



OREGON MILITARY DEPARTMENT
JOINT FORCE HEADQUARTERS, OREGON NATIONAL GUARD
OFFICE OF THE ADJUTANT GENERAL
1776 MILITIA WAY
P.O. BOX 14350
SALEM, OREGON 97309-5047

ESGR

Suspense: 18 May 2012

14 March 2012

MEMORANDUM FOR Oregon Army National Guard Commanders

SUBJECT: Command Policy Memorandum #227 – Unit Employer Support Representative (UESR)
Duty Appointment

1. This Command Policy Memorandum supersedes CPM #227 (Army) dated 17 June 2008.
2. Commanders have the primary responsibility for employment and reemployment rights training in their units. Commanders will appoint a UESR for their unit. The UESR will coordinate with the Military Outreach Coordinator (MOC) volunteer from Employer Support of the Guard and Reserve (ESGR). The MOC will train and work with the UESR to facilitate the interaction and communications between civilian employers and the Oregon National Guard for the purpose of informing employers and Soldiers/Airmen of their rights, benefits, and obligations and gain the support of employers of Soldiers/Airmen.
3. A sample Unit Employer Relation Representative Duty Appointment letter is provided with this memorandum (Encl 1). The ESGR website, www.esgr.org, also contains useful information and reference material pertaining to ESGR matters.
4. FORSCOM Regulation 500-3-3, FORMDEPS Annex C, requires commanders to keep unit members and their families informed of the unit role in support of peacetime military operations and mobilization. Briefings will be given at least annually, during welcome briefings to new unit personnel, and when significant changes occur. In addition, the briefing will be given during the alert or home station phase for any unit member(s) being ordered to active duty for a period of 30 days or more.
5. Units will appoint a UESR (Company Level and Above) and forward a copy of the appointment orders to your Senior Command Administrative Officer (electronic copy is acceptable) and copy furnished to ESGR, by the suspense date above. Succeeding UESR appointments will be forwarded within 10 working days of publication. Point of contact for further information is ESGR full time support staff Dawn Taylor, dawn.taylor1@us.army.mil or Nancy Pine, nancy.pine@us.army.mil, at (503) 584-3444.

RAYMOND F. REES
Major General
The Adjutant General

Encl

1. Sample Appointment Letter

(UNIT LETTERHEAD)

(OFFICE SYMBOL)

(Date)

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Unit Employer Support Representative (UESR) Duty Appointment

1. Effective (Date of memorandum), the following individual is appointment as Unit Employer Support Representative (UESR):

(Name, rank of individual)

2. Authority: TAG Directive to Commands, Memorandum #227, dated 5 March 2012, Subject: Unit Employer Support Representative (UESR) Duty Appointment.

3. Purpose: To provide job protection training and counseling to unit Soldiers/Airmen regarding the Uniformed Services Employment and Reemployment Rights Act (USERRA) and applicable revised statutes of Oregon.

4. Period: Until officially relieved or released from duty appointment or assignment.

5. Special Instructions:

a. Become thoroughly familiar with USERRA.

b. Serve as principle point of contact to provide training and counseling as required during unit mobilization and Soldier Readiness Processing (SRP) operations.

c. Coordinate employee/employer mediation through the Employer Support of the Guard and Reserve (ESGR) Ombudsman program or through the Department of Labor - Veteran's Education and Training Service (DOL-VETS).

d. Advise the Command on Soldier/Airmen employment issues and make recommendations for employer award recognition.

e. Report incidences of job disputes to the ESGR Personnel Support Technician, 503-508-3362.

SIGNATURE BLOCK

DISTRIBUTION
(ENCL 1)