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## MEMORANDUM

JUL 13 2015

From:   
P. A. Flynn, CAPT  
CG PSC-epm

To: J. W. McKinley, CAPT  
CG-751

Subj: PRECEPT CONVENING THE PANEL FOR SCREENING OF PERSONNEL FOR  
ASSIGNMENT AS OFFICER IN CHARGE FOR ASSIGNMENT YEAR 2016

Ref: (a) COMCOGARD PSC Arlington VA// 281006Z May 15/ALCGENL 093/15  
(b) Military Assignments and Authorized Absences, COMDTINST M1000.8 (series)  
(c) Coast Guard Weight and Body Fat Standards Program Manual, COMDTINST  
M1020.8 (series)  
(d) Commandant's Guidance to PY16 Officer Selection Boards and Panels

1. An Officer in Charge Screening Panel is hereby appointed consisting of yourself as President and the following additional members:

CDR Michael A. Keane  
CWO3 Kevin A. Speer  
BMCM Shawn A. Hoefling  
BMCM Jeffery M. Rivet  
BMCM Gregory M. Winans  
BMCM James R. Hines  
CMC Mark A. Pearson

2. The Panel will convene at 0900, 27 July 2015, at the Coast Guard Personnel Service Center, Arlington, VA for the purpose of selecting applicants for assignment as Officer in Charge (OIC) of Coast Guard Cutters, Stations, and Aids to Navigation Teams. The prescribed uniform for members of the panel is Tropical Blue.

3. The Panel shall consider all enlisted members who submitted application packages and meet the specific qualification requirements detailed in references (a) through (c).

4. The Chief, Enlisted Personnel Management Division will provide you with a list of those individuals who submitted an application package.

5. The goal of this screening panel is to produce a rank-ordered list of fully qualified personnel in each of the four OIC Certifications (Multi-Mission Afloat, Multi-Mission Ashore, Aids to Navigation Afloat, Aids to Navigation Ashore). The Assignment Officers will use these lists as one of their assignment factors and also ensure high-performing members are assigned to positions that have the greatest service need for their experience and abilities.

6. The panel shall consider this goal as a guide for its deliberations and consider the distinguished standards of professionalism expected from our OICs. The primary criteria for selection will be

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individual performance and prior experience. Prior experience should not be viewed solely as completion of successful command tours. The demonstrated potential to succeed in a command position and continued, active pursuit of leadership opportunities and rating-specific experience should be considered when evaluating applicant's prior experience. The panel may establish additional criteria, which it feels appropriate to meet the goals of the command selection process.

7. Command of a Coast Guard unit represents the highest level of trust and confidence we place in our people. Those recommended must reflect the highest standards of conduct, integrity, capability, attitude, and military bearing. In reference (d), the Commandant details his expectations for selection of future leaders of the Coast Guard Officer Corps which is equally applicable to selecting future Enlisted unit commanders. The enlisted members you select must provide superior public service across all missions in Service to our Nation. OICs must be capable of providing the leadership necessary to meet the current missions and operational tempo, prepare the Coast Guard for future challenges by supporting innovations needed to more effectively and efficiently manage limited resources, and possess the ability to form effective partnerships within and outside the service.

8. Equally important, those recommended must have a proven record of Duty to People. Leaders must put those they lead before themselves, carefully cultivate positive command and work climates, and hold members accountable for performance and discipline lapses to forge productive, proficient operational units. The Coast Guard is firmly committed to equality of treatment and opportunity for all personnel without regard to race, creed, color, gender, or national origin; an OIC must share this commitment and impart the value of this commitment to those they lead.

9. Officers in Charge must also be Committed to Excellence. These leaders must be masters of their craft who pursue personal proficiency, transform their experience into effective leadership, and pass on that expertise to subordinates building effective, proficient teams that sustain mission excellence. An OIC invariably becomes involved in situations requiring immediate action and often unpopular decisions. These challenges can only be met by people with sound character who have demonstrated a bias toward action and a track record of leadership. Above all, they must consistently demonstrate and teach the Coast Guard's core values of honor, respect and devotion to duty. You and your panel members are the principal guarantors that the proper balance of pride, dedication, and ability to lead units in mission execution, caring, good order and discipline, moral ethics, and professional skills abide in our OIC's.

10. The panel will be provided with the necessary records and assistance by the PSC-epm staff. Upon completion of your deliberations, deliver your report to me.

11. The panel shall be sworn. The recommendations of the panel require a majority of the voting members and shall be kept confidential until its report is approved. You shall direct panel members not to divulge any information related to the proceedings and deliberations of this panel.

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