



**OREGON NATIONAL GUARD  
OFFICE OF THE ADJUTANT GENERAL  
1776 MILITIA WAY SE  
PO BOX 14350  
SALEM, OR 97309-5047**

NGOR-TAG

15 December 2015

**MEMORANDUM FOR**

Oregon Army National Guard, 1776 Militia Way SE, Salem, OR 97309-5047  
Oregon Air National Guard, 6801 NE Cornfoot Road, Portland, OR 97218-2797  
State Personnel Office (AGP), 1776 Militia Way SE, Salem, OR 97309-5047

**SUBJECT: Command Policy Memorandum #161 (Joint) The Adjutant General First Right of Refusal Policy**

1. The Adjutant General maintains first right of refusal to preside over or present specified awards, presentations, and ceremonies.
2. Procedure. Details of the event must be routed to the office of the Adjutant General on an AGO 399 for decision. Requests should whenever possible be to TAG no later than 30 days prior to the event.
3. The following events must be presented to TAG for first right of refusal.
  - a. Promotions. Any promotion to O6 or above, CW5 or E9.
  - b. Retirements. Any retirement of a General Officer.
  - c. Awards.
    - (1) All awards for Valor and Purple Heart.
    - (2) Federal achievement awards. Legion of Merit or higher.
    - (3) State awards. Oregon Exceptional Service or higher and all 30 year service medals.
    - (4) Other awards. Any award given by an elected official or by a civilian O7 equivalent.
  - d. Other. Any event or presentation that will have media coverage present.

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4. Point of contact for this policy is the Secretary of the General Staff at 503-584-3613  
or the Office of the Adjutant General at 503-584-3991.

A handwritten signature in black ink, appearing to read "Michael E. Stencel". The signature is written in a cursive, flowing style.

MICHAEL E. STENCEL  
Major General  
The Adjutant General