



DEPARTMENT OF THE NAVY  
CHIEF OF NAVAL PERSONNEL  
701 SOUTH COURTHOUSE ROAD  
ARLINGTON VA 22204-2472

26 Apr 16

From: Chief of Naval Personnel  
To: President, FY-17 Navy Reserve Chief Petty Officer  
Advancement Selection Board

Subj: ORDER CONVENING THE FY-17 ADVANCEMENT SELECTION BOARD TO  
CONSIDER FIRST CLASS PETTY OFFICERS OF THE NAVY RESERVE  
FOR ADVANCEMENT TO CHIEF PETTY OFFICER

Ref: (a) FY-17 Active-Duty and Reserve Navy Senior Enlisted  
Advancement Selection Board Precept

Encl: (1) Board Membership  
(2) Administrative Support Staff  
(3) Competitive Group Quotas

1. Date and Location

a. The advancement selection board, consisting of you as president and the members listed in enclosure (1) and the administrative support staff listed in enclosure (2) is ordered to convene at the Navy Personnel Command, Millington, TN, at 0800, 16 May 2016, or as soon as practicable thereafter.

b. The board shall proceed in accordance with all guidance in this letter and the FY-17 Active-Duty and Reserve Navy Senior Enlisted Advancement Selection Board Precept, reference (a).

2. Advancement Board Authorized Selections. The total number of candidates who may be recommended in each competitive group shall not exceed the quota specified in enclosure (3). The board may recommend up to the number provided by me. The advancement selection board shall only recommend up to the quota if the board determines that there are a sufficient number of fully qualified candidates.

3. Best and Fully Qualified Selection Standard

a. Fully Qualified. All candidates recommended for advancement must be fully qualified; that is, each candidate's qualifications and performance of duties must clearly demonstrate that he or she would be capable of performing the duties of the next higher rank. Candidates that do not meet that standard shall not be recommended for advancement.

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(1) Candidates fully qualified for advancement demonstrate an appropriate level of leadership, technical and managerial skills, integrity, commitment to the personal and professional development of subordinates, and resourcefulness in their assignments. Their personal and professional attributes include rating expertise, demonstrated ability to communicate up and down the chain of command, loyalty to seniors, subordinates, peers, and the command, as well as recognition of our Navy's heritage.

(2) Fully qualified candidates must clearly demonstrate adherence to Navy and Department of Defense ethical standards, physical fitness, and loyalty to Navy Core Values.

b. **Best Qualified.** Among the fully qualified candidates, you must recommend for advancement the best qualified candidates within their respective competitive group. The following considerations should guide your recommendations. Each board member shall apply this guidance when briefing individual records, deliberating, and voting. Additionally, members will use the considerations below to guide their determinations of the best qualified candidates.

c. **Leadership**

(1) Proven and sustained superior performance in difficult and challenging in-service or joint leadership positions is the number one factor for your consideration. When applying this factor, you must consider that the future Navy or joint force leadership will comprise a mix of service members that have excelled in both traditional and alternate career paths. Demonstrated skill in enhancing teamwork and individual performance should be considered along with subordinate achievements and accomplishments. You should consider candidates who have clearly demonstrated sustained superior leadership by: complying with and enforcing all standards; executing Brilliant on the Basics (Command Sponsor program, Mentorship program, Command Indoctrination program, Career Development Boards, Ombudsman program, and recognizing Sailors and team members); successfully performing in an active role and/or impacting CPO 365, mess, or association; maintaining good order and discipline (leadership through personal example, accountability commensurate with responsibility, clear/unambiguous and personal communication throughout the chain of command, and excellence in the things we have rather

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than continuously inventing new solutions); and effectively training on principles of leadership, professionalism, technical proficiency, and heritage. Candidates should show competency in mentoring and developing junior officers.

d. **Competency/Skills Information.** Documented rating expertise and the extent to which each candidate used that expertise to train/develop personnel and contribute to command success shall be given consideration. You should consider that a candidate's emphasis on procedural compliance among those he or she leads, as well as among his or her peers, is a strong indication of their ability to enforce standards across the command. Consideration shall be given to the completion of in-rating training curriculums such as technical schools, United Services Military Apprenticeship Program (USMAP), and other certifications.

e. **Collateral Duties.** Consideration shall be given to the successful accomplishment of major collateral duties and the impact on mission effectiveness, retention, and morale.

f. **Special Qualifications.** Consideration shall be given to the completion of special qualifications (both above rate and in and out of rating) beyond the minimum requirements, which have an impact on mission effectiveness.

g. **Education and Professional Development.** Consideration shall be given to the completion of professional military or advanced civilian education. Professional military education is defined as: Primary Professional Military Education (PPME), Senior Enlisted Joint Professional Military Education (SEJPME), and Leadership Development (Senior Enlisted Academy, Joint Special Operations Senior Enlisted Academy, Air Force Academy, Marine Corps Academy, and Coast Guard Academies). Our Navy's future senior enlisted leaders hone and develop leadership skills from these courses required to function as future Departmental Leading Chief Petty Officers, and the Senior Enlisted Academy, in particular, is a prerequisite to Command Master Chief/Command Senior Chief positions.

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h. Special Programs and Duties

(1) Every job in the Navy is important and candidates can be frequently detailed to duty outside of their rating, which may not be typical of the candidate's traditional community career path. Many such types of duty required selectivity in assignment and special qualifications. In determining which candidates are best and fully qualified, bear in mind that candidates serving in these types of highly selective assignments compete within a group of individually selected personnel with equally superb records. Repeat tours in special programs should not be viewed negatively.

(2) Due to operational demands, some assignments may result in a candidate missing the opportunity to serve in a community-recognized milestone or career gate or to be competitively ranked on an evaluation. A candidate serving in one of these assignments may be rated by a reporting senior unfamiliar with the candidate's occupational specialty and the Navy evaluation report system. Therefore, special attention must be taken in reviewing these candidates' records.

  
W. F. MORAN