



1401

JUL 10 2007

## MEMORANDUM

From: T. W. Allen, ADM  
COMDT (CG-00)  
To: D. B. Peterman, VADM  
LANTAREA (A)

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 REAR ADMIRAL (LOWER HALF)

Ref: (a) Section 730, Title 14, U.S. Code  
(b) Department of Homeland Security Delegation Number 0160.1, Paragraph 2.B.1  
(c) 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:

RADM David W. Kunkel, USCG – Member  
RDML Michael R. Seward, USCGR - Member  
RADM Mary P. O'Donnell, USCGR (Ret) - Member  
RADM Duncan C. Smith, USCGR (Ret) - Member

CDR Lane M. Putala, USCGR - Non-voting Recorder

2. The Board shall convene at 0830, 11 July 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 captain who are eligible for consideration for promotion to the grade of rear admiral (lower half) 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 28 captains on the Inactive Duty Promotion List consisting of the most senior officer in the grade of captain; namely, Captain Joann F. Spangenberg, USCGR, and those 27 officers junior thereto, through and including Captain Michael M. Milkovich, USCGR. The names and records of all officers to be considered for promotion shall be furnished to the Board. The one best qualified officer shall be recommended for promotion.

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4. 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 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.

5. The Board shall refer to the provisions of Sections 5.A and 14.A of reference (c) and the Commandant's Guidance to PY08 Officer Selection Boards, enclosure (1), in your development of criteria for determining the officer recommended for selection. Section 14.A.3 of reference (c) 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 say that the officer recommended for promotion is, in the opinion of at least a majority of the members of the Board, the best qualified to carry out the duties and responsibilities of the grade for which selected.

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 recommendation shall be kept confidential until the Secretary approves the report on behalf of the President, and the name of the officer selected for promotion is released to the Service at large.

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Encl: Commandant's Guidance to PY08 Officer Selection Boards