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SUBJ/FY-26 SURFACE LIMITED DUTY OFFICER (61XX) TO SURFACE WARFARE

OFFICER (1110) CONVERSION BOARD ANNOUNCEMENT//

REF/A/DOC/OPNAV/16JUL2012//

REF/B/DOC/OPNAV/17JAN2019//

REF/C/MSG/CNO/301941ZJUL24//

REF/D/DOC/CNSF/22NOV2021//

NARR/REF A IS OPNAVINST 3120.32, STANDARD ORGANIZATION AND

REGULATIONS OF THE U.S. NAVY. REF B IS OPNAVINST 1210.5B, LATERAL

TRANSFER AND REDESIGNATION OF ACTIVE COMPONENT OFFICERS IN THE NAVY.

REF C IS NAVADMIN 149/24, SURFACE WARFARE OFFICER DEPARTMENT HEAD

RETENTION BONUS. REF D IS CNSFINST 1412.7A, SURFACE WARFARE OFFICER

CAREER MANUAL.//

POC/BENCINI/CDR/PERS-412/901-874-3912/

WILLIAM.M.BENCINI.MIL(AT)US.NAVY.MIL//

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1. This message solicits applications and provides guidance for the Fiscal Year (FY) 2026 LDO to SWO Conversion Board. The Conversion Board will be held from 28 April- 02 May 2025, in parallel with the FY-26 Surface Warfare Department Head Afloat Screening Board.

2. The FY-26 LDO to SWO Conversion Board will select officers authorized to complete SWO qualification requirements necessary to lateral transfer from LDO to Surface Warfare (1110). Officers who are selected for conversion will work towards full eligibility for lateral transfer as outlined below. Once full eligibility is met, designator change to 1110 will occur via the Lateral Transfer board.

Ideally, lateral transfer occurs within 12-24 months of selection and prior to 6 years of commissioned service (YCS).

3. Selection Eligibility

3.A. To be eligible for selection, applicants must be Active Duty Surface LDOs (61XX) with a minimum of 2 years of commissioned service (YCS).

4. Application

4.A. Personal Statement describing why you are a strong candidate for conversion to SWO. Factors for consideration in selection include sustained superior performance at sea, documented qualifications, platform experience, and command at sea potential.

4.B. Commanding Officer's Endorsement on the past performance and future potential of the candidate.

4.C. The deadline for submission is 18 APR 2025. The selection board is scheduled to convene the week of 28 APR 2024. Full lateral transfer eligibility requirements need not be met prior to submitting an application for selection. Candidates are encouraged to submit applications prior to the deadline as early submission allows timely feedback.

5. Attaining Full Eligibility. Once selected, officers must attain full eligibility prior to lateral transfer.

5.A. Achieve SWO Qualification. All LDO to SWO Conversion selects must also qualify as a Surface Warfare Officer in accordance with reference (d), to include the successful completion of the Basic/Advanced Division Officer Courses, and both Officer of the Deck Phase I/II courses. Once selected, candidates are eligible to work towards SWO qualification. Close coordination with commands and detailers (LDO and SWO) is necessary to schedule BDOC as TEMADD or during a PCS.

5.A.1. Officers will not transfer ashore prior to attaining their SWO qualification. Where necessary, follow on afloat orders in their current designator may be issued to provide for adequate time to achieve qualification.

5.B. Attained a Baccalaureate Degree

5.C. Have a minimum of 4 years of commissioned service, including no less than 3 years of afloat commissioned service,

5.D. Have successfully screened Surface Warfare Department Head Afloat

5.E. Have a signed DHRB contract on file with PERS-41. DH milestone tours are compulsory for LDO-SWO conversion officers, who are encouraged to attend Department Head School between YCS 5-6, with exceptions for later attendance on a case-by-case basis as late as YCS 9.

5.E.1. Selection for conversion meets SWO Department Head screening requirement.

6. Lateral Transfer

6.A. Applicants selected by the FY-26 Conversion Selection Board are expected to meet full eligibility and lateral transfer 12-24 months after selection, but not earlier than YCS 4.

6.A.1. Selectees meeting full eligibility and lateral transfer to 1110 are entitled to SWO DHRB at the pay increments outlined in reference (b).

6.B. Selectees unable to meet full eligibility within 24 months will remain in their current designator and assigned to meet fleet demands. Contact your PERS-41 detailer early in the event that degree attainment is in jeopardy to afford maximum path availability.

7. Notional Conversion Timeline Examples (not all inclusive)

7.A. YCS 3 LDO Selection (1st LDO Afloat Tour)

- Notification / Conversion path developed and accepted.
- BDOC / OOD PH1 COIs complete within 6 months of notification, TEMADD or PCS.
- Upon graduation, select returns to parent command to earn both OOD and SWO qualifications. After authorization to lateral xfer to 1110, PERS-41 aligns relief.
- Select converts to 1110 at/or around YCS 4 and slates to shore as a post-DV.
- Select attends ADOC / OOD PH2 COIs enroute to shore tour (YCS 5/6).
- Prospective DH class assigned between YCS 5 and YCS 6.

7.B. YCS 5 LDO Selection (2nd LDO Afloat Tour / LDO Shore Tour)

- Notification / Conversion path developed and accepted. Selects on shore duty will be afforded opportunity to return to sea to earn required qualifications. After authorization to lateral xfer to 1110, PERS-41 aligns relief.
- BDOC / OOD PH1 COIs complete within 6 months of notification.
- Upon graduation, select returns to sea to earn both OOD and SWO qualifications.
- Select converts to 1110 and attends ADOC / OOD PH2 COIs. Depending on YCS and LCDR/O4 in-zone projections, prospective DH class assigned to support maximum opportunity for selection.
- Select slates to shore as a post-DV.

8. For questions, specific details, eligibility, application requirements and post-selection procedures, please contact your detailer for the most up-to-date information. Points of contact regarding Department Head Screening is Navy Personnel Command Surface Junior Officer Assignments (PERS-412). Specific questions regarding the FY-26 Department Head Screening Board can be sent to

SWO_DH.FCT(AT)NAVY.MIL.//

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