



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

1212  
Ser 00/255  
23 Nov 15

MEMORANDUM FOR DEPUTY CHIEF OF NAVAL PERSONNEL

Subj: PROBATIONARY OFFICER CONTINUATION AND REDESIGNATION BOARD  
BUSINESS RULES

Ref: (a) ASN (M&RA) memo of 16 Dec 14 (NOTAL)  
(b) CHNAVPERS memo 1212 Ser 00/114081 of 29 Jul 15  
(NOTAL)  
(c) 10 U.S.C. §630  
(d) 10 U.S.C. §647  
(e) 10 U.S.C. §14503  
(f) DoD Instruction 1332.30  
(g) SECNAVINST 1920.6C  
(h) MILPERSMAN 1212-010  
(i) MILPERSMAN 1001-020

Encl: (1) POCR Board Results  
(2) POCR Board Notification  
(3) POCR Board Decision Matrix

1. Purpose. This memorandum outlines the delegation and execution procedures for authorities identified in reference (a). Reference (b) is hereby cancelled.

2. Background

a. Assistant Secretary of the Navy (Manpower and Reserve Affairs), via reference (a), acting under the authority of references (c) through (g), approved the extension and expansion of the force shaping authority.

b. This memorandum delegates authority and provides execution procedures to discharge or release (hereafter referred to as "separate") from active duty, as appropriate, probationary officers for force shaping purposes. This memorandum, delineating Probationary Officer Continuation and Redesignation (POCR) Board business rules, as well as any associated POCR Board precepts, shall be reviewed every three years or as required. Upon approval, these POCR board business rules, as well as any associated POCR board precepts, shall be continued for a period not to exceed three years. The next review shall be completed no later than 1 October 2018.

Subj: PROBATIONARY OFFICER CONTINUATION AND REDESIGNATION BOARD  
BUSINESS RULES

3. Policy

a. Navy policy is to access the nation's best and brightest candidates into the officer corps and through training, education, and leadership; develop them into future leaders.

b. The Navy is obligated to ensure officer communities maintain the required number of officers to meet the Navy's mission, today and in the future, while remaining within authorized end strength and manpower personnel funding levels.

c. Consequently, it is necessary to separate officers who no longer have viable career paths or who do not possess unique and critical skills that could be utilized in another designator.

d. Officers will be reviewed by a POOCR board if they do not complete initial training, obtain required qualifications, or are unable to complete their initial operational assignments.

4. Responsibilities

a. Chief of Naval Personnel (CNP), in coordination with Naval Special Warfare Command and Naval Reactors (NR), is the final approval authority for separation of probationary officers who are special warfare qualified or who possess a nuclear propulsion additional qualification designation (AQD) or are currently undergoing initial nuclear propulsion training.

b. Deputy Chief of Naval Personnel (DCNP) will:

(1) Subject to CNP responsibility discussed above, hold overall responsibility for execution of POOCR boards, including final decision authority to redesignate or separate probationary officers based on the needs of the Navy. This authority may not be further delegated.

(2) Advise probationary officers of the program and what actions or shortcomings on their part will result in their involuntary separation. This authority is delegated to the respective detailee and/or officer community manager (OCM).

Subj: PROBATIONARY OFFICER CONTINUATION AND REDESIGNATION BOARD  
BUSINESS RULES

(3) Ensure affected officers and their commanding officers (CO) are given timely notification of required separation action.

(4) Confirm each identified officer satisfies the criteria per this memorandum.

c. Manpower Plans and Policy Division (OPNAV (N13)) will:

(1) Revise policy for management and execution of POCR.

(2) In coordination with the Director, Resource Management Division (OPNAV (N10)), end strength planners and Military Community Management (BUPERS-3) community managers; reach a balance between accession requirements and end strength constraints to determine when Navy manning needs require the separation or re-designation of officers described in paragraph (6), and advise CNP.

d. Assistant Commander, Navy Personnel Command for Career Management Department (PERS-4) will:

(1) Coordinate with BUPERS-3 to ensure eligibility criteria listed in paragraph 6 is reviewed and amended as appropriate.

(2) Coordinate with BUPERS-3 to identify all probationary officers within each community who fall into the categories listed in paragraph 6 within 60 days of notification of failure to obtain/removal of qualification or certification.

(3) Serve as the candidates' representative during the POCR board, providing package briefing including career history and any other information which will assist the board in its decision.

(4) When the POCR board results are approved by DCNP, detailers and placement officers will re-assign the redesignated officers prior to final scrolling to jobs associated with the officer's new designator.

(5) Detailers will not issue permanent change of station orders for members with packages before the POCR board until

Subj: PROBATIONARY OFFICER CONTINUATION AND REDESIGNATION BOARD  
BUSINESS RULES

DCNP approves the PO CR board results. Any officer who will exceed 180 days in a temporary duty status must be addressed on a case-by-case basis, but shall not violate the Joint Travel Regulations.

e. BUPERS-3 will:

(1) Coordinate the day-to-day administration and monthly execution of PO CR boards and provide recommendations from PO CR board proceedings to DCNP for approval.

(2) Provide CNP an annual status report of individuals being retained and redesignated or processed for separation, either with or without associated redesignation, under this authority.

(3) Provide OPNAV (N13) monthly status reports of individuals being retained and redesignated or processed for separation, either with or without associated redesignation, under this authority.

(4) Notify the probationary officer via appropriate letter contained in enclosure (1). If the member is selected for redesignation (either on the Active-Duty List (ADL) or the Reserve Active- Status List (RASL) as Full Time Support (FTS)), the letter shall include points of contact information for the new community manager and detailer. If the member is selected for separation (removal from active duty and selected for reserve component (RC) affiliation (Selected Reserve (SELRES) or Individual Ready Reserve (IRR)), or separation only, it shall include the Career Progression Division (PERS-8) and Reserve Personnel Management (PERS-9) point of contact information.

(5) Ensure that designator changes and losses are administratively accounted for in accordance with paragraph 9.

(6) Provide OPNAV (N13) information so the accession goal letter can be updated to reflect individual community execution of redesignation quotas.

(7) Provide PERS-4, PERS-8, and PERS-9 a copy of the signed DCNP final decision memorandum associated with each PO CR board.

Subj: PROBATIONARY OFFICER CONTINUATION AND REDESIGNATION BOARD  
BUSINESS RULES

f. PERS-8 will:

(1) If redesignation or separation from the ADL (transfer to RASL) is approved, initiate separation action or initiate administrative action for designator change and scroll process for transfers between the ADL and RASL, line and staff, or between staff corps and make applicable designator changes when authorized in accordance with DCNP decision.

(2) Coordinate with BUPERS-3 to identify any probationary officers approved for separation by POOCR boards who will not meet the designated separation timeline.

(3) Coordinate with BUPERS-3 to ensure individual officers who, at the time the officer has been identified by PERS-4 for POOCR board consideration, were not or should not be otherwise identified for separate administrative or punitive action. Officers that can be identified for administrative or punitive action will not normally be considered.

g. PERS-9 will: If separation from the ADL and transfer to RASL is approved, a transition assistant from the Career Transition Office (PERS-97) will be assigned to assist transitioning officers with a reserve affiliation.

5. Definitions

a. Probationary Officer. An officer who has completed less than six years of active commissioned service.

b. Significant Financial Investment. Includes, at a minimum:

(1) Probationary officer whose Bachelor's Degree was funded through the Navy; or

(2) Probationary officer who received graduate education or received technical training of six months or greater paid by the Navy after attainment of his/her original degree, to include Baccalaureate Degree Completion Program or Civil Engineer Corps Collegiate, or received an accession bonus.

c. Unique and Critical Skills. Includes, at a minimum:

Subj: PROBATIONARY OFFICER CONTINUATION AND REDESIGNATION BOARD  
BUSINESS RULES

(1) Technical degrees and credentials required by communities identified in reference (h); or

(2) Documented foreign language(s) proficiency.

6. Eligible Personnel

a. Probationary officers are considered eligible to appear before a POCR board for any of the following reasons:

(1) Attrition for any reason from an initial course of instruction or duty necessary to obtain a designator, professional warfare qualification, or professional certification required to conduct an officer's duties, regardless of whether they have a remaining active-duty service obligation or not;

(2) Loss of warfare qualification or designator - voluntarily or involuntarily. For Aviation, the Field Naval Aviation Evaluation Board process, if initiated, takes precedence and, subsequent to that board outcome, a member may become eligible for a POCR board;

(3) Failure to obtain or maintain required professional licensure or certification, including loss of nuclear AQDs or in the event of nuclear-trained officers not passing the requisite prospective nuclear engineering officer examination during their division officer tour;

(4) Failure to maintain the security clearance required by their designator as evidenced by a letter from the Department of Defense-Central Adjudication Facility (DOD-CAF), or failure to obtain the initial security clearance required by their designator. Officers who fail to obtain or maintain eligibility for a secret clearance (as evidenced by a letter from the DOD-CAF permanently removing their eligibility) will be processed via administrative separation;

(5) Officers in designators with sea-duty career milestones and requirements who are determined fit for continued service but not suitable for sea duty through the medical evaluation board or physical evaluation board process;

Subj: PROBATIONARY OFFICER CONTINUATION AND REDESIGNATION BOARD  
BUSINESS RULES

(6) Officers who are not suitable for overseas or operational duties due to a permanent physical or mental condition as diagnosed by a board-eligible medical corps officer and who are ineligible for a disability retirement;

(7) Judge Advocate General's or Chaplain Corps officers who fail to select for career status and who are no longer eligible for further career status consideration;

(8) Surface Warfare Officers (SWO) (111x) who academically fail to graduate from the Advanced Division Officer Course;

(9) SWOs (1160) who are temporarily assigned ashore and did not complete their SWO qualification during their initial division officer (DIVO) tour but have not met Commander, Naval Surface Force's non-attainment criteria, will be offered another DIVO job at sea to complete the qualification process. Those officers who refuse to accept an at-sea DIVO assignment will be referred to a POCR board;

(10) SWOs (1110/1160) who fail to screen for department head (DH) after three looks by the screening board, or who are de-screened by the screening board and out of remaining looks, or who will not be recommended for DH in their final DIVO at-sea fitness report (FITREP);

(a) SWOs who have not screened or have been de-screened for DH or those who have not received a DH recommendation in their FITREP (either in block 40 or 41) by the time they are within six months of the completion of their second afloat DIVO assignment will have their records reviewed by Surface Warfare Officer Assignment (PERS-41). SWO assignment PERS-41 will contact the individual's CO and request a formal statement on the officer's ability to earn a DH recommendation prior to their planned rotation date. If the CO does not intend to recommend the individual for DH, the officer will be offered another at-sea DIVO tour to earn their DH recommendation. Officers, who decline the additional sea tour, will be referred to a POCR board and will remain in their current assignment until the POCR board process is complete.

Subj: PROBATIONARY OFFICER CONTINUATION AND REDESIGNATION BOARD  
BUSINESS RULES

(b) SWOs, who are assigned ashore and fail to screen for DH after three looks by the screening board will be referred to a PO CR board.

(11) Supply Corps Officers who do not complete a minimum of 24 months on their first operational tour and do not achieve their supply corps warfare qualification; and

(12) Probationary officers retained at a PO CR board in a general designator (e.g. 1100, 1300, etc.) shall become eligible for a second PO CR board upon reaching four years of commissioned service.

b. Probationary officers meeting the above criteria will receive one of the following from a PO CR board:

(1) Retention on the ADL (in current or new designator);

(2) Removal from the ADL with retention on the RASL in an active duty status as FTS (in current or new designator);

(3) Separation, removal from ADL with retention on RASL in the SELRES or IRR;

(4) Retention on RASL as FTS (in current or new designator);

(5) Shifted on the RASL from FTS to SELRES or IRR (in current or new designator); and

(6) Officers are not eligible for further detailing or assignments until adjudication of PO CR board proceedings. For officers who will exceed 180 days in temporary duty status refer to paragraph 4d(5).

c. If selected for retention on the ADL or FTS, the officer is no longer eligible for separation by a PO CR board process for the same basis/bases.

d. Any officer selected by a PO CR board for retention on the ADL or FTS that subsequently becomes eligible (due to different circumstances listed earlier in this paragraph) shall be referred to a second PO CR board.



Subj: PROBATIONARY OFFICER CONTINUATION AND REDESIGNATION BOARD  
BUSINESS RULES

e. In the case of nuclear-propulsion trained probationary officers, including officers undergoing nuclear propulsion training, any ongoing review of AOD or suitability for continued training will be resolved by the Nuclear Propulsion Program (OPNAV (N133)) prior to the officers being considered eligible for a PO CR board. Upon adjudication by OPNAV (N133), the OCM will notify BUPERS-3.

7. Execution Policy

a. This authority is to be exercised uniformly for probationary officers meeting applicable criteria. DCNP may exercise discretion and retain officers on the following basis:

(1) For probationary officers whom the Navy has made a significant financial investment;

(2) Probationary officers who possess unique and critical skills or training; and

(3) Probationary officers who have significant prior active-duty service of such quality that separating them would not be in the best interests of the Navy, or of such duration that separating them would be unjust. Officers separated who have prior active enlisted service will not be barred from subsequently reenlisting in the Navy solely because of their status as an officer.

b. All probationary officers may be considered for change of designator and/or duty component on a case-by-case basis, consistent with current service needs. Each officer scheduled to be screened by the PO CR board, as part of their PO CR package, will list up to five different communities for redesignation. Officers should only list choices for which they are qualified per the information provided with the letter directing them to the PO CR board. All active duty (non-FTS) applicants shall include at least one active component (AC) unrestricted line (URL) redesignation community as one of their five preferences, provided the officer is medically qualified. FTS applicants shall only include preferences from available FTS or SELRES communities. Probationary officers recommended for redesignation shall be redesignated as follows:

Subj: PROBATIONARY OFFICER CONTINUATION AND REDESIGNATION BOARD  
BUSINESS RULES

(1) AC or FTS Status - retain in current designator or redesignate.

(2) FTS - probationary officers on the ADL may be offered redesignation into a FTS officer community when either the member is not recommended for retention on the ADL or when a requested AC officer community is manned at or above 100 percent at the applicable pay grade. However, drop on request flight attrites or academic attrites from the aviation training pipeline will not be allowed to re-enter the aviation training pipeline in order to enter the FTS aviation community. Concurrence on FTS redesignation shall be obtained from the SELRES/FTS Officer Community Manager (BUPERS-318). Officers selected for redesignation, via POOCR board for the FTS program, if subsequently found not physically qualified for that FTS community prior to actual redesignation, will instead be offered redesignation as officers in either the SELRES or IRR of the RC.

(3) RC Affiliation - probationary officers on the ADL may be offered redesignation as officers in either the SELRES or the IRR components. The board can recommend affiliation with SELRES, but it remains the officer's choice to affiliate as a SELRES or as a member of the IRR. Officers may volunteer to become a SELRES, but it is not mandatory. An officer selected for reserve affiliation who volunteers to affiliate with the SELRES, may be offered schools while on active duty. This training may be offered only if the member is redesignated into a new community, the school is reasonably available, and the duration does not cross over the fiscal year.

c. POOCR boards are not bound to honor an officer's preference and may choose to recommend DCNP approve redesignation into a community not selected by the officer if needs of the Navy dictate such action.

d. POOCR boards may find it necessary to separate officers who no longer have viable career paths or who do not possess unique and critical skills that could be utilized in another designator. If DCNP supports the POOCR board's recommendation to separate an officer, the member will be notified by BUPERS-3 that they have been identified for separation.

8. Service Obligation

Subj: PROBATIONARY OFFICER CONTINUATION AND REDESIGNATION BOARD  
BUSINESS RULES

a. Officers with statutory service obligations will normally be retained in a commissioned status in order to fulfill their obligation. At the discretion of DCNP, regular officers who have mobilization potential and are not re-designated within the ADL will be released from active duty and transferred to the RASL into the FTS program or SELRES/IRR status to fulfill their statutory service obligations.

b. Officers who are retained on the ADL and redesignated will incur a two-year service obligation similar to service obligations required by reference (h), or serve out the remainder of their minimum service requirement, whichever is greater. This obligation is served concurrent with other obligations (i.e. obligation for initial entry requirements, immediate graduate education program, graduate education voucher, etc.).

c. Per reference (i), officers who are removed from the ADL and transferred to the RASL in the FTS program will incur a two-year service obligation. Officers who fail to sign their reserve appointment oath of office will be discharged.

9. Execution Procedures

a. On a continuing basis, OCMs, in coordination with PERS-4, will identify all probationary officers within their communities who fall into the categories listed in paragraphs 5 and 6. Officers meeting board consideration criteria with upheld promotions will be considered by POCR boards if the Secretary of the Navy (SECNAV) promotion adjudication package has not been reviewed and endorsed by DCNP. If DCNP has endorsed the promotion adjudication package, the officer shall not be boarded until final SECNAV adjudication is complete. Additionally, officers awaiting administrative actions that may warrant a different type of separation (e.g. physical fitness assessment failure, misconduct) will not be considered by POCR boards. Officers who meet the criteria for separation under this authority may be considered for a change of designator on a case-by-case basis consistent with current service needs (i.e. community authorized end strength). Any change of designator must be processed expeditiously (within 14 days of DCNP approval), but allowances shall be made for those requiring Secretary of Defense approval to go from URL to the RL or Staff Corps and those desiring the Naval Nuclear Propulsion Program,

Subj: PROBATIONARY OFFICER CONTINUATION AND REDESIGNATION BOARD  
BUSINESS RULES

redesignation as a FTS officer and those probationary officers desiring aviation who have yet to complete the Aviation Selection Test Battery (ASTB) or have yet to be found aeronautically adaptable by the Naval Aviation Medical Institute (NAMI) pursuant to an aviation flight physical.

b. Procedures for POCR board:

(1) Probationary officers will be notified by letter from BUPERS-3 using the example template in enclosure (2) that they are being referred to a POCR board. The notification will include, at a minimum:

(a) Notification regarding why the officer is eligible to be referred to a POCR board.

(b) Direction that the probationary officer provide the following information within 10 calendar days of receipt of notification:

1. Required information:

a. List of top five qualifying designator choices (separation may NOT be listed as one of the five). Each officer must include at least one URL designator in the five choices if medically qualified. POCR boards are not bound to honor an officer's preferences and may retain the officer on active duty in any designator if needs of the Navy dictate, as well as separate the officer from the Navy;

b. Chaplain Corps officers being referred to a POCR board and who are requesting redesignation should include a letter from their ecclesiastical endorser. The ecclesiastical endorser should state their understanding that the officer, if redesignated, will no longer be serving the Navy as a chaplain;

c. Probationary officers seeking redesignation into aviation must provide a copy of passing ASTB scores (4 Academic Qualifications Rating (AQR)/5 Pilot flight Aptitude Rating for Pilot applicants; 4 AQR/5 Flight Officer Aptitude Rating for naval flight officer applicants) and a copy of NAMI approved flight physical; and

Subj: PROBATIONARY OFFICER CONTINUATION AND REDESIGNATION BOARD  
BUSINESS RULES

d. In the event that retention on active duty is not offered, the officer shall state the desire to affiliate with the Reserve FTS Program, or for Reserve affiliation in the SELRES or IRR.

2. Security clearance and adjudication date.

3. Copy of college transcripts (official copy not required).

4. Certificates of completion for any certifications or licensures.

5. Documented foreign language qualifications.

6. Statement of understanding: "I understand that if I am not selected for retention on active duty, I will be separated from the Navy effective four months from the first day of the month following approval of the Probationary Officer Continuation and Redesignation Board results."

(2) Each probationary officer will send their package to the BUPERS-3 POCR program manager for processing. Officers are encouraged to use e-mail to forward their package to BUPERS-3 and are required to courtesy copy their respective PERS-4 detailers. Additionally, the Military Community Management, Officer (BUPERS-31) managers will review each POCR package and make a recommendation to the POCR board based on the following criteria:

(a) Needs of the Navy;

(b) Probationary officer's request;

(c) Probationary officer's skill set;

(d) Significant financial investment incurred by the Navy, as defined in paragraph 5b;

(e) Total length of service;

(f) Pay grade inventory versus officer programmed authorizations;

Subj: PROBATIONARY OFFICER CONTINUATION AND REDESIGNATION BOARD  
BUSINESS RULES

(g) PO CR accession quota versus lateral transfer quota trade-offs;

(h) Ability to fill individual augmentee or be world-wide assignable;

(i) Accession point in the gaining community;

(j) Commissioning source; and

(k) Prior enlisted service. Record of service (field codes 01 through 10, and, if it exists, 17 of service record).

(3) Packages for probationary officers possessing a nuclear propulsion AQD, or currently undergoing nuclear propulsion training, will be forwarded to OPNAV (N133) for coordination with NR for final disposition and decision.

(4) Packages for probationary officers possessing Special Warfare qualification will be forwarded to Special Warfare Personnel Policy (OPNAV N131H) for coordination with Naval Special Warfare Command for final disposition and decision.

(5) Upon conclusion of PO CR boards, BUPERS-3 will send an executive summary of the board's recommendation and provide an individual recommended action for each officer to DCNP. The board shall select each member for one of the outcomes in accordance with enclosure (3).

(6) DCNP will approve or disapprove each individual case by annotating his/her decision along with an approved separation date (if applicable). PO CR board recommendations are not to be discussed with Commands or probationary officers for any reason prior to DCNP's signed adjudication.

(7) Upon receipt of final adjudication by DCNP, BUPERS-3 will forward a copy of the approved results to PERS-4, PERS-8, and PERS-9. A monthly report analyzing both monthly and year-to-date PO CR board results will be forwarded to OPNAV (N13).

Subj: PROBATIONARY OFFICER CONTINUATION AND REDESIGNATION BOARD  
BUSINESS RULES

(8) BUPERS-3 will send a letter to each probationary officer notifying them of DCNP's direction regarding their status in the Navy using the appropriate template provided in enclosure (1).

(9) If separation from the ADL is directed, PERS-8 will write separation orders officially notifying each probationary officer via message traffic that they are being separated from active duty.

#### 10. Separation Policy

a. Officers approved for separation through a POCR board will be separated no later than four months from the first day of the month following DCNP's adjudication of their POCR board recommendation. Those officers not assigned to a training command who wish to separate earlier than four months may request of PERS-8 to leave active duty early with an approved command endorsement.

b. DCNP may extend the date of separation (up to 270 days) without the approval of CNP for the following reasons. All information to be considered for extensions must be submitted to the POCR board for further consideration by DCNP:

(1) Those officers approved for redesignation as FTS if scrolling process limitations prevent execution of a reserve officer appointment/oath of office before the allocated time period. Such extensions will not exceed 270 days from time DCNP signs the POCR board results;

(2) Those officers who have demonstrated exceptional personal circumstances (e.g. hardship); and

(3) When a COs endorsement indicates separation of the officer would have severe impact to their command's operational mission, COs must so state in their command endorsement for consideration before the POCR board convenes. If presented before a POCR board and supported in its findings, the recommended separation date shall be annotated on the post-board recommendations provided to DCNP for approval.

(a) PERS-4 must be consulted on all officers who are assigned to a permanent duty station (not in training).

Subj: PROBATIONARY OFFICER CONTINUATION AND REDESIGNATION BOARD  
BUSINESS RULES

(b) Detailing an officer in an already occupied billet (double stuffing the billet), in excess of 60 days is not authorized.

c. Per reference (h), any probationary officer who has been found "fit for duty" by a physical evaluation board process cannot be separated from active duty for the same reason without approval from the SECNAV. This medical situation will not change the POCR board process, but may delay the final probationary officer's separation timeline.

d. Prior to the convening of a POCR board, the probationary officer can challenge their eligibility to appear before the board. However, once the board is concluded, probationary officers cannot appeal the POCR board process or DCNP's final decision.

  
W. F. MORAN

Copy to:  
PERS-4  
PERS-8  
PERS-9  
BUPERS-3





**DEPARTMENT OF THE NAVY**  
**CHIEF OF NAVAL PERSONNEL**  
**WASHINGTON, D.C. 20370-5000**

1212  
Ser BUPERS-3/  
[insert date]

From: Deputy Chief of Naval Personnel  
To: [insert rank/first name/last name], USN  
Via: Commanding Officer, [insert command]

Subj: PROBATIONARY OFFICER CONTINUATION AND REDESIGNATION BOARD RESULTS

Ref: (a) 10 U.S.C. 630 and 647  
(b) SECNAVINST 1920.6C  
(c) DoD Instruction 1304.25  
(d) DoD Instruction 1332.29  
(e) POCR Board Notification ICO subject member

1. This is to inform you that the Probationary Officer Continuation and Redesignation Board convened on [insert date] and considered your record and any other documents you submitted. The Deputy Chief of Naval Personnel (DCNP) has approved you for retention on the Active Duty List (ADL) in a new designator, [insert designator], pending review of all requirements and qualifications.

2. You may contact the NPC/BUPERS Point of Contact [insert name] at [insert number] for additional information.

I. M. SIGNER  
By direction

Copy to:  
PERS-4  
PERS-8

Enclosure (1)



DEPARTMENT OF THE NAVY  
CHIEF OF NAVAL PERSONNEL  
WASHINGTON, D.C. 20370-5000

1212  
Ser BUPERS-3/  
[insert date]

From: Deputy Chief of Naval Personnel  
To: [insert rank/first name/last name], USN  
Via: Commanding Officer, [insert command]

Subj: PROBATIONARY OFFICER CONTINUATION AND REDESIGNATION BOARD  
RESULTS

Ref: (a) 10 U.S.C. 630 and 647  
(b) SECNAVINST 1920.6C  
(c) DoD Instruction 1304.25  
(d) DoD Instruction 1332.29  
(e) POCR Board Notification ICO subject member

1. This is to inform you that the Probationary Officer Continuation and Redesignation Board convened on [insert date] to consider your record and any other documents you submitted. The Deputy Chief of Naval Personnel (DCNP) has approved you for removal from the Active Duty List (ADL) and retention on the Reserve Active Status List (RASL) as a [insert designator], pending review of all requirements and qualifications.

2. To support your transition into the Full-Time Support (FTS), you may contact the NPC/BUPERS Point of Contact, [insert name] at [insert number], for career information.

I. M. SIGNED  
By direction

Copy to:  
PERS-4  
PERS-8  
PERS-9

Enclosure (1)



# DEPARTMENT OF THE NAVY

CHIEF OF NAVAL PERSONNEL

WASHINGTON, D.C. 20370-5000

1212  
Ser BUPERS-3/  
[insert date]

From: Deputy Chief of Naval Personnel  
To: [insert rank/first name/last name], USN  
Via: Commanding Officer, [insert command]

Subj: PROBATIONARY OFFICER CONTINUATION AND REDESIGNATION BOARD RESULTS

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(b) SECNAVINST 1920.6C  
(c) DoD Instruction 1304.25  
(d) DoD Instruction 1332.29  
(e) POCR Board Notification ICO subject member

1. This is to inform you that the Probationary Officer Continuation and Redesignation Board convened on [insert date] and considered your record and any other documents you submitted. The Deputy Chief of Naval Personnel (DCNP) has approved you for removal from the Active Duty List and retention on the Reserve Active Status List as a [insert designator, Selected Reserve (SELRES)/Individual Ready Reserve (IRR)], pending review of all requirements and qualifications.
2. Your date of separation from active duty will be no later than [insert date] or earlier if desired. Separation orders are being processed by PERS-8 and you can expect to receive your orders within 60 days.
3. A Transition Assistant from the Career Transition Office (CTO) will assist you in your transition and Reserve affiliation. Any questions you may have regarding your separation should be directed to the Career Transition Office at email [cto.officer@navy.mil](mailto:cto.officer@navy.mil), COMM (901) 874-4192, DSN 882-4192.

I. M. SIGNER  
By direction

Copy to:  
PERS-4  
PERS-8  
PERS-9

Enclosure (1)



**DEPARTMENT OF THE NAVY**

**CHIEF OF NAVAL PERSONNEL**

**WASHINGTON, D.C. 20370-5000**

1212  
Ser BUPERS-3/  
[insert date]

From: Deputy Chief of Naval Personnel  
To: [insert rank/first name/last name], USN  
Via: Commanding Officer, [insert command]

Subj: PROBATIONARY OFFICER CONTINUATION AND REDESIGNATION BOARD RESULTS

Ref: (a) 10 U.S.C. 630 and 647  
(b) SECNAVINST 1920.6C  
(c) DoD Instruction 1304.25  
(d) DoD Instruction 1332.29  
(e) POCR Board Notification ICO subject member

1. This is to inform you that the Probationary Officer Continuation and Redesignation Board convened on [insert date] and considered your record and any other documents you submitted. The Deputy Chief of Naval Personnel (DCNP) has approved you for separation.
2. Your date of separation from active duty will be no later than [insert date] or earlier if desired. Separation orders are being processed by PERS-8, and you can expect to receive your orders within 60 days. You may explore Navy Reserve affiliation opportunities by contacting the Career Transition Office (CTO) at [cto.officer@navy.mil](mailto:cto.officer@navy.mil).
2. You may contact the Probationary Officer Continuation and Redesignation Board Program Manager [insert name] at [insert number] or [insert name] at [insert number].

I. M. SIGNER  
By direction

Copy to:  
PERS-4  
PERS-8  
PERS-9

Enclosure (1)



## DEPARTMENT OF THE NAVY

CHIEF OF NAVAL PERSONNEL

WASHINGTON, D.C. 20370-5000

1212  
Ser BUPERS-3/  
[insert date]

From: Deputy Chief of Naval Personnel  
To: [insert rank/first name/last name], USN  
Via: [insert title], [insert command]

Subj: PROBATIONARY OFFICER CONTINUATION AND REDESIGNATION  
NOTIFICATION

Ref: (a) 10 U.S.C. 630 and 647  
(b) SECNAVINST 1920.6C  
(c) DoD Instruction 1304.25  
(d) CHNAVPERS memo 1212 Ser 00/255  
(e) DoD Instruction 1332.29

Encl: (1) Information for Consideration by POCR Board  
(2) Officer Community Requirements and Contact List  
(3) Officer Community Year Group Availability

1. References (a) and (b) provide authority for the Probationary Officer Continuation and Redesignation (POCR) Board process to discharge or release from active duty, as appropriate, probationary officers with less than six years of service as a commissioned officer.

2. You were identified to go before the POCR Board to be considered for discharge, release from active duty, or retention because you are a probationary officer and a review of your record identified [insert reason] on or about [insert date].

3. The POCR Board will review any information you provide for consideration. Enclosure (1) provides a draft letter for submitting information for consideration by the voting POCR Board members.

4. Per reference (c), officers with statutory service obligations will normally be retained in a commissioned status in order to fulfill their obligation. At the discretion of the Deputy Chief of Naval Personnel (DCNP), regular officers who have mobilization potential and are not redesignated will be released from active duty and transferred to the Reserve Active Status List (RASL) in either the Full-Time Support (FTS) Program, drilling Selected Reserve (SELRES), or Individual Ready Reserves (IRR) to fulfill their statutory service obligations. Reference (d) also provides alternatives that you may request with regard to your assignment and status in the Reserve Component following separation from active duty.

5. As amplified by reference (d), officers who meet the criteria for separation under this authority may be considered for a change of designator on a case-by-case basis, consistent with current service needs. Therefore, to best support the needs of the Navy, you are required to list the top

Subj: PROBATIONARY OFFICER CONTINUATION AND REDESIGNATION  
NOTIFICATION

five communities (in priority order) for which you would like to be considered, and for which you are qualified per enclosure (2). You cannot list separation as a choice and must include a URL designator as one of your five choices if medically qualified.

The following communities are available for your redesignation preferences: Aerospace Engineering Duty Officer (AEDO), Aviation Maintenance Duty Officer (AMDO), Aviation (Pilot/NFO), Civil Engineer Corps (CEC), Engineering Duty Officer (EDO), Explosive Ordnance Disposal (EOD), Human Resources (HR), Information Professional Officer (IP), Information Warfare Officer (IW), Intelligence Officer (INTEL), Oceanographer (OCEANO), Public Affairs Officer (PAO), Supply Corps (SC), and Surface Warfare Officer (SWO). Use enclosure (2) to determine if you are eligible for the above communities. You must meet eligibility qualifications to rank a community in your preferences. Utilize enclosure (3) to determine if a community preference is full for your year group. Full year groups do not preclude you from listing that community, but only exceptional records of qualification will be considered for full year groups. You should contact the respective Officer Community Manager (OCM) for your top three choices and any choices that are closed for your year group. You are responsible for your submission and you are highly encouraged to contact your current detailer and OCMs of the communities that interest you to discuss eligibility questions (e.g. Flight Physical, Academic Profile Code) and suitability.

6. BUPERS-3 must receive your input by [insert date]. Non-receipt of your letter will not preclude the board from reviewing your record, and you should expect that your command will be contacted on the status of your delinquency.

Your letter with attachments and your Commanding Officer's endorsement should be scanned and forwarded via email to the BUPERS-31 POCR Program Manager [insert email] and Assistant POCR Program Manager at [insert email].

You may also **Fax** documents: to (901) 874-2063 (ATTN: Probationary Officer Continuation and Redesignation Board). **NOTE:** Annotate your RANK, LAST and FIRST NAME on the top of all documents faxed.

If you don't have access to a scanner or a fax machine, you can mail your package via express delivery to:

BUREAU OF NAVAL PERSONNEL (BUPERS-31)  
ATTN: PROBATIONARY OFFICER CONTINUATION AND  
REDESIGNATION BOARD  
5720 INTEGRITY DRIVE  
BLDG 453  
MILLINGTON, TN 38055-0003

7. The POCR Board will convene on [insert date] to consider your case. The following will be taken into account by the voting POCR Board members:

Subj: PROBATIONARY OFFICER CONTINUATION AND REDESIGNATION  
NOTIFICATION

- Officer inventory needs of the Navy
- Probationary officer's desires
- Probationary officer's education and skills
- Navy-incurred significant financial investment
- Probationary officer's record of service

8. You will be notified of the board results as expeditiously as possible. However, results of the POCR Board will not be discussed prior to final approval by DCNP. Officers not approved for retention will be discharged or released from active duty and affiliated with the Reserve Component no later than four months from the first day of the month following approval of the POCR Board results.

9. Eligibility for separation pay is outlined in reference (e) and in most cases officers eligible for the POCR Board process will not be eligible for separation pay.

10. You are encouraged to contact the POCR Board Program Manager [insert POCR Manager] at (901)874-XXXX or [insert asst POCR Manager] at (901)874-XXXX with any questions.

I. M. SIGNER  
By direction

(Command Letter Head)

1212  
Ser  
DD MMM YY

FIRST ENDORSEMENT on Rank, First Last Name, USN, ltr of DD Month YY

From: Commanding Officer, (Officer's Command)

To: Deputy, Chief of Naval Personnel

Subj: INFORMATION FOR CONSIDERATION BY THE PROBATIONARY OFFICERS  
CONTINUATION AND REDESIGNATION BOARD

1. Rank, Name (First, Middle, Last)
2. Command Assigned, Phase of Training (if applicable)
3. Commanding Officer's Comments. (e.g. opinion on effort exerted, potential for future service, attitude, motivation, recommendation, command operational mission impact if officer is selected for separation and recommended separation date based on command operational requirement, etc.)

Commanding Officer

Enclosure (1)



From: Rank, Name, USN,  
To: Deputy Chief of Naval Personnel  
Via: Commanding Officer, Officer's Command

Subj: INFORMATION FOR CONSIDERATION BY THE PROBATIONARY OFFICER  
CONTINUATION AND REDESIGNATION BOARD

Ref: (a) Notification ltr

1. I acknowledge receipt of reference (a). I acknowledge that I have the right to review my service record and to object to, or comment on, any reason(s) provided in paragraph 3 of reference (a) if, based on my own review of my service record, I believe that I have been improperly identified as being eligible for the Probationary Officer Continuation and Redesignation Board prior to the Probationary Officer Continuation and Redesignation (POCR) Board commencement date.
2. I understand that the POCR Board will conduct an assessment of my record to determine my status in the Navy. The following is a list of possible outcomes of that assessment:
  - a. Retention on active duty in:
    - (1) Current designator, or
    - (2) Alternative designator
  - b. Transfer into the Reserve Component in:
    - (1) Full Time Support (FTS),
    - (2) Selected Reserves (SELRES), or
    - (3) Individual Ready Reserve (IRR)
  - c. Discharge (not offered Reserve affiliation)
3. I respectfully request consideration for: (See Notes Section)
4. Officer's personal comments, contact information and other information: (Officer provide)
  - a. Security clearance and effective date.
  - b. Copy of College transcript(s).
  - c. Certifications or licensures.
  - d. Foreign language qualifications.

Subj: INFORMATION FOR CONSIDERATION BY THE PROBATIONARY OFFICER  
CONTINUATION AND REDESIGNATION BOARD

- e. Prior enlisted service; number of months, rank, rate.
- 5. I understand that if I am not selected for retention on active duty, I will be transitioned out of the Navy or into the Reserve Component effective four months from the first day of the month following approval of the POCR Board results.
- 6. I have attached all documentation that I wish to be considered by the POCR Board including any objection or comment I have regarding the identified reason(s) for POCR Board Consideration.
- 7. My point of contact information:
  - a. Command Name, Address: (if due to transfer in next 6 months, also add new command)
  - b. Work email:
  - c. Work Phone:
  - d. Home Phone:
  - e. Cell Phone:
  - f. Other information: (if desired)

FI. MI. LAST NAME

Notes:

1. Redesignation. You should list up to a maximum of five designator choices in priority order for which you are qualified. You may not list separation as a choice. You must include a URL designator in the five choices if medically qualified. If you continue to be qualified in your current designator you should list that designator as well.
2. FTS, SELRES or IRR. If not offered retention on active duty, state preference to affiliate with FTS, SELRES or IRR.
3. Officer may include any additional information he/she deems appropriate.

# OFFICER COMMUNITY REQUIREMENTS AND CONTACT LIST

DSN Phone for (301) 757-xxxx numbers is 757-xxxx

DSN Phone for (901) 874-xxxx numbers is 882-xxxx

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## **Aerospace Engineering Duty Officer (AEDO)**

## **Designator 1510**

LCDR Regan Hanson, (301) 757-8480, [regan.hanson@navy.mil](mailto:regan.hanson@navy.mil)

The AEDO community meets the needs of the war fighter by maintaining a corps of experienced naval aviators to manage all aspects of the acquisition life cycle for aircraft and aircraft systems. AEDOs provide technical expertise in four primary areas: Program Management, RDT&E, Systems Engineering and Production, Quality and Manufacturing.

All candidates must have the following checked off to qualify and place as a choice for selection:

- Warfare qualified (Pilot or NFO)
- Minimum rank of LT(s)

It is highly desirable for officers wishing to redesignate to AEDO to meet the following preferred criteria:

- Technical (especially engineering) or business educational degree
- At least one aviation sea tour

More information can be found at the community's website at:

<http://www.public.navy.mil/bupers-npc/officer/communitymanagers/restricted/Pages/AerospaceEngineering.aspx>

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## **Aviation**

## **Designators 1390 and 1370**

CDR Patrick Hansen, (901) 874-3875, [patrick.hansen@navy.mil](mailto:patrick.hansen@navy.mil)

Naval Aviation trains Student Pilots (1390) and Student Naval Flight Officers (NFO) (1370) to fill seats in a wide variety of aircraft that deploy around the world. Minimum Active Duty Service Obligations (ADSO) upon successful completion of training and winging: 8 years for Pilot (1310), 6 years for NFO (1320).

Due to the difficult nature of meeting the community requirements, the most competitive candidates contact the Aviation OCM directly to discuss the process.

All candidates must have the following checked off to qualify and place as a choice for selection:

- Minimum GPA of 2.5

## OFFICER COMMUNITY REQUIREMENTS AND CONTACT LIST

- NOMI official score letter showing an ASTB score of 4 or better in AQR and 5 or better in Pilot FAR / NFO FAR
- Have not passed 27th birthday (waiverable to 29 for pilot and 31 for NFO for military service prior to 27th birthday)
- Complete an Aviation Candidate Physical and receive an approval letter from NOMI stating which program (Pilot, NFO, or both) the applicant is physically qualified to enter
- Applicants must not have been previously separated from any flight training program in the Army, Navy, or Air Force

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### **Aviation Maintenance Duty Officer (AMDO)**

**Designator 1520**

LCDR Eric Edge, (301) 757-8481, [eric.edge@navy.mil](mailto:eric.edge@navy.mil)

The AMDO community focuses on maintenance and logistics professionals with formal technical and managerial education. A multitude of billets are available around the globe at all levels of integrated logistics and operational support of Naval Aviation, working with experts in the other military services, government civilians, and contractors.

The AMDO community provides leadership and technical expertise in maintenance, logistics support, and program management of Naval Aviation Weapon Systems at all phases of the operational and acquisition life-cycle.

All candidates must have the following checked off to qualify and place as a choice for selection:

- Minimum GPA of 2.5
- OAR of 40 or better
- Not above the age of 35 (or approved waiver up to 42)
- No more than 4.5 YCS
- Sea duty deployable and available for worldwide assignment

It is highly desirable for officers wishing to redesignate to AMDO to meet the following preferred criteria:

- Degrees in Aviation, Technical, Business, Engineering, and Physical Science

More information can be found at the community's website at:

<http://www.public.navy.mil/bupers-npc/officer/communitymanagers/restricted/Pages/AviationMaintenance.aspx>

# OFFICER COMMUNITY REQUIREMENTS AND CONTACT LIST

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## **Civil Engineering Corps (CEC)**

**Designator 5100**

CDR Jason Wood, (901) 874-4034, [jason.n.wood@navy.mil](mailto:jason.n.wood@navy.mil)

CEC officers (engineers and architects) specialize in engineering, management, planning, construction, and maintenance of the Navy's shore facilities world-wide and support current efforts in Kuwait, Iraq, Afghanistan, and Djibouti. CEC officers serve in three types of billets: construction contract management, public works, and construction battalions (Seabees). Officers serving in contract management jobs will be responsible for executing multi-million dollar construction projects performed by civilian construction and engineering firms. Public works officers operate and maintain complex facility and utility systems at shore activities by managing a large and diverse work force of civilian and military personnel. Officers in Seabee billets maintain the Navy's Mobile Construction capabilities and support the fleet marine force in amphibious operations.

All candidates must have the following checked off to qualify and place as a choice for selection:

- An Accreditation Board for Engineering and Technology (ABET) Accredited Engineering Degree (Civil, Mechanical, Electrical, Ocean, Environmental, Architectural, and Industrial Engineering) or a National Architectural Accrediting Board (NAAB) Accredited Architecture Degree (applicants holding degrees in engineering technology will only be considered if they have a current Engineer in Training license)

It is highly desirable for officers wishing to redesignate to CEC to meet the following preferred criteria:

- Minimum GPA of 2.7
- Professional registration as an Engineer in Training, construction / engineering work experience, and / or project management skills

More information can be found at the community's website at:

[http://www.public.navy.mil/bupers-npc/officer/communitymanagers/StaffCorps/Pages/CivilEngineerCorps\(CEC\).aspx](http://www.public.navy.mil/bupers-npc/officer/communitymanagers/StaffCorps/Pages/CivilEngineerCorps(CEC).aspx)

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## **Engineering Duty Officer (EDO)**

**Designator 1460**

LCDR Christopher Clotfelter, (901) 874-3473, [christopher.clotfelt@navy.mil](mailto:christopher.clotfelt@navy.mil)

The Engineering Duty Officer Community (1460/1440) trains warfare qualified officers in the design, acquisition, construction, repair, maintenance, conversion, overhaul, and disposal of ships, submarines, aircraft carriers and the systems on those platforms (weapons, command and control, communications, computers, etc).

## OFFICER COMMUNITY REQUIREMENTS AND CONTACT LIST

Newly assessed EDOs (1460) are detailed to the Naval Postgraduate School or to the Massachusetts Institute of Technology to obtain a technical master's degree (service obligation applies). Further training and qualification program follow master's study, culminating in full qualification near the end of first EDO tour.

All candidates must have the following checked off to qualify and place as a choice for selection:

- BS in engineering discipline (BS in other STEM degrees considered)
- Minimum GPA of 2.7 in technical classwork.
- Warfare qualified (aviation, surface, subsurface, IDC) - OR - Application to ED Dolphin program (must be fit for sea duty).
- LTJG or senior (ENS within 3 months of promotion to LTJG considered)

More information can be found at the community's website at:

<http://www.public.navy.mil/BUPERS-NPC/OFFICER/COMMUNITYMANAGERS/RESTRICTED/Pages/EngineeringDuty.aspx>

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### **Explosive Ordnance Disposal (EOD)**

### **Designator 1190**

LCDR Clinton Cornell, (901) 874-4991, [clinton.cornell@navy.mil](mailto:clinton.cornell@navy.mil)

U.S. Navy Explosive Ordnance Disposal (EOD) is the only maritime expeditionary EOD and Mobile Diving and Salvage (MDS) capability within the Department of Defense. Navy EOD enables Special Operations and conventional forces to access denied areas. Navy EOD technicians are instrumental in clearing the way for further combat operations.

EOD personnel:

- Highly trained, skilled technicians who are experts in explosives, diving, and parachute operations
- Render safe all types of ordnance, including conventional, improvised, chemical, biological and nuclear
- Conduct clandestine operations either independently, or as part of a larger combatant force
- Support the most elite units of U.S. Special Operations Command (USSOCOM), including Direct Action support of Navy SEALs and Army Special Forces
- Conduct demolition of hazardous munitions, pyrotechnics, and retrograde explosives using detonation and burning techniques
- Support military and civilian law enforcement agencies by analyzing and handling foreign and domestic explosives
- Work with the U.S. Secret Service and the U.S. State Department, helping to protect the president, vice president and other state, foreign officials and dignitaries

## OFFICER COMMUNITY REQUIREMENTS AND CONTACT LIST

All candidates must have the following checked off to qualify and place as a choice for selection:

- Complete an interview with a qualified EOD Officer
- Complete the physical screening test by a qualified activity IAW MILPERSMAN 1220-100
- Complete a hyperbaric pressure test IAW the U.S. Navy Dive Manual
- Complete a medical examination IAW NAVMED P-117, article 15-105 stating physically qualified for diving and special operations duties

More information can be found at the community's website at:

<http://www.public.navy.mil/bupers-npc/officer/communitymanagers/Unrestricted/Pages/ExplosiveOrdnanceDisposalOCM.aspx>

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### **Human Resources (HR)**

### **Designator 1200**

CDR Steven Milinkovich, (901) 874-4049, [steven.milinkovich@navy.mil](mailto:steven.milinkovich@navy.mil)

The community mission is to deliver HR expertise to define, recruit, develop, assign, and retain a highly-skilled workforce for the Navy and Joint force. Expertise is attained through advanced education as well as through a series of leadership and staff tours in the four primary career core competency areas. Core competencies include Manpower Requirements and Analysis, Recruiting, Training and Education Development, and Personnel Management.

Due to a high number of applications for limited in-quotas and community needs, the most competitive candidates contact the HR OCM directly to discuss the community.

All candidates must have the following checked off to qualify and place as a choice for selection:

- Minimum GPA of 2.5
- Two semesters each of Calculus and Calculus-based Physics, receiving a passing grade of "C" or better (limited waivers down to no Physics and one semester of Calculus (with C or better) or two semesters of Pre-Calculus (with B+ or better)
- United States citizen
- Eligible to obtain a Secret clearance

It is highly desirable for officers wishing to redesignate to HR to meet the following preferred criteria:

- Applicants with more than one year of Calculus/upper level math with a C+ or better average may qualify for all relevant Naval Postgraduate School

## OFFICER COMMUNITY REQUIREMENTS AND CONTACT LIST

curriculum to include Operations Analysis (OA), a SECNAV critical competency skill and community priority

- Sea duty deployable and available for worldwide assignment
- HR experience (e.g. Collateral Duty Personnel, Admin, Training, Civilian HR Management, Recruiting, etc.) in the Navy or outside agencies, particularly when officers are senior enough to have ship/squadron operational and/or related service prior to commissioning

More information can be found at the community's website at:

[http://www.public.navy.mil/bupers-npc/officer/communitymanagers/restricted/Pages/HumanResources\(HR\).aspx](http://www.public.navy.mil/bupers-npc/officer/communitymanagers/restricted/Pages/HumanResources(HR).aspx)

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### **Information Professional (IP)**

### **Designator 1820**

CDR Ken Demick, (901) 874-2846, [kenneth.demick@navy.mil](mailto:kenneth.demick@navy.mil)

Information Professional officers provide expertise in communications, computers, networks, and space systems, and serve in critical shipboard and afloat staff billets.

All candidates must have the following checked off to qualify and place IP as a choice for selection:

- Applicants without a master's degree in computer science, operational analysis, information systems technology, electrical engineering, information systems, electronic warfare, space systems operations or engineering, or systems networking must have a minimum academic profile code (APC) of 335 (minimum 2.5 GPA) to support assignment to graduation education after selection.
- Sea duty deployable and available for worldwide assignment
- Eligible for Top Secret, Sensitive Compartmented Information (SCI) clearance.
  - If not currently eligible for SCI, the Officer must complete a telephonic eligibility pre-screening interview prior to application from a regional Special Security Office (SSO).

It is highly desirable for officers wishing to redesignate to IP to meet the following preferred criteria:

- Prior experience and/or a degree in computer science, operational analysis, information systems technology, electrical engineering, information systems, electronic warfare, space systems operations or engineering, or systems networking
- Completion of calculus sequence (Calculus I and II) and calculus-based physics sequence with a C average or better

More information can be found at the community's website at:



# OFFICER COMMUNITY REQUIREMENTS AND CONTACT LIST

<http://www.public.navy.mil/bupers-npc/officer/communitymanagers/restricted/Pages/InformationDominance.aspx>

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## **Information Warfare (IW)**

## **Designator 1810**

LCDR L. Seth Lawrence, (901) 874-3123, [lemuel.lawrence@navy.mil](mailto:lemuel.lawrence@navy.mil)

Information Warfare Officers (IWO) serve in challenging billets of ever-increasing scope and responsibility both afloat and ashore. The IWO career path is a mix of sea, shore and educational tours in order to develop and deliver the core competencies of cyber operations, electronic warfare and signals intelligence.

All candidates must have the following checked off to qualify and place as a choice for selection:

- Sea duty deployable and available for worldwide assignment
- Hold or be eligible for Top Secret, Sensitive Compartmented Information
  - Clearance currently held: Include proof of TS/SCI clearance or eligibility in board package (e.g. current JPAS Person Summary)
  - Clearance eligibility: Officers that do not hold TS/SCI must complete telephonic eligibility interview by contacting Fleet Cyber Command Security Directorate Field Office (CMCL: 850-452-6868) and shall provide results (email or letter from C10F Security Directorate) as part of the POOR package in order to be considered

It is highly desirable for officers wishing to redesignate to IW to meet the following preferred criteria:

- Degrees directly related to Science, Technology, Engineering and Mathematics (STEM) with a calculus sequence (Calculus I and II) and calculus-based physics sequence with at least a C average

More information can be found at the community's website at:

<http://www.public.navy.mil/bupers-npc/officer/communitymanagers/restricted/Pages/InformationDominance.aspx>

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## **Intelligence**

## **Designator 1830**

CDR James Scarcelli, (901) 874-3426, [james.scarcelli@navy.mil](mailto:james.scarcelli@navy.mil)

Naval Intelligence Officers provide tactical, operational, and strategic intelligence support to US naval forces, joint and multi-national military forces, and executive-level decision-makers in our national government.

## OFFICER COMMUNITY REQUIREMENTS AND CONTACT LIST

All candidates must have the following checked off to qualify and place as a choice for selection:

- Sea duty deployable and available for worldwide assignment
- Hold or be eligible for Top Secret, Sensitive Compartmented Information clearance
  - Clearance currently held: Include proof of TS/SCI clearance or eligibility in board package (e.g. current JPAS Person Summary)
  - Clearance eligibility: Officers that do not hold TS/SCI must complete telephonic eligibility pre-screening interview prior to application from a regional Special Security Office (SSO) and shall provide results as part of the POCR package in order to be considered

It is highly desirable for officers wishing to redesignate to Intelligence to meet the following preferred criteria:

- Field of study to include International Relations with a Language/ Regional Focus (e.g., Middle East or Asian Studies), Political Science, History, or Science, Technology, Engineering and Mathematics (STEM)
- Certified foreign language skill and cultural background/expertise

More information can be found at the community's website at:

<http://www.public.navy.mil/bupers-npc/officer/communitymanagers/restricted/Pages/InformationDominance.aspx>

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### **Oceanography**

### **Designator 1800**

CDR Christi Montgomery, (901) 874-2461, [christi.montgomery@navy.mil](mailto:christi.montgomery@navy.mil)

Oceanography Officers are specialists in physical oceanography, meteorology, hydrographic survey, geospatial information and systems. Oceanography Officers enable and optimize a Naval Commander's warfare options by analyzing and forecasting environmental conditions likely to impact military operations. They deliver timely and accurate understanding of the battlespace from the ocean floor to the outer reaches of space.

Due to a high number of applications for limited in-quotas and community needs, the most competitive candidates contact the Oceanography OCM directly for information about the community and to discuss eligibility.

All candidates must have the following checked off to qualify and place as a choice for selection:

- Undergraduate (or Graduate) degrees in physical oceanography, meteorology, physics, engineering, mathematics, or other STEM fields
- Minimum GPA of 2.8

## OFFICER COMMUNITY REQUIREMENTS AND CONTACT LIST

- Minimum academic profile code of 233, or approved waiver to 334 (minimum C+ in Calculus Series, C+ in Calculus-based Physics Series)
- Sea duty deployable and available for worldwide assignment
- Hold or be eligible for Top Secret, Sensitive Compartmented Information clearance
  - Clearance currently held: Include proof of TS/SCI clearance or eligibility in board package (e.g. current JPAS Person Summary)
  - Clearance eligibility: Officers that do not hold TS/SCI must complete telephonic eligibility pre-screening interview prior to application from a regional Special Security Office (SSO) and shall provide results as part of the POCR package in order to be considered

More information can be found at the community's website at:

<http://www.public.navy.mil/bupers-npc/officer/communitymanagers/restricted/Pages/InformationDominance.aspx>

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### **Public Affairs Officer (PAO)**

**Designator 1650**

CDR James Stockman, (901) 874-3098, [james.d.stockman@navy.mil](mailto:james.d.stockman@navy.mil)

Public affairs officers provide strategic communications to senior Navy leadership. We are also the public relations officials that engage with local, regional and national media.

- Minimum GPA of 2.5
- Sea duty deployable and available for worldwide assignment
- Hold a Secret clearance

It is highly desirable for officers wishing to redesignate to PAO to meet the following preferred criteria:

- Degree in public relations, communications, journalism, English, social sciences, international studies and foreign languages

More information can be found at the community's website at:

<http://www.public.navy.mil/bupers-npc/officer/communitymanagers/restricted/Pages/PublicAffairsOfficer.aspx>

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### **Supply Corps**

**Designator 3100**

CDR Cielo Almanza, (901) 874-3189, [cielo.almanza@navy.mil](mailto:cielo.almanza@navy.mil)  
Ms. Beth Schudel, (901) 874-3133, [beth.schudel@navy.mil](mailto:beth.schudel@navy.mil)

The Supply Corps is the most operational of all Navy staff corps. At any given time, 30% of Supply Corps officers are employed in afloat and expeditionary billets

## OFFICER COMMUNITY REQUIREMENTS AND CONTACT LIST

leveraging their operational logistics expertise across all mission sets and theaters. Supply Corps officers are trained and employed in three principal lines of operation: Supply Chain Management, Acquisition Management and Operational Logistics. Complementing these lines of operations are skills in Comptrollership, Operations Research, and Business Management. The broad responsibilities of the Supply Corps are closely related to those of many executive positions in private industry and embrace functional areas such as financial management, inventory management, fuels management, physical distribution, and procurement.

All candidates must have the following checked off to qualify and place as a choice for selection:

- United States citizen
- Minimum GPA of 2.5
- Sea duty deployable and available for worldwide assignment

It is highly desirable for officers wishing to redesignate to Supply to meet the following preferred criteria:

- Degree in business or Science, Technology, Engineering, and Mathematics

Additional Information: Recommend reviewing "It's Your Career," "It's Your Experience," & "It's Your Education" pamphlets prior to contacting SC OCM. "It's Your Career" will provide you with an overview of the types of assignments and jobs that you could expect to have as a Supply Corps Officer. "It's Your Experience" will provide the type of subspecialties you can obtain during a SC career. "It's Your Education" will provide the educational opportunities that are available for Supply Corps Officers as they move through their career.

More information can be found at the community's website at:

<http://www.public.navy.mil/bupers-npc/officer/Detailing/rlstaffcorps/supply/Pages/CareerCounselor.aspx>

[http://www.public.navy.mil/bupers-npc/officer/communitymanagers/StaffCorps/Pages/SupplyCorps\(SC\).aspx](http://www.public.navy.mil/bupers-npc/officer/communitymanagers/StaffCorps/Pages/SupplyCorps(SC).aspx)

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### **Surface Warfare**

### **Designator 1160**

CAPT Erik Eslich, (901) 874-3173, [erik.j.eslich@navy.mil](mailto:erik.j.eslich@navy.mil)

Surface Warfare Officers are Naval officers whose training and primary duties focus on the operation of Navy ships at sea, leading Sailors and managing the various shipboard systems and programs. SWO community offers a wide variety of assignments and duty stations across the world.

## OFFICER COMMUNITY REQUIREMENTS AND CONTACT LIST

All candidates must have the following checked off to qualify and place as a choice for selection:

- Bachelor of Arts or Bachelor of Science degree from an accredited institution
- Hold or be eligible for a Secret clearance

More information can be found at the community's website at:

[http://www.public.navy.mil/bupers-npc/officer/communitymanagers/Unrestricted/Pages/SurfaceWarfare\(SWO\)OCM.aspx](http://www.public.navy.mil/bupers-npc/officer/communitymanagers/Unrestricted/Pages/SurfaceWarfare(SWO)OCM.aspx)

<http://www.public.navy.mil/bupers-npc/officer/Detailing/surfacewarfare/Pages/default.aspx>

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# OFFICER COMMUNITY REQUIREMENTS AND CONTACT LIST

## Reserve Component Options

The Navy Reserve is the Reserve Component (RC) of America's Navy. Within the structure of the Navy Reserve, there are organizational categories that further define your service responsibilities and commitment status. The Navy Reserve is the sum of multiple components: Ready Reserve, Standby Reserve and Retired Reserve-Inactive. Each component has its own way of contributing to the overall mission. As a Reservist, you will fall into one of these categories based upon details such as your military experience, your military status, and your individual situation.

### Ready Reserve

The Ready Reserve provides a pool of trained service members who are ready to step in and serve whenever and wherever needed. It is made up of the Selected Reserve – which includes Full-Time Support (FTS) personnel, Selected Reserve (SELRES), and the Individual Ready Reserve (IRR).

### Full-Time Support Officer (FTS)

### Designators ending in xxx7

CDR Isaac Armstrong, (901) 847-4346, [isaac.armstrong@navy.mil](mailto:isaac.armstrong@navy.mil)

FTS is career active duty in the reserve component. FTS receive active duty pay and benefits leading to eligibility for active duty retirement. FTS officers work in one of eight major officer communities. FTS perform duties in connection with organizing, administering, recruiting, instructing, managing and training the Navy's selected reserve. FTS balance these assignments with operational or major staff tours in their communities.

**1167/1117 – Surface Warfare.** The FTS SWO career path mirrors the sea-shore rotation of active component surface warfare officers, with the ultimate goal of command at sea. Shore tours are often independent duty in command of reserve centers throughout the United States or assignments to major staffs. The potential to qualify in surface warfare and the opportunity to serve at least as a Department Head afloat are requirements to enter this community.

**1527 – Aviation Maintenance Duty.** These officers provide leadership and technical expertise in organic and commercial maintenance, logistics and program management of reserve aviation weapon systems, and reserve management support to the Naval Aviation Enterprise. This community looks for current training and certification in acquisition and either academic or operational experience in aviation.

**3107 – Supply Corps.** This community looks for officers who have professional experience/education relating to business, logistics, accounting, inventory, financial or contracting management. These officers provide expert support in these areas to the Navy's reserve component fleet-wide and serve in a variety of billets that employ and build upon these skills specifically as they support commands or activities in the reserve component.

## OFFICER COMMUNITY REQUIREMENTS AND CONTACT LIST

<http://www.public.navy.mil/bupers-npc/officer/Detailing/fulltimesupport/Pages/default2.aspx>

### **Selected Reserve (SELRES)**

### **Designators ending in xxx5**

LCDR Will Phillips, (901)-874-4989, [William.p.phillips@navy.mil](mailto:William.p.phillips@navy.mil)

SELRES are designated Reservists who are available for recall to Active Duty status. They serve as the Navy's primary source of immediate manpower. They typically fulfill the traditional service commitment of one weekend a month and two weeks a year. SELRES receive many of the same benefits and perform many of the same duties as their Active Duty counterparts.

### **SELRES Designators open to Probationary Officers:**

**14x5 – Engineering Duty Officer (EDO).** The purpose of the Engineering Duty Officer Community is to provide experienced Naval Engineers known for bringing effective technical and business solutions in support of Naval Power 21. Engineering Duty Officers ensure that our Naval and Joint Forces operate and fight with the most capable platforms possible.

**Degree Requirements:** Must possess a Bachelor of Science Degree in an approved field of study and must have earned at least a "B" average (3.0 on a 4.0 scale or 4.0 on a 5.0 scale). Approved fields of study are Naval Architecture, Engineering (mechanical, electrical, electronic, industrial, aerospace, civil, chemical, nuclear, ocean, marine, materials, and environmental), Physics, Chemistry, Computer Science, Metallurgical, Ceramics, Polymers Science and/or Engineering, Mathematics, Operations Research, and Systems Engineering (a degree in Systems Engineering is subject to a curricula review by the RC EDO OCM). Specifically excluded are Engineering Technology and Engineering Industrial/Management degrees.

Must possess an Advanced Technical Degree in either a Master of Science or a Doctorate of Science in one of the approved fields of study. Specifically excluded are business and management graduate degree programs such as Masters of Business Administration, Masters of Engineering Management, or Masters of Industrial Management.

<http://www.public.navy.mil/bupers-npc/officer/communitymanagers/reserve/selres/Pages/RCRestrictedLine.aspx>

**1515 – Aerospace Engineering Duty Officer (AEDO).** The AEDO community meets the needs of the war fighter by maintaining a corps of experienced engineers to provide technical expertise in four primary areas: Program Management, RDT&E, Systems Engineering and Production, Quality and Manufacturing.

**Degree/Requirements:** Bachelor of Science degree in engineering, computer science, mathematics or the physical sciences. Preferred fields of study are aeronautical engineering, electrical engineering, mechanical engineering, or physics. A Master's degree in engineering or the physical sciences is highly desired.

## OFFICER COMMUNITY REQUIREMENTS AND CONTACT LIST

<http://www.public.navy.mil/bupers-npc/officer/communitymanagers/reserve/selres/Pages/RCRestrictedLine.aspx>

**1525– Aviation Maintenance Duty Officer (AMDO).** The AMDO community focuses on maintenance and logistics professionals with formal technical and managerial education. A multitude of billets are available in operational support of Naval Aviation, working with experts in the other military services, government civilians, and contractors. The AMDO community provides leadership and technical expertise in maintenance, logistics support, and program management of Naval Aviation Weapon Systems at all phases of the operational and acquisition life-cycle.

Degree/Requirements: Minimum GPA of 2.5 on a 4.0 scale, with field of study in: Engineering, Physical Sciences, Computer Science, Business Administration, Management, or a related field. Significant civilian or previous military work experience in engineering, defense related technical management, logistics or test & evaluation. Experience in Aeronautical Engineering, Aviation Test & Evaluation, and Aviation Operations is preferred.

<http://www.public.navy.mil/bupers-npc/officer/communitymanagers/reserve/selres/Pages/RCRestrictedLine.aspx>

**5105– Civil Engineering Corps (CEC).** CEC officers (engineers and architects) specialize in engineering, management, planning, construction, and maintenance of the Navy's shore facilities world-wide and support current efforts in Kuwait, Iraq, Afghanistan, and Djibouti. CEC officers perform in construction contract management billets and construction battalions (Seabees). Officers in Seabee billets maintain the Navy's Mobile Construction capabilities and support the fleet marine force in amphibious operations.

Degree/Requirements: Applicants must have an Accreditation Board for Engineering and Technology (ABET) Accredited Engineering Degree (Civil, Mechanical, Electrical, Ocean, Environmental, Architectural, and Industrial Engineering preferred) or a National Architectural Accrediting Board (NAAB) Accredited Architecture Degree.

<http://www.public.navy.mil/bupers-npc/officer/communitymanagers/reserve/selres/Pages/RCCEC.aspx>



MMM YYYY POCR Year Group Availabilty						
ACTIVE	2010	2011	2012	2013	2014	2015
AEDO						
AMDO						
AVIATION						
CEC						
EDO						
EOD						
HR						
INTEL						
IP						
IW						
OCEANO						
PAO						
SUPPLY						
SWO						

**Note: POCR Officers in year groups that are grayed out must contact respective OCM prior to submitting that community as a preference on their application for board consideration.**

PROBATIONARY OFFICER CONTINUATION AND REDESIGNATION (POCR) BOARD  
DECISION MATRIX

