U.S. Department of Homeland Security
United States Coast Guard

Commander
United States Coast Guard
Personnel Service Center

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OCT 3 2013

MEMORANDUM

M. P. Ryan

From: M. P. Ryan, CAPT
CG PSC (OPM)

To: CAPT T. C. Wiemers, USCG

Subj: PRECEPT CONVENING A SELECTION BOARD TO CONSIDER CHIEF WARRANT OFFICERS FOR PROMOTION TO THE NEXT HIGHER WARRANT OFFICER GRADE

Ref: (a) Section 573, Title 10, U.S. Code
(b) Officer Accessions, Evaluations, and Promotions, COMDTINST M1000.3(series)

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 Wayne R. Arguin, USCG - Member
CDR Mary M. Dean, USCG - Member
CDR Terry A. Trexler, USCG - Member
CDR Michael E. Delury, USCG - Member
LCDR Juan M. Posada, USCG - Member
CWO4 Mitzie A. Robinson, USCG - Member

CWO4 Chad A. Adams, USCG - Non-voting recorder

2. The Board shall convene at 0800, 7 October 2013, in suite 501, Coast Guard Personnel Service Center, or as soon thereafter as practicable, for the purpose of considering those chief warrant officers eligible for promotion to the next higher warrant grade. 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, and that they will not disclose their proceedings to any person not a member of the Board.

3. The promotion zones are as follows:

a. W-3 Zone: There is hereby established a promotion zone of 186 chief warrant officers, W-2, on the Active Duty Promotion List, not previously included in a promotion zone, who will have completed three years in grade by 15 December 2013. There are 19 officers above the zone and 162 eligible officers below the zone. The names and records of all officers to be considered for promotion shall be furnished to the board. The Board may select up to 171 of the best-qualified officers who are also found to be fully-qualified for promotion. If considered best-qualified and fully-qualified, not more than 17 officers below the zone may be among those recommended.

b. W-4 Zone: There is hereby established a promotion zone of 129 chief warrant officers, W-3, on the Active Duty Promotion List, not previously included in a promotion zone, who will have completed three years in grade by 15 December 2013. There are 10 officers above the zone and 147 eligible officers below the zone. The names and records of all officers to be considered for promotion shall be furnished to the board. The Board shall select up to 115 of the best-qualified officers who are also found to be fully-qualified for promotion. If considered best-qualified and fully-qualified, not more than 12 officers below the zone may be among those recommended.

4. Prior to the date the Board submits its report, the Commander, Coast Guard Personnel Service Center, 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 promotion zone established herein is removed prior to the date the Board submits its report, the Commander, Coast Guard Personnel Service Center will provide additional instructions. Any communications to the Board by any officer under consideration will be transmitted under separate cover.

5. The Board shall refer to the provisions of Sections 3.B and 6.A of reference (b) and the enclosed Commandant's Guidance to PY14 Officer Selection Boards and Panels in your development of criteria for determining the officers recommended for selection. Additionally, section 6.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 promotion are, in the opinion of at least a majority of the members if the board has five members, or in the opinion of at least two-thirds of the members if the board has more than five members, the best-qualified to carry out the duties and responsibilities of the grade for which they are selected.

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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Enclosure: Commandant's Guidance to PY14 Officer Selection Boards and Panels