



1401
AUG 01 2007

MEMORANDUM

From: B. E. Viekman, CAPT
CGPC (c)

Handwritten signature of B. E. Viekman in cursive.

To: K. J. Pickens, CAPT
COMDT (CG-131)

Handwritten signature of K. J. Pickens in cursive.

Subj: PRECEPT CONVENING A SELECTION BOARD TO RECOMMEND OFFICERS OF
THE COAST GUARD ON THE INACTIVE DUTY PROMOTION LIST FOR
PROMOTION TO THE GRADE OF LIEUTENANT COMMANDER

Ref: (a) Section 730, Title 14, U.S. Code
(b) Department of Homeland Security Delegation Number 0160.1, Paragraph 2.B.1
(c) Section 731, Title 14, U.S. Code
(d) Section 729, Title 14, U.S. Code
(e) CG-1 memo 1401 of 10 May 2007
(f) 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 Andrew S. McKinley, USCGR - Member
LCDR Alan R. Tubbs, USCG - Member
LCDR Brion J. Fitzgerald, USCGR - Member
LCDR Necia L. Chambliss, USCGR - Member
LCDR Richard F. Brannon, USCGR - Member

LT Stephen R. Donely, USCGR - Non-voting Recorder

2. The Board shall convene at 0830, 20 August 2007, in suite 501, Coast Guard Personnel Command, or as soon thereafter as practicable, for the purpose of considering all officers in the grade of Lieutenant who are eligible for consideration for promotion to the grade of Lieutenant Commander in the Coast Guard Reserve. 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. There is hereby established a promotion zone of 64 Lieutenants on the Inactive Duty Promotion List consisting of the most senior officer in the grade of Lieutenant namely, Lieutenant Gerald A. Kirchoff, USCGR, and those 63 officers junior thereto who have not been previously included in a promotion zone, through and including Lieutenant James E. Davismartin.

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OFFICERS OF THE COAST GUARD ON THE INACTIVE DUTY
PROMOTION LIST FOR PROMOTION TO THE GRADE OF
LIEUTENANT COMMANDER

4. References (c), (d) and (e) authorize, when the needs of the service require, the consideration of officers for promotion from below the promotion zone. When selection from below the zone is authorized, the number selected may not exceed 10 percent of the maximum number of the best qualified officers that the board may select in zone. The maximum number of the best qualified officers that the board may select in zone is 43. Not more than 4 officers from below zone may be selected.

5. Prior to the date the Board submits its report, the Commander, Coast Guard Personnel Command is authorized to add or delete the name of any officer whose name is added to or removed from the Inactive Duty Promotion List for any reason. In the event any officer in the promotion zone established herein is added to or removed prior to the date the Board submits its report, the Commander, Coast Guard Personnel Command will provide additional instructions. Any communications to the Board by any officer under consideration will be transmitted under separate cover.

6. The Board shall refer to the provisions of Sections 5.A and 14.A of reference (f) and the enclosed Commandant's Guidance to PY08 Officer Selection Boards in your development of criteria for determining the officers recommended for selection. Section 14.A.3 of reference (f) provides four factors to consider in developing your criteria: performance, professionalism, leadership, and education.

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 officers recommended for promotion are, in the opinion of at least two-thirds of the members of the Board (4 of 6 members), the best qualified to carry out the duties and responsibilities of the grade for which they are selected.

8. 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 PY08 Officer Selection Boards



1401

AUG 20 2007

MEMORANDUM

From: B. E. Viekman, CAPT
CGPC (c)

H. A. J. (Acting)

To: K. J. Pickens, CAPT
COMDT (CG-131)

K. J. Pickens

Subj: AMENDMENT TO THE PY08 INACTIVE DUTY PROMOTION LIST LIEUTENANT
COMMANDER SELECTION BOARD ZONE

Ref: (a) My memo 1401 of 01 Aug 07

1. As stated in paragraph 5 of reference (a), prior to the date the Board submits its report, I am authorized to delete the name of any officer whose name is removed from the Inactive Duty Promotion List for any reason. One officer named below transferred from the IDPL to the ADPL. By law this officer may not be considered for promotion on the IDPL. Another, officer named below was removed from the in zone category to the below zone category. Therefore, I removed one name from the list of officers eligible for consideration by the PY08 IDPL Lieutenant Commander Selection Board and re-categorized another officer in the below zone from the in-zone. This is an administrative matter and does not constitute a selection for promotion or retention.

Rank	Name	EMPLID	Action
LT	Maria AbuZeid Ruttig	1118780	Removed
LT	James E. Davismartin	1065314	Re-categorized

2. As stated in paragraph 5 of reference (a), prior to the date the Board submits its report, I am authorized to add the name of any officer whose name is added to the Inactive Duty Promotion List for any reason. Five officers named below transferred from the ADPL to the IDPL. By law, these officers may be considered for promotion on the IDPL. Therefore, I added five names to the list of officers eligible for consideration by the PY08 IDPL Lieutenant Commander Selection Board. This is an administrative matter and does not constitute a selection for promotion or retention.

LT	Bryan D. Johnson	1072425	Added
LT	Jeffrey W. Kuck	1061670	Added
LT	Rudyard K. Quiachon	1103745	Added
LT	Joseph J. Vealencis	1046488	Added
LT	Robert B. Villacres	1107642	Added

3. Paragraph 3 of reference (a) is amended to read: “a promotion zone of 67 Lieutenants on the Inactive Duty Promotion List” and “those 66 officers junior.”

4. Paragraph 4 of reference (a) is amended to read: “The maximum number of best qualified officers that the board may select in zone is 45. Not more than 4 officers from below zone may be selected.”

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