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JAN 22 2014

MEMORANDUM


From: D. R. Callahan, RDML, USCG
CG PSC

Reply to E. R. Watson, LT
Attn of: (703) 872-6512

To: S. B. Nye, CAPT

Subj: PRECEPT CONVENING A PANEL TO RECOMMEND CANDIDATES FOR
COAST GUARD RESERVE FORCE MASTER CHIEF

Ref: (a) Military Assignments and Authorized Absences, COMDTINST M1000.8
(b) COMDT COGARD Washington DC 211631Z OCT 13/ALCOAST 461/13

1. Per reference (a), a Screening Panel is hereby appointed consisting of yourself as president and including the following additional members:

CAPT Phillip F. Brookings, USCGR – Member
CAPT Martha J. LaGuardia, USCGR – Member
MCPOCG Michael P. Leavitt, USCG – Member
MCPO Mark H. Allen, USCGR – Member

MCPO John C. Rector, USCG – Non-voting Recorder

2. The Board shall convene at 0830, 22 January 2014, in suite 501, Captain Dorothy Stratton Board Room, 5th deck, Coast Guard Personnel Service Center, or as soon thereafter as practicable to screen applicants for Coast Guard Reserve Force Master Chief (CGRF-MC).

3. The Panel shall only consider applications received prior to 18 December 2013. The Chief, Reserve Personnel Management Division will provide you with the application packages of those individuals who responded to reference (b). Any applicant who appears to not meet the minimum eligibility criteria outlined in references (a) and (b) will be brought to the Panel's attention so that the Panel may confirm their "non-eligible" status.

4. Candidates who meet the eligibility criteria in Article 1.E. of reference (a), and are determined by the Panel as capable of performing all of the functions outlined in enclosure (1), shall be deemed "fully-qualified".

5. I encourage the Panel to evaluate and comment on specific strengths, background, and other experiences of particular candidates that might prove valuable while serving as CGRF-MC, which would lead to the most effective and efficient management of the Coast Guard Reserve's enlisted workforce.

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6. The desired characteristics of flag officers may also be useful in evaluating the candidates. Like flag officers, the CGRF-MC serves in a position of significant responsibility, and will be expected to contribute substantially to the advancement of Service goals. Desired leadership dimensions, such as Vision, Leadership, Partnering, Public Presence, Knowledge and Information, and Organizational Context, used for considering officers for selection to flag rank, are included in enclosure (2) for your review.

7. Additionally, the Panel may identify fully-qualified candidates in a precedence order, or use some other method of grouping or highlighting particular candidates, which, in the Panel's view, may help the Commandant determine the best candidates to consider for interviews and ultimate selection as CGRF-MC.

8. You should emphasize to the members of the Panel 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 applicants recommended to the Commandant for interview and ultimate selection are, in the opinion of at least a majority of the members if the panel has five members, or in the opinion of at least two-thirds of the members if the panel has more than five members, fully-qualified to carry out the duties and responsibilities of the Coast Guard Reserve Force Master Chief.

9. The Panel shall be sworn. The Panel shall submit a report in writing signed by all members of the Panel. Except for the report of this Panel, the proceedings of the Panel shall not be disclosed to any person not a member of the Panel. You will direct the members of the Panel that their recommendation shall be kept confidential until the Commandant announces the selection of the next CGRF-MC to the Service at large. Deliver your report to the Chief, Reserve Personnel Management Division. Commander, CG PSC, will forward the report to the Commandant.

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Enclosures: (1) Command Senior Enlisted Leader Program, COMDTINST 1306.1D
(2) Commandant's Guidance to PY14 Officer Selection Boards and Panels