



DEPARTMENT OF THE ARMY
OFFICE OF THE DEPUTY CHIEF OF STAFF, G-1
300 ARMY PENTAGON
WASHINGTON DC 20310-0300

DAPE-MPE-PD

31 January 2006

MEMORANDUM FOR PRESIDENT AND MEMBERS OF THE BOARD

SUBJECT: Memorandum of Instruction (MOI) for the FY06 Sergeant First Class (SFC) Promotion Selection Board

1. Authority: In accordance with Chapter 4, AR 600-8-19, this selection board is appointed to consider noncommissioned officers (NCO) for promotion to Sergeant First Class (SFC).
2. Membership: You have been selected to serve on this board because the Army has confidence in your ability to recognize those NCOs who will make the greatest contribution as Army leaders in the years ahead. Bear in mind the serious nature of board duty and your obligation to ensure these proceedings remain above reproach at all times. The oath you will take obliges you to ensure that all eligible NCOs are considered without prejudice. You will adhere to that oath and to all governing laws, directives, regulations, written administrative instructions regarding board procedures, and these instructions in selecting NCOs who meet the needs of the Army as outlined here. Your failure to do so may be cause to remove you from this board. This is your charter.
3. General:
 - a. This board will convene at the U.S. Army Enlisted Records and Evaluation Center, Indianapolis, Indiana, on 31 January 2006, or on call. Enclosure 1 specifies the required oaths.
 - b. On 13 November 2002, the Deputy Chief of Staff, G-1 (DCS, G-1), approved Annex E (Personnel) to the Army Mobilization Operations and Execution System (AMOPES) revision. Paragraph 1c(1)(c), TAB E (Personnel Service Support for Sustainment of the Force) to APPENDIX 2 (Military Personnel Management) to Annex E directs the suspension of the Qualitative Management Program (QMP) during contingency operations or OPLAN execution under partial mobilization. As a result of the current mobilization status and this directive, Soldiers will not be considered for QMP by this board.
 - c. Due to the implementation of "Stop Loss," Soldiers who would normally be ineligible for consideration due to their Retention Control Point (RCP) (BASD is earlier than 1 February 1985), and who are impacted by either unit or a specific Military Occupational Specialty (MOS) "Stop Loss," will be eligible for promotion consideration, provided they are otherwise eligible. Soldiers impacted by "Stop Loss" with previously approved retirements will be considered fully eligible for consideration, provided otherwise eligible.
4. Zones of Consideration:
 - a. For Promotion Consideration: All Basic Noncommissioned Officer Course (BNCOC) qualified (or with a waiver) SSGs with dates of rank (DOR) of 1 February 2004 and earlier and

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with a BASD between 1 February 1985 (unless impacted by "Stop Loss") and 31 January 2000 (both dates inclusive).

(1) Primary Zone (PZ): SSGs with a DOR of 1 February 2003 and earlier.

(2) Secondary Zone (SZ): SSGs with a DOR of 2 February 2003 thru 1 February 2004.

b. Eligibility Criteria: SSGs in the following categories will not be considered:

(1) those with an approved retirement (unless Soldier is impacted by "Stop Loss/Stop Move"). Soldiers in this category will not gain eligibility for consideration by withdrawing their application after the convening of the board.

(2) those with an approved Department of the Army (DA) Directed Denial of Continued Service.

(3) those with an approved local bar to reenlistment.

(4) those who have not completed BNCOC (only those with waivers mentioned in 5e will be considered).

(5) those who have signed a Declination of Continued Service Statement (DCSS).

(6) those who do not possess a high school diploma, GED equivalent, or higher.

(7) those who are special bands persons as defined in para 5-2, AR 600-8-19.

(8) those who are ineligible to reenlist due to courts-martial conviction, confinement, or AWOL.

(9) those who have reached their RCP (unless the Soldier is impacted by "Stop Loss").

(10) those assigned to the U.S. Army Marksmanship Unit (USAMU).

5. Method and Number to be Selected:

a. The board's mission includes:

(1) Promotions to SFC: Select the best qualified SSGs in the zone of consideration by MOS for promotion to SFC.

(2) Enlisted Standby Advisory Board (STAB): Review cases for removal from existing centralized promotion lists, for promotion reconsideration, and for initial promotion consideration. Only selected members of the board will sit on the STAB. The STAB will be governed by separate MOI.

b. The board will be organized into 11 separate panels by career management fields (CMF). Consideration for promotion will be by MOS.

c. The best qualified NCOs in each MOS will be recommended for promotion selection to SFC IAW the needs of the Army.

d. Before the board can determine whether an NCO is among the best qualified for selection, it must first determine which NCOs are fully qualified for promotion to SFC. Consideration must be accomplished in complete objectivity with the good of the service and the needs of the Army of primary importance. The selection board will be provided the performance portion of the Official Military Personnel File (OMPF) of all eligible NCOs and may also be provided disciplinary data from the restricted portion of the OMPF IAW ODCS, G-1, memorandum dated 21 January 2002.

e. There will be a number of SSGs in the eligibility zone that have not completed BNCOC. Under ordinary circumstances, these NCOs would not be eligible for promotion consideration. However, due to deployments for Operation Iraqi Freedom (OIF) and Operation Enduring Freedom (OEF), some Soldiers were either removed from BNCOC or not allowed to attend. Had they not deployed, they would have potentially been graduates and fully eligible for promotion consideration. Thus, on a case-by-case basis, the ODCS, G-1 waived the NCOES completion requirement for eligibility and these NCOs are otherwise eligible for consideration. Soldiers selected for promotion with an NCOES waiver will have their promotion to SFC held in abeyance until completion of the required NCOES course.

f. The number of Soldiers to be promoted by MOS will be provided to the board members after the voting phase.

6. Career Field and Skill Selection Requirements. N/A

7. Guidance. See Enclosure 2.

8. Additional Guidance:

a. Evaluations: Complete-the-record NCO evaluation reports (NCOER) are optional and authorized only for SSGs competing for SFC. They may be submitted only for NCOs who have completed at least three months under the same rater as of 30 November 2005 and have not received a previous NCOER for the current duty position.

(1) All complete-the-record NCOERs will contain the following entry for type of report in part I, block G: 04/CTR/FY06/SFC. Ending month of NCOER will be November 2005. NCOERs will not be signed prior to 1 December 2005. Absence of such an NCOER is not a basis for STAB reconsideration. NCOERs or copies submitted directly to the board by an NCO will not be accepted and/or referred to the board.

(2) Commanders are reminded that the 60-day option NCOER is authorized upon request for NCOs deployed in the contingency area of operations. These NCOERs will be prepared per paragraph 3-35, AR 623-205. Soldiers in the zone of consideration for promotion to SFC who do not qualify for complete-the-record NCOER (minimum 90 rated days) may qualify for the 60-day option NCOER (minimum 60 rated days). NCOERs must arrive no later than 13 January 2006.

b. Reports: The following reports will be prepared prior to board recess:

(1) After-Action Reports (2): Both reports are prepared by the Board President. The first report will cover issues and recommendations of interest to the Army, DCS, G-1. The second report will cover issues and recommendations to provide feedback to Soldiers in the field.

(2) CMF Review and Analysis (R&A): Prepared by the panel chiefs for each CMF, reviewed by their panels, and dispatched to Headquarters, Training and Doctrine Command (ATTN: ATTG-P) and the Commander, U.S. Army Human Resources Command.

9. Special Charge to the Board Membership:

a. You are charged with the task of selecting the NCO leadership of the Army. This MOI provides ample guidance for you to accomplish this mission. In the end, however, the future of the Army rests on your collective judgment.

b. Recommendations of the selection board will be marked "FOR OFFICIAL USE ONLY" and will be so considered until the final recommended list is announced by DA.

c. Board membership will not be released until after the final recommended list is announced by DA.

d. After the board has been adjourned by the DCS, G-1, or his designated representative, members are encouraged to familiarize officers and NCOs with the selection board procedures. In this regard, the DA Secretariat will provide you a standard briefing. The "FOR OFFICIAL USE ONLY" protective marking of this MOI and enclosures are canceled after the final recommended list is approved and publicly announced by DA.

e. Specific statistical analyses or details of the board proceedings pertaining to selection or non-selection of individual Soldiers, whether recorded or unrecorded, will not be disclosed for any reason.

f. The board will not adjourn until authorized to do so by the DCS, G-1, or his designated representative.

10. Equal Opportunity:

a. The success of today's Army comes from total commitment to the ideals of freedom, fairness, and human dignity upon which our country was founded. People remain the cornerstone of readiness. To this end, equal opportunity for all Soldiers is the only acceptable standard for our Army. This principle applies to every aspect of career development and utilization in our Army, but is especially important to demonstrate in the selection process. To the extent that each board demonstrates that race, ethnic background, and gender are not impediments to selection for school, command, and promotion, our Soldiers will have a clear perception of equal opportunity in the selection process. The diverse backgrounds, ideas, and insights offered by Soldiers and citizens of all races and of both sexes are a great source of strength for our Nation and our Army. We can best ensure that this source of strength endures by your strict avoidance of consideration of any factors other than merit and ability as specified elsewhere in this MOI in the selection of Soldiers for promotion and other favorable personnel actions.

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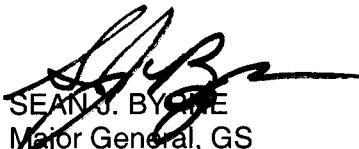
b. You must be alert to the possibility of past personal or institutional discrimination --whether intentional or inadvertent -- in the assignment patterns, evaluations, or professional development of all NCOs. Such discrimination may be unintentional, not motivated by malice, bigotry, or prejudice, and may have been the result of past service utilization practices. Indicators of discrimination may include disproportionately lower evaluation reports; assignments of lesser importance or responsibility; lack of opportunity to attend career-building military schools; gratuitous mention of race, ethnicity, or gender; or mention of an NCO's organizational or institutional affiliations unrelated to duty performance and potential. Take these factors into consideration in assessing the degree to which an NCO's record, as a whole, is an accurate reflection, free of bias, of that NCO's performance potential. The foregoing guidance shall not be interpreted as requiring or authorizing you to extend any preference of any sort to any NCO or group of NCOs on the basis of race, ethnicity, or gender.

11. Thank you for your service as a member of this board. Your decisions will have a lasting effect on the Army. Our Soldiers and Army civilians deserve leaders who are competent in their duties and who treat them with dignity, respect, and fairness at all times. This ethic is essential to a cohesive and disciplined Army. Just as you have been charged to make your selection without prejudice or partiality, so also must you select NCOs who adhere to these principles if we are to sustain an Army that can win our Nation's wars. I have great confidence in your ability to carry out this important responsibility.

BY ORDER OF THE SECRETARY OF THE ARMY:

4 Enclosures

1. Admin Instructions
2. Board Guidance
3. Board Membership
4. Select Objectives (TBP)


SEAN J. BYRNE
Major General, GS
Director of Military
Personnel Management