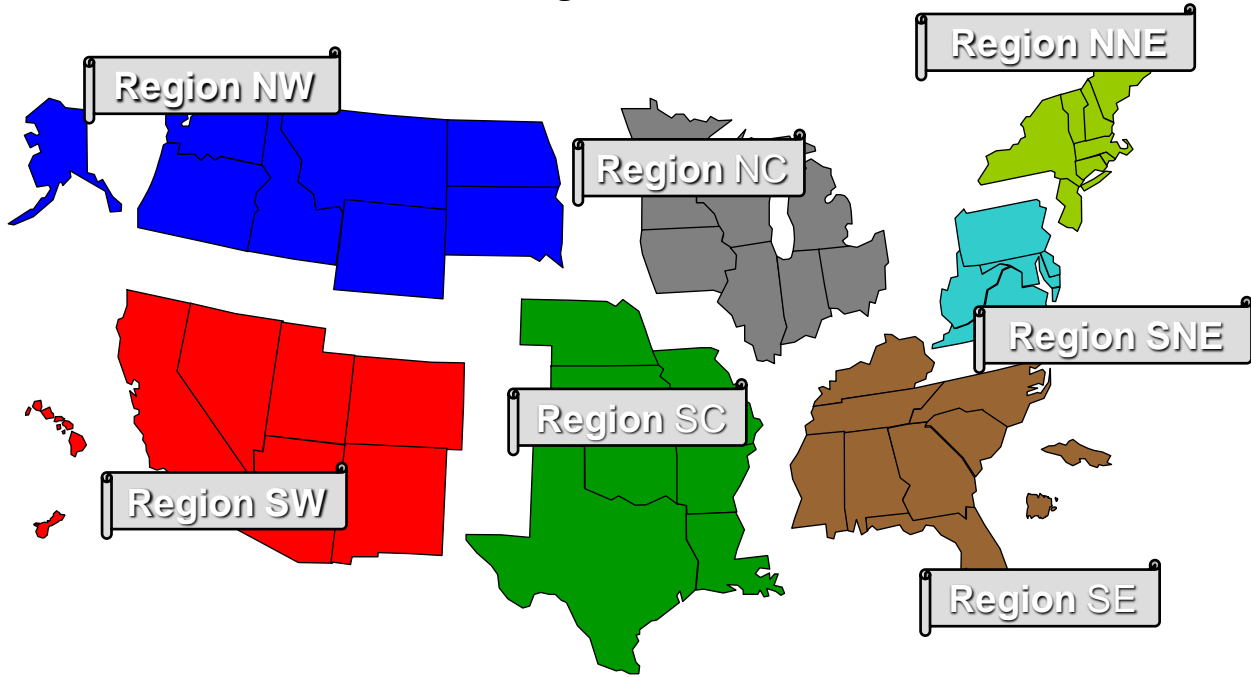
d. Working Group Champion. Serve for a maximum of two years from the date of appointment or until the task assigned to its working group at the time of the appointment is complete, whichever occurs first. Subsequent two-year appointments may be approved by the CNGB.

e. TAG. Serve as determined by the CNGB upon appointment.

f. Command Chief Warrant Officer. Serves for two years from the date of appointment.

7. Charter Amendments. The JDEC Board is encouraged to submit amendments to this charter as necessary to the CNGB.

Appendix A to Enclosure A  
JDEC Organizational Chart



ENCLOSURE B

FUNCTIONAL RESPONSIBILITIES

1. Meetings.

a. JDEC Board. The JDEC Board will:

(1) Annually prioritize and submit the top objectives envisioned as guidance for focus during the next fiscal year to the CNGB.

(2) As required, conduct quarterly meetings in coordination with and as approved by the NG Director of Resource Management and Comptroller.

b. JDEC Regions. JDEC Regions are encouraged to hold one regional meeting each year to discuss issues of regional and national importance. The Regional Chair and Vice Chair are the focal point for meeting development.

c. JDEC members. JDEC members should attend the annual National Diversity Conference to represent their respective States, Territories and the District of Columbia.

d. Board Reports. JDEC Board meeting minutes should be posted on the JDEC web site within 30 business days following Board meetings.

2. Organizational Responsibilities.

a. The JDEC operates through NG-J1-DIV. The NG-J1-DIV is responsible for ensuring that the JDEC is able to communicate, collaborate and coordinate with NGB Senior Leadership.

b. Chief, NG-J1-DIV is the focal point for Board support and administrative functions.

c. Other advisory and administrative functions available as required by the Board include:

(1) NG Director, Manpower and Personnel.

(2) NGB Director, Office of Equal Opportunity (EO).

(3) NGB Office of Public Affairs.

(4) ARNG EO and Diversity Manager.

(5) ANG Director, Diversity Operations.

- (6) NGB Office of the Chaplain.
- (7) Chair, Equal Employment Manager Advisory Council.
- (8) Chair, ARNG Diversity Council.
- (9) Chair, ANG Diversity Committee.
- (10) NGB Office of Chief Counsel.



ENCLOSURE C

REFERENCES

- a. DoD Directive 5105.77, 21 May 2008, "National Guard Bureau"
- b. Executive Order 13583, 18 August 2011, "Establishing a Coordinated Government-wide Initiative to Promote Diversity and Inclusion in the Federal Workforce",  
<[http://deomi.org/DiversityMgmt/documents/Diversity\\_and\\_Inclusion\\_Executive\\_Order.pdf](http://deomi.org/DiversityMgmt/documents/Diversity_and_Inclusion_Executive_Order.pdf)>
- c. DoD Directive 1020.02, 05 February 2009, "Diversity Management and Equal Opportunity (EO) in the Department of Defense",  
<[http://deomi.org/DiversityMgmt/documents/DoD\\_Directive102002p.pdf](http://deomi.org/DiversityMgmt/documents/DoD_Directive102002p.pdf)>
- d. Army Policy on Diversity, 01 April 2009,  
<[http://deomi.org/DiversityMgmt/documents/Diversity\\_Policy\\_Memo\\_000.pdf](http://deomi.org/DiversityMgmt/documents/Diversity_Policy_Memo_000.pdf)>
- e. Air Force Policy Directive 36-70, 13 October 2010, "Diversity",  
<<http://deomi.org/DiversityMgmt/documents/AFP36-70.pdf>>
- f. Air Force Policy Directive 90-14, 17 December 2010, "Committee Management Programs"
- g. Memorandum, NGB-ZA, subject: Policy on Diversity, 15 May 2011,  
<[http://deomi.org/DiversityMgmt/documents/CNGB\\_Policy\\_on\\_Diversity.pdf](http://deomi.org/DiversityMgmt/documents/CNGB_Policy_on_Diversity.pdf)>

GLOSSARY

ABBREVIATIONS AND ACRONYMS

ANG	Air National Guard
ARNG	Army National Guard
CNGB	Chief of the National Guard Bureau
DoD	Department of Defense
EO	Equal Opportunity
GO	General Officer
IAW	In accordance with
JDEC	Joint Diversity Executive Council
NG	National Guard
NGB	National Guard Bureau
NG-J1-DIV	Office of Diversity and Special Emphasis Programs
TAG	The Adjutant General