From: Deputy Chief of Naval Personnel  
To: President, FY-22 Explosive Ordnance Disposal Warfare Commanding Officer, Executive Officer, Department Head, and Fleet Scholars Education Program Administrative Screen Board  

Subj: ORDER CONVENING THE FY-22 EXPLOSIVE ORDNANCE DISPOSAL WARFARE COMMANDING OFFICER, EXECUTIVE OFFICER, DEPARTMENT HEAD, AND FLEET SCHOLARS EDUCATION PROGRAM ADMINISTRATIVE SCREEN BOARD

Ref: (a) DCNP ltr 1401 BUPERS-00B of 5 Nov 20  
(b) OPNAVINST 1500.78, Fleet Scholars Education Program  
(c) COMNECC/COMNECCPACINST 1500.78, Fleet Scholars Education Program  
(d) OPNAVINST 1412.14, Command Qualification Program  
(e) COMNECCINST 1412.2A, Explosive Ordnance Disposal (EOD) Officer (114X/648X) Command Qualification Program  
(f) COMNECCINST 1412.1B, 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 the Navy Personnel Command, Millington, TN, at 0800, 23 November 2020, or as soon as practicable thereafter.

   b. The board shall proceed in accordance with all guidance in this letter and the FY-22 Administrative Selection Board Precept, reference (a).

2. **Function.** The function of the board is to:
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a. Recommend Explosive Ordnance Disposal (EOD) Officers (114X and 648X) for Commanding Officer (CO).

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

c. Recommend 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 Navy Personnel Command (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 would be 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 a 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.
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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) and (c).

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 (0-5).

   (b) Previous administrative board selection/screened for XO or equivalent billet. Officers must either have been awarded the KG6 Additional Qualification Designation (AQD) 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 EOD Command Qualification Panel and have been awarded the 2D1 AQD, per references (d) and (e).

   (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. Seven 114X and/or 648X for a total of seven 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 (0-4).

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

   (c) Administratively screened for EOD DH (KG0 AQD).
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(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. 11 114X and/or 648X for a total of 11 XO selects.

c. Department Head

(1) Eligibility is based on the following criteria:

(a) Officers will receive their first "look" (1st look) for EOD DH beginning at Years of Commissioned Service (YCS) six, followed by subsequent looks at YCS seven (2nd look) and YCS eight (3rd look).

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

(c) Be recommended by their CO for EOD DH in accordance with reference (f).

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

(2) Officers who have been screened three times by an administrative screen board for EOD DH 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. No limit on EOD DH selection quotas.

d. Fleet Scholars Education Program

(1) Eligibility criteria in accordance with references (b) and (c) 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).
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(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 (f).

(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 the Post 9-11 G.I. Bill, Tuition Assistance, Navy College Program for Afloat College Education, Graduate Education Voucher, NPS Executive/Distance Learning or 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 247/19 requires that all unrestricted line officers complete Joint Professional Military Education phase I prior to assuming O-5 command for which the command-at-sea insignia is authorized. Due consideration to this requirement shall be made when selecting officers for command.

b. In accordance with references (d) and (e), all EOD officers considered by the FY-22 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. Service Colleges. All officers screened for EOD DH will be considered screened for junior service colleges, and all officers screened for EOD XO will be considered screened for senior service colleges.
6. The board need not select to the numbers provided. The authorized number to select shall only be attained if there are a sufficient number of candidates determined fully qualified.

J. W. HUGHES