



DEPARTMENT OF THE NAVY
HEADQUARTERS UNITED STATES MARINE CORPS
MANPOWER AND RESERVE AFFAIRS DEPARTMENT
MANPOWER MANAGEMENT PERFORMANCE BRANCH
HARRY LEE HALL, 17 LEJEUNE ROAD
QUANTICO, VIRGINIA 22134-5104

IN REPLY REFER TO:

1400

MMPB-11

JUL 12 2024

From: Commandant of the Marine Corps (MM)
To: Colonel Joshua E. Izenour 1074570131/8041 USMCR

Subj: PRECEPT CONVENING THE FY 2024 RESERVE STAFF NONCOMMISSIONED
OFFICER PROMOTION SELECTION BOARD

Encl: (1) Supplemental Guidance for the FY 2024 Reserve Staff
Noncommissioned Officer Promotion Selection Board

1. The selection board, consisting of yourself as the president and the following additional board members, to consider eligible reserve sergeants and reserve staff noncommissioned officers for promotion to the next higher grade, is appointed:

Colonel Jeremy S. Sibert, USMCR
Lieutenant Colonel Daniel S. Green, USMC
Major Haley A. Nowak, USMC
Major Evan S. Neese, USMC
Major Michael L. Droogleever, USMCR
Major Daniel R. Connolly, USMCR
Major Chad M. Luebke, USMCR
Chief Warrant Officer 4 Pedro P. Peraza, USMC
Sergeant Major Sarah E. Bickel, USMC
Sergeant Major Jason N. Wilson, USMC
Sergeant Major Scott A. Johnson, USMCR
Sergeant Major Dineen M. Post, USMCR
Sergeant Major Billy J. Kruthers, USMCR
Master Gunnery Sergeant Winston A. Small, USMC
Master Gunnery Sergeant Valerian C. Jimenez USMC
Master Gunnery Sergeant Luis Sanchez Jr., USMC
Master Gunnery Sergeant Demetrius Campbell, USMC
Master Gunnery Sergeant Ibrahim K. Kamara, USMC

2. Major Adam J. Jarratt, USMC will serve as the senior recorder. Major Jake T. Newling, USMCR and Captain Nathaniel J. Whitenack, USMCR will serve as assistant recorders. A recorder will be present during all selection board deliberations.

3. The following administrative support personnel are hereby appointed:

Lieutenant General James F. Glynn, USMC
Brigadier General Ryan S. Rideout, USMC
Brigadier General David R. Everly, USMC
Mr. Chad W. Schrecengost

Subj: PRECEPT CONVENING THE FY 2024 RESERVE STAFF NONCOMMISSIONED
OFFICER PROMOTION SELECTION BOARD

Colonel Shane A. Donahue, USMC
Colonel Javier A. Garcia, USMC
Colonel Alexandra V. Gerbracht, USMC
Lieutenant Colonel Jerry A. Godfrey, USMC
Lieutenant Colonel Christopher J. Alfaro, USMC
Mr. Craig M. Kilhenny
Mr. Brennett Ford
Major Clayton J. East, USMC
Major Steven M. Ellington, USMC
Major Randy E. Diggins, USMC
Major Brent M. Ogden, USMC
Major Daniel A. Moore, USMC
Ms. Cynthia E. Guillory
Ms. Hildur A. Linscott
Mrs. Stephanie N. Martinez
Mrs. Linda C. Knop
Sergeant Major Shehene M. Bedran, USMC
Sergeant Major Jacob M. Reiff, USMC
Sergeant Major Michael J. Exlos, USMC
Sergeant Major Adam M. Gharati, USMC
Master Gunnery Sergeant William L. Papple, USMC
Master Gunnery Sergeant Jeffery T. Ward, USMC
Master Sergeant Carolin Chavez, USMC
Master Sergeant Shane M. Fisher, USMC
Master Sergeant Joshua C. McKay, USMC
Gunnery Sergeant Mathew J. Celmar, USMC
Staff Sergeant Anthony D. Stevens, USMC
Corporal Brooklyn A. Hammons, USMC
Corporal Cormeka A. Reed, USMC

4. Date and Location. The promotion selection board is ordered to convene at Harry Lee Hall, Marine Corps Base, Quantico, Virginia, on 16 July 2024, or as soon thereafter as practicable. Enclosure (1) contains additional guidance for board members to consider in determining the promotion potential and professional qualifications of Marines eligible for consideration.

5. Selection Board Guidance. The promotion selection board will proceed in accordance with the following specific guidelines.

a. Selection Standard. The selection board shall recommend eligible Marines for promotion to the next higher grade. The Marines selected will be those whom a majority of the members of the board consider best qualified for promotion to meet the needs of the Marine Corps. In addition to the foregoing standard of best qualified, all Marines recommended for promotion must be fully qualified; that is, each Marine's qualifications and performance of duty must clearly demonstrate that the Marine will be capable of performing the duties normally associated with the next higher grade. This standard applies to all eligible Marines regardless of zone.

Subj: PRECEPT CONVENING THE FY 2024 RESERVE STAFF NONCOMMISSIONED
OFFICER PROMOTION SELECTION BOARD

b. Eligible Population. The eligibility criteria for consideration for selection in each IMOS were promulgated by MARADMINs prior to convening of the Board.

c. Number of Primary Selections Authorized. The promotion selection board will limit the number of primary selections for promotion to the number of allocations. Changes to allocations, if any, will be published in the selection MARADMIN announcing the results of the board.

d. Number of Alternate Selections. The alternate selection list was created to minimize historical shortfalls across the force. The board will make every effort to maximize selection allocations within each IMOS while ensuring Marines selected are those whom are best and fully qualified for promotion.

e. Consideration of below zone eligible Marines

(1) There will be no overall limit to the number of eligible Marines considered from the below zone population. However, the board may not select more than ten percent or two selections, whichever is greater, from the below zone of each IMOS.

(2) The selection of a Marine from the below zone must be based on the best and fully qualified standard applicable to all eligible Marines. When considering the records of Marines equally well qualified for promotion, you may consider the fact that a selection from the below zone benefits the Marine Corps by creating an incentive for superior performance by Marines below the promotion zone. Accordingly, the selection board is directed to give Marines in the below zone the same careful consideration as all other eligible Marines.

(3) The board president may request additional below zone selection allocations from Reserve Affairs and the Director, Manpower Management via MMPB-11 to mitigate shortfalls and meet the needs of the Marine Corps.

6. Career Patterns. The board evaluation of Marines whose careers may have been affected by assignment policies and practices made in the best interest of the Marine Corps must afford them fair and equitable consideration. You should be particularly vigilant in your evaluation to take care that no Marine is disadvantaged by Service utilization policies or practices. The overriding evaluation factor is the performance of assigned duties.

7. Diversity and Equal Opportunity

a. The Department of the Navy is dedicated to equality of treatment and opportunity for all personnel without regard to race, religion, color, sex (including pregnancy), gender identity, sexual orientation, or national origin. The Marine Corps strives to maintain a professional

Subj: PRECEPT CONVENING THE FY 2024 RESERVE STAFF NONCOMMISSIONED
OFFICER PROMOTION SELECTION BOARD

b. Your evaluation of all Marines must afford them fair and equitable consideration. This guidance should not be interpreted as requiring or permitting preferential treatment of any group of Marines on the grounds of race, religion, color, sex (including pregnancy), gender identity, sexual orientation, or national origin.

8. Marital Status. The marital status of an eligible Marine, or the employment, education, race, religion, color, sex (including pregnancy), gender identity, sexual orientation, or national origin, or volunteer service of an eligible Marine's spouse will not be considered.

9. Outside Activities. The civilian employment, religion, or volunteer service of an eligible Marine will not be considered.

10. Additional Guidance. In addition to the guidance contained in this precept, the enclosure contains additional guidance for the board to consider in determining qualifications and selection potential. Administrative instructions and the oath for the members, recorders, and administrative support personnel are also included.

11. Confidentiality of Board Proceedings. Unless expressly authorized by me, neither you nor any member of the board, recorder, or administrative support personnel may disclose the proceedings, deliberations, or recommendations of the promotion selection board. All board members, recorders, and administrative support personnel must comply fully with these requirements, and I expect you to emphasize the need for strict confidentiality.

12. Board Recommendations. Upon completion of its proceedings, the promotion selection board will submit its report to me for approval and signature. The report of the board will be in writing, signed by each member of the board and the recorders. It shall contain the names of the Marines the board recommends for promotion. The report will certify that the board has complied with all instructions contained in this precept and, as appropriate, other guidance or instruction provided by the Commandant of the Marine Corps. The report of the board shall certify that the board has carefully considered the record of each Marine whose name was furnished to it and that, in the majority opinion of the board, the Marines recommended by the board are best and fully qualified.



RYAN S. RIDEOUT
Director, Manpower
Management Division

FY 2024 RESERVE STAFF
NONCOMMISSIONED OFFICER PROMOTION SELECTION BOARD
SUPPLEMENTAL GUIDANCE

- Ref: (a) MCO P1400.32D w/CH 2 (MARCORPROMMAN, VOL 2, ENLPROM)
(b) MCO 1200.18 (MOS PROGRAM ORDER)
(c) NAVMC 1200.1J (MOS MANUAL)
(d) MCO 1610.7B (PERFORMANCE EVALUATION SYSTEM)
(e) MCO 1326.6 w/CH 1 (SELECTING, SCREENING, AND PREPARING
ENLISTED MARINES FOR SCREENABLE BILLETS AND
INDEPENDENT DUTY ASSIGNMENTS)
(f) MARADMIN 474/21 (UPDATED ENLISTED PME REQUIREMENTS BY
GRADE)
(g) MARADMIN 402/23 (ANNOUNCEMENT OF THE FISCAL YEAR 2024
RESERVE COMPONENT CLASS DATES FOR THE REGIONAL STAFF
NONCOMMISSIONED OFFICER ACADEMIES)
(h) MARADMIN 342/22 (SUPPLEMENTAL GUIDANCE FOR THE
EXEMPTION TO ENLISTED PROFESSIONAL MILITARY EDUCATION
POLICY FOR MARINES SERVING ON SPECIAL DUTY
ASSIGNMENTS)
(i) MARADMIN 663/16 (EXEMPTION TO ENLISTED PROFESSIONAL
MILITARY EDUCATION POLICY FOR MARINES SERVING ON
SPECIAL DUTY ASSIGNMENTS)
(j) MCO 5300.17A w/CH 1 (MARINE CORPS SUBSTANCE ABUSE
PROGRAM)
(k) MCO 1752.5C (SEXUAL ASSAULT PREVENTION AND RESPONSE
(SAPR) PROGRAM)
(l) ALNAV 009/23, (RECISSION OF COVID-19 VACCINATION
REQUIREMENT FOR MEMBERS OF THE ARMED FORCES)

1. References (a) through (c), as well as this precept, state the policies and qualifications for selection to the staff noncommissioned officer (SNCO) grades. References (d) through (l) are germane. In the case of conflicting instructions, the guidelines in this precept take precedence over those contained in references (a) through (l). The selection board will consider only the instructions and information provided by the Commandant of the Marine Corps (CMC) or his authorized representative.

2. The following oath or affirmation shall be administered to the recorders and support staff by the president of the board:

"Do you solemnly swear (or affirm) that you will keep a true record of the proceedings of this board, and further, that you will not disclose the proceedings or recommendations thereof pertaining to the selection or non-selection of individual enlisted Marines except as authorized or required by the Commandant of the Marine Corps? So help you God."

The following oath or affirmation shall be administered to the members of the board by the senior recorder:

"Do you solemnly swear (or affirm) that you will perform your duties as a member of this board without prejudice or partiality,

FY 2024 RESERVE STAFF
NONCOMMISSIONED OFFICER PROMOTION SELECTION BOARD
SUPPLEMENTAL GUIDANCE

having in view the special fitness of staff noncommissioned officers and the efficiency of the Marine Corps, and further, that you will not disclose the proceedings or recommendations thereof pertaining to the selection or non-selection of individual enlisted Marines except as authorized or required by the Commandant of the Marine Corps? So help you God."

3. Reserve Affairs will provide the selection board with the names of all Marines eligible for selection consideration via the Director, Manpower Management Division and MMPB-11 as determined on the date the board convenes.

4. MMPB-11, shall screen and remove the names and records of Marines who become ineligible for consideration during the execution of the board and notify the board president of any changes made to the population. The board will carefully consider the record of every eligible Marine whose name is furnished.

5. Letters of Nonselection. Members on the board will honor a Marine's request not to be selected by a SNCO promotion selection board and the Marine will incur a failure of selection. This request does not make a Marine ineligible for subsequent promotion selection boards.

6. Professional Military Education. Professional Military Education (PME) is a valuable and important aspect of a Marine SNCO's professional development. A well-educated core of SNCOs is better able to contribute to the effectiveness and success of the Marine Corps. The successful completion of appropriate level PME demonstrates a Marine's commitment to self improvement and represents a desire to prepare for positions of increased responsibility. The following clarifications regarding PME are provided:

a. In order to meet the needs of the Marine Corps, the selection consideration as it pertains to PME for the FY24 Reserve Staff Noncommissioned Officer Selection Board is hereby amended. Sequenced PME has been authorized for selection to Staff Sergeant and Gunnery Sergeant during the FY24 Reserve SNCO PSB. This means the minimum PME required to be eligible for selection to Staff Sergeant is MarineNet EPME5000 and to Gunnery Sergeant is MarineNet EPME6000.

(1) All Sergeants who have completed the MarineNet EPME5000 Course no later than 2359, EDT on 15 July 2024 shall be considered PME qualified for the purposes of selection on this promotion selection board.

(2) All Staff Sergeants who have completed the MarineNet EPME6000AA Course no later than 2359, EDT on 15 July 2024 shall be considered PME qualified for the purposes of selection on this promotion selection board.

FY 2024 RESERVE STAFF
NONCOMMISSIONED OFFICER PROMOTION SELECTION BOARD
SUPPLEMENTAL GUIDANCE

(3) Selection does not guarantee promotion. In order to effect the promotion, Marines must complete all remaining component PME requirements.

b. The College of Distance Education and Training (CDET) non-resident seminar is equivalent to the respective Staff Non-commissioned Officer Academy (SNCOA) resident school. This includes the Sergeants School Seminar Program (SSSP), Career School Seminar Program (CSSP), Advanced School Seminar Program (ASSP), and the Weekend Seminar Program (WSP).

c. Marines who completed the Senior Enlisted Blended Seminar Program (SEBSP) pilot course and have the school code K41 in MCTFS will meet the PME requirement for master sergeant. First Sergeants must also complete the First Sergeants School to meet their PME requirements.

d. Marines currently serving in or re-assigned from a billet Military Occupational Specialty (BMOS) of 8411, 8421, 8156, 0913, 8152, 8154, and 0911, to include Marines serving at Officer Candidate School (OCS) Quantico, VA and Newport, RI; specifically in a 0911 billet in a permanent personnel capacity within the past 365 days:

(1) Are still required to complete grade appropriate MarineNet courses in order to be selected.

(2) Are exempt from completing any additional grade specific PME courses in order to effect their promotion.

(3) These provisions also apply to Marines who have been relieved, i.e., Relief For Cause (RFC) or Good Of Service (GOS) from these billets within 365 days.

(4) If a Marine rates the SDA PME waiver on 2359 on 15 July 2024, the Marine will continue to rate the waiver for the entire time the board is in session.

d. Marines serving as Assistant Marine Officer Instructor (AMOI), or 8412/8422 Career Recruiter do not rate any waivers.

e. All eligible Marines who have completed the grade appropriate MarineNet course, are PME complete, or qualify for a PME waiver due to serving on an SDA or within 365 days of completion of an SDA assignment will receive a full brief.

f. Advanced Education Programs. Successful completion of advanced education beyond appropriate level PME demonstrates a Marine's commitment to continual improvement. The following are examples of advanced education programs: Enlisted Joint PME, National Intelligence University Undergraduate and Graduate Programs,

FY 2024 RESERVE STAFF
NONCOMMISSIONED OFFICER PROMOTION SELECTION BOARD
SUPPLEMENTAL GUIDANCE

Geospatial Intelligence Career Advancement Program, Defense Information School Courses, National Security Agency Computer Network Operations Development Program, Marine Graduate Education Programs, and the Ground and Intelligence Personnel Exchange Program. This is not an all-inclusive list, and the board should look for programs that provide skills and experience required for improved readiness within the broad spectrum of the future operating environment.

7. Noncompetitive Selection. Marines who are selected for commissioning programs to include appointment to warrant officer, the Marine Enlisted Commissioning Education Program, Enlisted Commissioning Program, Medical Enlisted Commissioning Program, and Medical Service Corps In-service Procurement Program are eligible for noncompetitive selection consideration. The selection of these Marines will not count against the competitive allocations. Reference (a) contains the criteria for evaluating Marines in this category. Noncompetitive Marines are exempt from all PME requirements including completing grade appropriate MarineNet courses.

8. Career Patterns. Career Patterns. All Marines are assigned to commands at the discretion of competent command authority. Accordingly, billet assignments are widely diverse, with many Marines serving outside of their Primary (PMOS) in billets that could be considered less desirable, and/or in commands that may not be considered within the mainstream of the Marine Corps. Regardless of duty assignment, all Marines serve because there is a vital need to support the continued readiness of our Corps. Marines serving in billets outside their PMOS are to be considered qualified for promotion based upon their performance in their assigned duties. You should also consider that the Marine Corps benefits when a SNCO possesses a broad spectrum of experiences.

a. Marines with certain PMOSs historically do not have an opportunity to serve outside their PMOS due to extensive school training, career progression at a certain pay grade, perishable MOS skills, or insufficient overall strength of the MOS. Marines in these occupational specialties will not be denied the opportunity to serve outside their PMOS if the MOS can afford the assignment; however, they will not routinely be assigned to such duties. Due to this limited opportunity, Marines who fit this category should be given equal consideration with their peers even though they may not have served outside their PMOS.

b. The War on Terrorism created the growth of billets traditionally not filled by Marine SNCOs. Marines assigned to nation building and crisis operations billets are critical to the success of our Country's policies. The board should be especially diligent in weighing the qualifications of Marines serving in Transition Teams (TT) and Joint Individual Augmentation (IA) Billets. Service in these

FY 2024 RESERVE STAFF
NONCOMMISSIONED OFFICER PROMOTION SELECTION BOARD
SUPPLEMENTAL GUIDANCE

critical billets should weigh equal to traditional Marine Corps SNCO billets in the Fleet Marine Force supporting the Global War on Terrorism during board deliberations.

9. In your consideration, please be sensitive to the fact that the needs of the Marine Corps have changed over the years and will continue to change.

a. Be especially alert for Marines who have embraced change by conceiving and trying new solutions to our most challenging problems. The Marine Corps needs bold Marines who are willing to think creatively and take well-calculated risks.

b. Give priority to promoting Marines who have shown initiative in finding and pursuing the most effective ways of accomplishing our mission. Also note, in this regard, that Marines with the greatest capacity for innovation may have served in billets different from the norm. In the context of a changing Marine Corps, the best-qualified Marines may reflect a variety of backgrounds.

c. Be especially alert for Marines who possess foreign language proficiency and cultural awareness especially within the China and Indo-Pacific region.

10. Screenable Billet Assignments. Assignment to challenging billets, within and outside of PMOS, is an integral part of every Marine's career. The skills and experience gained through service in these duties enhance individual abilities and establish a shared bond across different communities while meeting service objectives. The following are the three types of screenable billets in priority order.

a. Special Duty Assignments. Billets specifically designated by the CMC. These assignments include: Drill Instructor (8511/0911), Recruiter (8411/8421), Marine Combat Instructor (8513/0913), and Marine Security Guard (MSG) Detachment Commander (8156). Marines who are assigned to or have successfully completed one of the above duty assignments will be considered "highest qualified." These billets involve demanding duties that require an unusual degree of responsibility outside of any Marine's primary skill and are significant to the Marine Corps mission. In this context, duties are considered demanding because they require an extraordinary effort for satisfactory performance. These duties are considered to have an unusual degree of responsibility because a heavy personal burden is placed on the Marine to ensure the successful accomplishment of assigned tasks. Combat Instructors, in particular, instill the core ethos that every Marine is a rifleman, sustain the Marine transformation, and prepare the Marine for success through their entry-level training continuum. The Marine Corps primarily seeks

FY 2024 RESERVE STAFF
NONCOMMISSIONED OFFICER PROMOTION SELECTION BOARD
SUPPLEMENTAL GUIDANCE

qualified volunteers to fill these billets based on available vacancies.

b. Highly Qualified-Screenable billets. Screenable billets that include challenging duties primarily associated with specific occupational fields. Marines who are assigned to or have successfully completed one of the billets will be considered "highly qualified." These billets require a high degree of maturity, leadership, judgment, and professionalism. They result in a significant impact on the integrity of the service and ensure the safeguarding of national assets. These billets include: Marine Security Guard Watch Stander (8156), Marine Corps Security Forces Guard (8152), SNCO Academy Faculty Advisor (0961) or Curriculum Developer, Formal Schools Instructor (0951), Marine Air-Ground Task Force Instructor (0981), I&I and Marines on Independent Duty, Congressional Fellowship Program, and duty with Marine Special Operations Command.

c. Higher Qualified-Screenable Billets. Additional-screenable billets are all other billets or special programs outside of any Marine's primary skill that require additional screening. Marines who are assigned to or have successfully completed one of the billets will be considered "higher qualified than those without SDA or highly qualified-screenable billets." These billets are typically voluntary and solicited annually by specific Naval messages throughout the year. These billets include: Equal Opportunity Advisor, SNCO Completion Program, International Affairs Program, Defense Attaché System Program, Martial Arts Center of Excellence Instructor, Force Fitness Readiness Center Instructor, Marine Corps Shooting Team Competitor, and Marine Corps Mounted Color Guard.

11. Diversity and Equal Opportunity. In addition to the items covered in the precept, best and fully qualified Marines must be capable of leading and mentoring Marines while executing the Marine Corps strategic diversity initiatives. Best qualified Marines have demonstrated a willingness and ability to lead and mentor men and women from diverse ethnic and cultural backgrounds. The Marine Corps ability to meet this leadership challenge depends, in part, on having leaders who reflect our very best in performance, professional experience and education. These are factors for you to consider in selecting Marines who are best and fully qualified for selection.

12. Adverse Material. The board is obligated to follow specific guidance with regard to how it considers and discusses adverse information.

a. When discussing your own personal knowledge concerning the professional qualifications of eligible Marines, the board is reminded that if personal remarks, based on a member's personal knowledge, could be considered "adverse," the member cannot discuss his or her

FY 2024 RESERVE STAFF
NONCOMMISSIONED OFFICER PROMOTION SELECTION BOARD
SUPPLEMENTAL GUIDANCE

personal knowledge or evaluation except to the extent such matter is contained in the Marine's official record or other material placed before the board in compliance with reference (a). In addition, should a Marine's record reveal the removal of a fitness report via the Performance Evaluation Review Board, Board for Correction of Naval Records, etc., the member may not discuss his or her personal knowledge regarding the circumstances that resulted in the removal of the report from the Marine's record, nor should any member conjecture or draw any inference as to the underlying circumstances involved. However, documented incidents of misconduct and substandard performance that are included in a Marine's official record must be briefed to all board members. Members must carefully consider each such incident in connection with their deliberations.

b. Faced with many well-qualified Marines, there may be a tendency to simplify your task by summarily putting aside the records of Marines whose past records are less than perfect. However, to do this is to fall short of your obligation. A judgment of the whole person and the whole record is required to determine whose future potential for promotion or continuation will best serve the Marine Corps. You may conclude that particular adverse information undermines a Marine's ability to serve successfully in a position of increased authority and responsibility, despite an otherwise outstanding record. On the other hand, you may find that a Marine's overall outstanding performance demonstrates such potential for future service that it outweighs any deficiency noted in the record. Some Marines will have learned from their mistakes in ways that make them stronger; others will have strengths that outweigh relative weaknesses in their records. Make the best, not simply the most obviously defensible, choices. By doing this, you will not only fulfill your obligation, but you will also better serve the Marine Corps.

c. Board members should not consider adverse material related to COVID-19 vaccine refusal. If a record contains adverse material related to COVID-19 vaccine refusal, submit a discrepancy notice requesting clarification.

13. Physical Qualifications. The official military personnel records provided to the selection board may include medical documents relevant to a Marine's physical qualifications. The board is advised that additional information in regard to a Marine's medical condition or physical qualification are not available for board member viewing. Further, the enlisted promotion system has no medical prerequisites for promotion. Marines who are otherwise qualified do not lose their eligibility for promotion consideration due to hospitalization or Temporary Limited Duty as a result of wounds, injuries, pregnancy, or disease (to include mental disorders). The following exceptions to this policy apply:

FY 2024 RESERVE STAFF
NONCOMMISSIONED OFFICER PROMOTION SELECTION BOARD
SUPPLEMENTAL GUIDANCE

a. Enlisted Marines who have been approved for Permanent Limited Duty (PLD), who have less than 20 qualifying years of service for retirement and are retained in a PLD category to complete 20 years of qualifying service for retirement, are not eligible for selection consideration.

b. Combat wounded Marines who have been approved for retention in an Expanded Permanent Limited Duty (EPLD) status are eligible for selection consideration or promotion.

14. Additional Policy Considerations

a. Members of the selection board will familiarize themselves with Marine Corps policy on alcoholism and alcohol abuse as outlined in reference (j). The board will not deny selection opportunity to Marines diagnosed and successfully treated for alcoholism or alcohol abuse. However, the board will consider any misconduct or reduction in performance resulting from alcoholism or alcohol abuse when determining fitness for promotion.

b. Selection board members will familiarize themselves with Marine Corps policy concerning the distribution, possession, or use of illegal drugs. The detrimental effect of drug use in individual performance, leadership, and mission accomplishment is damaging not only to the Marine, but also to the Marine Corps as a whole. Disregard for disciplinary and organizational values will not be tolerated, and the board will consider such behavior when a Marine's potential is evaluated.

c. Members of the selection board will familiarize themselves with the Marine Corps policy on sexual assault as outlined in reference (k). Sexual assault is a crime that is incompatible with our core values and is an affront to the basic American principles we defend.

15. The following instructions concerning communications and information apply to the board proceedings:

a. Each of you (board president, members, recorders, and administrative support personnel) is responsible for maintaining the integrity and independence of this promotion selection board, and for fostering the careful consideration, without prejudice or partiality, of all eligible Marines.

b. You must pay particularly close attention to the rules governing communications with and among other board members, the information authorized to be provided to you, and the procedures you should follow if you believe that the integrity of this promotion selection board has been improperly affected.

FY 2024 RESERVE STAFF
NONCOMMISSIONED OFFICER PROMOTION SELECTION BOARD
SUPPLEMENTAL GUIDANCE

c. You may not receive, initiate, or participate in communications or discussions involving information precluded from consideration by a promotion selection board. You are to base your recommendations on the material in each Marine's military record, any information the Commandant of the Marine Corps has provided to the board, and any information about his or her own record communicated to you by individual eligible Marines in accordance with reference (a).

d. In your deliberations, you may discuss your own personal knowledge and evaluation of the professional qualifications of eligible Marines to the extent that such matters are not precluded by reference (a) from consideration or inclusion in a Marine's military personnel record. You may not discuss or disclose the opinion of any person not a member of any board concerning a Marine being considered unless that opinion is contained in material provided to the board in accordance with reference (a).

e. The Commandant of the Marine Corps, or his designee is the only person who may appear in person to address you on other than administrative matters. All communications with the board, other than those that are clearly administrative, must be in writing, given to each of you, and made part of the board's record. I have designated in writing those persons authorized to provide routine administrative information to you.

f. Before the report of the promotion selection board is signed, the recommendations and proceedings may be disclosed only to members of the board, recorders, and those administrative support personnel I have designated in writing. After you sign the board report and the public release has been made, only the recommendations of the board may be disclosed. Procedures and processes of the board may be discussed only in general terms. The disclosure of recommendations and proceedings of the board may not be disclosed to any person not a board member, board recorder, or administrative support personnel.

g. If at any time you believe that you cannot in good conscience perform your duties as a member of your respective board without prejudice or partiality, you have a duty to request relief by me from this duty. I will take for consideration any such request. If you believe that the integrity of your respective board's proceedings has been affected by improper influence of military or civilian authority, misconduct by the board president or a member, or any other reason, you have a duty to request from me relief from your obligation not to disclose board proceedings and, upon receiving it, to report the basis for your belief.

h. Upon the completion of board deliberations, you will, at a minimum, certify in your reports to me, that:

FY 2024 RESERVE STAFF
NONCOMMISSIONED OFFICER PROMOTION SELECTION BOARD
SUPPLEMENTAL GUIDANCE

(1) to the best of your knowledge, the board complied with the instructions provided in the precept and all other instructions provided by the administrative support personnel.

(2) you were not subject to or aware of any censure, reprimand, or admonishment about the recommendations of the board within the authorized discretion of the board.

(3) you were not subject to or aware of any attempt to coerce or influence improperly any action in the formulation of the board's recommendations.

(4) you were not party to or aware of any attempt at unauthorized communications.

(5) to the best of your knowledge, the board carefully considered the records of each Marine whose name was furnished to the board.

(6) the Marines recommended for promotion are, in the opinion of the majority of the members of the board, fully qualified and best qualified to meet the needs of the Marine Corps among those Marines whose names were provided to the board.

(7) the Marines recommended for promotion, including those who had adverse information provided to the board, are, in the opinion of the majority of the members of the board, fully qualified and among the best qualified to meet the needs of the Marine Corps among those Marines whose names were provided to the board.

16. Prior to adjournment, the board must review the extent to which the expectations of this selection board guidance have been met.

17. The board president, board members, and board recorders shall sign the written report of the selection board. The report shall contain a list of the names of the Marines it recommends for promotion, upon completion of its proceedings, the selection board shall forward its report to the Director, Manpower Management Division.