



**DEPARTMENT OF THE NAVY**  
FLEET READINESS CENTERS  
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16 Jun 20

From: Commander, Fleet Readiness Centers  
To: Chairman, Fleet Readiness Center Production Officer Slating Panel

Subj: CHARTER FOR THE ESTABLISHMENT AND PROCEEDINGS OF FLEET  
READINESS CENTERS PRODUCTION OFFICER SLATING PANEL

Encl: (1) Supplemental Guidance

1. The Commander, Fleet Readiness Centers (COMFRC) Production Officer Assignment Slating Panel is ordered to convene annually. Panel membership will be provided via separate correspondence. Enclosure (1) contains supplemental guidance and oaths to be administered to panel members.
2. Vice Commander, Fleet Readiness Centers will normally chair this slating panel of three to five Captains/Colonels. Board members should be past or current Commanding Officers of a FRC. At least one member should be an AEDO Captain with production experience in a FRC or a Defense Contract Management Agency (DCMA). The AMDO/AEDO Head Detailer will normally act as head recorder.
3. The function of the panel is to recommend US Navy Unrestricted Line (URL) and Restricted Line Acquisition Professional Membership (APM) officers, and US Marine Corps Officers for O-5 billeted Production Officer positions at FRCs Southeast, Southwest, Mid-Atlantic, East, and West. The list of billets to be slated by the panel shall be provided via separate correspondence. The names and records of all applicants who were pre-screened and otherwise deemed eligible for consideration shall be furnished by the Head Recorder.
4. Panel members shall be sworn in using the oaths in enclosure (1). Whenever practicable, panel members from each service should review and present records of their respective service's candidates to the other panel members, (e.g., USN panel members should review and present records of eligible USN officers and so forth). Panel members shall carefully consider the case presented for each candidate.
5. Not every billet can be filled with a single, most qualified candidate. The panel shall provide recommendations regarding candidates that a majority of the members consider best qualified. Given the number and qualifications of candidates, panel members should consider an appropriate mix of assignments to ensure career progression of the nominees. In no case will an unqualified candidate be recommended.

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6. Qualifications.

a. Navy officer qualifications to apply are:

- (1) Commander (CDR) rank. CDR-select is ineligible
- (2) Department of Navy APM

b. URL (13xx) and AEDO (1510) additional qualifications:

(1) Defense Acquisition Workforce Improvement Act Production Quality Management Level II (AG2)

(2) Command qualified (2D1)

(3) Prior production tour in a DoD aircraft depot, DCMA, or equivalent

c. AMDO (1520) additional qualifications:

(1) Aviation Command Screen Board (ACSB) selected

(2) One Fitness Report in ACSB position when board convenes

d. Any officer who screened for FRC Production Officer, but is subsequently directed or slated to fill a Naval Aviation Enterprise Community billet, remains eligible for future command and major command opportunities.

e. Marine Corps officer qualifications will be promulgated separately.

7. Disqualifications.

a. Any officer who meets one or more of the following criteria is ineligible to apply:

(1) Was in zone or above zone for the most recent O-6 statutory promotion board

(2) Previously declined a slated command opportunity

(3) Submitted a "Do Not Pick Me" letter to a previous O-5 command screen board

(4) Has resignation or retirement orders (released orders)

(5) Previously completed or selected for O-5 bonus command (either NAVAIR or ACSB)

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8. When assessing qualifications, the panel should consider a balance of skills and experience among screened AC members. All candidates must possess the ability to lead large, complex organizations and the ability to work collaboratively across organizations, services and departments to initiate and sustain effective team performance. They must have knowledge and experience based in production, quality and manufacturing, program management, engineering, test and evaluation, and fleet support commensurate with the position for which they are recommended.

9. When the panel adjourns, a written report shall be forwarded to COMFRC. The report will indicate the name and designator of the primary nominee and prioritized alternate nominees for each position. The report shall certify the panel complied with all instructions contained in this charter. Additionally, the report shall certify the panel carefully considered the record of each candidate and that, in the opinion of a majority of the members, the primary and alternate nominees are fully qualified for the recommended position(s). Except as authorized by COMFRC, no person shall disclose proceedings of the panel.

  
M. W. ZARKOWSKI

## SUPPLEMENTAL GUIDANCE

1. The following oath or affirmation shall be administered to the Head Recorder and Assistant Recorders by the panel chairman:

"Do you solemnly swear or affirm that you will keep a true record of the proceedings of the panel and that you will not divulge the proceedings of this panel except as authorized or required by the chairman of the panel?"

The following oath or affirmation shall then be administered by the Head Recorder to the panel members:

"Do you solemnly swear or affirm that you will perform your duties as a member of this panel without prejudice or partiality, having in view both the special fitness of officers and the efficiency of the Naval service, and that you will not divulge the proceedings of the panel except as authorized by the chairman of the panel?"

2. The Department of the Navy is dedicated to equal treatment and opportunity for all personnel without regard to race, religious preference, ethnicity, gender or national origin. The Navy strives to maintain a professional working environment in which an individual's race, religious preference, ethnicity, gender, or national origin will not limit his or her professional opportunities. Accordingly, within this board's charter to determine officers who are best and fully qualified, you must ensure that officers are not disadvantaged because of their race, religious preference, ethnicity, gender, or national origin. Your evaluation of all officers must afford them fair and equitable consideration. You should be particularly vigilant, in your evaluation of records, to take care that no officer's selection opportunity is disadvantaged by service utilization policies or practices. You should evaluate each officer's potential to assume the responsibilities with the overriding factor being performance of duties.

3. The Navy has assigned some officers outside of traditional career development patterns. For example, institutional instructors, recruiting, and equal opportunity billets. In addition, other utilization policies or practices such as those based on statutory restrictions on the assignment of women may have had an effect on career opportunities. These assignments, though, beneficial to the Navy, may have foreclosed to officers some assigned opportunities available to others. Such assignment practices should not prejudice the selection of these officers. Successful performance of assigned duties is the key in measuring an officer's potential of selection. Accordingly, in determining the qualifications for selection of any officer who has been affected by such utilization policies or practices, duty performed well in such assignments should be given weight equal to duty performed well by an officer NOT affected by such policies or practices.

4. Any panel member who believes that he or she cannot, in good conscience, perform his or her duties as a member of the panel without prejudice or partiality has a duty to request relief from the COMFRC from such duty. Such a request will be honored. Any panel member who believes that the integrity of the panel's proceedings has been adversely affected by improper influence of superior military or civilian authority, misconduct of the panel chairman or a member, or any other reason, has a duty to request relief from his or her obligation from the COMFRC, and upon receiving it, to report the basis for his or her belief.