

DEPARTMENT OF THE NAVY
Office of the Secretary
Washington, DC 20350-1000

SECNAVINST 1420.1A
NMPC-22
8 January 1991

SECNAV INSTRUCTION 1420.1A

From: Secretary of the Navy
To: All Ships and Stations

Subj: PROMOTION AND SELECTIVE
EARLY RETIREMENT OF COMMIS-
SIONED OFFICERS ON THE
ACTIVE-DUTY LISTS OF THE NAVY
AND MARINE CORPS

Ref: (a) Title 10 United States Code
(NOTAL)
(b) DoD Directive 1320.12 of 3 Jun 87
(NOTAL)
(c) DoD Directive 1320.7 of 27 Jul 81
(NOTAL)
(d) SECNAVINST 1427.2A
(e) SECNAVINST 1400.1A
(f) SECNAVINST 1920.7
(g) SECNAVINST 1401.3
(h) SECNAVINST 1920.6A
(i) SECNAVINST 1900.7F

1. **Purpose.** To revise policy and procedures for permanent promotion and selective early retirement of commissioned officers 0-2 and above, except limited duty officers on the active-duty lists of the Navy and Marine Corps in compliance with references (a), (b), and (c). This instruction is a complete revision and should be reviewed in its entirety.

2. **Cancellation.** SECNAVINST 1420.1.

3. **Applicability**

a. This instruction applies to all commissioned officers, 0-2 and above, except limited duty officers on the active-duty lists of the Navy and Marine Corps, as defined by sections 620 and 641 of reference (a) and implemented in reference (d).

b. SECNAVINST 1412.6J governs promotion of officers on the active-duty lists of

the Navy or Marine Corps in the grade of ensign or second lieutenant.

c. SECNAVINST 1412.8 (NOTAL) governs the promotion of limited duty officers on active duty in the Navy and chief warrant officers on active duty in the Navy.

d. SECNAVINST 1412.9A (NOTAL) governs the promotion and continuation of limited duty officers and warrant officers in the Regular Marine Corps and warrant officers in the Marine Corps Reserve.

e. SECNAVINST 1421.3G (NOTAL) governs temporary (SPOT) promotion of officers in the Navy to lieutenant commander.

4. **Policy.** Department of the Navy (DON) policy is to meet skill and experience requirements for officers in each grade and competitive category established in reference (e), by using a system of competitive selection boards.

a. The promotion system is based on five-year plans designed to meet the following objectives:

(1) Select numbers of officers to fill projected vacancies to meet authorized strength in each competitive category and grade for the first fiscal year of the plan.

(2) Ensure reasonable career opportunities in each competitive category.

(3) Attain and maintain an all Regular Force on the active-duty list in the grades of 0-4 and above.

(4) Maintain programmed requirements by grade in each competitive category over the latter 4 fiscal years of the plan while maintaining relatively similar career opportunities.



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b. Boards of experienced officers will provide a collective judgment and opinion on the quality of officers eligible for promotion. Promotion boards will be administered to ensure careful consideration of all eligible officers.

5. Annual Promotion Plan. The Chief of Naval Operations (CNO) and the Commandant of the Marine Corps (CMC) shall submit to the Secretary of the Navy (SECNAV), via the Judge Advocate General (JAG), annually, a five-year promotion plan. The plan must be submitted 45 days before the proposed convening date of the first promotion board of the fiscal year promotion cycle.

a. The plan will provide an estimate of the number of officers needed in each grade and competitive category to attain authorized strength; the number of officers estimated to be serving in each competitive category for each grade; the number of officers authorized to be on active duty on the last day of each fiscal year for each grade, including the controlled grades as established in section 523 of reference (a); and a recommended promotion opportunity and projected flow point for each grade and competitive category. The proposed plan will also show the number of officers to be placed in the promotion zone for each grade in each competitive category; the number of officers to be selected for each grade and competitive category to attain the proposed promotion opportunity, and any proposed below zone opportunity.

b. The plan will provide rationale, and analysis as necessary, to support proposed deviations from the flow points and opportunity guidelines in paragraph 11 or proposed below-zone opportunity exceeding 10 percent for grades 0-4 and above. Plans proposing below zone opportunity greater than 10 percent shall be accompanied by a request for the Secretary of Defense (SECDEF) approval of such opportunity. By law, plans may not propose below zone opportunity greater than 15 percent.

c. The plan should identify any expected need for selective continuation of officers under

reference (f) or selective early retirement under paragraph 24, to aid in meeting strength, opportunity, or promotion flow points. Selective early retirement and selective continuation plans will be submitted as soon after the annual plan as feasible.

6. Eligibility for Consideration for Promotion

a. Commissioned officers who are on the active-duty list of the Navy or Marine Corps and who meet prescribed service-in-grade requirements are eligible for consideration by active duty promotion selection boards, except as provided in paragraphs 6b, 6d, 7, 10c, 18b, and 19d.

b. As provided in section 619 of reference (a), active-duty list promotion selection boards may not consider an officer whose name is on a promotion list for the next higher grade.

c. Officers who enter on active duty and are on the active-duty list on the date the board convenes will be eligible for consideration for promotion under this instruction unless eligibility is deferred under paragraph 7.

d. Officers placed on the active-duty list after the date a board convenes are not eligible for consideration by that board.

e. In the Judge Advocate General's Corps and Chaplain Corps, normal promotion flow for newly appointed officers is impeded when officers who are granted sufficient entry grade credit to provide for initial appointment in the grade of lieutenant (junior grade) and are eligible for consideration, commence active duty after the annual lieutenant selection board convenes. To avoid this impediment, annual promotion plans will provide for two lieutenant selection boards for the Judge Advocate General's Corps and Chaplain Corps each year.

7. Deferred Eligibility. Deferment of eligibility is intended to provide officers who otherwise would have been in zone or above zone an opportunity to obtain active-duty experience,

qualifications, and significant evaluation before being considered by a promotion board. Officers whose promotion eligibility is deferred will be considered as officers in, above, or below the promotion zone, as appropriate, as if their eligibility had not been deferred. Eligibility will be deferred as follows:

a. Marine Corps Officers. The CMC may, with the officer's consent or at his or her request, at any time prior to the convening of the first selection board to consider his or her records, defer the officer's eligibility for consideration in zone or above zone for promotion up to one year from the date the officer entered on active duty and was subject to placement on the active-duty list. An officer's written request for deferment must be submitted to the Commandant of the Marine Corps, Headquarters United States Marine Corps, (MMPR-1), Washington DC 20380-0001. Requests must arrive no later than the convening of the selection board before which the officer would normally be eligible.

b. Navy Officers. Except for appointees in the Judge Advocate General's Corps and Chaplain Corps, appointees whose placement on the active-duty list would make them eligible for consideration by a promotion board within one year of entering on active duty and being subject to placement on the active-duty list, shall be informed that their eligibility for consideration for promotion will be deferred unless they specifically request consideration. The appointee may waive this deferment and request consideration for promotion, in writing, to Commander, Naval Military Personnel Command (COMNAVMILPERSCOM) (NMPC-22), Navy Department, Washington DC 20370-5220. The request must be received by NMPC-22 no later than the convening of the board. The Chief of Naval Personnel (CHNAVPERS) shall normally place such officers' records before the promotion board.

c. Judge Advocate General's Corps and Chaplain Corps Officers. Deferred eligibility is not automatic for Judge Advocate General's Corps and Chaplain Corps officers eligible for

lieutenant boards under paragraph 6e. These officers may, however, request deferment before the first regularly scheduled promotion board which would normally consider them. The officers may request deferment, in writing, to COMNAVMILPERSCOM (NMPC-22), Navy Department, Washington DC 20370-5220, to arrive no later than the convening of the board before which deferment is requested. The CHNAVPERS shall normally defer eligibility of officers who request it under this paragraph.

d. Reinstatement. An eligibility deferral, waived under paragraph 7a or 7b, will not be reinstated.

8. Service-in-Grade. In the annual promotion plan, SECNAV will prescribe, under section 619 of reference (a), service-in-grade requirements for eligibility for consideration by promotion boards in each grade and competitive category.

9. Promotion Zones. In the annual promotion plan, SECNAV will establish promotion zones for each grade and competitive category. The limits of each zone will be indicated by the name, active-duty list precedence number and date of rank of the designated junior and senior officer in zone. Below-zone eligibility, if prescribed, will be indicated by the name, active-duty list precedence number and date of rank of the designated junior officer eligible for consideration in each competitive category. Officers in the same grade who are eligible for consideration for promotion to the next higher grade will be considered as officers either above zone, above zone not previously considered, in zone, or below the promotion zone for their competitive category as defined below:

a. Above Zone. Officers within a particular grade and competitive category who are eligible for promotion and are senior to the senior officer in the promotion zone.

b. Above Zone, Not Previously Considered. Officers in a grade below 0-6 senior to the senior officer in zone for their competitive category, but who have neither been

removed from a promotion list to that grade; nor failed of selection to the next higher grade by an active-duty board, are considered as officers in the promotion zone, and are referred to as above zone, not previously considered.

c. **In Zone.** Officers within a particular grade and competitive category who:

(1) Are senior to the officer designated as the junior officer in the promotion zone, and

(2) Have neither:

(a) Failed of selection (grades below 0-6) or not been recommended for promotion (grades 0-6 and 0-7); nor

(b) Been removed from a promotion list to that grade.

d. **Below Zone.** Officers within a particular grade and competitive category who are eligible for promotion and are junior to the junior officer in the promotion zone.

10. Limitations on Eligibility. In the annual promotion plan SECNAV may prescribe the following limitations on eligibility for promotion in a competitive category. The CNO and CMC will make recommendations in proposed promotion plans for exercising the following limitations:

a. Limit the number of officers to be considered by a promotion board from below the promotion zone to those officers determined to be exceptionally well qualified for promotion. When this authority is exercised, SECNAV will

prescribe in the annual promotion plan and in each promotion board precept, as applicable, the criteria for determining which officers from below the promotion zone are exceptionally well qualified for purposes of promotion.

b. Limit the officers considered for promotion to the grade of 0-7 to those officers determined to be exceptionally well qualified for promotion. When this authority is exercised, SECNAV will prescribe in the annual promotion plan and in each promotion board precept, as applicable, the criteria for determining which officers in the grade of 0-6 are exceptionally well qualified for promotion.

c. Exclude from consideration for promotion those officers whose established separation date is within 90 days after the convening date of a promotion board for which they would have otherwise been eligible. Modifications to established separation dates made on or after the date the board convenes will not change the eligibility status of such officers for consideration by the board.

11. Promotion Flow Point and Opportunity. Promotion zones will be established to meet the separate promotion requirements of each competitive category. This may result in different promotion flow points and opportunity among the competitive categories. Within a competitive category, promotion zones will be designed to provide relatively similar promotion opportunity over a period of five years.

a. Per reference (b), the following guidelines will normally be applied to promotion plans for each competitive category:

Promotion To Grade	Flow Point*	Variance	Opportunity	Variance
04	10 years	+ -1 year	80 percent	+ -10%
05	16 years	+ -1 year	70 percent	+ -10%
06	22 years	+ -1 year	50 percent	+ -10%

* Years of active commissioned service plus all entry grade credit.