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

Commander
United States Coast Guard
Personnel Service Center

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MEMORANDUM

OCT 13 2010

From: S. J. Reynolds, CAPT
CG PSC (opm)

To: M. J. Wilbert, CAPT

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) CG 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:

CDR James T. Hurley, USCG- Member
CDR Mary M. Dean, USCG - Member
CDR Kenneth R. Bryan, USCG - Member
CDR Michael J. Brandhuber, USCG - Member
LCDR John V. Chang, USCG - Member
CWO4 Tyrome O. Tillett, USCG - Member

LTJG Stephanie M. Young, USCG - Non-voting recorder

2. The Board shall convene at 0830, 18-22 October 2010, in suite 501, Coast Guard Personnel Service Center, or as soon thereafter as practicable, to consider 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.

3. The promotion zones are as follows:

a. W-3 Zone: There is hereby established a promotion zone of 174 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 2010. There are 9 officers above the zone and 207 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 158 of the best qualified officers who are also found fully qualified for promotion. If the board recommends 158 for selection, not more than 15

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officers below the zone may be among those recommended.

b. W-4 Zone: There is hereby established a promotion zone of 146 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 2010. There are 4 officers above the zone and 154 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 133 of the best qualified officers who are also found fully qualified for promotion. If the board recommends 133 for selection, not more than 13 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 5.B and 14.A of reference (b) and the enclosed Commandant's Guidance to PY11 Officer Selection Boards in your development of criteria for determining the officers recommended for selection. Section 14.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 two-thirds of the members of the Board, fully qualified and 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 PY11 Officer Selection Boards