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

Commander
United States Coast Guard
Personnel Service Center

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APR 12 2010

MEMORANDUM

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

To: M. P. Lebeau, CAPT

Subj: PRECEPT CONVENING AN APPOINTMENT BOARD TO CONSIDER PERSONNEL OF THE COAST GUARD FOR APPOINTMENT TO THE GRADE OF CHIEF WARRANT OFFICER, W-2

Ref: (a) CG Personnel Manual, COMDTINST M1000.6A

1. Pursuant to the provisions provided by Article 1.D of reference (a), an appointment board is convened consisting of yourself as President and the following members, namely:

CDR Timothy J. Gilbride, USCG – Member
LCDR Raymond Negron, USCG – Member
LCDR Mark E. Pesnell, USCG – Member
LT Jean A. Paschal, USCG – Member
CWO4 Billy J. Wilson, USCG – Member
CWO3 Marvin D. Sams, USCG – Member

YN1 Catherine L. Nauta, USCG – Non-voting Recorder

2. The Board shall convene at 0830, 13 April 2010, in suite 501, Coast Guard Personnel Service Center, or as soon thereafter as practicable, for the purpose of considering enlisted personnel for appointment to the grade of chief warrant officer, W-2, in their appropriate specialties. Members of the Board shall swear or affirm that they will, without prejudice or partiality, and having in view both the special fitness of personnel and the efficiency of the Coast Guard, perform the duties imposed upon them.

3. The Board will be provided an alphabetical list of candidates in each specialty. From among the candidates the Board finds fully qualified for appointment, the Board shall prepare an eligibility list for each warrant officer specialty. Within each specialty, the names of all personnel found fully qualified shall be placed on the eligibility list, rank ordered on a best qualified basis. If the Board finds any candidate not fully qualified for appointment, the reasons therefore shall be set forth in detail. The eligibility list established by the Board will, upon approval by the Commandant, be utilized for the appointment of Coast Guard personnel to chief warrant officer.

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4. The Board shall consider a total of 470 candidates by specialty as follows:

AVI	25	MAT	15
BOSN	50	MED	15
ELC	40	MLES	15
ENG	50	MSSD	40
F&S	40	MSSE	60
INF	3	OSS	20
INV	15	PERS	40
ISM	20	WEPS	10
ISS	12		

5. The Board shall refer to the provisions of Article 1.D.8 of reference (a) for specific guidance. Subject to the guidance contained in reference (a), this precept, and the Commandant's Guidance to PY10 Officer Selection Boards, enclosure (1), the board is governed by its own judgment as to the criteria for rank ordering candidates on a best qualified basis. Article 14.A.3 of reference (a) provides four factors to consider in developing your criteria: performance, professionalism, leadership, and education. Enclosure (2) contains the technical skills required for each CWO Specialty.

6. Appointment to chief warrant officer is a major change in the status of enlisted personnel. I recommend careful and thoughtful consideration of Article 1.D.1.a of reference (a) which contains the definition of a chief warrant officer. Chief warrant officers should possess strong ethical standards, stamina, integrity, dedication, loyalty, and ability to meet the challenges that they will face in positions of increased trust and confidence.

7. 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 candidates recommended for appointment are, in the opinion of at least two-thirds of the members of the Board, fully qualified and rank ordered on a best qualified basis.

8. The Board shall submit a report in writing signed by all members of the Board. Except for the report of the 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 Commandant approves the report, the Secretary effects the appointments on behalf of the President, and the Secretary's action is released to the Service at large.

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Enclosures: (1) Commandant's Guidance to PY10 Officer Selection Boards
(2) Scope of Warrant Specialties