



1401

MEMORANDUM

From: CAPT G. W. PALMER
CGPC

To: CAPT R. T. HEWITT, USCG

Subj: PRECEPT CONVENING A SELECTION BOARD TO CONSIDER CHIEF
WARRANT OFFICERS FOR APPOINTMENT AS TEMPORARY COMMISSIONED
OFFICERS IN THE GRADE OF LIEUTENANT

Ref: (a) Section 214, Title 14, U.S. Code
(b) Personnel Manual, COMDTINST M1000.6A

1. Pursuant to the authority provided by references (a) and (b), a Selection Board is appointed consisting of yourself as President and the following members:

CDR Lisa M. Festa, USCG - Member
CDR Matthew T. Szigety, USCG - Member
CDR Austin J. Gould, USCG - Member
LCDR Ronald K. Grant, USCGR - Member
LT Erik Lasalle, USCG – Member
LT Anthony E. Sederstrom, USCG – Member

LTJG Samuel Z. Edwards, USCGR- Non-voting Recorder

2. The Board shall convene at 0800, 20 October 2003, in suite 501, Coast Guard Personnel Command, or as soon thereafter as practicable, for the purpose of considering all eligible chief warrant officers who have applied for appointment as temporary commissioned officers in the grade of lieutenant. Members of the Board shall swear or affirm that they will, without prejudice or partiality, and having in view both the special fitness of officers and the efficiency of the Coast Guard, perform the duties imposed upon them.

3. The Board shall recommend the best qualified applicants for each occupational field in numbers not greater than those indicated. If there is only one applicant for an occupational field, the Board may recommend that candidate if found fully qualified. If there are an insufficient number of applicants for any occupational field, the Board may select fewer than the maximum authorized. Both the primary and alternate candidates shall be listed in order of selection. For occupational fields with only one applicant or fewer applicants than the maximum authorized, if the Board finds any candidate not fully qualified for appointment, the reasons therefore shall be set forth in detail.

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<u>OCCUPATIONAL FIELD</u>	<u>MAXIMUM AUTHORIZED</u>	<u>ALTERNATES AUTHORIZED</u>
Aviation Engineering	1	2
Communications (Intel)	1	1
Communications (C4I)	9	2
Electronics	5	3
Finance & Supply	5	3
Medical Administration	3	2
MMS (Eng)	5	3
MMS (Deck)	5	3
Naval Engineering	8	4
Personnel Admin	1	2
Photojournalist	1	2
Surface Ops	5	3
Weapons	1	2

4. Applicants applying for more than one occupational field may be recommended as a primary candidate in only one field. Once an applicant has been recommended as a primary candidate they may not be recommended as an alternate in another field. However, applicants applying for more than one occupational field not recommended as a primary candidate in any field may be recommended as an alternate in more than one field.

5. The Board shall refer to the provisions of Sections 5.A and 14.A of reference (b) and the Commandant's Guidance to PY04 Officer Selection Boards, enclosure (1), in your development of criteria for determining the officers recommended for selection. Section 14.A.3 of reference (b) provides four factors to consider in developing your criteria: performance, professionalism, leadership, and education.

6. You should emphasize to the members of the Board the importance of their obligation to confine themselves to facts of record and not predicate judgments on rumor or hearsay. At the end of your deliberations, all members must be able to say that the officers recommended for appointment to temporary lieutenant are, in the opinion of at least two-thirds of the members of the Board, fully qualified or the best qualified, as applicable, to carry out the duties and responsibilities of the grade for which they are selected.

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7. The Board shall submit a report in writing signed by all members of the Board. Except for the report of this Board, the proceedings of the Board shall not be disclosed to any person not a member of the Board. You will direct the members of the Board that their recommendations shall be kept confidential until the Secretary approves the report on behalf of the President, and the names of officers selected for promotion are released to the Service at large.

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Encl: (1) Commandant's Guidance to PY04 Officer Selection Boards