

1301-202
CH-86
12 Feb 2024

**OFFICER SPECIAL ASSIGNMENTS - NOMINATIVE
BILLETS/NOMINATION OF OFFICERS**

- **Subpara 1a**, added submission window for requests
- **Para 1 Note**, updated PERS-44 information
- **Para 2**, specified eligible recipients of formal nominations and added requirement for solicitations to require a funded billet requirement.
Para 4, added requirements for by name requests (BNR) to align with DGM #4511-2212. Added response window for submitted BNRs.
- **Para 5**, added explanation of nominative process and requirement for commands to submit the request on letterhead if not accompanied with an SD 37, JS 70A, or Manpower Evaluation Request (MER).
- **Exhibit 1**, updated minimum number of nominees required for chief of staff (CoS) and executive assistant billets, flag aide, flag secretary, flag lieutenant, and protocol officer billets and U.S. Naval Academy billets. Added Navy Ceremonial Guard billets as nominative to comply with DoDI 5210.87 of 30 Nov 98 and NAVADMIN 21/269. Removed deputy executive assistant and speechwriter billets as meeting the requirement of nominative billets. Added note to specify minimum of one nominee for all-Service nominations. Added a note specific to numbered fleet CoS nominations.
- **Exhibit 2**, updated table to clarify routing process
- **Exhibit 3**, added template memorandum
- Article has been revised throughout and should be reviewed in its entirety.

(COG: PERS-441)