From: Deputy Chief of Naval Personnel
To: President, FY-19 Explosive Ordnance Disposal (EOD) Warfare Commanding Officer, Executive Officer, Department Head, and Fleet Scholars Education Program Administrative Screen Board

Subj: ORDER CONVENING THE FY-19 EXPLOSIVE ORDNANCE DISPOSAL (EOD) WARFARE COMMANDING OFFICER, EXECUTIVE OFFICER, DEPARTMENT HEAD, AND FLEET SCHOLARS EDUCATION PROGRAM ADMINISTRATIVE SCREEN BOARD

Ref: (a) FY-19 Administrative Selection Board Precept
(b) CNO WASHINGTON DC 111501Z MAY 16 (NAVADMIN 108/16)
(c) OPNAVINST 1500.78, Fleet Scholars Education Program
(d) COMNECC/COMNECCPACINST 1500.78, Fleet Scholars Education Program
(e) OPNAVINST 1412.14, Command Qualification Program
(f) COMNENCCINST 1412.2A, Explosive Ordnance Disposal (EOD) Officer (114X/648X) Command Qualification Program
(g) COMNENCCINST 1412.1A, Explosive Ordnance Disposal Officer Warfare and Department Head Qualification

Encl: (1) Board Membership
(2) Administrative Support Staff

1. Date and Location

   a. This administrative selection board, consisting of you as president, the officers listed in enclosure (1) as members, and the personnel listed in enclosure (2) as administrative support staff, is ordered to convene at Navy Personnel Command, Millington, TN, at 0800, 13 December 2017, or as soon as practicable thereafter.

   b. The board shall proceed in accordance with all guidance in this letter and the FY-19 Administrative Selection Board Precept, reference (a).
2. **Function.** The function of the board is to:

   a. Recommend Explosive Ordnance Disposal (EOD) Officers (114X) for Commanding Officer (CO).

   b. Recommend EOD Officers (114X and 648X) for Executive Officer (XO) and equivalent billets.

   c. Recommend Lieutenant EOD Officers (114X and 648X) for Department Head (DH).

   d. Recommend EOD Officers (114X) for the Fleet Scholars Education Program (FSEP).

   e. Review the performance of previously selected EOD Officers in the CO and XO banks, and reaffirm or remove, as applicable.

   f. Adjudicate officers who have petitioned the board, in writing, for a special additional look. A special additional (fourth) look will be available upon petition when the constituent can show that he/she was somehow disadvantaged, or that his/her record was unfairly considered during the normal administrative screening process. The petition is made in writing to the board president, via NAVPERSCOM (PERS-41) who will attach an endorsement recommending inclusion or exclusion of the petitioner's record for an additional look. Officers approved for an additional look by a majority of the board members will then be considered with those officers receiving regular consideration.

   g. Recommend officers who have petitioned the board, in writing, for a Delayed Look. A Delayed Look will be available upon petition when the constituent can show that he/she was somehow disadvantaged, or that his/her record was unfairly considered during the normal screening process at the first look. Petition is made in writing to the selection board president, via NAVPERSCOM (PERS-41), who will attach an endorsement recommending inclusion or exclusion of the petitioner's record for the current board. Officers approved for a delayed look by majority of the board members will then
be considered first look eligible with those officers receiving regular first look eligible consideration on the next scheduled administrative screening board.

3. **Board Authorized Selections.** CO and XO screening goals are derived from projected fill requirements and officers in each respective bank. DH screening goals are not limited. FSEP screening goals are allocated in references (b) through (d):

   a. **Commanding Officer:**

      (1) Eligibility is based on the following criteria:

         (a) Promoted to and/or selected and confirmed for promotion to the rank of commander.

         (b) Previous administrative board selection/screened for XO or equivalent billet. Officers must either have been awarded the Additional Qualification Designation (AQD) of KG6 or be currently sitting in an XO billet at the time of board convening.

         (c) Have less than three record screenings for CO from previous administrative screening boards.

         (d) Have completed the ROD Command Qualification Panel and have been awarded the AQD of 2D1, per references (e) and (f).

      (2) Officers who have been screened three times by an administrative screen board for CO are not eligible unless the officer requests a special additional (fourth) look that has been approved by a majority vote by the current board.

      (3) **Selection Goals.** Nine 114X for a total of nine CO selects.

   b. **Executive Officer:**

      (1) Eligibility is based on the following criteria:

         (a) Promoted to and/or selected and confirmed for promotion to the rank of lieutenant commander.
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(b) Qualified as an EOD Officer (KG5 AQD).

(c) Administratively screened for EOD DH (KG0 AQD).

(d) Have less than three record screenings for XO
from previous administrative screen boards.

(2) Officers who have been screened three times by an
administrative screen board for XO are not eligible unless the
officer requests a special additional (fourth) look that has
been approved by a majority vote by the current board.

(3) Selection Goals. 12 114X and two 648X for a total
of 14 XO selects.

c. Department Head:

(1) Eligibility is based on the following criteria:

(a) Qualified as an EOD Officer (KG5 AQD).

(b) Be recommended by their CO for EOD DH in
accordance with reference (g).

(c) Have less than three record screenings for EOD
DH from previous administrative screening boards.

(2) Authorized selections. All fully qualified officers
may be selected.

d. Fleet Scholars Education Program (FSEP):

(1) Eligibility criteria in accordance with references
(b) through (d) are listed below. FSEP nominally targets
lieutenants with five to seven years of commissioned service
approaching their first shore duty opportunity:

(a) Qualified EOD Warfare Officer (KG5).

(b) Completed EOD Warfare DH oral qualification board
with a favorable recommendation by the CO for consideration at
the EOD Warfare DH Administrative Screen Board in accordance with
reference (g).
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(c) Officers who have received fully funded graduate education such as: in-resident Naval Postgraduate School (NPS), in-resident civilian institution, Olmsted Scholarship, or any other full time in residence funded degree programs are not eligible to participate. This does not include graduate degrees obtained through Post 9-11 G.I. Bill, Tuition Assistance, Navy College Program for Afloat College Education, Graduate Education Voucher, NPS Executive/Distance Learning, and a Service or Joint College.

(2) Selection Goals. Three selects and two alternates.

4. **Additional Guidance.** The below information is provided to clarify community requirements and any specific needs, but in no way should replace the best and fully qualified standard of reference (a).

   a. NAVADMIN 136/10 requires that all unrestricted line officers complete Joint Professional Military Education phase I prior to assuming command of an active or reserve unit. The small size of the EOD community requires that every officer screened for command be immediately detailed to a respective billet. Due consideration to this requirement shall be made when selecting officers for Command.

   b. In accordance with references (e) and (f), all EOD officers considered by the FY-19 EOD CO Administrative Screen Board must have completed the EOD Officer Command Qualification Panel and have been awarded the 2D1 AQD in order to be eligible for command screening.

5. 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.

R. A. BROWN