Program Authorization: Public affairs officer (PAO), designator 1650, active component direct commissioning program. Provides an opportunity for exceptional civilians and enlisted personnel the ability to apply for a commission as a Navy PAO through officer candidate school (OCS). BUPERS 314F is the Public Affairs Officer Community Manager.

1. Program Authority: Title 10, U.S. Code sections 531, 532 and 533.


3. Quota: As prescribed by the Deputy Chief of Naval Operations (Manpower, Personnel, Training, and Education) in the annual accession plan.

4. Qualifications

   a. Citizenship: Applicants must be United States citizens. This requirement cannot be waived.

   b. Gender: No restrictions.

   c. Age: No restrictions.

   d. Education

      (1) Minimum of a baccalaureate degree from an accredited institution with a cumulative GPA of 2.5 or higher (4.0 scale). Postgraduate education is preferred but not required.

      (2) Desirable fields of study include: Broadcasting, Communications, English, Journalism, Marketing, Public Relations, Speech or related field. Other liberal arts degrees and experience in a communication field will be considered.

      (3) Waiver for educational requirements may be granted on a case-by-case basis by the PAO Community Manager with a recommendation provided by Navy Recruiting Command.

   e. Physical: In line with the Manual of the Medical Department, Chapter 15. Selectees must maintain eligibility for worldwide assignment.

   f. Duty Preference: Not applicable.

   g. Marital Status: No restrictions.

   h. Program Specific Requirements

      (1) Work Experience: Military or civilian work experience should be similar to desirable fields of study, as discussed in paragraph 4d(2). Military experience will only be validated by
submission of an applicant’s service record that must include all performance evaluations, positions held and military training and education attended/completed. If applicable, include documentation concerning previous military service discharge. Civilian applicants should include a resume highlighting any public affairs related experience.

(2) Interviews: Applicant must submit three interview appraisals as part of the application. At least one interview must be conducted by a Navy active duty, reserve or retired PAO in the paygrades of O-5 or above. The second interview must be conducted by a Navy active duty PAO in the paygrade of O-4, if a Navy active duty PAO is not available this can be waived by the OCM. The third interview may be conducted by any Navy officer in the paygrades of O-5 or above.

(3) Endorsements: Endorsements by senior officers or senior enlisted, active duty, reserve or retired may be included with the application.

(4) Test Scores/Certifications: A minimum score of 40 on officer aptitude rating.

(5) Personal Security Investigation: A National Agency Check, Local Check investigation, or its equivalent, is required to be complete prior to commissioning.

(6) Portfolio: Applicants must submit a portfolio to include but not limited to stories, photographs, speeches, communication plans and/or any marketing material.

5. Accession Source:
   a. Civilians.
   b. Enlisted personnel in the active or reserve component (Selected Reserves (SELRES) or Individual Ready Reserve) of any service of the armed forces. SELRES on extended or recall orders may apply but must complete their active duty obligation under current orders before being commissioned. Those serving on active duty, including full-time support (FTS) are not eligible to apply unless appropriate release is authorized.
   c. Personnel of the other armed services with an approved interservice transfer.

6. Indoctrination: Selectees will attend OCS at Officer Training Command, Newport, RI, followed by the PAO Qualification Course at Defense Information School, Fort Meade, MD.

7. Enlistment: Civilians and enlisted applicants in paygrades E-4 or below, who are selected for this program are designated officer candidates and advanced to paygrade E-5 upon reporting to OCS. Enlisted applicants in paygrades E-5 and above are designated officer candidates in their present paygrades.

9. **Service Obligation**

   a. Selectees will incur a 4-year active duty obligation from date of appointment. The obligation commences upon commissioning.

   b. The balance of service, sufficient to complete 8 years of total obligated service may be served in a Ready Reserve status.

10. **Pay and Allowances:** Upon commencing OCS, selectees will receive pay and benefits based on paygrade outlined in paragraph 7.

Approved: 

JOHN B. NOWELL, JR.
Rear Admiral, U.S. Navy
Director, Military Personnel Plans and Policy (N13)

Date: 11/06/10