MILPERSMAN 1301-235

Command Policies And Procedures — Specific Policies Related To Screening Engineering Duty Officers To Command Or Major Program Manager Assignments

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References	(a) DON DAWIA Operating Guide of 21 Dec 11
	(b) OPNAVINST 1412.14
	(c) NAVSEAINST 5400.55H

1. **Policy**. A commanding officer (CO) or major program manager (MPM) must be a person of unfailing integrity with exceptional judgment and technical acumen who has proven their excellence in both operational and acquisition related assignments with the ability to provide the requisite leadership of large and complex organizations or programs. Prior to being assigned as CO or MPM, all engineering duty officers (EDs) will be command screened to determine eligibility. After successful screening, officers will be assigned as CO or MPM by a separate slating process, per reference (a), or the normal detailing process.

   a. The function of the screening board is to recommend and establish a list of officers eligible for command and major acquisition command assignments to include major shore command (MSC) and MPM of activities identified as major acquisition commands and other Assistant Secretary of the Navy (ASN), Research, Development and Acquisition (RDA) special interest positions (i.e., acquisition critical major shore commands, acquisition categories (ACAT) I & II program managers, deputy program managers, and Navy major program managers) per reference (a). Not every officer who is screened as eligible for command will be assigned to command.

   b. The majority of ED command opportunities occur at the captain and captain select grades as MSC and MPM positions.

Four command opportunities are available to commanders, but these billets are not MSC or MPM.

2. **Prerequisites for Command Screening**

a. Per reference (b), minimum standards are required for every officer to be eligible to be screened for command via board action and serve in command. For EDs, this standard is met by completing the requirements of the Engineering Duty Qualification Program and achieving certification as an ED per reference (c).

b. In addition to achieving certification as an ED, every ED who is to be screened as eligible for command is required to have attended the 2-week Engineering Duty Senior Course after being selected for commander. Additionally, all officers selected for captain must attend the 2-day new captain training session. During each of these required events, all eligible officers will receive oral reviews of command leadership expectations, accountability, and ethics that are personally delivered by ED flag officers. These oral reviews are designed to ensure that all eligible officers are maintaining the appropriate standards of command eligibility and meet the standards required for assignments of increased responsibility within the community.

3. **Command Screen Board**

a. An engineering duty command screen board will be convened annually to recommend officers for command. Navy Personnel Command (NAVPERSCOM), Engineering Duty Officer Branch (PERS-445) will be the board sponsor.

b. **Membership**. The command screening board will consist of an ED flag officer (1440) who will serve as the board president, and at least four ED (1440) captains (O-6) who are serving or have served as MSC or MPM and (if possible) are senior to those eligible for the board.

c. Officers in the grade of commander (O-5) in designated year groups or with specified additional qualification designation (AQD), as specified in the convening order, will be screened for command, if O-5 commands will require CO fills.

d.   Officers in the grade of captain (O-6), or selected for captain, will be screened as eligible for MPM, MSC, both, or neither.

(1)   New captain selects will be screened for the first time. Any captain who has not previously screened for either major program manager or major shore command will also be screened.

(2)   Officers who have previously screened, only for major program manager, will be screened to determine if their status should be changed to both major program manager and major shore command.

(3)   Officers who have previously screened only for major shore command will be screened to determine if their status should be changed to both major shore command and major program manager.

e.   Officers who have previously screened, but have not been assigned command, will be rescreened to ensure they remain eligible for command.

f.   **Report.** Upon completion of its deliberations, the command screen board shall report the board's results to Commander, Navy Personnel Command (COMNAVPERSCOM) for approval. Selection by the command screen board and approval of the board report designates an officer as command screened. The report shall contain a list of all eligible officers. Commanders and captains/captains select should be separated, arranged in alphabetical order, and indicate the following:

(1) Screened for command (commanders only)

(2) Screened for major program manager;

(3) Screened for major shore command; and

(4) Screened for both major program manager and major shore command.

g.   **Responsibilities**

(1) **NAVPERSCOM (PERS-445).** Reference (a) establishes COMNAVPERSCOM support for command screening boards. Commander,

Naval Sea Systems Command (COMNAVSEASYSCOM) will annually request NAVPERSCOM (PERS-445):

    (a) Announce command screen board deadlines and procedures.

    (b) Schedule and administer a command screen board in advance of the annual slating process.

    (c) Provide COMNAVSEASYSCOM with a list of all O-5 command billets that will be available in the next fiscal year.

    (d) Document each officer's screening results in the Officer Assignment Information System.

    (2) Navy Sea Systems Command (**NAVSEA), Engineering Duty Officer Plans and Policies (10TM)**. Prepare the command screen board convening order to guide the board in selecting the best and fully qualified officers for command. The convening order should not duplicate guidance provided in the annual administrative selection board precept issued by COMNAVPERSCOM. The convening order will be endorsed by COMNAVSEASYSCOM and approved by COMNAVPERSCOM.

4. **Command Slating**. Per reference (a), system commands convene command slating panels periodically throughout the year to slate MSC COs and MPMs of activities identified as major acquisition commands within NAVSEA, Space and Naval Warfare Systems Command (SPAWAR), and their affiliated program executive officers. Boards will take place according to a schedule promulgated annually and reviewed by ASN (RDA). All other CO assignments are made through the normal detailing process.