

# OHIO MILITARY RESERVE



**Regulation 601-3**

# **RECRUITING AND RETENTION**

Headquarters, Ohio Military Reserve  
Office of the Assistant Chief of Staff,  
Personnel and Administration, G1  
1000 Lawrence Road  
Camp Perry Training Site  
Port Clinton, Ohio  
43452-9578

**01 September 1998**

**Headquarters  
Ohio Military Reserve  
Camp Perry Training Site  
Port Clinton, Ohio  
01 September 1998**

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**Recruiting and Retention**

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By Order of the Governor:  
  
CHARLES E. HOLLAR  
*Colonel, Ohio Military Reserve  
Chief of Staff*

Official:

RICHARD B. IOTT  
*Lieutenant Colonel, Ohio Military Reserve  
Secretary to the General Staff*

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**Supersedes.** This regulation supersedes OHMR-R 601-3 dated 01 January 1986

**Applicability.** This regulation applies to all components, elements, detachments, units and personnel of the Ohio Military Reserve.

**Supplementation.** Supplementation of this regulation and establishment of command and local policies are prohibited without prior written approval from the Assistant Chief of Staff, Personnel and Administration, OHMR-G1

**Improvements.** Suggested improvements which may be considered for this regulation should be forwarded in writing to the proponent agency of this regulation, the Office of the Assistant Chief of Staff, Personnel and Administration, OHMR-G1, Camp Perry Training Site, 1000 Lawrence Avenue, Port Clinton, Ohio 43452-9578.

**Summary.** This Regulation establishes responsibilities, criteria, and policy for designating recruiting personnel and establishing recruiting programs.

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**Chapter 1**  
General

1-1. Purpose. This chapter describes authorized strength and establishes responsibilities for maintaining that authorized strength level.

1-2. Responsibilities. Commanders on the brigade, battalion, and company level are responsible for maintaining their units at authorized

strength. They will designate those personnel assigned to recruiting duty in accordance with paragraph 2-2 of this regulation. Commanders will provide guidelines for recruiting programs as established by HQOHMR.

1-3. Authorized strength. The authorized strength of an OHMR unit is that number of personnel so designated on the Table of Organization and Equipment (TO&E) for the manning level presently assigned to the OHMR.

Chapter 2  
Recruiting Personnel

2-1. General. Recruiting personnel are normally assigned on a permanent basis. This allows a continuous operation resulting in a more consistent effort. Every effort should be made to minimize personnel reassignment.

2-2. Designation of recruiting personnel.

a. Brigade and battalion commanders will designate an officer to serve as Recruiting Officer. This duty will be in addition to their normally assigned duties.

b. Recruiting personnel will work closely with Corps recruiting personnel. While they will always remain under the command of their local unit, they will take administrative direction from the Chief of Recruiting and Retention, OHMR.

2-3. Responsibilities of recruiting personnel. Recruiting personnel will be responsible for implementing the recruiting programs established in paragraph 1-2 and OHMR Regulation 601-3-1, Recruiting and Retention Program.

2-4. Recruiting goals. Personnel assigned to recruiting duties will:

a. Utilize personnel within their units to assist in recruiting setups;

b. be aware of unit vacancies and make every effort to fill specific needs;

c. coordinate with other units within their area of responsibility for joint recruiting efforts;

d. when possible, establish liaison with National Guard recruiters for joint recruiting efforts,

e. assure a prompt follow-up of all leads.