SURFACE WARFARE OFFICER (SWO) DESIGNATION

1. Processing

   a. Upon qualification, the member’s commanding officer (CO) shall notify, in writing, Navy Personnel Command (NAVPERSCOM),

   • Junior Officer Detailing (PERS-412) for active duty officers, or
   • Reserve Officer Status Section (PERS-4911) for inactive duty officers,

   copy to the type commander (TYCOM) and the immediate superior in command (ISIC).

   b. Upon receipt, NAVPERSCOM shall

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<th>Step</th>
<th>Action</th>
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<tr>
<td>1</td>
<td>change the designator of 116X officers to 111X, and 119X officers to 114X.</td>
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<tr>
<td>2</td>
<td>assign the Additional Qualification Designator (AQD), LA9, to those officers who do not change designator, but are otherwise eligible to attain Surface Warfare Officer (SWO) qualification.</td>
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2. Authority to Wear the Insignia

   a. Either 111X/114X designation or an AQD of LA9 entitles an officer to wear the SWO or Special Operations Officer insignia (as appropriate) under reference (a).

   b. Unrestricted Line (URL) officers who earn the qualification and transfer into the Staff Corps or the
Restricted Line (RL) retain the right to wear the appropriate insignia, unless revoked.

3. **In Cases of Non-Attainment.** COs who recognize that an 116X/119X designated officer either lacks potential to qualify or requires more than 18 months to complete qualification, shall pursue one of the following courses of action:

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<th>If non-attainment is due to...</th>
<th>then...</th>
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<td>an authorized extension by the CO,</td>
<td>notify NAVPERSCOM (PERS-412), with a copy to the TYCOM, of the reason for delayed qualification.</td>
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<td>Estimate how much additional time will be required.</td>
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<td>Comment on the officer’s potential for qualification.</td>
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<td>lack of motivation, interest, aptitude, or application,</td>
<td>submit a report via the chain of command to NAVPERSCOM (PERS-412) containing • circumstances, • officer’s potential, and • an appropriate recommendation concerning retention in the Naval Service.</td>
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4. **Further Guidance on Lack of Motivation**

   a. Officers reassigned to shore duty shall maintain their designators as 116X/119X and may be processed for administrative discharge by NAVPERSCOM.

   b. The officer concerned shall be afforded the opportunity to comment on the CO’s report.

      (1) Such comments shall be appended as the first endorsement of the report, and returned to the CO.

      (2) The CO may then make additional comments and append them to the basic report as the second endorsement.

   c. The report shall then be forwarded via the chain of command to NAVPERSCOM (PERS-412).
5. **Revocation for SWO.** An SWO will retain such designation until revoked by NAVPERSCOM based on a recommendation citing any of the circumstances outlined in reference (b).

6. **Procedure for Revocation by the CO or an ISIC**

   a. The officer initiating the recommendation for revocation of an SWO shall be the CO, or an ISIC, in the chain of command of the officer concerned.

   b. Send the recommendation with supporting facts to NAVPERSCOM, Career Management Department (PERS-4) via the administrative chain of command.

   c. Notify the officer concerned in writing of the following:

      (1) Right to submit a statement concerning the recommendation for revocation.

      (2) If the recommendation is approved, a copy shall be filed in their official record.

      (3) If they do not desire to make a statement, to so certify in writing, as discussed below.

   d. The officer being considered for revocation

      (1) may submit a statement to NAVPERSCOM, Surface Warfare Officer Assignments (PERS-41) via the administrative chain of command in which the officer served at the time of the events leading to the revocation request.

      (2) if unwilling to make a statement, shall signify in writing the officer was notified of the items listed above and does not desire to make a statement.

7. **Detachment for Cause (DFC)**

   a. A recommendation for revocation shall not be made in lieu of DFC, nor shall such recommendations automatically be included in cases of DFC.

   b. Revocation may be recommended coincidentally with a DFC, but will be administratively handled as a separate action by NAVPERSCOM.
8. **When Revocation is Approved.** Upon approval of revocation, an SWO’s designator shall be changed to 110X, and AQD (LA9) will be removed. Officers with other than 111X/114X designators shall have AQD (LA9) removed.