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SUBJ/FY-20 NAVY SELECTED RESERVE LIMITED DUTY OFFICER AND CHIEF

WARRANT OFFICER IN-SERVICE PROCUREMENT PROGRAM BOARDS//

REF/A/DOC/OPNAV/14DEC09//

REF/B/DOC/OPNAV/12APR16//

REF/C/MSG/CNO WASHINGTON DC/131544ZDEC07//

REF/D/MSG/CNO WASHINGTON DC/091410ZFEB00//

NARR/REF A IS OPNAVINST 1420.1B, ENLISTED TO OFFICER COMMISSIONING

PROGRAMS APPLICATION ADMINISTRATIVE MANUAL. REF B IS OPNAVINST

1120.12A, APPOINTMENT OF LIMITED DUTY OFFICERS (LDO) AND CHIEF

WARRANT OFFICERS (CWO) IN THE NAVY RESERVE. REF C IS NAVADMIN

336/07, ADMINISTRATION OF THE NAVY-WIDE ADVANCEMENT EXAM FOR SAILORS

IN IRAQ, AFGHANISTAN, AND THE HORN OF AFRICA. REF D IS NAVADMIN

018/00, SPECIAL DUTY ASSIGNMENT PAY.//

RMKS/1. This NAVADMIN announces the solicitation of applications

from highly qualified and motivated E6 through E9 Sailors for the

FY-20 Navy Selected Reserve limited duty officer (LDO) and chief

warrant officer (CWO) programs. Where conflicts with reference (a)

exist, this NAVADMIN takes precedence.

2. The Selected Reserve LDO/CWO Board will consider candidates for

the following officer designators: 623X, 626X, 628X, 629X, 633X,

641X, 649X, 653X, 711X, 712X, 713X, 715X, 716X, 717X, 781X, 782X,

and 783X. Eligible Sailors are encouraged to apply for the

designators for which they are most qualified, regardless of current

rating. Refer to references (a) and (b) for eligibility criteria

and application format. For up to date information concerning open

designators, visit the community manager page at

<http://www.public.navy.mil/bupers->

[npc/officer/communitymanagers/reserve/selres/pages/RCLDOCWO.aspx](http://www.public.navy.mil/bupers-npc/officer/communitymanagers/reserve/selres/pages/RCLDOCWO.aspx).

3. LDOs and CWOs bring a variety of experience and unique

perspectives into the wardroom from their enlisted service. LDO/CWO

career paths provide additional leadership opportunities and enhance

the ability of a Sailor to contribute to the Navy Reserve. These

programs deliver to the officer corps seasoned professionals with

proven leadership abilities at an economical cost. LDOs provide

broad technical management and leadership skills, and CWOs provide

specific technical expertise and leadership skills in support of the

unrestricted line, restricted line, and staff corps communities.

LDOs and CWOs serve in a variety of leadership billets within their

technical fields, ranging from division officers to commanding officers (CO).

4. Updated policy guidance to reference (a).

a. Time in service (TIS) for the FY-20 board must be computed to 1 October 2019. In line with references (a) and (b), TIS is synonymous with years of qualifying service toward a non-regular (reserve) retirement.

b. TIS eligibility is 8 to 14 years for LDO and 14 to 20 years for CWO. However, TIS waivers will be considered and adjudicated on a case-by-case basis by the Head Reserve Officer Community Manager (OCM) (BUPERS-351). Potential applicants, outside of the TIS eligibility window, are encouraged to contact the Reserve LDO/CWO OCM in paragraph 14 of this NAVADMIN, to discuss TIS waiver opportunities.

c. In line with reference (b), all applicants must include a statement on page 7 of Officer Package Application (OPNAV 1420/1 Rev 01-08), agreeing to further service, as follows: *I, [name], if selected for permanent appointment under the Navy Reserve LDO/CWO program, agree to accept such appointment and further agree to remain in the Ready Reserve for a period of 3 years after I accept such appointment.*

d. CO/officer-in-charge (OIC) endorsement, located on page 10 of OPNAV 1420/1 (Rev 01-08), must contain the following statement: *Applicant meets all requirements outlined in OPNAVINST 1420.1B, NAVADMIN 281/12, NAVADMIN XXX/18 (use the NAVADMIN # for this message), and the physical fitness standards of OPNAVINST 6110.1J.*

5. First class petty officers serving in Iraq, Afghanistan, and the Horn of Africa determined to be chief petty officer board eligible in line with reference (c) or reference (d) are also eligible for LDO if all other eligibility requirements are met.

6. Interview appraisal boards shall be constructed and approved by the CO/OIC and consist of a minimum of three naval officers (LDO/CWO, if available). Every effort shall be made (including but not limited to teleconference, video teleconference, defense connect online, etc.) to ensure at least one board member is from the designator for which the applicant is applying. All applicants applying to the 715X or 717X designators must have the CO of Sea, Air, and Land Team 17 or 18 as an interview appraisal board member if the applicant is assigned outside of the Naval Special Warfare claimancy. Minimum grade requirements for board members are lieutenant junior grade or CWO2 with 2 years time-in-grade. Three interview appraisals must be submitted for each applicant. The potential block on interview appraisals must be marked for LDO/CWO candidates. Only the current version of the Interviewers Appraisal Sheet, located at http://www.public.navy.mil/bupers-npc/boards/administrative/lido_cwo/Pages/default.aspx, will be accepted.

7. For applicants who have or are currently serving in Individual Augmentee/Global Support Assignments (IA/GSA), include these tours in the assignment history section of the application. CO/OIC recommendation must include validation of any listed IA/GSA assignment and the statement in reference (c), paragraph 3.

8. Applicants currently serving on IA/GSA may have their

application endorsed by their field commander. All applications endorsed by field commanders must have the parent command concurrence of the member. A sample format is located at http://www.public.navy.mil/bupers-npc/boards/administrative/ldo_cwo/pages/default.aspx (See Sample Addendum Letter).

9. Applicants must ensure copies of the most recent periodic evaluation are included in the application or later addendum for board review and continuity. First class petty officers must submit the 15 November 2018 evaluation via addendum.

10. Applicants must maintain eligibility throughout the selection and commissioning process. Applicants deemed ineligible after the submission of applications must be declared ineligible by their current CO, field commander or parent command CO if on an IA. A sample letter of abeyance or removal of recommendation memo is located at http://www.public.navy.mil/bupers-npc/boards/administrative/ldo_cwo/pages/default.aspx.

11. Each applicant and command must ensure applications are complete and accurate. Incomplete applications could result in non-selection. Refer to reference (a), (chapters 2, 7, and appendix b, c, and f) for security clearance information, program overview, eligibility criteria, and application format.

12. The FY-20 Navy Selected Reserve LDO/CWO In-service Procurement Board will convene at a date to be determined in January 2019. For the most current board dates, visit Navy Personnel Command (NPC) board webpage at <http://www.public.navy.mil/bupers-npc/boards/selectionboardsupport/pages/default2.aspx> and select FY-20 board schedule when available. Applications must be received by the NPC Customer Service Center (CSC) no later than 1 October 2018. The preferred method of submission of applications and addendums is by encrypted e-mail to cscselboard@navy.mil. E-mailed correspondence must be sent using military e-mail accounts and encrypted to protect personally identifiable information. Mailed applications must be postmarked no later than 1 October 2018. Routine addendums to applications, excluding evaluations and awards, must be received no later than 1 December 2018. Evaluations and awards must be received no later than 1 January 2019. Communication to the board must originate from the individual member. Information received not under the cover letter of the applicant (e.g., third party correspondence) or not received by the NPC Selection Board Support Division by the established deadline will not be presented to the board. The time and date (central standard time) received in the NPC Selection Board Support Division inbox is the time and date used for deadline verification. Although a late letter to the board may be accepted by the NPC Selection Board Support Division, it will not be presented to the board. All applications/addendums must have the full social security number of the member on each page. Electronic and hard copy addendums must include a command endorsement. Applicants who are unable to e-mail applications may mail them to:

- a. Navy Personnel Command Selection
Board Support Division
President FY-20 Navy Selected Reserve Enlisted to Limited

Duty Officer and Chief Warrant Officer In-service
Procurement Selection Board #20315
PERS-35 Selection Board Support Division
Bldg 769 Rm 198
5720 Integrity Drive
Millington, TN 38055-3500

b. Express mail:

Navy Personnel Selection
Board Support Division
President FY-20 Navy Selected Reserve Enlisted to Limited
Duty Officer and Chief Warrant Officer In-service
Procurement Selection Board #20315
5640 Ticonderoga Loop Bldg 768 RM E302
Millington, TN 38055

13. For the most current information regarding application procedures, and board membership applications, visit the LDO/CWO webpage at <http://www.public.navy.mil/bupers-npc/officer/communitymanagers/reserve/selres/Pages/RCLDOCWO.aspx>.

14. Points of contact:

a. For application and eligibility questions, contact PSC Nathaniel Ndikum, PERS-92, at (901)874-3209/DSN 882 or via e-mail at nathaniel.ndikum@navy.mil.

b. General LDO/CWO career path and policy, contact LCDR Jason Grose, Reserve LDO/CWO OCM, at (901) 874-3291/DSN 882, or via e-mail at jason.grose@navy.mil.

15. This NAVADMIN will remain in effect until superseded or 30 September 2019, whichever comes first.

16. Released by Vice Admiral R. P. Burke, N1.//

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