

PROCEDURAL GUIDANCE

A list of eligible above and in-zone officers will be compiled by PERS-80 and forwarded to PERS-3 based on the promotion zones set forth in the annual ALNAV notice of convening promotion selection boards for active and reserve members for the FY.

PERS-3 will screen the eligibles list to identify those officers not recommended for promotion, i.e., those officers marked as "Progressing" or "Significant Problems" in the promotion recommendation block (Block 42) on their most recent fitness reports. This information will be provided to PERS-80.

PERS-80 will generate an All-Fully-Qualified-Officers List (AFQOL) after review of the information provided by PERS-3. The AFQOL will consist of those officers who were not marked as "Progressing" or "Significant Problems" in Block 42 of their most recent fitness reports. Additionally, PERS-80 will generate a list of officers not qualified for promotion based on a negative Block 42 promotion recommendation ("Progressing" or "Significant Problems"). PERS-80 will then submit the AFQOL and hardcopies of any Field Code 17 (FC17) information for those officers included on the AFQOL to PERS-833 for adverse information screening.

PERS-833 will screen the AFQOL through existing PERS-83 databases and will review the FC17 information submitted by PERS-80. The review will be in accordance with the existing standards contained in DoDINST 1320.4 and established Navy guidance.

Upon review, PERS-833 will forward to DCNO(M&P) an Adverse Information Memorandum (AIM) that identifies those officers with adverse or alleged adverse information that meets the requirements for DCNO(M&P) review and approval. Additionally, PERS-833 will forward an AIM to the Secretary, via the chain of command, that identifies those officers with adverse or alleged adverse information that requires review and approval by the Secretary. This AIM will be consistent with the current practice of identifying the following officers:

- **Support** Those officers who are otherwise fully qualified but have adverse or alleged adverse information that requires review and approval by the Secretary. Officers under this criterion will be supported for retention the ALNAV selection promulgation message.

- Withhold Those officers who are otherwise fully qualified but have adverse or alleged adverse information that may bring into question their qualification for promotion. These officers' names will remain on the AFQOL, however, their names will be withheld from the ALNAV selection promulgation message pending further investigation and receipt of command recommendations.
- SECNAV Decisions The Secretary will be requested to make the following decisions:
 - Approve the AFQOL list by stating that he has determined the listed officers are fully qualified for promotion to lieutenant and that the listed officers were eligible for consideration for promotion had a selection board been convened under 10 USC 611(a).
 - Approve the recommendations to support or withhold, as appropriate, those names on the ALNAV selection promulgation message. If the Secretary does not concur in the recommendation to support or withhold a particular officer, that does not change the officer's status on the AFQOL. Any action to remove an officer from the AFQOL will be removal from a promotion list procedure in accordance with 10 U.S.C. 629 and SECNAVINST 1420.1A.

NOTES:

The AFQOL for Limited Duty Officers (LDO) will also include a permanent appointment nomination, as applicable, to be forwarded in conjunction with the AIM. The Secretary will certify the AFQOL and forward the list with LDO permanent appointment nominations attached, as applicable, to the President via OSD for nomination and confirmation by the Senate.

Upon approval of the AFQOL by the statutory authority, it will be published via ALNAV selection promulgation message. PERS-833 will notify those officers whose promotions are withheld by the Secretary. The remaining administration of the promotion process, to include promotion delay, removal, and monthly promotion via NAVADMIN, will be carried out in the same manner as currently done. Those officers twice failed of selection will be separated in accordance existing policies.

The all fully qualified standard will also be utilized for the mid-year active duty lieutenant JAG Corps and Chaplain Corps promotions and any officers administratively missed that require

special promotion selection boards when the original lists were compiled.

Where applicable, frocking to the rank of lieutenant will be in accordance with existing instructions.