

**Mississippi Army
National Guard
Regulation 1-201**

Administration

**Inspection Policy and the
Organizational Inspection
Program (OIP)**

**Joint Forces Headquarters
Mississippi Army National Guard
Jackson, Mississippi
01 October 2019**

UNCLASSIFIED

Joint Force Headquarters
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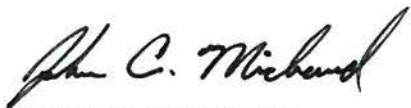
* Mississippi Army National
Guard Regulation 1-201

MISSISSIPPI ARMY NATIONAL GUARD
INSPECTION POLICY AND THE ORGANIZATIONAL INSPECTION PROGRAM (OIP)



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History. This publication is a major revision of the 01 November 2010 version. It includes updates from the 2015 version of Army Regulation (AR) 1-201, *Army Inspection Policy*, revises responsibilities, and eliminates redundancies with the Army regulation.

Summary. This regulation fulfills the requirement levied by AR 1-201 for The Adjutant General to establish inspection policy for subordinate levels of command consistent with AR 1-201 and higher headquarters guidance.

Applicability. This regulation applies to all units, organizations, activities, and facilities of the Mississippi Army National Guard (MSARNG).

Proponent and exception authority. The proponent of this regulation is the Mississippi National Guard Office of the Inspector General. The Inspector General has the authority to approve exceptions to this regulation that are consistent with controlling law and regulation.

Supplementation. Supplementation of this regulation and the establishment of command and local forms are prohibited without prior approval from the Mississippi National Guard, ATTN: IG P.O. Box 5027, Jackson, MS 39296.

Interim Changes. As the proponent for this regulation, the Office of the Inspector General may publish interim changes when deemed necessary. Users will destroy interim changes on their expiration date unless sooner superseded or rescinded.

Suggested Improvements. Users are encouraged to send comments and suggested improvements on DA Form 2028 (Recommend Changes to Publications and Blank Forms) to Mississippi Military Department, ATTN: JFH-MS-IG, Post Office Box 5027, Jackson, Mississippi 39296-5027.

Distribution. JFH-MS Directorates, Command level for the MSARNG. This publication is also available in electronic media on the "Publications & Forms" tab of the MSARNG Guard Knowledge Online (GKO) portal.

* This regulation supersedes MSARNG Regulation 1-201, dated 01 November 2010

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Glossary

Chapter 1

Introduction

1-1. Purpose.

This regulation fulfills the requirements levied by Army Regulation (AR) 1-201, *Army Inspection Policy*, for The Adjutant General (TAG) to: (1) establish an inspection policy for subordinate levels of command consistent with AR 1-201 and higher headquarters guidance; and (2) to establish an Organizational Inspection Program (OIP) designed to ensure that inspections complement rather than duplicate each other.

1-2. References.

References are listed in Appendix A.

1-3. Explanation of abbreviations and terms.

Abbreviations and special terms used in this Mississippi Army National Guard (MSARNG) regulation are explained in the glossary.

1-4. Responsibilities.

- a. The Mississippi National Guard (MSNG) Office of the Inspector General (IG) will –
 - (1) Serve as the MSARNG proponent for inspection policy.
 - (2) Fulfill the responsibilities listed in AR 1-201 for local-level IGs.
 - (3) Exercise oversight of intelligence activities as prescribed by AR 20-1, *Inspector General Activities and Procedures*, AR 381-10, *U.S. Army Intelligence Activities*, and Chief National Guard Bureau Instruction (CNGBI) 0700.01A, *Inspector General Intelligence Oversight*.
- b. The MSNG Chief of Staff will –
 - (1) Provide oversight of the MSARNG OIP.
 - (2) Ensure that all responsibilities listed in AR 1-201 for State Adjutants General are assigned to the Joint Force Headquarters (JFH) staff and subordinate units as necessary.
 - (3) Designate an OIP coordinator (OIP-C) to manage the OIP, preferably from within a staff agency that has tasking authority and direct access to the master calendar.
 - (4) Identify and communicate The Adjutant General's:
 - (a) Priorities and goals.
 - (b) Guidance on the conduct of inspections.
 - (c) Direction for which inspections and audits will be included—and not included—in the MSARNG OIP.
 - (5) Direct staff inspections, staff assistance visits, audits, and follow-on inspections for JFH and overhead units as necessary.
 - (6) Serve as the approval authority for: requests to postpone inspections or audits; waivers to key corrective actions; and the designation of offices of primary responsibility (OPRs) for inspections, audits, and implementation of corrective actions for JFH and overhead units.
- c. The MSARNG Organization Inspection Program Coordinator (OIP-C) will –
 - (1) Coordinate inspections and audits identified by TAG as part of the organizational inspection program into a single, cohesive program focused on MSARNG objectives.
 - (2) Gather internal and external inspection and audit requirements to ensure that they complement each other and focus on high-payoff readiness issues.
 - (3) Assist the Chief of Staff in ensuring that all responsibilities listed in AR 1-201 for State Adjutants General are assigned to the JFH staff and subordinate units as necessary.
 - (4) Record and disseminate TAG's priorities, goals, guidance on the conduct of inspections and audits.
 - (5) As necessary, standardize processes and establish best practices to enable the OIPs of all MSARNG units and organizations.
 - (6) Ensure the MSARNG OIP is in compliance with AR 1-201.
 - (7) Conduct internal control evaluations for the MSARNG OIP as required by AR 1-201, Appendix C, "Internal Control Evaluation."

(8) Monitor the conduct of inspections at the JFH level and ensure that inspections are conducted in accordance with AR 1-201.

(9) Monitor and verify the effectiveness of the organizational inspection programs of units at least two levels down within the MSARNG, including the major subordinate commands (MSCs) and training centers.

(10) With Chief of Staff approval, and in coordination with the Deputy Chief of Staff for Operations and Plans (DCSOPS/G3), designate and task offices of primary responsibility (OPRs) for the management and execution of individual inspections and audits, providing standards, tracking feedback, and the implementation of corrective actions. This includes, but is not limited to, OPRs for the Manager's Internal Control Program (MICP), Staff Inspections (SI), Staff Assistance Visits (SAV), and external inspections. It also includes designating a Command Inspection Coordinator (CI-C) for Command Inspections (CIs) for all separate companies and detachments reporting directly to the JFH.

(11) Coordinate with DCSOPS/G3, inspection/audit OPRs, and inspected units to announce inspections via the orders process (e.g., publish in a FRAGORD), schedule and post inspections and audits on training calendars, and ensure that inspections are approved, briefed, and scheduled during training briefings.

(12) Manage requests for waivers and submit to the Chief of Staff for approval.

(13) Monitor the status of inspection checklists and tools, and coordinate with the JFH Directorates to update them as necessary. Checklists should be updated, at a minimum, annually.

(14) Establish mechanisms to:

(a) Coordinate internal and external inspections and audits.

(b) Store and distribute approved checklists and inspection tools.

(c) Track internal and external audit/inspection findings.

(d) Track feedback and corrective actions.

(e) Archive inspection results until deficiencies are corrected and for future reference in accordance with AR 25-400-2 and other applicable regulations. Refer to AR 1-201 paragraphs 1-4.d(14)(f), 2-2.c, and C-4.c(2).

(f) Identify and report trends and systemic issues.

d. The MSARNG Command Inspection Coordinator (CI-C) will –

(1) Plan, coordinate, and execute the command inspection portion of the MSARNG OIP at the JFH level, including all separate companies and detachments reporting directly to the JFH. Refer to AR 1-201, paragraph 3-3, "Command Inspections."

(2) Assist the OIP-C to provide oversight of subordinate unit OIPs by monitoring the effectiveness of the CI portion of the OIP for units at least two levels down, standardizing processes, and identifying best practices.

(3) Identify which inspections are included as part of command inspections.

(4) Coordinate with JFH Directorates to establish, publish, and maintain standards and checklists for the command inspection portion of the MSARNG OIP.

(5) Coordinate through the DCSOPS/G3 to task JFH Directorates and subordinate units to provide subject matter experts to serve as inspectors for CIs.

(6) Establish a methodology to consolidate command inspection results to provide commanders with meaningful information to help them determine readiness.

(7) Identify, monitor, and report key findings and corrective actions.

(8) Archive inspection results for future reference in accordance with AR 25-400-2 and other applicable regulations.

(9) Identify and report trends and systemic issues from command inspections.

e. Office of Primary Responsibility (OPR) for each inspection or audit –

(1) Responsible for the planning, preparation, coordination, and execution of the inspections or audits that they have been assigned.

(2) Ensure inspections adhere to the principles of Army inspections and are aligned with MSARNG OIP objectives. The principles of Army inspections are defined in AR 1-201, chapter 2.

(3) Train inspectors on Army inspection policy and the Army's inspection principles.

(4) Ensure all individuals conducting inspections are in compliance with AR 1-201 paragraph 1-4.d(14), "Individuals conducting inspections."

(5) Apply the principles of Army inspections outlined in AR 1-201 paragraph 2-2 to plan inspections with adequate time to perform corrective actions and conduct follow-up inspections and activities.

(6) Schedule and post inspections and audits on training calendars and ensure that inspections are briefed, approved, and scheduled during training briefings.

(7) Identify requirements for inspectors and coordinate their sourcing with the OIP-C, DCSOPS/G3, and staff elements.

(8) Ensure inspectors have the latest inspection tools, such as checklists and references.

(9) Report the status of inspections to the OIP-C as requested.

(10) Identify and report inspection results, key findings, and corrective actions.

(11) Monitor and report the status of key corrective actions.

(12) Archive inspection results in accordance with AR 25-400-2, other applicable regulations, and direction from the OIP-C.

f. The JFH-MS Directorates will –

(1) Adhere to AR 1-201 in the conduct of duties, including the responsibilities listed in paragraph 1-4.d(12), “staff elements.”

(2) Notify the OIP-C of any internal or external inspection or audit requirements within their functional areas and coordinate as necessary.

(3) Serve as the office of primary responsibility for staff inspections and staff assistance visits as directed or as prescribed by law or regulation. Refer to the responsibilities of an OPR in paragraph 1-4.d above.

(4) Conduct internal control evaluations for their functional areas as required by governing regulations or as directed. Coordinate these evaluations with the OIP-C and the MICP internal control administrator. Note that each Army Regulation contains an appendix titled “Internal Control Evaluation.” For example, AR 1-201, Appendix C provides an internal control evaluation checklist that governs the OIP.

(5) Develop, maintain, and approve standards (i.e., checklists) for inspections or portions of inspections that fall within their functional areas or as directed. The Directors may delegate, in writing, this responsibility to someone within their directorates. Directors will ensure that checklists are updated at least annually and will coordinate with the G3/DCSOPS to announce the effective date of new/updated checklists via the orders process—typically using a fragmentary order (FRAGORD).

g. Battalion Commanders will establish and maintain an OIP in accordance with AR 1-201. Refer to AR 1-201, paragraph 1-4.d, “Commanders from the battalion level up,” and paragraph 3-2.c, “the battalion OIP” for responsibilities. Also refer to AR 1-201 Appendix B, “Battalion Organizational Inspection Program Memorandum and Associated Products” for sample memorandum and report formats.

h. Brigade Commanders will establish and maintain an OIP in accordance with AR 1-201. Refer to AR 1-201, paragraph 1-4.d, “Commanders from the battalion level up,” and paragraph 3-2.d, “the brigade OIP” for responsibilities.

i. Commanders of Major Subordinate Commands (MSCs) will establish and maintain an OIP in accordance with AR 1-201. Refer to AR 1-201, paragraph 1-4.d, “Commanders from the battalion level up,” paragraph 3-2.d, “the brigade OIP,” and paragraph 3-2.e, “the OIP at division level (or similarly-sized organization)” for responsibilities.

j. Commanders of training centers will establish and maintain an OIP in accordance with AR 1-201. Refer to AR 1-201, paragraph 1-4.d, “Commanders from the battalion level up.” Training center OIPs will likely look very different from command-level OIPs and may focus on coordinating inspections and audits such as: facilities inspections, safety inspections, state audits, and federal audits.

k. Individuals conducting inspections –

(1) Adhere to AR 1-201 in the conduct of duties, including the responsibilities listed in paragraph 1-4.d(14), “individuals conducting inspections.”

(2) Responsible for the planning, preparation, coordination, and execution of their portion of the inspections or audits that they have been assigned.

(3) Coordinate with OPRs and staff elements to get the latest copies of checklists and inspection tools.

(4) Provide OPRs with results of their portion of the inspection.

Chapter 2

MSARNG Organizational Inspection Program (OIP)

2-1. General.

Army Regulation (AR) 1-201, *Army Inspection Policy*, describes the Organizational Inspection Program (OIP) as the commander's/State Adjutant General's/program manager's/director's program to manage all inspections (internal and external) conducted within the command. The overarching purpose of the OIP is to coordinate inspections and audits into a single, cohesive program focused on command objectives. The Army policy further defines the OIP as a comprehensive, written plan in the form of a local policy or other type of memorandum that addresses all inspections and audits conducted by the command, its subordinate elements, and those scheduled by outside agencies. The OIP must include the following items: command/leader guidance on the conduct of inspections; the organization's priorities and goals; an explanation of the mechanism for scheduling and executing inspections; and responsibilities for scheduling and monitoring inspections, providing standards, and tracking feedback and corrective action. This document addresses all of these topics for the MSARNG.

2-2. Concept.

All MSARNG units will comply with AR 1-201, *Army Inspection Policy*. The Chief of Staff is responsible for the oversight of the MSARNG OIP, assigning an OIP coordinator (OIP-C) to manage the program, and relaying TAG's priorities, goals, and guidance for the OIP. The MSARNG OIP-C ensures that the program is in compliance with AR 1-201 and coordinates inspection and audit requirements with the staff and subordinate units to reduce redundancies and gain efficiencies as possible. The OIP-C must maintain a broad view of the inspections and audits across the command and not get into the practice of planning and managing individual inspections—that is the role of the offices of primary responsibility (OPRs). As necessary, and in coordination with the Chief of Staff and G3/DCSOPS, the OIP-C will assign JFH directorates or subordinate units as OPRs for inspections and audits, who will be responsible for scheduling, planning, preparing, and executing the inspection/audit. This includes designating a Command Inspection Coordinator (CI-C) for command inspections for all separate companies and detachments reporting directly to the JFH. In the case that an inspection is mandated by an external organization, the OPR will lead the preparation for the inspection as well as serve as the primary point of contact to coordinate the effort with the external organization. JFH staff directorates must notify the OIP coordinator any time they learn of an inspection or audit requirement and will typically serve as the OPR for any inspections or audits that fall within their functional areas. Additionally, the JFH directorates are responsible for managing the standards for inspections—such as checklists—that fall within their functional areas. Commanders at the battalion level up through the Major Subordinate Commands (MSCs) and training centers will establish and maintain an OIP in accordance with AR 1-201 and this regulation.

2-3. MSARNG inspections and audits.

AR 1-201 explicitly addresses command inspections (CIs), staff inspections (SIs), staff assistance visits (SAVs), Inspector General Inspections (IGIs), and the Manager's Internal Control Program (MICP). As such, the MSARNG JFH and subordinate command OIP coordinators must account for these inspections. In addition, the MSARNG has historically been involved with other inspections not fully addressed by the Army regulation, such as: federal audits, state audits, safety inspections, environmental inspections, facilities management inspections, FORSCOM readiness and mobilization inspections, Command Maintenance Evaluation Team (COMET) inspections, Command Supply Discipline Program (CSDP), food service inspections, physical security inspections, and other inspections by external organizations. Some of these apply to MSARNG units and others to facilities or training centers. A list of some inspections and audits are provided in Appendix B. Ultimately, TAG will direct which inspections and audits to include—and not include—in the MSARNG OIP.

2-4. Priorities, goals, and guidance for the conduct of inspections and audits.

The Chief of Staff will identify and communicate TAG's priorities, goals, and guidance for the conduct of inspections and audits. The OIP-C will record the priorities and disseminate to the staff and subordinate units.

2-5. Responsibilities and mechanisms for scheduling, conducting, and monitoring inspections and audits.

Any JFH Directorate or subordinate command that becomes aware of a requirement for an inspection or audit at the state level must inform the OIP-C, who will verify that the inspection/audit meets the TAG's priorities, goals, and guidance. If it does, then the OIP-C, who should have visibility of all other inspection/audit requirements in the state, will determine if the event can be combined with another event or leverage work already accomplished. Next, the OIP-C will gain approval from the Chief of Staff and coordinate with the DCSOPS/G3 to task an OPR to be responsible for scheduling, planning, preparing, coordinating, and executing the inspection/audit. The OIP-C should consider using a formal tasking process or orders process (e.g., publish in the FRAGORD) to assign responsibilities. The OPR will then coordinate with the applicable directorates and subordinate units to place the events on the appropriate calendars, acquire necessary resources, prepare for the inspection/audit, and execute the inspection/audit. The OIP-C will monitor the OPRs progress to ensure compliance with AR 1-201 and notify them if other opportunities to gain efficiencies arise. The OPRs will monitor their inspection teams to ensure compliance with AR 1-201.

2-6. Standards for Inspections.

a. JFH-MS Directorates are responsible for establishing and maintaining standards—i.e., checklists—for the inspections that fall within their functional areas, or as directed by the Chief of Staff. For example, the G1/DCSPER is responsible for standards relating to personnel readiness, and the G4/DCSLOG is responsible for standards relating to logistics readiness. The JFH Directorates must ensure that the standards they establish come from published and approved federal, Department of Defense, Headquarters Department of the Army, National Guard Bureau, and MSARNG regulations, guidelines, policy memorandums, and other official documents and directives. One example is the “Internal Control Evaluation” appendix included in every Army Regulation. Each Director is given the responsibility to update checklists annually and the authority to update them earlier as they deem necessary. The Director should coordinate with the G3/DCSOPS to announce the effective date of the new checklist via the orders process—typically using a fragmentary order (FRAGORD). The OIP-C will provide oversight of checklist management and will ensure that all approved checklists are maintained in a central location for easy access by OPRs, inspectors, and units. Personnel may request for changes to be made to a specific checklist by contacting the JFH-MS directorate responsible for that checklist or the OIP-C. The same is true for anyone wanting a checklist to be created that currently does not exist.

b. The OIP-C, with assistance from the CI-C, is responsible for standardizing inspection processes across the MSARNG to ensure consistency, help identify trends, archive results, and consolidate results to provide commanders with meaningful information to help them assess readiness. This includes, but is not limited to, standardizing a location for all MSARNG units to store checklists and archive results, codifying best practices, and establishing mechanisms to consolidate information from multiple inspections to support trend analysis.

2-7. Tracking Feedback and Corrective Action.

The OIP-C will establish a mechanism to track feedback and corrective actions as well as to archive inspection/audit results. Inspection OPRs and subordinate units are responsible for tracking feedback and corrective actions and archiving inspection/audit results in accordance with the direction from the OIP-C.

APPENDIX A

References

Section I

Required publications

A required publication is a source of information which must be read to implement this publication.

AR 1-201 - Army Inspection Policy (25 Feb 2015)

Section II

Related Publications

A related publication is a source of additional information. The user does not have to read it to understand this regulation.

AR 11-1 - Command Logistics Review Program (CLRP)

AR 11-2 – Managers’ Internal Control Program

AR 11-7 - Internal Review Program

AR 25-400-2 – The Army Records Information Management System

AR 36-2 - Audit Services in the Department of the Army

AR 36-2 - Audit Services in the Department of the Army

AR 190-11 - Physical Security of Arms, Ammunition and Explosives

AR 190-13 - The Army Physical Security Program

AR 381-10 - U.S. Army Intelligence Activities

AR 710-2 - Inventory Management; Supply Policy below the National Level (Includes the Command Supply Discipline Program – CSDP)

MSARNG 750-1 - Surface Equipment Maintenance Support Plan

NGR 750-51 - Command Maintenance Evaluation Team (COMET)

NG Pamphlet 11-1 - Command Logistics Review Program (CLRP)

NGR 600-21 - Equal Opportunity Program in the Army National Guard

CNGBI 0700.01A – Inspector General Intelligence Oversight

CNGBI 2000.01C – National Guard Intelligence Oversight

Command Supply Discipline Program (CSDP) - State SOP

APPENDIX B

Table of inspections and audits required by law, policy, or regulation

This appendix provides a list of some inspections and audits required by law, policy, or regulation that have historically applied to the MSARNG. It is intended to serve as a reference to assist in the management of the OIP. This list is not comprehensive, so JFH Directorates and subordinate commands should inform the OIP Coordinator if they are aware any additional inspections/audits, or if any of the inspections/audits in this table are no longer required. The OIP-C will maintain an updated list of inspection requirements.

Title of Inspection	Regulation	Regulatory Requirement	Size/Type Unit Inspected	JFH-MS OPR for standards
COMMAND INSPECTIONS				
Initial Command Inspection (ICI)	AR 1-201	Within 180 days of assuming company command for the Reserve Component. 90 days for Reserve Component units on active duty.	Companies or similarly-sized organizations (optional above the company level)	The JFH Staff Directorate(s) responsible for the function being inspected
Subsequent Command Inspection (SCI)	AR 1-201	Not later than one year after the ICI.	Companies or similarly-sized organizations (optional above the company level)	The JFH Staff Directorate(s) responsible for the function being inspected
STAFF INSPECTIONS				
JFH-MS Staff Inspection (SI)	AR 1-201	At the TAG's/commander's discretion.	All MSCs and units that report directly to JFH-MS	The JFH Staff Directorate(s) responsible for the function being inspected
Staff Assistance Visits (SAV)	AR 1-201	At the TAG's/commander's discretion.	All MSCs and units that report directly to JFH-MS	The JFH Staff Directorate(s) responsible for the function being inspected
Command Supply Discipline Program (CSDP) Evaluations	AR 710-2 (Table B-7)	With ICI, SCI Annually	All commands/units	DCSLOG/G4
Physical Security Inspection	AR 190-11 AR 190-13 FM 3-19.30	With ICI and every 18 months (w/weapons) 24 month (no weapons)	All commands/units	DOMS
Command Maintenance Evaluation Team (COMET) Inspection/Evaluation	NGR 750-51	With ICI and every 18 months (w/weapons) 24 month (no weapons)	All commands/units	DCSLOG/G4
Readiness for Mobilization Exercises (MOBX)	FORSCOM REG 500-3-3	Determined by ARFORGEN	All commands/units	DCSOPS/G3
Food Services Inspection	AR 30-22 DA PAM 3022	Annually	All commands/units	DCSLOG/G4
Internal Environmental Performance Assessment System (EPAS)	AR 200-1	Annually	All commands/units	NGMS-ENV
IG INSPECTIONS				
Intelligence Oversight (IO)	AR 381-10 AR 1-201 CNGBI 0700.01A CNGBI 2000.01C CNGBM 2000.01A	The IG will inspect units once every two years. All units, staffs, and organizations will perform a self-inspection in the final quarter of the calendar year if they have not received an IO inspection in the current calendar year by an IG.	All intelligence and intelligence-related units, staffs, and organizations.	Inspector General
Special IG Inspections	AR 1-201 AR 20-1	At the TAG's/commander's discretion.	All commands/units	Inspector General
AUDITS				
USPFO Internal Review USPFO Compliance Master Cooperative Agreement (MCA)	MCA AR 11-7 AR 36-2	As directed by TAG and USPFO	All commands/units	USPFO
State Audits	State Policies	As directed by TAG and USPFO	All commands/units	State Resources Office

EXTERNAL EVALUATIONS				
Aviation Resource Management Survey (ARMS)	FORSCOM Supplement 1 to AR 95-1	Every 24 – 36 months	Aviation units only	State Aviation Office
Command Logistics Review Team (CLRT) Evaluations	AR 11-1 & NG Pam 11-1	Every 12-36 months	JFH-MS & USPFO	DCSLOG/G4
Federal Recognition of Units	NGR 10-1	When a new unit is formed	Any/all	DSCPER/G1
Managers' Internal Control Program	AR 11-2	Annual	Nonfinancial operations, financial reporting, and financial systems	DCSPLANS/G5/7
External Environmental Performance Assessment System (EPAS)	AR 200-1	Every 36 months	Camp Shelby, Camp McCain, TASMG, AASFs, FMSs, and as selected RCs	NGMS-ENV

Glossary

Section I Abbreviations

AR

Army regulation

ARNG

Army National Guard

CI

Command Inspection

CI-C

Command Inspection Coordinator

COMET

Command Maintenance Evaluation Team

CSDP

Command Supply Discipline Program

DCSLOG/G4

Deputy Chief of Staff for Logistics

DCSOPS/G3

Deputy Chief of Staff of Operations

DCSPER/G1

Deputy Chief of Staff for Personnel

FORSCOM

U.S. Army Forces Command

GKO

Guard Knowledge Online

ICI

Initial Command Inspection

IG

Inspector General

IGI

Inspector General Inspection

IO

Intelligence Oversight

JFH-MS

Joint Forces Headquarters, Mississippi

MICP

Managers' Internal Control Program

MSARNG

Mississippi Army National Guard

MSC

Major Subordinate Command

MSNG

Mississippi National Guard (includes both the Army National Guard and Air National Guard)

OIP

Organizational Inspection Program

OIP-C

Organizational Inspection Program Coordinator

OPR

Office of Primary Responsibility

SAV

Staff Assistance Visits

SCI

Subsequent Command Inspection

SI

Staff Inspection

TAG

The Adjutant General

Section II

Terms

Audit

The independent appraisal activity within the Army for the review of financial, accounting and other operations as a basis for protective and constructive service to command and management at all levels.

Command inspection

An inspection of an organization conducted by a commander in the chain of command of the inspected activity. Command Inspections tend to be compliance oriented and are designed to determine the status of an organization's adherence to established law, regulations, policies, procedures and directives. The commander conducting the inspection determines the areas of interest and the scope of inspections as well as the composition of any inspection team.

Command Maintenance Evaluation Team (COMET)

An inspection program administered by the State Maintenance Officer for evaluating the condition of surface equipment and unit maintenance programs.

Command Supply Discipline Program (CSDP)

The CSDP addresses supervisory/managerial responsibilities within the supply system from the user to the MSC levels.

Follow-up

Action taken to determine whether or not deficiencies found during a previous inspection or audit have been corrected or if corrective actions have been implemented.

IG inspection

An inspection focusing on systemic issues, functional areas, or units that identifies substandard performance, determines the magnitude of the deficiency and seeks the root cause for the substandard performance or deficiency. IGs focus principally on systemic issues that are widespread in nature and then develop recommended solutions or improvements as appropriate. IG inspections also teach systems, processes and procedures; identify responsibility for corrective actions; and spread innovative ideas.

Inspection

An evaluation that measures performance against a standard and that should identify the cause of any deviation. All inspections start with compliance against a standard. Commanders tailor inspections to their needs.

Internal Review and Audit Compliance (IRAC)

The program designed to provide The Adjutant General and the United States Property and Fiscal Officer with objective, independent and professional internal review services. These services include: financial, performance and compliance auditing; audit follow-ups; troubleshooting; management audits; and management advisory services. Internal Review also serves as the primary liaison office for all external audit agencies.

Management Control Program

The organizational plan and control means that managers use to regulate and guide operations and programs in a professional and business-like manner. The program should provide reasonable assurance that objectives of the "Federal Managers' Financial Integrity Act" are met.

Organizational Inspection Program (OIP)

A comprehensive written plan that addresses all inspections and audits conducted by the command and its subordinate elements as well as those inspections and audits scheduled by outside agencies. The purpose of the OIP is to coordinate inspections and audits into a single, cohesive program focused on command objectives.

Overhead

Those units and organizations that are not part of a Major Subordinate Command and report directly to the Joint Force Headquarters

Staff assistance visit (SAV)

A visit by staff members of a particular staff section designed to assist, teach, and train subordinate staff sections on how to meet the standards required to operate effectively within a particular functional area.

Staff inspection

An inspection, other than a command or IG inspection, conducted by staff principals or members responsible for the functional area being inspected.