# OHIO ARMY NATIONAL GUARD

Unit Address

 Office Symbol DATE

MEMORANDUM FOR RECORD

SUBJECT: Soldier and Family Readiness Group Appointments

1. [Name], [Email], [Phone] is appointed SFRG Leader
2. [Name], [Email], [Phone] is appointed the SFRG Assistant Leader.
3. [Name], [Email], [Phone] is appointed the SFRG Informal Funds Custodian.
4. [Name], [Email], [Phone] is appointed the SFRG Secretary.
5. [Name], [Email], [Phone] is appointed the Military Liaison.
6. Soldier & Family Readiness Specialist [Name], [Email], [Phone]

1. Authority: AR 608-1 Appendix J
2. Purpose: A SFRG is a command-sponsored organization of Soldiers, civilian employees, Family members (immediate and extended) and volunteers belonging to a unit. SFRG will provide mutual support and assistance, and a network of communications among the Family members, the chain of command, and community resources. SFRG will assist unit commanders in meeting military and personal deployment preparedness and enhance the Family readiness of the unit’s Soldiers and Families. They will also provide feedback to the command on the state of the unit “Family”.
3. Period: Until officially relieved or released from appointment.

 Commanders Name

 Rank & Branch

 Commanding

DISTRIBUTION:

Military Liaison Listed

Unit SFRG Binder

Regional SFRS