ENLISTED SELECTION BOARDS



Navy Personnel Command Enlisted Selection Boards (PERS-803) 27 September 2021





Topics of Discussion

- > Eligibility
- Available for review
- Not available for review
- Communicating with the board
- > Pre-Board
- Membership
- > Precept/ Convening order

- Post board process
- Items board members can't discuss
- Common Issues/ FAQs/Myths



Eligibility

- Eligibility questions?
 - BUPERSINST 1430.16 (Advancement Manual)
 - Cycle NAVADMIN
 - Two NAVADMINS for E7 one for the exam, one for the board
 - View your board eligibility profile sheet
 - · "Sel Bd Eligible" means you made the FMS cut from the exam.
 - Candidates <u>MUST</u> periodically review eligibility
 - Review Navy Advancement Center website for profile sheet changes
 - Sign up for profile sheet change notification via the Navy Advancement Center website.

CANDIDATES: CLOSELY MONITOR YOUR ELIGIBILITY



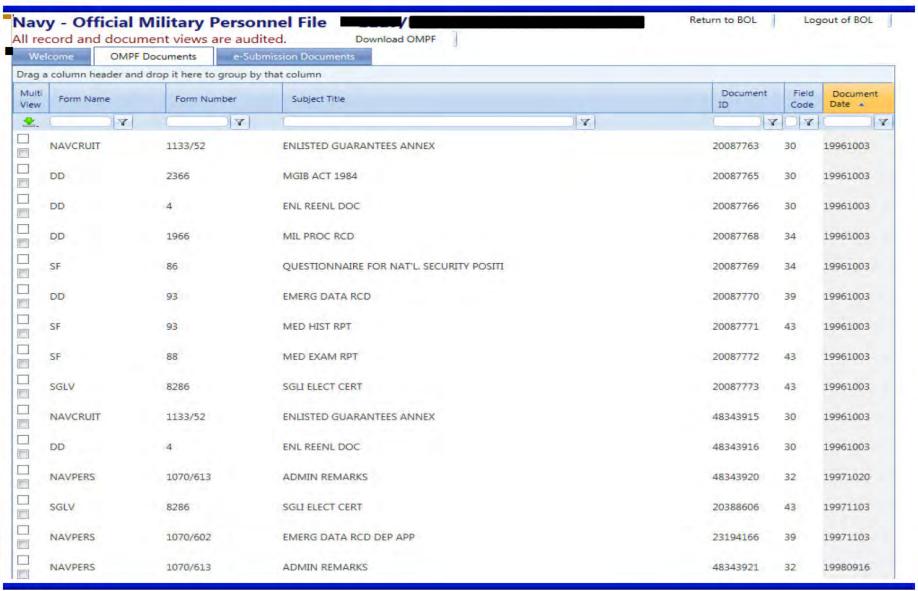
Available For Board Review

- - Available via BOL menu item "OMPF-My Record"
 - ➤ Performance Summary Record (PSR)
 - Available via BOL menu item "ODC, OSR, PSR"
 - ✓ Part I (Personnel Data Summary)
 - ✓ Part II (Pre-1996 evaluation summary)
 - ✓ Part III (1996 to present evaluation summary)
 - Candidate's Letter to the Board (<u>ESSBD preferred</u>)

ACCURACY OF THESE THREE ITEMS MAY BE THE DIFFERENCE BETWEEN SELECT AND NON-SELECT



Available For Board Review





Not Available For Board Review

Items Not Presented to Board Members

- NSIPS ESR data not in the OMPF
 - Should have been forwarded to the OMPF at time of reenlistment/record close-out
- Items sent to the board by anyone other than the candidate
- > Letters to the board received after the "received by" date
- ESR, NTMPS, FLTMPS, ETJ unless submitted by the candidate
- PRIMS information

IF YOU WANT THE BOARD TO CONSIDER ITEMS NOT IN YOUR OMPF, YOU MUST SUBMIT THEM IN YOUR LTB.



Communicating With The Board

≻Your Letter to the Board (LTB)

- Only method to communicate with the board!
- Must be **RECEIVED** by the cut-off date in cycle NAVADMIN
- Read the cycle NAVADMIN before you begin!
- Consider having an experienced board member review your OMPF with you
- Per the cycle NAVADMIN, submit items you want considered that are missing from your OMPF
- <u>Do not</u> send originals, they will not be returned
- <u>Do not</u> send duplicates of items already in your OMPF
- Do not highlight items on your documents mailed
- Include your DODID # on each page submitted

*** Submission through ESSBD is the preferred method. It also provides the ability to see if your letter was accepted. ***



Membership

➤ Membership demographics:

Source Rating Race

Gender Geographic Location

Community Special Qualifications

Component Prior Board Experience

Number of eligibles

➤ Divided into panels by rating for record review. For example:

Admin/Supply Surface Ops/Engineering

Nuke/SPECWAR Submarine

Aviation Combat Systems/Info Warfare



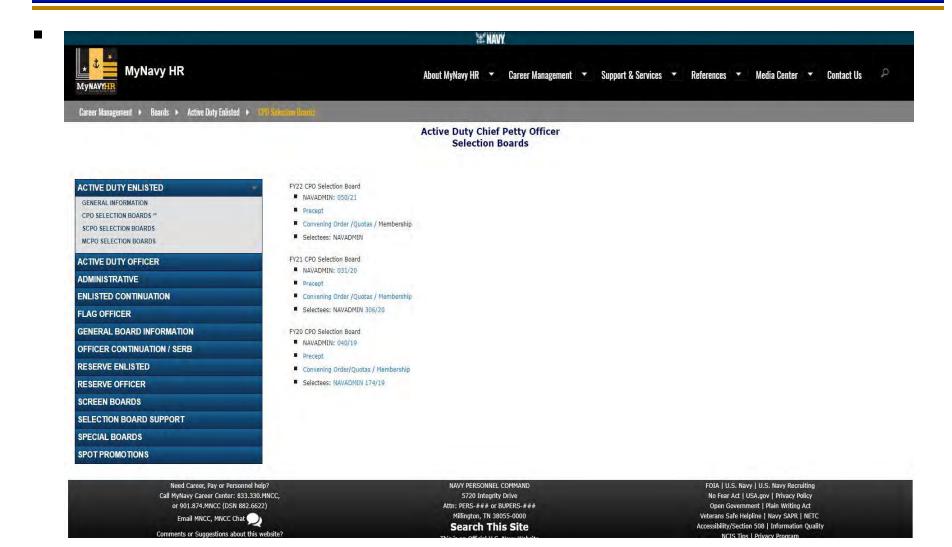
Board Precept/Convening Orders

- Precept = general guidance for the entire board season
- Convening Order = specific guidance for that board
- Guidance from the Chief of Naval Personnel to the Board
 - Guidance on quota use and restrictions
 - Guidance on secrecy of board discussions
 - Membership and quotas
 - Fully qualified and best qualified considerations
- Read them each year, then ask yourself:

ARE YOU EXHIBITING THESE LEADERSHIP TRAITS AND ARE THEY DOCUMENTED IN YOUR EVALUATIONS?



Board Precept/Convening Orders



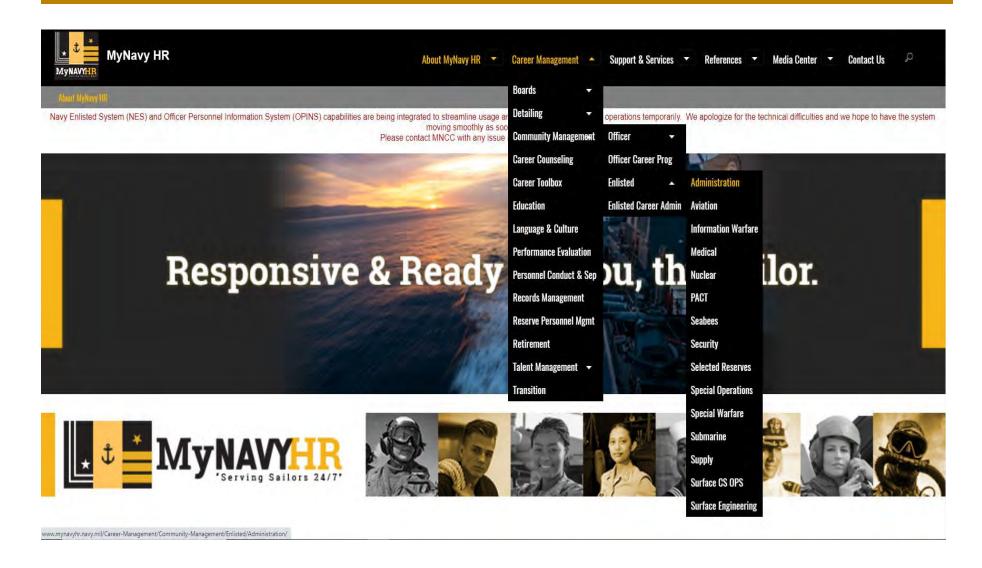


Enlisted Career Paths

- Outline a normal career path and some "best qualified" items for each rating.
- Prepared by ECMs with Fleet senior enlisted input
- Approved by Deputy Chief of Naval Personnel
- > Posted on the NPC website.
- Read them each year and use them as a tool when making career decisions.
- ➤ Used in conjunction w/ Precept and Convening order to aid in selection of best and fully qualified candidates.

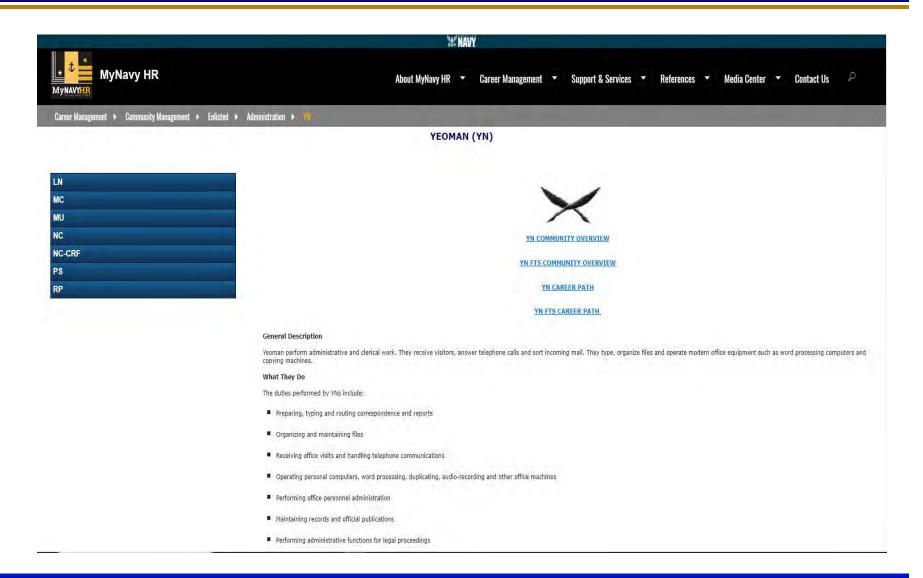


Enlisted Career Paths





Enlisted Career Paths





Precept – Adverse Info

For those candidates who are recommended for selection and who have received disciplinary action, or whose OMPF contains matters relating to conduct or performance of duty, regardless of the date the matter occurred, every board member in that respective tank shall be briefed on the adverse information contained therein prior to the final board decision.

NAVY DOES NOT EMBRACE BLIND ADHERENCE TO A ZERO-DEFECT MENTALITY



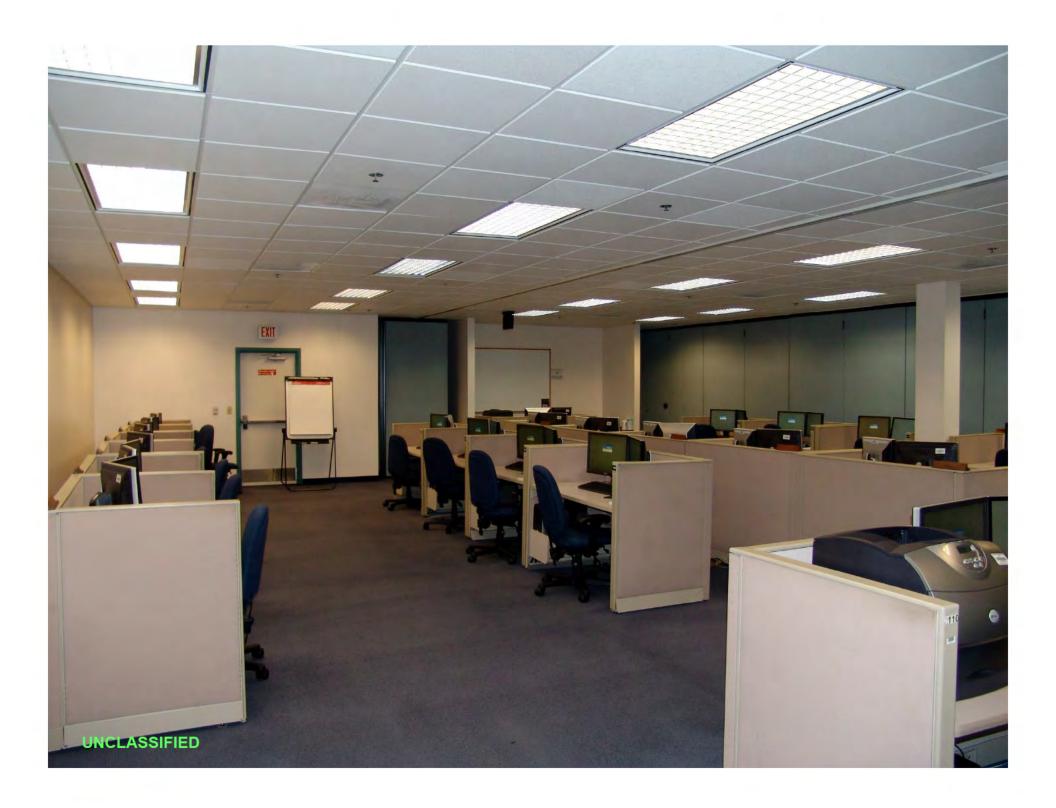
Board Process

- Board is sworn in and convened
- Members receive board process in-briefs and training
- Members read convening order and precept
- Records randomly assigned within panels
- Rating Subject Matter Expert conducts rating brief per the Enlisted Career Path (ECP) for that rating



Board Process

- > Members conduct initial independent review of each record
- ➤ All records are then brought to tank for individual briefing and voting. Records are then scattergrammed until selects and non-selects are determined
- A debrief is conducted on security of board deliberation & adjourn board
- Board President's call-out with DCNP





Reviewing a Record

AS OF DATE:	05/21/13				ACTIVE ENLIS	TED SOMMA	KI KECOKE	,						
NAME:						RATE:	ITS1	ENL DESG:	SS	SSN	V:			
BR/CL:	11-	-USN	N PRIOR SVC:		USNR	SEX:	М	DOB:		AGE	E:	35		
RATE DATE					EDUCATIO	ON	NEC	DATE NEC		DATI	E NEC	DATE		
PRESENT RATE / DATE: TIME IN RATE DATE: 070701 PREVIOUS RATE / DATE: PROSPECTIVE RATE/DATE:				YEARS:14 CERT:D-ASSOCIATE DEGREE MAJOR:			1) 2780 2) 2779 3) 2781 4) 9502 5)	1207 7) 12) 0811 8) 13)						
	UIC	ACTI	VITY NAME	TYPE	FROM	TO	ACC	SEA/SHORE	CODE	MOS				
2nd PAST	66830	S NSTC	PH HI	STU	100104	100115	341	1-SHOP	RE		PEBD:9809			
1st PAST	65369	PSBFOR	OPS COMP	STF	100115	120731	100	1-SHOP	RE	31		ADSD:980911 CED:080919		
CURRENT	55542	SDR 5 D	ET TRITON	STF	120817		100	2-SEA			EREN: SOFT EAOS: 15101			
ADMIN	55522				PRD:	1510				37				
ULT ACTUAL					EDA:						EDLN REA	S: D: XFXXX		
ULT PARENT					PRD:						TOSS MO			
PERSONAL A	WARDS N	UMBER	NET	PMSA I	DATA				REMARK	5				
NAV ACH	V	02	COMP R. COMP GRO SPEC GRO EARLY-CA STD SCO PERFORM FINAL M BRCL /	OUP: OUP: AND: ORE: MK: ULT:		FC-3	38							

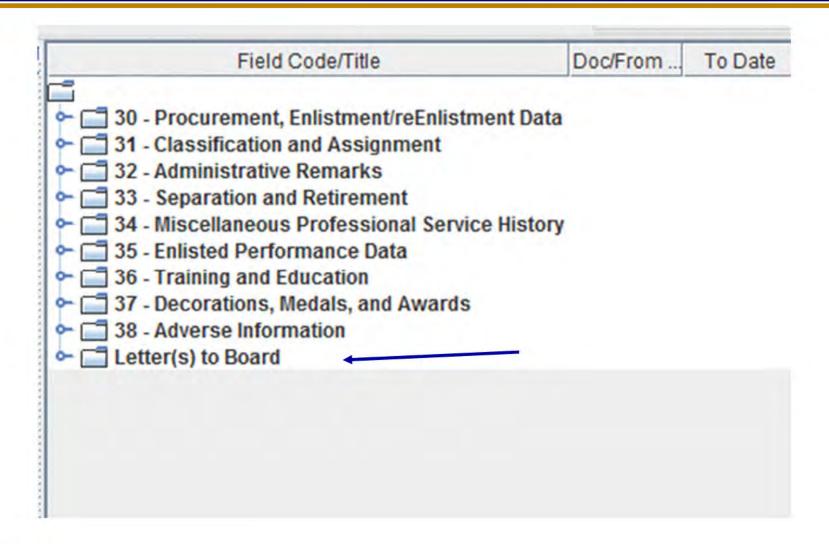


Reviewing a Record

PER	FORMANCE SU	MMARY REF	PORT																		
NAN	IE (LAST, FIRST	MIDDLE)		DESIG/RATE ETC					SSN 000-00-0000				Р		PAGE 3	3 OF 3					
PG	STATION	DUTY	DATES	M O S	REPORTI NAME	NG SI	ENIOR TITLE	 1	_	RAI	TS 4	 5	AVER IND SUM	AGE R/S CUM		ROM PR				PHY READ	RPT TYPE
E6	FLTCOMBAT DIR SYS	INSTR	950930 960115	04		04	СО	0	0	7	0	0	3.00 3.20	14 3.22	0	0	X 6	0	0	P/WS	RG
E7	DD967 ELLIOT	LCPO	960116 960428	03		05	СО	0	0	5	1	0	3.17 3.25	3 3.25	0	1	X 1	0	1	P/WS	RG
E7	DD967 ELLIOT	LCPO	960429 960831	04		O5	СО	0	0	0	2	4	4.66 4.80	3 4.80	0	0	1	X 1	1	P/WS	RG
E7	DD967 ELLIOT	LCPO	960901 970131	05		O5	СО	0	0	3	3	0	3.50 3.50	9 3.50	0	0	4	X 3	2	P/WS	SUPP
E7	DD967 ELLIOT	LCPO	970201 980131	12		O5	СО	0	0	3	4	0	3.57 3.50	19 3.50	0	0	5	X 3	2	P/WS	RG
E7	DD967 ELLIOT	LCPO	980201 980831	08		O5	СО	0	0	5	2	0	3.29 3.29	1 3.29	0	0	0	0	X 1	P/WS	CR
E7	FLTCOMBAT CEN	STUDENT	980901 981201	03		06	СО	-	_	_	-	-	-	-	-	-	_	_	_	P/WS	RG



Reviewing a Record









Board Process

- Once all records have been briefed and voted, a scattergram is displayed that shows a cumulative number of votes at each confidence level
- The floor is open for motions
 - Tentatively select those applicants that are clearly at the top
 - Drop from further consideration those applicants that are clearly not competitive for further consideration
- Those applicants who remain after those tentatively selected or dropped from further consideration are considered "crunch" records and are briefed and voted again

NOTE: This is an overview of typical motions made by a board membership and is not meant to represent an actual tank voting session



Sample Scattergram

0 Selects 0	Alternate	s 0 Fails	20 Nor	-Select	20 Total
SelStat	Score # I	Eligibles	Total #	Score	SelStat
Non-Select	100	3	3	100	Non-Select
Non-Select	95	3	6	95	Non-Select
Non-Select	90	1	7	90	Non-Select
Non-Select	85			85	Non-Select
Non-Select	80	1	8	80	Non-Select
Non-Select	75	2	10	75	Non-Select
Non-Select	70	2	12	70	Non-Select
Non-Select	65			65	Non-Select
Non-Select	60	1	13	60	Non-Select
Non-Select	55			55	Non-Select
Non-Select	50			50	Non-Select
Non-Select	45	1	14	45	Non-Select
Non-Select	40	1	15	40	Non-Select
Non-Select	35			35	Non-Select
Non-Select	30	1	16	30	Non-Select
Non-Select	25	1	17	25	Non-Select
Non-Select	20			20	Non-Select
Non-Select	15			15	Non-Select
Non-Select	10	1	18	10	Non-Select
Non-Select	5			5	Non-Select
Non-Select	0	2	20	0	Non-Select

To select 10



Sample Scattergram

Tentatively Select 90 and above

Drop From Further Consideration 45 and below

	7 Selects	Altern	ates 7 Fails	6 Non	-Select	20 Total	
t i	SelStat	Score	# Eligibles	Total :	# Score	SelStat	lt
ı	Select	100	3	3	100	Select	П
ı	Select	95	3	6	95	Select	П
	Select	90	1	7	90	Select	
	Non-Select	85			85	Non-Select	1
	Non-Select	80	1	1	80	Non-Select	
	Non-Select	75	2	3	75	Non-Select	
	Non-Select	70	2	5	70	Non-Select	
	Non-Select	65			65	Non-Select	
	Non-Select	60	1	6	60	Non-Select	
	Non-Select	55			55	Non-Select	
	Non-Select	50			50	Non-Select	L
Г	Fail	45	1	1	45	Fail	П
Г	Fail	40	1	2	40	Fail	П
L	Fail	35			35	Fail	П
L	Fail	30	1	3	30	Fail	П
L	Fail	25	1	4	25	Fail	П
•	Fail	20			20	Fail	7
	Fail	15			15	Fail	
	Fail	10	1	5	10	Fail	
	Fail	5			5	Fail	
	Fail	0	2	7	0	Fail	

Crunch 6 to select 3

To select 10



Post Board Process

- ➤ Conduct post-board review of selects to identify adjudicated or pending substandard or adverse information. Items discovered:
 - Security clearance issues
 - Misconduct
- ➤ These selects are placed on hold, notified of their selection and hold status, who then provide additional information to CNP to decide whether to release the hold or permanently remove their selection.
 - Results in missing sequence numbers on NAVADMIN



Items Board Members Can't Discuss

- Recommended selectees prior to results being made public
- Why a candidate was or was not selected
- > Items they saw in a candidate's record
- Specific items briefed in the tank

MAY NEVER DISCLOSE THE PROCEEDINGS AND DISCUSSIONS



Common Issues

- > Sailors not knowing how to verify their board eligibility.
 - Board profile sheet is the official source
 - No profile sheet = not being considered by the board
- > You may receive a BUPERS INVAL profile sheet without notification if you lose board eligibility.



- 1. A member of the board who knows you increases your chances for advancement. FALSE
- 2. The selection board only considered items in my OMPF, PSR, and items in my Letter to the Board (LTB). TRUE
- **3. Should a career summary be included with my LTB?** By policy, only items missing from the candidate's OMPF field codes 30-38 and PSR should be included in their LTB. Any additional information that candidate's deem important may be submitted.
- 4. The selection board accepts items from both me and my command up to the convening of the board. FALSE (Only items submitted from the candidate and only if received prior to the LTB deadline)
- **5. Advancement board eligibility is posted on BOL. FALSE** (Results are posted on BOL, but eligibility is reflected on profile sheet on My Navy Portal)



- **6. CPO candidates are automatically board eligible if on an IA in theater. FALSE.** Must be validated as board eligible by their command. NAVADMIN 336/07 paragraphs 3 and 8 refer.
- 7. I am mobilized which makes me eligible regardless of my HYT. FALSE
- 8. Only adverse information contained in my OMPF can be considered by the board. TRUE, unless submitted in the candidate's LTB.
- 9. How is PRIMS used in the selection board process? It is not.
- **10.** How is NSIPS ESR data used in the selection board process? Only if contained in the OMPF or in the candidate's LTB.
- 11. Is security clearance information made available to selection boards? No, except where documented in narrative of an eval or on a revocation Page 13.



- 12. A change in rating must be effective how long before the advancement board convenes to be considered in the new competitive group? One month
- 13. Once you verify that you have a board eligible profile sheet, is there any reason either before or during the board to re-verify your profile sheet that you are still board eligible? Yes. You may receive a BUPERS INVAL profile sheet without notification if you lose board eligibility.
- 14. Is it still necessary to submit an LTB even if my OMPF and PSR are up to date? No. Candidates may submit information they deem important, but doesn't appear in their OMPF and PSR. It is unnecessary to submit an LTB stating that your record is up to date.
- **15.** How far back in the record does the board consider? The entire record may be considered.



16. Why are items that reflect in my NSIPS ESR not reflecting in my OMPF? Your ESR requires close-out either upon reenlistment or separation by your servicing personnel office for items to be submitted to your OMPF.



ENLISTED SELECTION BOARDS

QUESTIONS?