



1401

## MEMORANDUM

From: ADM T. H. COLLINS  
COMDT (G-C)

To: VADM THAD W. ALLEN, USCG

Subj: PRECEPT CONVENING A SELECTION BOARD TO CONSIDER COAST GUARD  
REAR ADMIRALS ON THE ACTIVE DUTY PROMOTION LIST FOR  
CONTINUATION ON ACTIVE DUTY

Ref: (a) Section 290, Title 14, U.S. Code  
(b) Department of Homeland Security (DHS) Delegation Number 0160, Paragraph  
2.B.1  
(c) 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:

VADM James D. Hull, USCG - Member  
VADM Terry M. Cross, USCG - Member  
RADM David S. Belz, USCG - Member  
RADM James S. Carmichael, USCG - Member

2. The Board shall convene at 1000, 28 August 2003, in room 2509, Coast Guard Headquarters, or as soon thereafter as practicable, for the purpose of considering five officers in the grade of rear admiral for continuation on active duty in the Coast Guard. 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. There is hereby established a continuation zone of five rear admirals on the Active Duty Promotion List consisting of RADM Robert C. Olsen, RADM Robert D. Sirois, RADM Patrick M. Stillman, RADM Ronald F. Silva, and RADM Ralph D. Utley. These officers will complete at least four years of combined service in the grades of rear admiral (lower half) and rear admiral during the promotion year in which the board meets. The names and records of all officers to be considered for continuation shall be furnished to the Board. The three best qualified officers shall be recommended for continuation.

4. Prior to the date the Board submits its report, the Commander, Coast Guard Personnel Command, is authorized to delete the name of any officer whose name is removed from the Active Duty Promotion List for any reason. In the event any officer in the continuation zone established herein is removed prior to the date the Board submits its report, the Commander,

Coast Guard Personnel Command will provide additional instructions. Any communications to the Board by any officer under consideration will be transmitted under separate cover.

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5. The Board shall refer to the provisions of Sections 5.A and 14.A of reference (c) and the Commandant's Guidance to PY04 Officer Selection Boards, enclosure (1), in your development of criteria for determining the officers recommended for continuation. Section 14.A.3 of reference (c) 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 continuation are, in the opinion of at least three members of the Board, the best qualified to be continued.

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 continuation are released to the Service at large.

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