

**OHIO MILITARY RESERVE**  
Chief of Staff  
Bldg. 863, Rickenbacker Airport  
Columbus, Ohio 43215

OHMR-CS

09 Jan 06

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: OHMR Policy 05-01A, Requests for Orders for Operational Activities

1. This policy supersedes Policy 05-01 dtd 13 Apr 05, which is rescinded.
2. Effective at once, all requests for orders (RFOs) for operational activities which involve interaction with groups, organizations, or agencies outside the OHMR (except as noted in paragraph 4 below) will be submitted to Chief of Operations, OHMR-G3 for review and approval. If approved, the RFO will be forwarded through the Assistant Chief of Staff for review and approval by the Commander, OHMR. If approved, it will then be forwarded to the Adjutant General's Department for final approval.
3. Examples of operational activities which involve interactions outside the OHMR are, but are not limited to, training with or support of civil authorities while in a training status and direct assistance to a civilian organization or agency. RFOs for intra-OHMR activities such as drill date change, school attendance, or additional OHMR duty not on the published training schedule will continue to be sent directly to the Assistant Chief of Staff.
4. It is not necessary to obtain advance approval for the use of outside resources to train OHMR personnel if training the OHMR is the sole basis of the activity and it is conducted in the normal course of authorized training. For example: Utilizing Red Cross trainers to certify OHMR in CPR does not require advance approval. However, OHMR participation in a joint training exercise with a local EMA office *would* require advance approval.
5. All RFOs will be submitted in electronic format (i.e., e-mail). A minimum of sixty days lead time is required.

FOR THE CHIEF OF STAFF:



RICHARD B. IOTT  
Colonel  
Assistant Chief of Staff

DISTRIBUTION:  
Policy Distribution List