

1520
xx Aug 20xx

FIRST ENDORSEMENT on LT I. B. Awesome's memo 1520 of xx Aug 20xx

From: I. M. Commanding, CAPT
CG AIRSTA Hectic (CO)

To: COMDT (CG-1131)

SUBJ: REQUEST FOR ADVANCED FLIGHT SAFETY OFFICER TRAINING

1. Forwarded, highest recommendation for selection.
2. LT Awesome [ensure the recommendation addresses the qualities as specified in reference (a)- judgment; proficiency and experience; interpersonal skills; and remaining tour length].

#

NOTES:

1. An "ideal candidate for selection" is not a recommendation for selection.
2. The relative "quality" of the recommendation is important (i.e. recommended, highest recommendation, absolute highest recommendation, service must pick). This distinction is of particular importance when rating candidates from the same command.