

## MILPERSMAN 1306-937

### FLAG CHEF PROGRAM

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<b>References</b>	(a) SECNAVINST 1306.2D (b) OPNAVINST 1306.3B (c) DoD Instruction 1315.09
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#### 1. Background

a. The Flag Chef Program provides food service and executive level support to flag and general officers, flag messes, and presidential or vice-presidential support activities.

b. Culinary specialists selected for these assignments possess superior performance records, advanced culinary skills often gained through specialized education or experience, impeccable appearance and demeanor, and a strong recommendation from their commanding officer (CO).

c. Tour lengths are normally 36 months or Department of Defense (DoD) area tour for overseas assignment. Assignments to the Flag Chef Program can be up to 8 consecutive years of duty. Projected rotation dates (PRDs) for personnel in public quarters are determined by the tour length of the flag officer. Tour-length extensions/waivers will be submitted to Navy Personnel Command (NAVPERSCOM), Flag Chef Program Manager (PERS-44ES2) for processing.

2. Program Components. Personnel nominated and selected are detailed to one of four components within the Flag Chef Program.

a. **Enlisted Aide (EA) Duty (NEC-S15A)**. Culinary specialists nominated and assigned to flag and general officers, per references (a) through (c) and MILPERSMAN 1306-900, are

assigned upon completion of Advanced Culinary Skills Training Course and Enlisted Aide Training Course.

(1) Projected rotation dates (PRD) for personnel are determined by the tour length of the flag or general officer.

(2) Personnel serving as enlisted aides must volunteer in writing prior to execution of orders, and may choose to terminate EA duty at any time.

b. **Flag Mess Duty - Culinary Specialists Assigned to Flag, General, or Executive Messes Afloat or Ashore.** Flag mess personnel have the option to volunteer for assignment as an EA upon successful completion of initial flag mess duty.

c. **Executive Support Duty - Culinary Specialists Assigned to Presidential Food Service, Vice-President's Residence, or Camp David.** Candidates must meet additional eligibility requirements provided by the Flag Chef Program Manager (PERS-44ESB).

d. **Executive Transport Duty - Culinary Specialists Assigned to Fleet Logistics Support Squadron 1 (VR-1), Executive Transport Detachment Pacific, or Executive Transport Detachment Sigonella.** Candidates must meet additional eligibility requirements such as completing a class II swim qualification, a flight physical, and aircrew indoctrination training (Naval Aviation Survival Training Program (NASTP)) for class IV aircraft.

### 3. Requirements and Qualifications

a. An individual must possess the following qualifications for nomination; waivers of these qualifications will be considered on a case-by-case basis:

(1) Highly motivated for assignment and strongly recommended by the CO;

(2) Ability to work effectively with senior officers and or executive civilians;

(3) Must have at least 2 years experience in food preparation and meal service;

- (4) In some cases, experience in bookkeeping or automated accounting is a plus;
- (5) A clear record, free from conviction by court-martial, civil court (except minor traffic offenses), and non-judicial punishment (NJP) in the past 3 years;
- (6) Able to meet security clearance requirements;
- (7) Emotionally stable and able to work arduous hours;
- (8) No evaluation marks below 3.0 for past 3 years; and
- (9) Unless the most recent physical fitness assessment (PFA) was passed, Sailors who have failed one PFA in the past 3 years will not meet qualifications for nomination.

b. Complete sections A, B, D2, and D3 on NAVPERS 1306/92 Special Program Screening Form and Exhibit 1 of MILPERSMAN 1306-900. NAVPERS 1306/92 may be accessed by using the following Web address: <http://www.public.navy.mil/bupers-npc/reference/forms/NAVPERS/Pages/default.aspx>.

c. Required obligated service (OBLISERV) for this program is 36 months.

4. **Application.** Requests for initial and subsequent assignment must be submitted to Navy Personnel Command (NAVPERSCOM), Executive Services Branch (PERS-44ES) via the administrative chain of command on NAVPERS 1306/7 Enlisted Personnel Action Request. NAVPERS 1306/7 may be accessed by using the following Web address: <http://www.public.navy.mil/bupers-npc/reference/forms/NAVPERS/Pages/default.aspx>. Nomination packages must be submitted 9-12 months prior to member's PRD to allow sufficient time for review of nominees, personal interviews (if required), and final selection. Nomination packages must include the following:

- a. Completed NAVPERS 1306/7 Enlisted Personnel Action Request;
- b. Completed NAVPERS 1306/92 Special Program Screening Form;
- c. Copies of the last three evaluations;

d. Commanding officer or assigned flag officer endorsement on command letterhead;

e. Personal biography;

f. Full front and side view color photographs in service dress uniform; and

g. Signed Flag Chef Program NAVPERS 1070/613 Administrative Remarks. The member must sign the following NAVPERS 1070/613 entry:

I hereby volunteer to be considered for the Flag Chef Program. I understand that by volunteering I am eligible to be detailed to any program component within the Flag Chef Program Community and to any Flag Officer Staff, Flag Mess Ashore, or Flag Mess Afloat. Additionally, if selected, I understand that I will be detailed in conjunction with the needs of the Navy within the Flag Chef Community.

I certify that I have read and understand OPNAVINST 1306.3, including the requirements for confidentiality.

Typed Name:

Witnessed:

Signature:

Dated: