

MILPERSMAN 1301-906

NAVY OFFICER LEADERSHIP CONTINUUM TRAINING

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References	(a) OPNAVINST 1412.14 (b) OPNAVNOTE 5450 (published annually) (c) NAVPERS 15839I, Vol I Manual of Navy Officer Manpower and Personnel Classifications Major Code Structures (d) Navy Leader Development Framework (version 3.0) of May 2019
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1. **Purpose.** To establish procedures and requirements for officers to attend leadership continuum training.

2. **Background.** Reference (a) sets the minimum standards for qualifying and screening officers for command. Reference (b) publishes the updated unrestricted line (URL) command - sequential; URL major command at sea; URL major command ashore; URL major defense attaché; restricted line and Staff Corps major command lists annually. Reference (c) includes all approved additional qualification designators (AQD). Reference (d) directs and specifies attendance and completion of Navy officer leadership continuum school-based training. This training must be accomplished prior to commencing duties in a milestone billet or as soon as practicable thereafter.

3. **Policy.** Per reference (d), exhibit 1 outlines the officer leadership training continuum.
 - a. All officers will complete the Division Officer Leadership Course (DIVOLC) prior to or during their first tour following accession training. Each community will implement, administer, and

facilitate DIVOLC tailored to its community needs but employing the curriculum published by Navy Leadership and Ethics Center (NLEC) as the baseline standard. If required, NLEC can facilitate "train the trainer" DIVOLC offerings to assist a community in becoming self-sufficient.

b. The Intermediate Leadership Course (ILC) is required for all officers between seven and 12 years of commissioned service; it may be conducted in conjunction with other required community-specific training. For communities with an established department head (DH) pipeline, per exhibit 1, ILC will be taught by NLEC personnel at the location of the community's DH pipeline training. Communities without an established DH pipeline will attend the ILC at NLEC Headquarters (HQ) Newport, Rhode Island or NLEC regional command sites at Dam Neck, Virginia or San Diego, California. Communities may coordinate with NLEC to have a mobile training team (MTT) deliver the course at a community-convenient location.

c. All officers who have been selected for or newly promoted to Commander (O-5) but are not on a community-specific command track will attend the Senior Leadership Course (SLC). Due to the number of officers requiring SLC and class size limitations, officers who have been selected for a training path requiring their attendance at the prospective executive officer (PXO) and or prospective commanding officer (PCO) leadership courses will not attend SLC. SLC will be conducted at NLEC HQ Newport, RI or NLEC regional command sites at Dam Neck, VA or San Diego, CA. SLC will also be offered by MTTs at select locations around the fleet. Attendance at SLC does not preclude future opportunities for selection to a command track.

d. Reference (a) states that command leadership training is mandatory for all officers serving in command positions. All PCOs receive this training by attending the PCO course via an intermediate stop at NLEC. Officers en route to initial command must attend the PCO Course prior to assuming command. Captains (O-6) en route to a subsequent command that have attended the PCO Course and successfully completed O-5 command (not milestone billet) will attend the Major Command Course (MCC). To comply with reference (a), prospective major command officers who have not previously completed the PCO Course will attend a hybrid course consisting of one week at the PCO Course followed by one week at the MCC.

NOTE: Aerospace Engineering Duty and Aerospace Maintenance Duty O-6 officers who are selected to command and acquisition corps major command listed in reference (b) will attend MCC only.

e. Officers who have attended the PCO or MCC, who served in a commander command or major command billet and are subsequently ordered to a second command in the same billet grade, are not required to attend the same NLEC course if it has been less than four years since last attendance. If it has been greater than four years since their last attendance, the officer must attend the appropriate NLEC course again. Officers en route to fleet-up commanding officer (CO) billets must attend the PCO course.

f. Post-major command officers heading to sequential command of a command listed in reference (b) may attend the two day Sequential Major Command Course (SMCC).

g. All PXOs receive leadership training via an intermediate stop at NLEC while on permanent change of station (PCS) orders en route to their leadership assignments. Officers who have previously attended the PXO Course will not be required to attend the course again upon selection to a subsequent executive officer (XO) assignment. Officers en route to an officer in charge (OIC) tour may attend the PXO course on a case-by-case basis.

h. The Command Spouse Leadership Course (CSLC) is offered at NLEC for the spouses of PCOs. The intent is for spouses to attend this course one time only while the active duty member is attending command leadership training. An invitation for spouses will be included in the PCOs' orders, with the requirement to confirm the spouses' attendance with NLEC.

4. **Action**. For courses conducted as part of a billet-specific training pipeline, detailers remain responsible for ensuring the appropriate NLEC course quotas are obtained prior to completing orders for their constituents. Additional direction includes:

a. PCS orders for officers en route to DH leadership tours who do not receive ILC during an existing community pipeline or via MTT will include an intermediate stop for leadership training at an NLEC site.

(1) Quotas are obtained directly through the Enterprise Naval Training Reservation System. Exhibit 2 lists primary sites where ILCs are delivered.

(2) Orders to ILCs must be approved and written at least 4 weeks prior to class convening dates. NLEC must approve quotas added within 4 weeks to ensure adequate time for the attending officer to complete specified prerequisites.

b. Attendance at the PCO Course is mandatory prior to assuming command, unless waived by Chief of Naval Personnel per reference (a). Quotas for the MCC, PCO Course, PXO Course, and SMCC are requested through Navy Personnel Command Allocation and Statistics/Space Requirement Analysis/Space Cadre Branch (PERS-452) and guided by the below business rules:

(1) Orders to NLEC must be approved and written at least 6 weeks prior to class convening dates. Any orders written within that timeframe must be approved by NLEC.

(2) Detailers will coordinate with PERS-452 in the selection and management of MCC, PCO Course, PXO Course, and SMCC quotas. PERS-452 will maintain and make available to the appropriate stakeholders a listing of available course quotas. These quotas will be further disseminated to each community on a fair-share basis in order to facilitate maximum course effectiveness and even course loading. Maximum/minimum student loads for each course are: PCO 42/15, PXO 25/8, and MCC 14/6.

(3) As a variety of designators is essential for peer-to-peer interaction and learning, the PCO Course should be limited to no more than 15 officers of a single designator, with 8 being the limit for the PXO Course, and 3 for the MCC.

c. Any officer unable to attend the leadership course appropriate for their next billet must receive a waiver from the Deputy Chief of Naval Personnel (BUPERS-00B).

d. Per reference (c), upon successful completion of the applicable leadership course, detailers will ensure the appropriate AQDs are updated in the Officer Assignment Information System.

e. Officers with fewer years of commissioned service than would normally be indicated by their paygrade will attend the leadership course most commonly associated with their paygrade or billet. For example, a medical professional directly commissioned as a lieutenant commander (O-4) would attend the ILC vice DIVOLC.

EXHIBIT 1

OFFICER LEADERSHIP DEVELOPMENT COURSES

Division Officer Leadership Course (DIVOLC) [CIN: P-7C-0100]

Each community is responsible for conducting formal schoolhouse junior leadership training. Communities must employ NLECs offering or develop their own courses, using the NLEC curriculum as a baseline.

Intermediate Leadership Course (ILC) [CIN: H-7C-0104]

For officers, typically O-3/O-4, between 7-12 years of commissioned service.		
Communities Receiving ILC During DH Pipelines	Communities Receiving ILC at NLEC HQ, NLEC Regional Command Sites or Via MTT	
Surface	Aviation, Aviation Maintenance Duty Officer, Aerospace Engineering Duty Officer, Engineering Duty Officer	Medical, Dental, Nurse, and Medical Service Corps
Submarine	Explosive Ordnance Disposal Warfare	Civil Engineer Corps
Supply	Special Warfare	Human Resources Foreign Area Officer
	Information Warfare Corps	Limited Duty Officer and Chief Warrant Officer
	Public Affairs Officer	Judge Advocate General

Senior Leadership Course (SLC) [CIN: H-7C-0107]

For officers newly selected to O-5, not on a community-specific path leading to attendance at the PXO or PCO courses and heading to fleet-wide billets commensurate with that rank. Due to the number of officers requiring SLC and class size limitations, officers who have been selected for a training path requiring their attendance at the PXO and or PCO leadership courses will not attend SLC. Attendance at SLC does not prohibit future opportunities for selection to a command track.

Prospective Executive Officer Course (PXO) [CIN: P-1B-0005]

For officers, typically O-4 and above, going to designated XO or "XO equivalent" billets and officers en route to OIC tours.

Prospective Commanding Officer Leadership Course (PCO) [CIN: P-1B-0004]

The PCO course is required of all PCOs, lieutenant (O-3) through captain (O-6). All officers en route to initial command must attend the PCO Course prior to assuming command. Officers who have attended the PCO Course and served in a commander (O-5) command billet and are subsequently ordered to a second command in the same billet grade are not required to attend the PCO Course if it has been less than 4 years since last attendance. If it has been greater than 4 years, the officer must attend the PCO Course again. Officers en route to fleet-up CO billets must attend the PCO Course.

Major Command Leadership Course [CIN: P-1B-0060]

O-6 officers en route to subsequent command of a command listed in reference (b) must attend the MCC prior to assuming command. O-6 officers en route to subsequent command who have attended the PCO Course and successfully completed O-5 command will attend MCC. Prospective major command officers who have not previously completed the PCO Course will attend a 1-week hybrid course at the PCO Course and 1 week at the MCC.

NOTE: Quotas for the MCC, PCO Course, PXO Course, and SMCC should be obtained directly from the PERS-452 point of contact provided in exhibit 2.

EXHIBIT 2
NAVY LEADERSHIP LEARNING SITES

Learning Sites	Courses Offered
Naval Leadership and Ethics Center (NLEC) 440 Meyerkord Avenue Newport, RI 02841-1617 COMM: (401) 841-6384/7422 Web site: https://www.netc.navy.mil/NLEC/	MCC PCO PXO SLC ILC DIVOLC SMCC CSLC
Navy Personnel Command (PERS-452) 5720 Integrity Drive Millington, TN 38055-4500 COMM: (901) 874-4209/4058 DSN: 882-4209/4058	(Quotas only) MCC PCO PXO SMCC
Naval Leadership and Ethics Command San Diego 3975 Norman Scott Road, Suite 100 San Diego, CA 92136-5504 COMM: (619) 556-5961 E-mail: NLEC-SAN-DIEGO@navy.mil NLEC SAN DIEGO@navy.mil	SLC ILC DIVOLC
Naval Leadership and Ethics Command Dam Neck 1905 Regulus Avenue, Room 231 Virginia Beach, VA 23461-2009 COMM: (757) 492-5628 DSN: 492-5628 E-mail: NLEC_DET_DMNK@navy.mil	SLC ILC DIVOLC
Surface Warfare Officer School (SWOS) 446 Cushing Road Newport, RI 02841-6382 COMM: (401) 841-4957/4958	ILC
Navy Supply Corps School (NSCS) 1378 Porter Road Newport, RI 02841-1210 COMM: (401) 841-4826	ILC
Naval Submarine School Box 700 Groton, CT 06349-5700 COMM: (860) 694-3637 Fax: (860) 694-3637	ILC