

(Appropriate Command Letterhead)

(Office Symbol) (AR 600-8-19)

(date)

MEMORANDUM FOR Commander, XXX Infantry Battalion, Fort Pentagon, Washington DC
20310

SUBJECT: Promotion Board Proceedings for Promotion to SGT and SSG

1. The XXX Infantry Battalion Enlisted Promotion Board convened at 0800, 27 November 2011, in accordance with AR 600-8-19, Chapter 3, to consider Soldiers for promotion recommendation to SGT and SSG.

2. The following members were present:

CSM Robert L. Chambers – President
1SG Martin L Kinsey – Member
1SG Wesley Johnson – Member
SGT William Plate – Recorder w/o vote

3. Of those considered for promotion, the majority of board members recommend the following Soldiers for promotion list integration:

<u>NAME</u>	<u>LAST 4 (SSN)</u>	<u>Recommended Rank</u>	<u>Recommended MOS</u>	<u>Promo Points</u>
Jones, Ronald A.	x-8888	SSG	11B	XXX
Smith, Stanley	x-9999	SSG	11B	XXX
Black, Paul F.	x-7777	SGT	11B	XXX
Jones, Andrew B.	x-4444	SGT	54B	XXX

4. The board considered but did not recommend (by a majority vote) the following Soldiers for promotion list integration:

<u>NAME</u>	<u>LAST 4 (SSN)</u>	<u>Primary MOS</u>
Adams, Roland Q.	x-2222	11B

5. The board adjourned at 0945, on 27 November 2011.

6. Recommend integration of the Soldiers identified in paragraph 3 into the promotion recommended list.

AUTHORITY LINE:

ROBERT L. CHAMBERS
CSM, USA
Promotion Board President