



**DEPARTMENT OF THE NAVY
BUREAU OF NAVAL PERSONNEL
5720 INTEGRITY DRIVE
MILLINGTON TN 38055-0000**

1401
BUPERS-00B
NOV 24 2024

From: Deputy Chief of Naval Personnel
To: President, FY-26 Human Resources Command, Leadership, Sea and Education Board

Subj: ORDER CONVENING THE FY-26 HUMAN RESOURCES (HR) COMMAND,
LEADERSHIP, SEA (CLS) AND EDUCATION SCREEN BOARD

Ref: (a) DCNP ltr 1401 BUPERS-00B of 1 Nov 24
(b) BUPERSINST 1401.5C
(c) MILPERSMAN 1301-234

Encl: (1) Board Membership
(2) Administrative Support Staff
(3) FY-26 HR CLS and Education Eligibility Criteria

1. Date and Location

a. This administrative selection board, consisting of you as president, the officers listed in enclosure (1) as members, and the personnel listed in enclosure (2) as administrative support staff, is ordered to convene at Navy Personnel Command, Millington, TN, at 0800, 17 December 2024, or as soon as practicable thereafter.

b. The board shall proceed in accordance with all guidance in this letter and the FY-26 Administrative Selection Board Precept, reference (a) through (c).

2. Function. The function of the board is to:

a. Recommend eligible active duty HR officers (1200) for Major Command and Captain Command designation.

b. Recommend eligible active duty HR officers (1200) for Commander Command designation.

c. Recommend eligible active duty HR officers (1200) for Lieutenant Commander Command designation.

d. Recommend eligible active duty HR officers (1200) for Commander Leadership designation.

e. Recommend eligible active duty HR officers (1200) for Lieutenant Commander Leadership and Sea designation.

f. Recommend eligible active duty HR officers (1200) for Senior Service College designation.

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g. Recommend eligible active duty HR officers (1200) for Junior Service College designation.

h. Recommend eligible officers as Qualified/Insufficient Opportunity (QIO).

i. Conduct a bank review.

3. **Board Authorized Selections.**

a. Eligibility is outlined in enclosure (3).

b. The maximum number of candidates that may be recommended in each competitive category is listed below in paragraph 3e.

c. The board need not select to the numbers provided below. The authorized number to select should only be attained if there are sufficient number of candidates determined fully qualified.

d. Qualified/Insufficient Opportunity (QIO). In each competitive category, there may be officers whose records clearly meet selection criteria, but miss selection because of limited quotas. The board should identify such officers to the Head Recorder and those names will be annotated in the Recorder's ledger. In the board report, officers selected for QIO will be ranked in order of merit within each competitive category. However, the QIOs will not be published to the Navy or the public.

(1) The selection of QIOs is authorized for all competitive categories listed in paragraph 2. By a majority vote, the board may deviate from the recommended number of QIOs. Any deviation will be included in the board report.

(2) An individual may be recommended as a QIO in multiple competitive categories.

(3) Should a need arise during the year for an additional officer to fill a major command, command or leadership/sea billet, an officer so identified in the board report shall be considered qualified and additional administrative screen procedures need not be pursued. Officers shall be selected from the board report according to order of merit and subject to their availability for assignment. QIO selections are only valid for one year.

(4) Officers may be on the QIO list until such time as the individual is required to fill a command or leadership/sea billet. Once the QIO officer has been notified of the intent to employ him/her in a specific command or leadership/sea assignment, he/she is considered a select for that respective category.

(5) Officers selected for QIO but not utilized prior to the FY-27 HR CLS and Education Screen board will be reconsidered for all competitive categories subject to meeting the FY-27 eligibility criteria.

e. HR Command (1200):

(1) Major and Captain Command:

Maximum Selects: 8

Recommended QIOs: 2

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(2) Commander Command: Maximum Selects: 18
Recommended QIOs: 5

(3) Lieutenant Commander Command: Maximum Selects: 10
Recommended QIOs: 3

f. HR Leadership (1200):

(1) Commander Leadership: Maximum Selects: 5
Recommended QIOs: 2

(2) Lieutenant Commander Leadership and Sea: Maximum Selects: 12
Recommended QIOs: 4

g. HR Education (1200)

(1) Senior Service College: Recommended Selects: 23

(2) Junior Service College: Recommended Selects: 22

4. **Additional Guidance.** The information is provided to clarify specific community requirements, but in no way should replace the “Best and Fully Qualified” Standard of reference (a).

a. Officers must meet the following criteria to be eligible for command consideration:

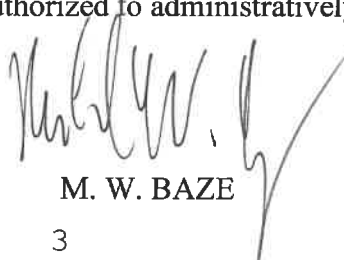
(1) Completed Command Eligible (2D1/2D2) or Major Command Eligible (RLC) Additional Qualification Designation (AQD) for respective level of command.

5. **Bank Review.** To ensure standards of performance are maintained, the records of officers previously selected but who have not reported to their Command, Leadership or Sea assignment shall be reviewed.

a. Those officers whose records, in the opinion of a majority of the board members, indicate significant decline in performance, or which contain material subsequent to the last board which casts doubt upon their qualifications to serve in a Command, Leadership or Sea billet, shall be de-screened. The purpose of this review is to ensure the continuing quality of officers assigned to command, leadership or sea billets.

b. If an officer is removed from the bank, an additional pick may be added for the competitive category for which the officer is de-screened.

c. Officers eligible for bank review are authorized to administratively participate in the board in accordance with reference (b).



M. W. BAZE

BOARD MEMBERSHIP
FY-26 HUMAN RESOURCES COMMAND, LEADERSHP, SEA AND EDUCATION
SCREEN BOARD

FY-62 Human Resources Command, Leadership, Sea and Education Screen:

RDML Stuart C. Satterwhite, USN, 1200 (President)

CAPT Kertreck V. Brooks, USN, 1200

CAPT Robert T. Stockton, Jr., USN, 1200

CAPT Shaletha R. Moran, USN, 1200

CAPT Christopher J. Carmichael, USN, 1200