Information Warfare Leaders,

Your team in Millington (PERS-47) is preparing for our first formal screening board for LCDR Milestone and leadership (XO/OIC) assignments. The FY-18 IWC O-4 Milestone and Leadership Screening Board is scheduled to convene on 17 April 2017. This board will institute a formal screening process for key assignments across the IWC at an earlier point in our career paths than the current O-5 milestone screening. This is part of our continued evolution as an integrated IW community, and is intended to establish a pool of screened officers for assignment to milestone and leadership positions, improve officer record management, and assist in the identification of high potential talent.

1. SCREENING PANELS

The FY-18 IWC O-4 Milestone and Leadership Board will consider the records of officers for 2 types of selections: O-4 Milestone and O-4 Leadership (XO/OIC). For both categories, a cross-designator IWC panel will consider the records of eligible officers from each community separately. Officers who screen for O-4 Leadership will be eligible for XO and OIC billets equally.

2. ELIGIBILITY FOR SELECTION

Eligibility for O-4 Milestone and O-4 Leadership will be community specific. Officers will have two opportunities to be selected for O-4 Milestone and O-4 Leadership. The general eligibility criteria are as follows:

**O-4 Milestone**

- OCEANO will screen officers at 6 and 7 years of commissioned service (YCS) to allow for screening prior to NPS. For the FY-18 Board, OCEANO will screen officers in YGs 2010 and 2011

- CW, IP and Intel will screen officers at year of select (YOS). For the FY-18 Board, CW, IP and Intel will screen officers in FY 2016 and 2017 promotion YGs.

- Grandfather criteria: Officers who are senior to the senior eligible officer, or are slated to milestone, or have served in a milestone, will be grandfathered (considered milestone screened) for slating and detailing purposes
O-4 Leadership

- All communities will screen officers who are YOS +2, and YOS +3. Eligible officers must be O-4 milestone screened. For the FY-18 Board, officers in FY 2015 and 2014 promotion YGs will be eligible. Officers who are slated, or in XO/OIC billets will not be screened.

Grandfather criteria: None

3. OPPORTUNITY

Screening rates for O-4 Milestone and Leadership will be community specific and based in part on billet opportunity. Screening rates will be higher than opportunity to provide a sufficient bank of Officers to provide detailing flexibility for these billets. **With screening rates greater than opportunity rates, some officers may screen for Leadership, but not have the opportunity to go to an XO/OIC billet due to timing or availability.**

Due to screening rates exceeding opportunity rates, Commanding Officers should document Milestone and Leadership screenings in Block 41 on the next FITREP for officers who screen to ensure that screening for these highly valued billets are conveyed to future statutory boards.

4. CROSS DETAIL OF O-4 XO BILLETS

All XO billets will be available for cross-detail. The intention is to cross-detail to the maximum practical extent, taking into consideration cross-details at the CO level, colocation/EFMP detailing limitations, and other timing considerations. Officers who screen for leadership should be prepared to accept orders to a command outside their own designator. As a rule, OIC billets will be filled in designator as required for operational/technical expertise.

5. DESIRE TO BE WITHDRAWN FROM CONSIDERATION (DON’T PICK ME)

Selection for Milestone and Leadership positions is a significant career turning point, and there are limited opportunities for Officers to serve in these critical assignments. All officers should strive for successful completion of O-4 Milestone and Leadership tours. The most competitive officers for selection for promotion to O-5 will have proven sustained superior performance in O-4 Milestone and Leadership tours.

Officers who do not desire assignment to Leadership or Milestone assignments should make that clear to the board via a letter requesting to not be considered for selection for the specific panel. Otherwise, the Officer may deny the community the opportunity to select another qualified officer that is willing and able to fill a critical assignment. These letters are retained ONLY for the specific board proceedings to which they were submitted and destroyed afterward – they are not introduced as a part of an officer’s permanent record.

As they are not retained from one year to the next, officers may elect not to be considered for one year’s board, and if still eligible, be considered the following year. A “Don’t Pick Me” letter does not preserve or defer the officer’s eligibility and ultimately results in less opportunity for selection. It is important to stress to officers that are considering submitting a “Don’t Pick Me” letter to talk to their Detailer to ensure the Officer is making an informed decision.
6. DECLINING O-4 MILESTONE AND LEADERSHIP BILLETS

Officers who screen for O-4 Milestone and Leadership billets are expected to be willing to accept orders to any O-4 Milestone or Leadership billet offered. Officers who decline O-4 Milestone or Leadership billets will be required to submit, via the officer's detailer, a written statement declining Milestone or Leadership assignment to Navy Personnel Command, acknowledging in their statement that, if approved, it will become part of their official service record. The written statement declining Milestone or Leadership assignment, with official endorsements, will be made a part of the officer’s official service record (Privileged Information/Field Code 17).

Talking to the wardroom and screening our future leaders is one of the most important roles we perform. This mentorship and leadership ensures we groom and select our most talented officers to key operational and Leadership roles. I greatly appreciate your assistance in sharing this information with our IWC wardroom.

JAN E. TIGHE
VADM, USN
Information Warfare Community Leader