

**Milper Message Number
14-368**

**Proponent
AHRC-PDV-PO**

**Title
FISCAL YEAR (FY) 2015, LEGAL COUNSEL (LC) TO THE CHAIRMAN OF THE JOINT
CHIEFS OF STAFF (CJCS), JOINT SELECTION BOARD (JSB), ZONES OF
CONSIDERATION**

...Issued: [29 Dec 14]...

- A. TITLE 10, UNITED STATES CODE (USC), SECTION 156.
 - B. DODI 1320.14, COMMISSIONED OFFICER PROMOTION PROGRAM PROCEDURES, 11 DEC 13.
 - C. AR 623-3, EVALUATION REPORTING SYSTEM, 31 MAR 14
 - D. AR 600-8-29, OFFICER PROMOTIONS, 25 FEB 05.
 - E. AR 600-8-104, ARMY MILITARY HUMAN RESOURCE RECORDS MANAGEMENT, 07 APR 14.
 - F. DA PAM 640-1, OFFICERS' GUIDE TO THE OFFICER RECORD BRIEF, 01 APR 87.
 - G. MEMORANDUM FOR SECRETARIES OF THE MILITARY DEPARTMENTS, SUBJECT:
CONVENING OF THE FY15 LEGAL COUNSEL TO THE CHAIRMAN OF THE CHIEFS OF STAFF, 16
DEC14
1. THIS MESSAGE WILL EXPIRE NO LATER THAN (NLT) 29 DEC 15.

 2. A JOINT SELECTION BOARD IS SCHEDULED TO CONVENE ON OR ABOUT 02 MAR 15 TO
CONSIDER ELIGIBLE COLONELS AND BRIGADIER GENERALS, JUDGE ADVOCATE GENERAL'S
CORPS (JAGC), ON THE ACTIVE DUTY LIST TO SERVE AS THE LEGAL COUNSEL TO THE
CHAIRMAN OF THE JOINT CHIEFS OF STAFF IN THE GRADE OF O7. THE ARMY'S CONSIDERED
POPULATION FOR THIS BOARD INCLUDES COLONELS, JAGC, WITH A DATE OF RANK OF 01 MAR
13 OR EARLIER, AND ALL BRIGADIER GENERALS, JAGC.

 3. TITLE 10 USC, SECTION 614, REQUIRES THAT THE NAMES AND DATES OF RANK OF THE
SENIOR AND JUNIOR OFFICERS IN THE ZONE OF CONSIDERATION, AS OF THE DATE OF THIS
ANNOUNCEMENT, BE IDENTIFIED. THE SENIOR COLONEL IN THE ZONE OF CONSIDERATION
FOR THE BOARD IS COL LIND, DENISE R., DATE OF RANK 01 APR 04 AND THE JUNIOR OFFICER
IS COL PERRONE, PAUL J., JR. DATE OF RANK 01 MAY 13. THE SENIOR BRIGADIER GENERAL IN
THE ZONE OF CONSIDERATION FOR THE BOARD IS BG MARTINS, MARK S., DATE OF RANK 01
OCT 09 AND THE JUNIOR OFFICER IS BG WILSON, PAUL S., DATE OF RANK 02 OCT 13.

 4. PROVISIONS UNDER AR 600-8-29, PARAGRAPH, 1-10, CONCERNING ELIGIBILITY FOR

CONSIDERATION BY PROMOTION SELECTION BOARDS APPLIES. OFFICERS WITH AN APPROVED RETIREMENT OR SEPARATION DATE WITHIN 90 DAYS (31 MAY 15) AFTER THE DATE ON WHICH THE BOARD IS CONVENED ARE NOT ELIGIBLE FOR CONSIDERATION BY THIS BOARD.

5. BOARD ELIGIBILITY:

A. ALL ELIGIBLE OFFICERS CONSIDERED BY THIS BOARD WILL BE AFFORDED AN OPPORTUNITY TO WITHDRAW THEIR NAME FROM CONSIDERATION. THE NLT DATE TO WITHDRAW FROM CONSIDERATION IS 23 JAN 15. POINT OF CONTACT (POC) FOR DECLINATION CONSIDERATION IS FOR BRIGADIER GENERALS IS CW2 STERLING CROFT AT THE GENERAL OFFICER MANAGEMENT OFFICE (GOMO), COMMERCIAL (703) 697-9466, E-MAIL ADDRESS IS STERLING.N.CROFT.MIL@MAIL.MIL AND THE (POC) FOR COLONELS IS MR. NELSON PONCE AT THE PERSONNEL, PLANS & TRAINING OFFICE (PP&TO), COMMERCIAL (703) 545-2749, E-MAIL ADDRESS IS NELSON.J.PONCE.CIV@MAIL.MIL.

B. THE NLT DATE TO SUBMIT CHANGES OR UPDATES TO THE BOARD FILE THRU THE PP&TO OR GOMO IS 09 FEB 15 AT 1700 EDT.

C. THE NAMES AND RECORDS OF THE FOLLOWING OFFICERS SHALL BE EXCLUDED FROM CONSIDERATION:

(1) OFFICERS WITH AN APPROVED RETIREMENT OR SEPARATION DATE WITHIN 90 DAYS (31 MAY 15) AFTER THE DATE ON WHICH THE BOARD IS CONVENED.

(2) OFFICERS WHO SUBMIT REQUESTS IN WRITING NOT TO BE CONSIDERED FOR SELECTION.

(3) OFFICERS WHO ARE POINTED TO SERVE AS MEMBERS OF THIS BOARD.

6. ALL ELIGIBLE OFFICERS CONSIDERED FOR PROMOTION WILL HAVE AN ADVERSE SCREEN TO DETERMINE IF CREDIBLE INFORMATION OF AN ADVERSE NATURE EXISTS. THIS INCLUDES ANY SUBSTANTIATED ADVERSE FINDING OR CONCLUSION FROM AN OFFICIALLY DOCUMENTED INVESTIGATION OR INQUIRY, OR ANY OTHER CREDIBLE INFORMATION OF AN ADVERSE NATURE. GOMO WILL FORMALLY REFER ADVERSE INFORMATION TO THE OFFICER FOR COMMENT PRIOR TO THE CONVENING DATE OF THE BOARD.

7. EVALUATION REPORTS.

A. IN ORDER FOR AN OFFICER EVALUATION REPORT (OER)/ACADEMIC EVALUATION REPORT (AER) TO BE REVIEWED BY THIS BOARD, ALL MANDATORY OR OPTIONAL REPORTS MUST BE RECEIVED, ERROR FREE IN THE EVALUATIONS BRANCH, HRC NLT AND BY CLOSE OF BUSINESS ON 09 FEB 15, 1700 EST. OERS/AERS RECEIVED ON 09 FEB 15, BUT AFTER CLOSE OF BUSINESS (1700 EST) WILL GET THE NEXT BUSINESS DAY AS A RECEIVED DATE. BECAUSE HRC MUST PHYSICALLY PULL OVER ELECTRONIC SUBMISSIONS OR RECEIVE MAIL AND OPEN, THE DATE/TIME OF SUBMISSION IS NOT ALWAYS THE DATE/TIME OF HRC ACCEPTANCE AND RECEIPT. TO ENSURE REPORTS ARE RECEIVED BY HRC NLT THIS DATE AND TIME, COMMANDERS (CDR) AT ALL LEVELS MUST MAKE SPECIAL EFFORT TO ENSURE ANY APPLICABLE EVALUATION REPORTS FOR ELIGIBLE OFFICERS ARE EXPEDITIOUSLY PROCESSED.

B. OERS WITH A THRU DATE OF 31 MAR 14 OR EARLIER, WILL BE SUBMITTED TO HRC VIA AKO FORMS ON DA FORM 67-9, WHICH REQUIRES DIGITAL SIGNATURES AND THE MOST RECENT VERSION OF THE EVALUATION FORM. HRC REQUIRES DEPLOYED UNITS AND DEPLOYED

RATING OFFICIALS TO USE AND SUBMIT VIA AKO FORMS; HOWEVER, IF UNABLE TO SEND VIA AKO FORMS, UNITS DEPLOYED IN SUPPORT OF CONTINGENCY OPERATIONS MAY DIGITALLY-SIGN OR INK-SIGN, PRINT AND SCAN, AND SUBMIT OERS BY EMAIL TO:
USARMY.KNOX.HRC.MBX.TAGD-EVAL-FROM-DEPLOYED@MAIL.MIL.

C. OERS WITH A THRU DATE OF 01 APR 14 OR LATER, WILL BE PREPARED ON THE APPROPRIATE DA FORM 67-10 SERIES OER FORM WITHIN THE EVALUATION ENTRY SYSTEM (EES) AND SUBMITTED TO HRC VIA EES. IF UNABLE TO ACCESS AND SUBMIT EVALUATIONS WITHIN EES, HARD COPY DA FORM 67-10 SERIES OERS CAN BE PREPARED AND MAILED TO: CDR, USA HRC, ATTN: AHRC-PDV-ER, 1600 SPEARHEAD DIV AVE, DEPT #470, FORT KNOX, KY 40122-5407. ACCESS TO THE EES IS AVAILABLE AT THE FOLLOWING LINK:
[HTTPS://EVALUATIONS.HRC.ARMY.MIL/INDEX.HTML](https://evaluations.hrc.army.mil/index.html). IF UNABLE TO ACCESS EES, DA FORM 67-10 SERIES OERS CAN BE OBTAINED FROM THE ARMY PUBLISHING DIRECTORATE'S WEBPAGE AT THE FOLLOWING LINK: [HTTP://WWW.APD.ARMY.MIL/](http://www.apd.army.mil/).

(1) SENDING OERS BY EMAIL IS ONLY FOR DEPLOYED UNITS OR DEPLOYED RATING OFFICIALS AND SHOULD ONLY BE USED IF AKO FORMS SUBMISSION OR EES SUBMISSION ARE NOT AVAILABLE. A STANDARD OPERATING PROCEDURE COVERING STANDARDS FOR SCANNED AND EMAILED OERS FROM DEPLOYED UNITS IS AVAILABLE UPON REQUEST.

(2) ALL NON-DEPLOYED UNITS OR RATING OFFICIALS WITH INK-SIGNED OR OLDER VERSION FORMS NOT USABLE IN AKO FORMS MUST MAIL PRINTED OER TO CDR, USA HRC, ATTN: AHRC-PDV-ER, 1600 SPEARHEAD DIVISION AVE, DEPT# 470, FORT KNOX, KY 40122-5407.

D. CODE 11, PROMOTION OER IS NOT AUTHORIZED FOR THIS BOARD.

E. COMPLETE-THE-RECORD REPORT (CODE 09):

(1) A CODE 09, COMPLETE-THE-RECORD OER, IS "OPTIONAL" FOR OFFICERS WHO MEET THE CRITERIA IAW AR 623-3, PARAGRAPH 3-56.

(2) THE REQUIRED "THRU DATE" FOR COMPLETE-THE-RECORD REPORTS (CODE 09) IS 20 JAN 15. ALL COMPLETE-THE-RECORD OERS FOR THIS BOARD WILL BE REQUIRED TO BE PREPARED AND SUBMITTED ON THE APPROPRIATE DA FORM 67-10 WITHIN EES OR FOUND ON THE ARMY PUBLISHING DIRECTORATE'S WEBPAGE.

(3) REFER TO AR 623-3, PARAGRAPH 3-56, TO DETERMINE ELIGIBILITY FOR SUBMITTING A COMPLETE-THE-RECORD REPORT; ALL CRITERIA MUST BE MET TO RECEIVE THIS REPORT.

(4) ALL OTHER REPORTS (MANDATORY OR OPTIONAL), EXCLUDING AND COMPLETE-THE-RECORD (CODE 09), WILL HAVE "THRU DATES" THAT REFLECT THE DATE OF THE EVENT THAT IS THE REASON FOR THE REPORT.

F. REPORTS THAT ARE RECEIVED BY HRC, EVALUATIONS BRANCH FOR PROCESSING BY CLOSE OF BUSINESS 09 FEB 15, 1700 EST, WILL BE PLACED IN THE OFFICER'S ARMY MILITARY HUMAN RESOURCE RECORD (AMHRR) AND THEN THEIR SELECTION BOARD FILE, PRIOR TO SELECTION BOARD VOTING, ASSUMING THE EVALUATION IS RELATIVELY FREE OF ERRORS. THIS SUSPENSE DATE IS FOR RECEIPT OF EVALUATIONS BY HRC, EVALUATIONS BRANCH, NOT FOR COMPLETION TO AMHRR. IF AN EVALUATION IS SEEN AS WORKING IN THE INTERACTIVE WEB RESPONSE SYSTEM (IWRS) OR EES WITH A RECEIVED BY DATE OF 09 FEB 15, OR EARLIER, AND THE EVALUATION IS FREE OF ERRORS, IT WILL BE COMPLETED IN TIME FOR THE SELECTION BOARD. OFFICERS MAY VALIDATE THEIR BOARD FILES EVEN IF AN INBOUND EVALUATION IS DUE TO PROCESS.

G. OFFICERS WITH QUESTIONS ABOUT OER POLICY OR PROCEDURAL MATTERS CAN CONTACT AN EVALUATIONS BRANCH POINT OF CONTACT (POC) FOR RESOLUTION AT EITHER

COMMERCIAL (502) 613-9019, DSN 983-9019 OR USARMY.KNOX.HRC.MBX.TAGD-EVAL-POLICY@MAIL.MIL.

H. DA FORM 1059 (AER) CAN BE DISTRIBUTED ELECTRONICALLY TO THE HRC EVALUATIONS BRANCH USING THE ARMY TRAINING REQUIREMENTS AND RESOURCES SYSTEM (ATRRS). OTHERWISE, HARD COPY AERS WILL BE MAILED TO CDR, USA HRC, ATTN: AHRC-PDV-ER, 1600 SPEARHEAD DIVISION AVE, DEPT #470, FORT KNOX, KY 40122-5407.

I. CAREER MANAGERS, BOARD SUPPORT PERSONNEL, AND INTERACTIVE PERSONNEL ELECTRONIC RECORDS MANAGEMENT SYSTEM (IPERMS) SUPPORT PERSONNEL ARE NOT AUTHORIZED TO PLACE ANY EVALUATIONS DIRECTLY INTO A AMHRR. ALL EVALUATIONS MUST PROCESS THROUGH THE HRC EVALUATIONS BRANCH USING NORMAL PROCESSING CHANNELS INTO THE AMHRR AND THEN INTO THE OFFICER'S BOARD FILE. OERS THAT ARE NOT LABELED (AND PROFILED) BY THE EVALUATIONS BRANCH WILL NOT BE SEEN BY THESE BOARDS.

8. CONSIDERED OFFICERS MAY, IF DESIRED, SUBMIT CORRESPONDENCE TO THE PRESIDENT OF THE BOARD.

A. INDIVIDUAL MEMORANDUMS SHOULD INCLUDE ONLY THOSE MATTERS DEEMED IMPORTANT IN THE CONSIDERATION OF AN OFFICER'S RECORD. THEY SHOULD BE ADDRESSED TO PRESIDENT, FY15 DEFENSE COUNSEL MILITARY COMMISSIONS, JOINT SELECTION BOARD. SIGNED MEMORANDA CAN BE SCANNED AND EMAILED TO PP&TO OR GOMO AS APPLICABLE. POCS ARE LOCATED IN PARAGRAPH 5A. MEMORANDUMS MUST ARRIVE NLT 09 FEB 15 IN ORDER TO BE CONSIDERED. DO NOT SEND THESE DOCUMENTS TO IPERMS.

B. ANY MEMORANDUM CONSIDERED BY A BOARD WILL BECOME A MATTER OF RECORD FOR THAT BOARD AND WILL BE RETAINED IN THE BOARD FILES. MEMORANDA TO THE BOARD (INCLUDING ENCLOSURES) WILL NOT BE FILED IN AN OFFICER'S AMHRR. DO NOT SEND THIS DOCUMENT TO IPERMS.

C. COMMUNICATIONS OR MEMORANDUM OF RECOMMENDATION FROM OTHER PARTIES ON BEHALF OF OFFICERS ELIGIBLE FOR CONSIDERATION WILL NOT BE PROVIDED TO THE BOARD UNLESS FORWARDED AS AN ENCLOSURE TO A MEMORANDUM TO THE BOARD FROM THE OFFICER BEING CONSIDERED. OFFICERS DESIRING TO WRITE TO THE PRESIDENT OF A BOARD SHOULD REFER TO AR 600-8-29, PARAGRAPH 1-33, FOR GUIDANCE.

D. UNPROCESSED COPIES OF OFFICER EVALUATION REPORTS, RESIDENT ACADEMIC EVALUATION REPORTS OR EVALUATION APPEALS THAT HAVE NOT YET BEEN ADJUDICATED SHOULD NOT BE SENT AS ENCLOSURES.

9. OFFICIAL PHOTOGRAPHS.

A. THIS BOARD WILL REVIEW THE OFFICIAL PHOTOGRAPH IN DIGITAL FORMAT STORED IN DEPARTMENT OF THE ARMY PHOTOGRAPH MANAGEMENT INFORMATION SYSTEM (DAPMIS). IN VIEW OF THE EMPHASIS ON OFFICIAL PHOTOGRAPHS, OFFICERS ARE ENCOURAGED TO REVIEW THEIR OFFICIAL PHOTOGRAPH IAW THE GUIDELINES IN AR 640-30. IF NEEDED, GO TO [HTTP://WWW.VIOS.ARMY.MIL](http://www.vios.army.mil) TO FIND YOUR NEAREST DAPMIS PHOTOGRAPHIC FACILITY LOCATION. IF UNABLE TO SEE YOUR DA PHOTO IN DAPMIS WITHIN THREE DUTY DAYS AFTER THE PHOTO WAS TAKEN, CONTACT THE INSTALLATION PHOTOGRAPHIC FACILITY FOR ASSISTANCE. PHOTOGRAPHS MUST BE ACCEPTED IN DAPMIS NLT 09 FEB 15 TO ALLOW FOR REQUIRED PROCESSING TIME.

B. THE MINIMUM OFFICIAL PHOTOGRAPH FREQUENCY FOR OFFICERS IS EVERY FIVE (5) YEARS. HOWEVER, A MAJOR CHANGE IN PHYSICAL AND/OR UNIFORM APPEARANCE, SUCH AS A CHANGE IN WEIGHT (GAIN OR LOSS), AWARDS (ARMY COMMENDATION MEDAL OR HIGHER), AND/OR RANK, REQUIRE AN OFFICIAL PHOTOGRAPH UPDATE.

C. OFFICERS ASSIGNED TO AN AREA (INCLUDING HOSTILE FIRE AREAS) WHERE PHOTOGRAPHIC FACILITIES ARE NOT AVAILABLE OR WHERE CONDITIONS PREVENT THEM FROM BEING PHOTOGRAPHED, ARE TEMPORARILY EXEMPT FROM SUBMITTING NEW PHOTOGRAPHS IAW THE FIVE-YEAR REQUIREMENT PER AR 640-30. THESE OFFICERS WILL BE PHOTOGRAPHED WITHIN 90 DAYS OF RETURN TO AN AREA WHERE PHOTOGRAPHIC FACILITIES ARE AVAILABLE. ADDITIONALLY, FEMALE OFFICERS WHO ARE DUE FOR A REQUIRED UPDATE DURING PREGNANCY ARE EXEMPT FROM THE REQUIREMENT UNTIL SIX (6) MONTHS AFTER PREGNANCY. ANY PHOTOGRAPH THAT IS OLDER THAN FIVE (5) YEARS WILL BE AUTOMATICALLY DELETED PER AR 640-30.

D. THE CLASS A GREEN UNIFORM OR THE ARMY SERVICE UNIFORM ARE THE ONLY AUTHORIZED UNIFORMS TO WEAR IAW AR 640-30. HARDCOPY PHOTOGRAPHS ARE NO LONGER ACCEPTED.

10. THE POC FOR ADMINISTRATIVE AND PROCEDURAL CONSIDERATION MATTERS IS EITHER THE PP&TO OR GOMO AT (703) 545-2749, E-MAIL ADDRESS IS NELSON.J.PONCE.CIV@MAIL.MIL OR (703) 697-9466, E-MAIL ADDRESS IS STERLING.N.CROFT.MIL@MAIL.MIL RESPECTEVELY. FOR OER/AER PROCEDURAL MATTERS, THE POC IS EVALUATIONS BRANCH (POLICY), (AHRC-PDV-EP), AT EITHER DSN 983-9019, COMMERCIAL (502) 613-9019 OR THE E-MAIL ADDRESS AT USARMY.KNOX.HRC.MBX.TAGD-EVAL-POLICY@MAIL.MIL. FOR COLONELS AMHRR/IPERMS INQUIRIES, CONTACT THE ARMY SOLDIER RECORDS BRANCH, BOARD SUPPORT TEAM AT DSN 983-8995, COMMERCIAL (502) 613-8995 OR E-MAIL ADDRESS AT: USARMY.KNOX.HRC.MBX.IPERMS-BOARD-SUPPORT@MAIL.MIL. FOR BRIGADIER GENERALS INQUIRIES, CONTACT GOMO AT (703) 697-9466, E-MAIL ADDRESS IS STERLING.N.CROFT.MIL@MAIL.MIL FOR ADDITIONAL INFORMATION REFER TO [HTTPS://WWW.HRC.ARMY.MIL/TAGD/UPDATING%20BOARD%20DOCUMENTS](https://www.hrc.army.mil/tagd/updating%20board%20documents).