



1401

OCT 14 2011

MEMORANDUM

From: R. R. Rodríguez, CAPT
CG PSC (opm)

To: CAPT Marc P. Lebeau, USCG

Subj: PRECEPT CONVENING A SELECTION BOARD TO CONSIDER WARRANT OFFICERS, W-4, FOR SELECTIVE EARLY RETIREMENT

Ref: (a) Section 581, Title 10, U.S. Code
(b) Officer Accessions, Evaluations and Promotions, COMDTINST M1000.3

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 Daniel P. Bishop, USCG - Member
CDR Michael B. Zamperini, USCG - Member
CDR Douglas D. Goodwin, USCG - Member
CDR Roxanne Tamez USCG - Member
LCDR Dean A. Hines, USCG - Member

CWO2 Brian E. Giles, USCG - Non-voting recorder

2. The Board shall convene at 0830, 17 October 2011, in suite 501, Coast Guard Personnel Service Center, or as soon thereafter as practicable, to consider those chief warrant officers eligible^{for} selective early retirement as authorized in reference (a). 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 Selective Early Retirement Board (SERB) zone includes all warrant officers holding the grade of W-4 with seven years or more time in grade by 1 July 2012 who have not previously been considered for early retirement, or who are not currently holding a higher grade as a temporary officer. All such officers within the zone who have been approved for voluntary retirement or who are to be mandatorily retired under any other provision of law during this fiscal year or next fiscal year are excluded from consideration by this board. A listing of the 4 eligible officers will be provided to the members of the Board when the Board convenes. The Board may recommend up to 4 of these officers for early retirement or may choose to retain all of those eligible.

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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. 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 3.B.8 and 6.A of reference (b) and the enclosed Commandant's Guidance to PY12 Officer Selection Boards in your development of criteria for determining the officers recommended for selection. Section 6.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 certify that, in the opinion of at least a majority of the members if the board has five members, or in the opinion of at least two-thirds of the members if the board has more than five members, the officers recommended for retention are fully qualified for retention to meet the needs of the service of those officers whose names have been furnished to the board.

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 PY12 Officer Selection Boards