

## MILPERSMAN 1301-809

### COMMAND POLICIES AND PROCEDURES – FOREIGN AREA OFFICER (FAO) ASSIGNMENTS TO MILESTONE BILLETS

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| <b>References</b> | (a) OPNAVINST 1301.10C<br>(b) NAVPERS 15839I, Manual of Navy Officer<br>Manpower and Personnel Classifications,<br>Volume 1, Part D<br>(c) NAVSO P-6034, Joint Travel Regulation<br>(d) DoD Instruction 1315.18 Procedures for<br>Military Personnel Assignments of 28 October<br>2015<br>(e) DIAG 5105.32-1 Tours at Defense Attaché<br>Offices |
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#### 1. Milestone Screen Board for Commander (O-5) Milestone Duty.

The Foreign Area Officer (FAO) Milestone Program was established per reference (a). Milestone screening is conducted by formal administrative board action. Navy Personnel Command (NAVPERSCOM) Information Warfare Community and Foreign Area Officer Division (PERS-47) is the sponsor for the board.

a. The board's membership must consist, at a minimum, of the following officers:

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| 1 | Flag officer who serves as the president and senior member (normally the senior FAO flag officer or FAO community leader) |
| 4 | FAO captains ( no two members should be from the same region)   |

**Note:** With the exception of the board president, no officer may serve on two consecutive boards as a member.

b. FAOs will become eligible for milestone screening upon selection for the rank of O-5. All officers are eligible for two consecutive looks for milestone selection. Any officer may elect to defer consideration for selection on the first milestone board for which they are eligible. Officers who defer their first look are not eligible for additional deferrals and will be considered for milestone selection on the two subsequent boards. Officers who elect to defer consideration must convey their intent to the FAO detailer in writing.

(1) Board members, without knowledge if this is their first or second look or if they have deferred for any reason, will consider all candidates equally.

(2) Letters to the milestone screen board must be submitted per standard board correspondence procedures.

(3) Officers unwilling or unable to be assigned to any milestone billet are strongly encouraged to submit a "Don't Pick Me" letter to the president of the FAO Milestone Screen Board.

c. Selection opportunity for commander milestone duty is based on the size of the screen group and the number of quotas available.

d. In rare cases, individual FAOs may receive an additional (third) board screening. An additional board screening may be approved upon constituent petition where it may be demonstrated the officer was disadvantaged for selection or the officer's record was unfairly considered during the normal selection process.

(1) A petition for an additional board screening must be made in writing by the requesting member to the FAO community leader via the FAO chief of staff. The petition must be received by the board sponsor no later than 30 days prior to the board convening. Approval is at the sole discretion of the community leader.

e. The screen board may elect to designate up to three officers as qualified insufficient opportunity (QIO). These officers should meet the convening order's definition of "Fully Qualified" and "Best Qualified".

f. To allow for flexibility in detailing, all eligible personnel are screened to a "bank" of milestone-selected

officers, rather than discrete billets. Milestone-screened officers who have not yet reported to an FAO commander milestone billet are held in the bank for appointment to a milestone billet as assigned by the senior detailer and approved by the FAO community leader (or senior Navy FAO as delegated). The records of officers in the bank are rescreened annually by the board to verify continued eligibility for milestone assignments. Records will be monitored for declining performance (e.g., any mark below 3.0 or individual promotion recommendation of "**significant problems**" or "**progressing**") or other adverse information (e.g., return to Service). Officers identified by the board as exhibiting a substantial decline in performance will be removed from the bank and have any previously awarded FM1 additional qualification designation (AQD) removed from their records.

2. **Assignment Policy.** Officers screened for milestone assignment are committing to serve in any milestone billet, in compliance with the needs of the community and as approved by the FAO community leader. The FAO milestone slate is approved by the FAO community leader (or senior Navy FAO as delegated). All officers screened for FAO milestone duty will be assigned to a milestone billet at the earliest opportunity unless the officer is unable to meet the security or overseas screening requirements of the milestone billet, de-screens by a later selection board, or declines milestone assignment.

a. The milestone slate will consist of billets from the approved milestone billet list. Additional billets may be approved on a case-by-case basis by the community leader. The community leader will make every effort to assign milestone-screened FAOs to billets within their designated major geographical region, or a minor region. To ensure career competitiveness for milestone-screened aviation qualified FAOs, consideration will be given to adding qualifying officers in the ranks of O-5 or O-6 flying attaché positions to the milestone slate.

b. Upon notification of milestone billet assignment, officers may only decline milestone assignment in writing within 14 days of notification of milestone assignment.

c. The FAO community leader may need to alter a milestone assignment. In that case, the officer's 14-day window in subparagraph 2b restarts upon notification of the new billet assignment.

d. Officers designated QIO will be considered eligible to serve in a milestone tour and receive the appropriate AQDs if they are activated (FM1 for milestone selection) and subsequently assigned to a milestone billet (FM2 for milestone completion). QIOs will be activated in order of merit as delineated by the Milestone Selection Board. If an officer is selected to a QIO status but not activated, the QIO selection will expire at the convening of the subsequent milestone screen board. Members designated as QIO will not be notified unless activated. If a designated QIO declines the offered milestone billet, subparagraph 2e applies.

e. Officers declining an FAO milestone assignment will submit a written request to the FAO community leader. If approved by the FAO community leader, PERS-47 will endorse the statement declining FAO milestone assignment and will take action to ensure appropriate documentation and compliance with this article. The written statement declining FAO milestone assignment and official endorsements will be made part of the officer's official military personnel file (privileged information field code 17 {FC-17}, see [MILPERSMAN 1070-020](#)). This information will be available for review by future administrative or statutory boards.

**3. Detailing to FAO Milestone Billets.** Only officers screened for FAO milestone assignment will be detailed to FAO milestone billets.

a. Exceptions to this policy may arise when there are no milestone-screened officers or QIOs available, thus requiring assignment of a non-screened officer to maximize community readiness and meet operational distribution requirements. In these infrequent cases, the FAO community leader or senior Navy FAO (as delegated) will approve the non-screened officer for assignment to the milestone billet. The non-screened FAO will not receive an AQD to indicate "FM1," but may petition community leadership for award of the "FM2" AQD after successfully completing the milestone tour per reference (b). Approval of the "FM2" AQD is at the sole discretion of the FAO community leader.

b. The same exception applies to members who laterally transfer into the community after their window of eligibility for milestone selection. If assigned to a milestone billet, such officers may request award of the "FM2" AQD, but not "FM1," after successfully completing the milestone tour per reference (b).

**Note:** In the event a senior accession (as described in subparagraph 3b above) completed a tour in his or her parent community that was functionally equivalent to an FAO milestone billet, the officer may request the "FM2" AQD, but not "FM1," based on previous experience. Functionally equivalent billets are defined as those being outside of the continental United States to include staff, attaché, or security cooperation billets with similar levels of leadership, responsibility, international relations, and foreign policy significance as those on the approved FAO milestone billet list. Any such request must be submitted via the senior FAO detailee with approval of the "FM2" AQD at the sole discretion of the FAO community leader.

c. FAO milestone tour lengths are per references (b) through (e) and [MILPERSMAN 1301-110](#).

4. **FAO Milestone Process Changes and Legacy Selections.** The FAO Captain (O-6) Major Milestone Selection Board is currently suspended until the FAO community leader directs reinstatement. FAOs previously approved milestone-related AQDs will retain the applicable AQDs.