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**HAWAII ARMY NATIONAL GUARD**  
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**KAPOLEI, HAWAII 96707-2150**

NGHI-PER (600)

3 May 2025

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Hawaii Army National Guard (HIARNG) Policy 25-007 - Warrant Officer Management Program (WOMP)

1. References:

- a. DA PAM 600-3 (Officer Professional Development and Career Management)
- b. ADP 6-22 (Army Leadership and the Profession)
- c. FM 6-22 (Leader Development)
- d. NGR 600-101 (Warrant Officers- Federal Recognition and Related Personnel Actions)

2. Purpose. This memorandum establishes the HIARNG WOMP. This program ensures a structured and transparent process for career development, assignment selection, and promotion consideration for Chief Warrant Officer Two (CW2) to Chief Warrant Officer Five (CW5).

3. Objective. The HIARNG WOMP aims to effectively manage Warrant Officers at the CW2 to CW4 levels through structured career development, assignment planning, and leadership opportunities. It ensures senior warrant officers are appropriately evaluated for promotion and key leadership roles and aligns talent with organizational needs by matching officers' skills and career progression with mission requirements. The program allows for a fair, structured review process that upholds transparency, consistency, and professional development.

4. Applicability. This policy applies to all Title 32 Warrant Officers within the HIARNG.

5. Warrant Officer Management.

- a. This program aims to manage, rotate, and consider broadening organizational assignments to develop leadership skills and technical expertise for CW2 to CW4. Commanders will recommend promotion through the State Federal Recognition Board for officers in these ranks.

- b. Only CW4s will be evaluated by the Warrant Assessment and Review Panel (WARP) for promotion consideration, key assignments, and continued service suitability.

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c. The WARP will determine CW5 selections, and recommendations will be forwarded to the HIARNG Commander, with recommendations from the Command Chief Warrant Officer (CCWO) and the State Army Aviation Officer (SAAO), as needed.

#### 6. Branch-Specific Management.

a. Technical Warrant Officers will be mentored and managed by their respective Senior Warrant Officer Branch Mentors. In coordination with their first O6 in their chain of command and HIARNG Commission Officer Branch Mentors, these Branch Mentors will recommend rotations and broadening assignments to develop warrant officer leadership and expertise.

b. Aviation Warrant Officers will be managed and tracked through the SAAO and CCWO during the quarterly Aviation Synchronization Meeting, ensuring alignment with force structure and operational requirements.

c. The CCWO will publish and maintain a Warrant Officer Branch Mentor List, updating it as needed, to ensure that each warrant officer has a designated mentor who provides professional development guidance and career progression recommendations.

7. WARP. It is the structured review process for senior warrant officers in the CW4 rank. The review panel ensures objective, performance-based assessments for warrant officer career progression. The panel will not review all other warrant officers.

a. The panel will review warrant officers and categorize them into three developmental zones:

1) Zone 1 – Select for Promotion (Recommended for promotion).

2) Zone 2 – Some Development Needed (Select by exception only).

3) Zone 3 – Major Development Needed (Not recommended for selection).

b. Review Panel Considerations. Evaluate warrant officers for promotion potential to CW5, selection for Warrant Officer Senior Service Education (WOSSE), key leadership assignments (e.g., Joint/State-level Warrant Officer roles), and recommendations for Command Chief Warrant Officer (CCWO).

c. Memorandum of Instruction (MOI). A detailed MOI will guide submission requirements, scoring criteria, and panel procedures. The MOI will outline evaluation factors, board scoring methodologies, and required documents for panel consideration. The CCWO and G1 OPM will be responsible for publishing and updating the MOI to ensure consistency and alignment with HIARNG objectives.

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## 8. Responsibilities.

a. CCWO. Serves as the senior advisor to the HIARNG Commander on all warrant officer matters. Provides guidance and mentorship to warrant officers, ensuring career development aligns with HIARNG's needs. Reviews and approves all warrant officer assignments, key leadership placements, and promotions. Participates in the WARP review process, ensuring fair and consistent evaluations, and advises on warrant officer recruitment, retention, and force structure planning. Publishes and maintains a Branch Mentor List, ensuring all warrant officers receive structured mentorship and professional development support.

b. Senior Warrant Officer Branch Mentors. Provide career mentorship and development guidance to warrant officers within their assigned branches. Assist in tracking assignments, promotions, and WARP evaluations. Coordinate with Commanders and the CCWO to recommend warrant officers for key assignments.

c. Warrant Officer Strength Manager (WOSM). Manages warrant officer recruitment and retention efforts and works with the CCWO and branch mentors to ensure a balanced force structure. They will provide data-driven analysis on warrant officer shortages and recruitment goals.

d. Officer Personnel Management (OPM). Issues and updates the WARP MOI and manages WARP operations, logistical setup, program development, and execution: process accessions, appointments, and reappointments for warrant officers. Manage extensions, retirements, and separations. Monitor warrant officer vacancies and match officers with assignments based on qualifications and career progression. Ensure warrant officers meet eligibility criteria for promotion boards. Oversee promotion packet submission and ensure compliance with regulations.

e. State Army Aviation Office (SAAO). Tracks and manages the career development of aviation warrant officers. Ensures aviation assignments align with unit readiness and operational demands. Works with the CCWO and HIARNG Commander to recommend aviation warrant officers for promotion and key leadership positions.

9. Point of contact for this action is CW5 Kevin H. Aihara, CCWO at 808-672-1294 or email at kevin.h.aihara.mil@army.mil.

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