



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

1401  
BUPERS-00B  
9 Nov 20

From: Deputy Chief of Naval Personnel  
To: President, FY-22 Public Affairs Officer Lieutenant  
Commander Milestone Screen Board

Subj: ORDER CONVENING THE FY-22 PUBLIC AFFAIRS OFFICER  
LIEUTENANT COMMANDER MILESTONE SCREEN BOARD

Ref: (a) DCNP ltr 1401 BUPERS-00B of 5 Nov 20  
(b) MILPERSMAN Article 1301-239

Encl: (1) Board Membership  
(2) Administrative Support Staff

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 the Navy Personnel Command, Millington, TN, at 0800, 12 November 2020, or as soon as practicable thereafter.

b. The board shall proceed in accordance with all guidance in this letter and the FY-22 Administrative Selection Board Precept, reference (a).

2. Function. The function of the board is to recommend Public Affairs Officers (PAO) for Lieutenant Commander (LCDR) Milestone assignment within the PAO community. Officers eligible for their first look are all Lieutenant Commander Selects (LCDR (Sel)) and Lieutenant Commanders with a 1650 designator who have not previously served in a milestone billet. Officers eligible for their second or third look are Lieutenant Commanders with a 1650 designator who have not previously served in a milestone billet who did not screen in the FY-20 or FY-21 PAO O4 Milestone Screen boards.

3. Board Authorized Selections. The LCDR Milestone screen board goals are sufficient to ensure all remaining CY-21 and all CY-22 Milestone billet requirements are met and a bank is maintained that is sufficient to meet contingencies.

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a. The total numbers of candidates that may be recommended are listed below. For LCDR Milestone, members should select the Best and Fully Qualified officers in accordance with reference (a), and shall not exceed the total selection goal.

PAO LCDR Milestone	
Eligible Officers:	26 Officers
Selection Goal:	15 Officers
Selection Minimum:	11 Officers
Note: Selection goal is to ensure sufficient screened inventory for multiple years of slating. Selection minimum will enable slating to CY-21 and CY-22 requirements.	

b. Officer "Bank." Each Milestone Screening Group will screen to a "bank" vice specific availability to allow for flexibility in detailing. Not all officers that screen for Milestone will be offered a Milestone in FY-21 or FY-22. These selectees will receive the proper "Milestone screened" note in OAIS and remain eligible for future assignments.

(1) If not serving in a Milestone billet, previously "banked" officers will be reviewed by PERS-448 no later than 45 days prior to board convening date for continued assignment eligibility in accordance with reference (b). PERS-448 will forward any "banked" officers with negative performance issues to the Milestone Board to determine continued eligibility.

(2) Banked officers who will be forwarded to the Milestone Board to determine continued eligibility will be notified by PERS-448 no later than 30 days prior to board convening to enable communication to the board.

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

a. The optimal indicators of potential success in a LCDR Milestone assignment are superior performance in an independent duty PAO tour and previous experience advising flag officers and Senior Executive Service civilians.

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(1) The most competitive officers will have distinguished themselves by outstanding performance in previous assignments, to include assignments prior to re-designating as a PAO, and will have strong fitness reports throughout their careers. These tours include assignments to major staffs, overseas tours and operational duty.

(2) Many officers will have a variety of assignments in other line and staff billets prior to their redesignation to PAO. Boards are encouraged to examine an officer's entire record to assess professional achievement, critical thinking, leadership, maturity, and operational and staff experience that would translate to success in a Milestone assignment. The PAO community has a critical need for Milestone-screened officers who have experience in all five areas of the PAO career progression model (Operational Experience, Independent Duty, Staff Experience, Production/Outreach, and Professional Development).

b. Sustained superior performance in both the PAO Community and, if not a direct accession, their source community is a strong indicator of future success in milestone tours.

c. Completion of a master's degree in communications or public relations, either in a Navy-funded billet or independently, is not required, but provides a background in critical thinking and public affairs methods and should be given favorable consideration.

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

  
J. W. HUGHES