

Program Authorization: Active Component direct commissioning program for designator 1650 (Public Affairs Officer (PAO)). Provides an opportunity for exceptional civilians and enlisted personnel the ability to apply for a commission as a Navy PAO through Officer Candidate School (OCS). Public Affairs Officer Community Manager (BUPERS 314F) is the officer community manager (OCM).

1. Program Authority: Title 10 U.S. Code sections 531, 532 and 533.
2. Cancellation: Program Authorization 103, October 2018.
3. Quota: As prescribed by the Deputy Chief of Naval Operations (Manpower, Personnel, Training and Education) (DCNO N1).
4. Qualifications
 - a. Citizenship: Applicants must be United States citizens.
 - b. Age: Must be at least 19 years old and not have passed their 42nd birthday at the time of commissioning. Prior qualifying service will be considered for year-for-year credit up to age 50.
 - c. Education
 - (1) Minimum of a baccalaureate degree from an accredited institution with a cumulative grade point average of 2.8 or higher on a 4.0 scale. Postgraduate education is preferred but not required.
 - (2) Desirable fields of study include broadcasting, communications, English, journalism, marketing, public relations, speech or related field. Other liberal arts degrees and experience in a communication field will be considered.
 - d. Physical: In line with the Manual of the Medical Department, Chapter 15. Selectees must maintain eligibility for worldwide assignment.
 - e. Duty Preference: Not applicable.
 - f. Program Specific Requirements
 - (1) Work Experience: Military or civilian work experience should be similar to desirable fields of study, as discussed in paragraph 4c(2). Military experience will only be validated by submission of an applicant's service record that must include all performance evaluations, positions held and military training and education attended/completed. If applicable, include documentation concerning previous military service discharge. Civilian applicants should include a resume highlighting any public affairs related experience.
 - (2) Interviews: Applicant must submit three interview appraisals as part of the application. At least one interview must be conducted by a Navy active duty, reserve or retired

PAO in the paygrades of O-5 or above. The second interview must be conducted by a Navy active duty PAO in the paygrade of O-4 or above. This can be waived if a Navy active duty PAO is not available. The third interview may be conducted by any Navy officer in the paygrade of O-5 or above.

(3) Endorsements: Endorsements by senior officers or senior enlisted, active duty, reserve or retired may be included with the application.

(4) Test Scores/Certifications: A minimum score of 40 on officer aptitude rating.

(5) Personal Security Investigation: A National Agency Check, Local Check investigation or its equivalent, is required to be complete prior to commissioning.

(6) Portfolio: Applicants must submit a portfolio to include but not limited to stories, photographs, speeches, communication plans and/or any marketing material.

5. Waivers: In cases where the applicant does not meet all of the qualifications, but otherwise has an exceptional record or proven skillset required by the Navy, a waiver may be authorized in limited numbers. If a waiver is requested, then follow the steps below prior to the convening of the selection board.

a. Application Contents: Letter or email addressed to Director, Military Community Management (BUPERS-3) via the PA OCM requesting any waivers.

b. Routing: Route requests to the PA OCM.

c. Approval Authority: BUPERS-3.

d. Notifying the Applicant: PA OCM will notify the applicant.

6. Accession Source

a. Civilians.

b. Enlisted personnel in the Active or Reserve Component (Selected Reserves (SELRES) or Individual Ready Reserve) of any service of the armed forces. SELRES on extended or recall orders may apply but must complete their active duty obligation under current orders before being commissioned. Those serving on active duty, including Full-Time Support are not eligible to apply unless appropriate release is authorized.

c. Personnel of the other armed Services with an approved inter-service transfer.

7. Indoctrination: Selectees will attend OCS at Officer Training Command, Newport, RI, followed by the PAO Qualification Course at Defense Information School, Fort Meade, MD.

8. Enlistment: Civilians and enlisted applicants in the paygrades of E-4 or below, who are selected for this program are designated officer candidates and advanced to the paygrade of E-5

upon reporting to OCS. Enlisted applicants in the paygrades of E-5 and above are designated officer candidates in their present paygrades.

9. Constructive Entry Credit: Not applicable.


10. Appointment: Candidates will be commissioned in the restricted line of the U.S. Navy as an ensign, designator 1650.

11. Service Obligation

a. Selectees will incur a 4-year active-duty obligation from date of appointment. The obligation commences upon commissioning.

b. The balance of service, sufficient to complete 8 years of total obligated service may be served in a Ready Reserve status.

12. Pay and Allowances: Upon commencing OCS, selectees will receive pay and benefits based on paygrade as outlined in paragraph 8.

Approved: 
JOHN B. NOWELL, JR.
Rear Admiral, U.S. Navy
Director, Military Personnel Plans and Policy (N13)

Date: 4/25/19