



# Restricted Officer Info Brief

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Restricted Officer Planner  
HQMC, M&RA, MPP-35

22 Oct 2014



# Restricted Officer Planner Duties

- Develop, implement, and maintain RO plans and programs including appointments and promotions
  - Enlisted to WO Accession Plans
  - CWO Promotion Plans
  - CWO to LDO Accession Plans
  - LDO Promotion Plans
  - Contribute to TECOM's Training Input Plan (TIP)
- Analyze and research RO manpower requirements to determine if policies and practices are adequate to support RO structure requirements
- Provide guidance to each RO Occupational Field (OccFld) Sponsor in RO matters
- Answer inquiries relating to RO requirements, programs, practices, and policy



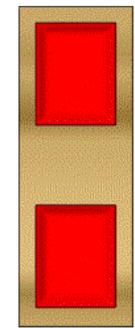
# Restricted Officer

- “Possess unusual talents or expertise and is limited, or restricted to filling positions which are too specialized in scope to permit the effective development and continued use of broadly trained unrestricted officers. There are two types of restricted officers: Warrant Officers and Limited Duty Officers”

-SECNAVINST 1412.9B



# Enlisted to Warrant Officer





# Enlisted to WO Accessions

- MCRC (OE) owns/runs the board
- Board Announcement MARADMIN historically released in January
  - Shows “open” MOSs, provided by MPP-35
- Board historically convenes in May/June
- MPP-35 provides selection authorization by MOS
  - Board is authorized, but not required to select 100% of requirement
- Enl to WO Accession Plan:
  - Selection authorizations come from current and forecasted vacancies in each MOS
  - Retirements and resignations must be in MCTFS **NLT 30 March** in order to be considered as a vacancy
  - Command endorsed AA Forms are also accepted outside the 14 month retirement window on a case by case basis

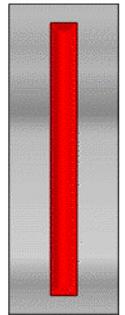
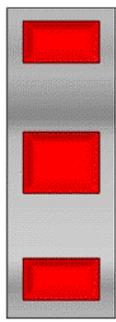
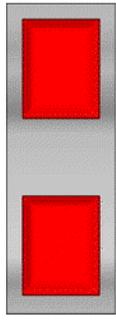
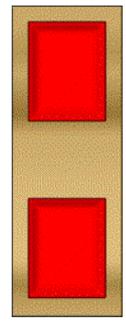


# Enlisted to WO Accessions

- Board results:
  - Approved by M&RA, CMC, and SecNav
  - Announced via MARADMIN historically released in September/October
- Selected 0306 (Infantry Weapons Officer) and 4810 (Recruiting Officer) are appointed to CWO-2 on/about 1 February **after** reporting to The Basic School
- All other Selects appointed to Warrant Officer on/about 1 February **after** reporting to The Basic School
- New Warrant Officers complete WOBC, then follow on school (if required)



# Warrant Officer Program





# Warrant Officer

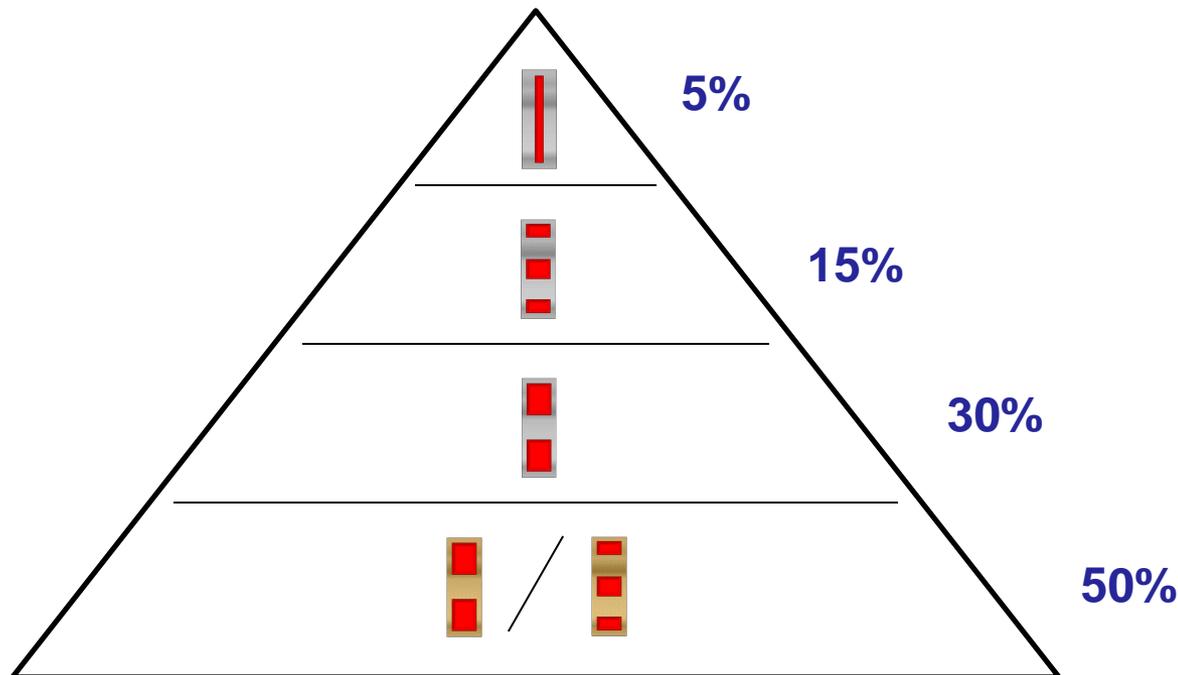
- “A technical officer specialist who performs duties that require extensive knowledge, training, and experience with the employment of particular capabilities which are beyond the duties and responsibilities of senior noncommissioned officers”

-SECNAVINST 1412.9B



# Warrant Officer Grade Authorizations

- To ensure adequate career progression to CWO-5 for each CWO, the following grade allocations will **normally** be applied to each MOS:





# Warrant Officer Promotions

- Compete for promotion by MOS
- Promote to specific billet vacancies
- No vacancies = No Board
- No In-Zone Marines = No Board
- Boards pick the “best and fully qualified”
- Boards **do not** have to pick the number of authorized to select
- WO/CWO-2 selects incur a 3yr TIS obligation from date of appointment/commission



# Promotion to CWO-2

- “Automatic” after 18 months time in grade from W1 appointment date
- Must receive Presidential approval and senate confirmation
- Command may delay promotion due to:
  - Officer misconduct
  - Substandard performance
  - Medical disability (not in the line of duty)
- Commands must notify MMPR
- MMPR will instruct them how to handle the delay



# CWO Promotion Plan

- CWO Promotion Selection Board
  - Convenes every August
- Plan written by MOS, grade, and name
  - **Meticulously** coordinated with OccFld Sponsor and Promotions Branch (MMPR)
- Plan approved by M&RA, CMC, then SecNav
  - M&RA Legal Counsel, SJA, and Navy JAG review
- MMPR releases a MARADMIN 30 days prior to the convening date of board



# CWO Promotion Policy

- Title 10, U.S. Code, section 574: Eligible to be considered for promotion to next higher grade at **2 years TIG** as of convening date of the board
- If selected, a WO will not be promoted earlier than **3 years TIG**, even if a vacancy exists
- Promotions to CWO-5 are limited to 5% of the total number of warrant officers on active duty
- Promotion consideration within specified times:
  - CWOs in the grade of CWO2 or CWO3 who have **5 years TIG** and have never been considered for promotion shall be placed “in zone” on the next CWO promotion board and given a promotion opportunity appropriate for their grade
  - If selected/qualified, CWOs will be promoted **NLT their 6 year TIG** anniversary or soon thereafter subject to approval of the selection list by POTUS



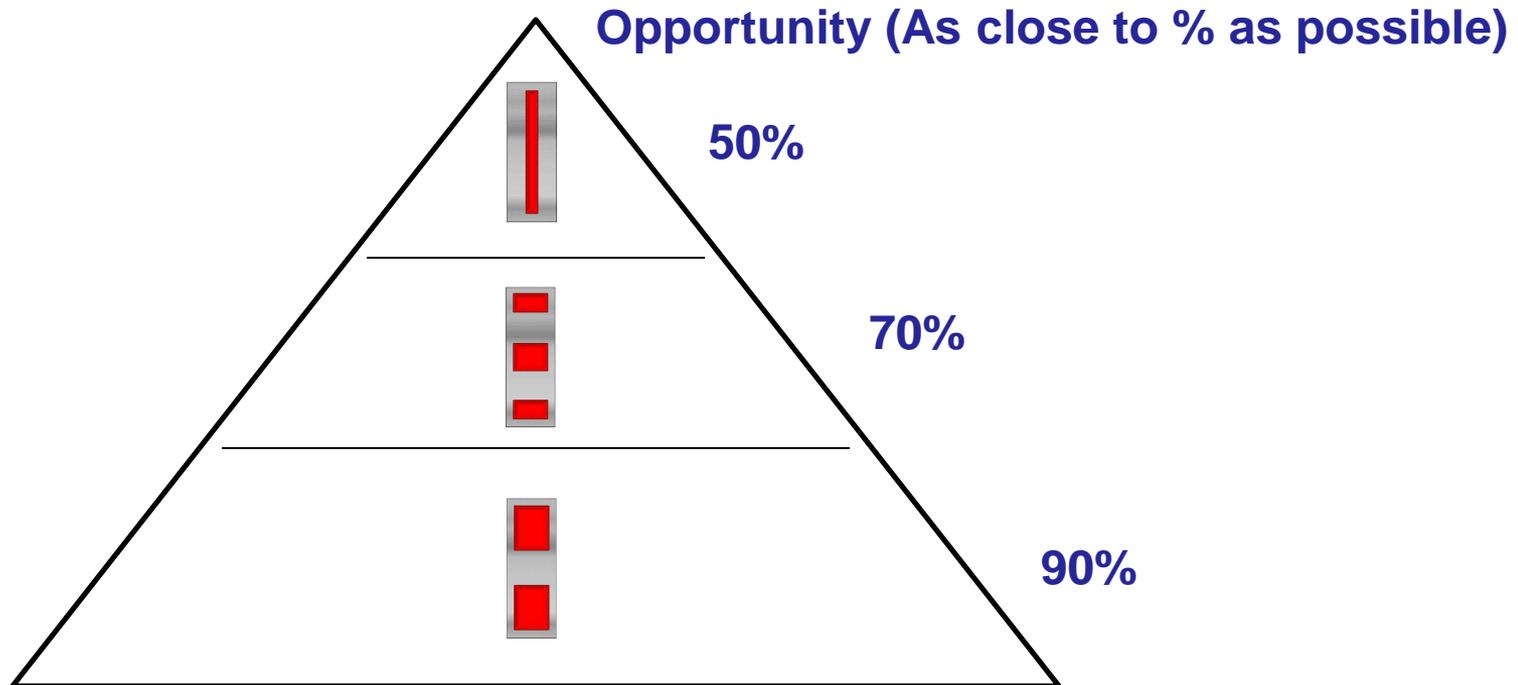
# CWO Promotion Zones

- Above Zone
  - Previously in-zone
  - Failed selection
- In Zone
  - Considered for promotion for the first time
  - Normally eligible IZ officers with an approved separation date within **90 days** of the promotion board convene date will not be considered for promotion
- Below Zone
  - Eligible but not “in zone”
  - Non-selection does not result in a “pass”
  - BZ selects cannot exceed 10% of IZ population. If BZ selects represent less than 10%, board can select 1
  - If eligible, no more than 3 officers will be placed in the BZ



# CWO Promotion Opportunity

- DoD guidelines for promotion opportunity for the active component are as follows:



- Example: 1 vacancy for CWO-5. Two CWO-4s will be placed IZ to create a 50% opportunity



# CWO Roll Down Provision

- MOSs may have grade vacancies, but not enough eligible officers in the below grades to be considered
  - These grade allocations will be “rolled down” to the next grade vice going unfilled or “wasted”
- Example:
  - An MOS has 7 vacancies for CWO-4, but only 5 eligible CWO-3s to consider
  - The CWO-3 promotion plan will now have 2 “extra” allocations to allow two senior CWO-3s to fill those vacant CWO-4 billets
  - CWO-4 grade will be short 2 officers, but the CWO-3 grade will be in excess of 2 CWOs



# CWO Promotion Board Results

- Results process:
  - **SJA** - Adverse screening
  - **OJAG (Navy)** - Looks at Withholds and legality of board procedures
  - **SecNav** - Approves and releases the ALNAV announcing selectees (historically published in December)
  - **President of the United States** - Approves and grants promotion authority
- MPP-35 determines promotion dates every month based on current and projected vacancies
- MMPR publishes monthly MARADMIN announcing promotions



# CWO Continuation

- Used to meet grade and skill requirements that the promotion process can not achieve
  - Title 10, U.S. Code, section 6383
- CWO-5: Can be continued past 30 year mandatory retirement to complete **2 years** TIG as CWO-5
  - In no case will such an officer be continued beyond 60 days after becoming 62 years of age
- CWO-4: **May** be continued after 2 failures of selection for promotion until qualified for retirement or to meet structure requirements
  - Current plan does this. Future plans may not



# CWO Continuation

- CWO-3: **May** be continued after 2 failures of selection for promotion until qualified for retirement or to meet requirements
  - Current plan does this. Future plans may not
- CWO-2: At 18 years TIS, can be continued after 2 failures of selection for promotion until qualified for retirement
  - The board is **authorized** (not required) to recommend continuation for those CWO-2s who have twice failed selection to CWO-3 and who do not have at least 18 years active service



# CWO Continuation

- WO: The first 3 years of WO service is a probationary period
  - W-1s found not qualified for promotion may be reconsidered for promotion, separated, or retired if eligible
- A Warrant Officer does not have to accept continuation
- If not recommended for continuation after second failure for selection:
  - Retirement eligible - retire NLT the 1st day of the 7th month after the date of release of the selection list
  - Not retirement eligible - discharged with separations pay



# CWO Retirement

- 20 years of active naval service
- Time in grade requirement
  - CWO-5: 2 years
  - CWO-4: 2 years
  - CWO-3: 2 years
  - CWO-2: 2 years
  - W1: 3 years (Initial TIS obligation upon appointment)
- Time on station requirement
- Payback tours

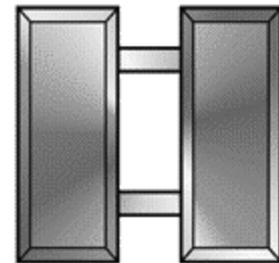
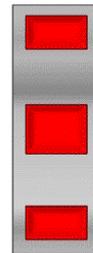


# CWO Retirement

- Mandatory when:
  - Twice passed for selection - unless continued
  - 30 years of active naval service - unless continued
  - Age - retired NLT 60 days after turning 62
- 4-14 month request “window”
  - Can go outside 14 months with command endorsed AA Form to include vacancy in promotion plan
  - **Retirements affect the promotion plan, ensure retirement intentions are known to OccFld Sponsor ASAP**



# CWO to Limited Duty Officer





# CWO to LDO Accessions

- MMOA owns/runs the board
- Board Announcement MARADMIN historically released in December/January
  - Shows “open” MOSs, provided by MPP-35
- Board historically convenes in September
- MPP-35 provides selection authorization by MOS
  - Board is authorized, but not required to select 100% of requirement

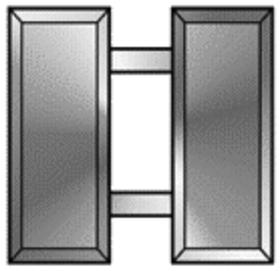


# CWO to LDO Accessions

- CWO to LDO Accession Plan:
  - Selection authorizations come from current and forecasted vacancies in each MOS
  - Retirements and resignations must be in MCTFS **NLT 22 July** in order to be considered as a vacancy
  - Command endorsed AA Forms are also accepted outside the 14 month retirement window on a case by case basis
- Selection Board:
  - Non-statutory board
  - Board members from each LDO MOS
- Board results:
  - Approved by M&RA, CMC, and SecNav; announced via MARADMIN



# Limited Duty Officer Program





# Limited Duty Officer

- “A technical officer specialist who performs duties that require extensive knowledge, training, and experience with the employment of particular capabilities which are beyond the duties and responsibilities of a warrant officer and which cannot be met by an unrestricted officer”

-SECNAVINST 1412.9B



# LDO Appointments

- Permanent appointment to Captain
- Incur a 3 year service obligation
- MPP-35 determines appointment dates based on current and forecasted vacancies
  - Appointments occur by vacancy only
- LDO selects accept the appointment by signing the Appointment Acceptance and Record Form (NAVMC-763)
  - MCRC will provide the NAVMC-763 about a week prior to the effective date of appointment



# LDO Appointments

- Upcoming and forecasted appointments are communicated to promotions branch, MCRC, and OccFld Sponsors on a monthly basis
- No monthly MARADMIN announcing the appointments are published
- Initial results MARADMIN and monthly MPP-35 list are the only authority necessary to promote on the first of the month
- MCRC will forward promotion warrant once signed NAVMC 763 has been received
  - Promotions warrants usually arrive **after** appointment date
  - Use a “dummy” warrant for promotion ceremony



# LDO Promotion Plan

- LDO Promotion Selection Board
  - Convenes every September
- Plan written by MOS, grade, and name
  - Coordinated with OccFld Sponsor and Promotions Branch (MMPR)
- Plan approved by M&RA, CMC, then SecNav
  - M&RA Legal Counsel, SJA, and Navy JAG review
  - Plan will normally ***not*** be adjusted once it has begun the General Officer level approval process
- MMPR releases a MARADMIN 30 days prior to the convening date of board



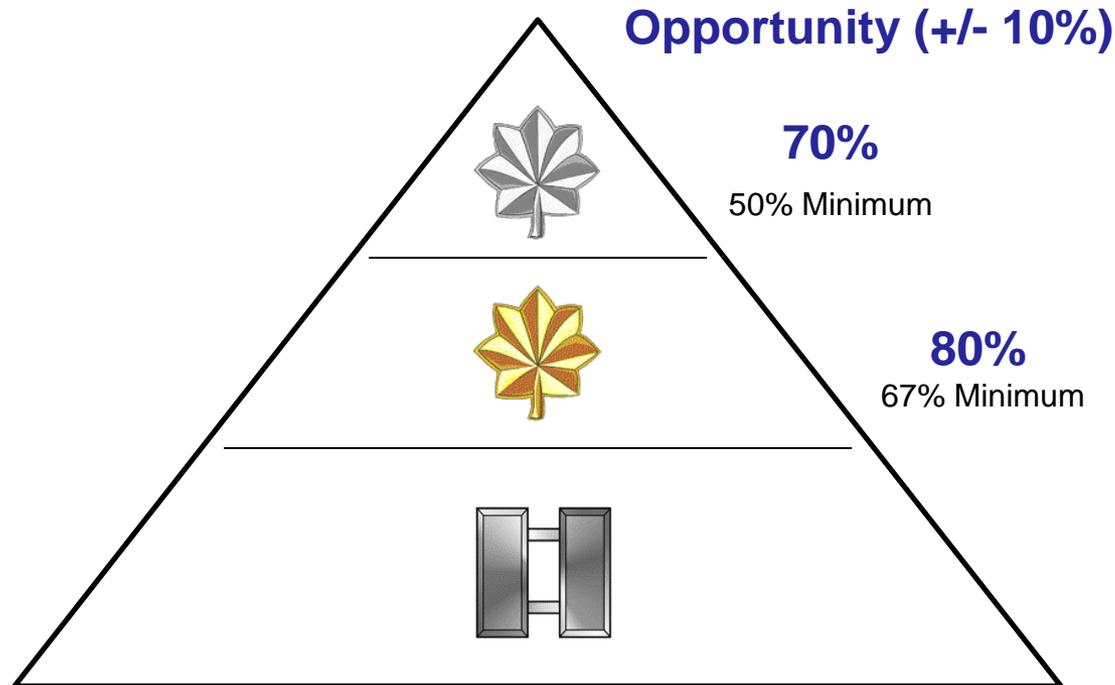
# LDO Promotions

- Title 10, U.S. Code, section 619:
  - Eligible for consideration for promotion to the next higher grade after **3 years TIG** as of convening date of the board
  - May be waived to **2 years TIG** to be in BZ, but if selected will not promote until reaching 3 years TIG
- Compete for promotion by MOS, separate from unrestricted officers
- Promote to specific billet vacancies
- No vacancies = No Board; No IZ Marines = No Board
- Boards pick the “best and fully qualified”
- Boards **do not** have to pick the number of authorized to select
- Same zones as CWO board: AZ, IZ, BZ



# LDO Promotion Opportunity

- DoD guidelines for promotion opportunity for the active component are as follows:



- Example: 4 vacancies for Major. 5 Captains will be placed IZ to create an 80% opportunity



# LDO Promotion Board Results

- Results process:
  - **SJA** - Adverse screening
  - **OJAG (Navy)** - Looks at Withholds and legality of board procedures
  - **SecNav** - Approves and releases the ALNAV announcing selectees (historically published in December)
  - **President of the United States** - Approves and grants promotion authority
- MPP-35 determines promotion dates every month based on current and projected vacancies
- MMPR publishes monthly MARADMIN announcing promotions



# LDO Continuation

- Used whenever the needs of the Marine Corps require deferment of involuntary retirement or separation
- LtCol: continued past 30 year mandatory retirement to complete **3 years** TIG
- Maj: continued past 30 year mandatory retirement to complete **2 years** TIG
- Maj/Capt: **may** be continued after 2 failures of selection for promotion for **2 years** to meet requirements
- Not continued: retire (1st day of 7th month after President approves promotion board report)



# LDO Retirement

- Time in grade requirement
  - LtCol: 3 years
  - Maj: 2 years
  - Capt: 3 years (initial obligation for appointment)
- Time on station requirement
- Payback tours
- Mandatory when:
  - Twice passed for selection - unless continued
  - 30 years of active naval service - unless continued
  - Age - retired NLT 60 days after turning 62



# LDO Retirement

- To retire as an LDO:
  - Must have complete 10 years of COMMISSIONED service (from the date you are promoted to CWO2. WO's are appointed...not commissioned)
  - Currently FY15 and FY16 waiving 10 years down to 8 years of commissioned service (MARADMIN 100/14)
- 4-14 month request “window”
  - Can go outside 14 months with command endorsed AA Form to include vacancy in promotion plan
  - **Retirements affect the promotion plan, ensure retirement intentions are known to OccFld Sponsor ASAP**



# Calendar Year 2016 Board Deadlines

- All retirements and resignations need to be in MCTFS or communicated through command endorsed AA Forms NLT the below **Deadline** dates to be considered as vacancies for each board:

Board	Deadline	Board Date*
FY16 Enl-WO Accessions	<b>30 March 2015</b>	29 April 2015
FY16 CWO Promotions	<b>28 April 2015</b>	12 August 2015
FY17 LDO Promotions	<b>15 June 2015</b>	28 September 2015
FY17 LDO Accessions	<b>22 July 2015</b>	22 September 2015

- \*Board dates are estimates. Final board dates will be published on/about April 2015.



# POC

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  - Marsh Center, Quantico
  - 4th Deck (MPP-30 Officer Plans)

