From: Chief of Naval Personnel  
To: President, FY-16 Active-Duty Navy Chief Petty Officer Advancement Selection Board  
Subj: ORDER CONVENING THE FY-16 ADVANCEMENT SELECTION BOARD TO CONSIDER FIRST CLASS PETTY OFFICERS OF THE ACTIVE-DUTY NAVY FOR ADVANCEMENT TO CHIEF PETTY OFFICER  
Ref: (a) FY-16 Navy Active-Duty and Reserve Senior Enlisted Advancement Selection Board Precept  
Encl: (1) Board Membership  
(2) Rating Quotas

1. Date and Location

   a. The advancement selection board, consisting of you as president and the members listed in enclosure (1), is ordered to convene at the Navy Personnel Command, Millington, TN, at 0800, 22 June 2015, or as soon as practicable thereafter.

   b. The board shall proceed in accordance with all guidance in this letter and the FY-16 Navy Active-Duty and Reserve Senior Enlisted Advancement Selection Board Precept, reference (a).

2. Selection Standard. The board shall recommend for advancement those candidates in each rating not to exceed the quotas specified in enclosure (2), whom a majority of the board considers best qualified, giving due consideration to the needs of the Navy for candidates with particular skills. In addition, each candidate recommended for advancement by the board must be fully qualified. That is, the candidate’s qualifications and performance of duty must clearly demonstrate that they would be fully capable of performing the duties normally associated with the next higher paygrade. The "best qualified" standard shall be applied uniformly to all eligible candidates.

3. The board need not select to the numbers provided. The authorized number to select should only be attained if there are a sufficient number of candidates determined fully qualified.

4. Unless expressly authorized or required by me, neither you nor any member of the board or administrative support personnel may disclose the proceedings or deliberations of the advancement board. The names of the selectees will be released to the
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public after the board report is approved, however, the
recommended selectees may not be disclosed until the names are
released to the public. All board members and administrative
support personnel must comply fully with these requirements, and
I expect you to emphasize the need for strict confidentiality.

5. In order to continually improve the selection board process,
you are directed to offer written feedback regarding the
guidance provided at the selection board call out to me. Your
feedback should include, for example, whether the guidance was
sufficiently direct, clear, and concise to assist you in your
duties as board members.

W. F. MORAN