



NEW JERSEY ARMY NATIONAL GUARD
JOINT FORCE HEADQUARTERS
3650 SAYLORS POND ROAD
JOINT BASE MCGUIRE-DIX-LAKEHURST
NEW JERSEY 08640-5606

ARMY BULLETIN NO. 17-2

14 March 2017

Fiscal Year 2017 Senior Field Grade Warrant Officer Selection Panel

1. References.

- a. Army Regulation 135-155, Promotion of Commissioned Officers and Warrant Officers Other Than General Officers, 13 July 2004.
- b. Army Regulation 350-1, Army Training and Leader Development, 19 August 2014.
- c. Army Regulation 350-100, Officer Active Duty Service Obligations, 8 August 2007, Rapid Action Revision (RAR), 10 August 2009.
- d. Army Regulation 135-91, Service Obligations, Methods of Fulfillment, Participation Requirements, and Enforcement Procedures, 1 February 2005.
- e. NGR 600-101, Warrant Officers - Federal Recognition and Related Personnel Actions, 3 September 2014.
- f. Army Doctrine Reference Publication (ADRP) 1, The Army Profession, June 2015.
- g. ARNG NGB Panels SOP, Jan 2010.

2. Purpose. This memorandum contains guidance for the New Jersey Army National Guard (NJARNG) FY 2017 Senior Field Grade Warrant Officer Selection Panel (SFGWOSP). This correspondence includes all the required information related to eligibility requirements, application procedures, waivers, and selection process criteria for eligible warrant officers. The SFGWOSP application and selection process is designed to help the NJNG leadership to identify and develop future senior warrant officers within the NJARNG. Any information not listed in this announcement will be addressed on a case-by-case basis at the discretion of The Adjutant General (TAG).

3. Zone of consideration and eligibility. The panel will review the files of all qualified warrant officers who request consideration. To be eligible for consideration, warrant officers must meet all education and time-in-grade requirements. The panel will conduct the selection process, and submit their results to the TAG for approval.

- a. The zone of consideration for the SFGWOSP will be Chief Warrant Officer 4 (CW4) with a Date of Rank (DOR) prior to 1 January 2014.

b. Education. All warrant officers must have, at a minimum, completed Warrant Officer Intermediate Level Education (WOILE) or legacy Warrant Officer Staff Course (WOSC).

c. CW4's must have a Mandatory Removal Date (MRD) not prior to:

1) CW4's who have completed Warrant Officer Senior Service Education (WOSSE) or legacy Warrant Officer Senior Staff Course (WOSSC): 17 May 2018.

2) CW4's without WOSSE (WOSSC): 1 January 2020.

d. Service obligations will be administered in accordance with NGR 600-101, chapter 1-9.

1) In accordance with NGR 600-101; Warrant Officers attending the Warrant Officer Senior Service Education Course, incur a two-year Ready Reserve obligation. This service obligation is incurred upon the first day of attendance; however, the two-year service obligation begins on the course completion date. This participation requirement may run concurrently with other obligations. Individuals who are unable to complete this obligation prior to the mandatory removal date will not be permitted to attend professional military education (PME) courses.

4. The following timeline applies to the FY17 SFGWOSP:

a. Email acknowledgement of receipt of SFGWOSP notification: 19 March 2017.

b. Packet submission suspense 3 May 2017.

c. Board convene date: 17 May 2017.

5. Waivers. If required, waivers will be processed in accordance with applicable regulations for the type of waiver required.

a. Waivers for required warrant officer education will not be considered.

b. Waiver requests for flags related to APFT, height and weight, or security clearance will not be considered. All applicants must have a current APFT, meet height and weight standards, and have the appropriate level security clearance. Security clearances currently awaiting adjudication while under renewal are acceptable.

6. Board instructions. TAG will issue written instructions to the board. The SFGWOSP President will ensure that the panel proceedings adhere to this policy and to the written instructions.

a. Selection objectives and requirements. To select leaders of commitment, competence, and character with recent and relevant experience in the applicable MOS; are confident and competent decision-makers in uncertain situations, prudent risk takers, innovative, empathetic, professionally educated, and dedicated to life-long learning. Our warrant officers must be multi-skilled leaders who possess the attributes necessary to operate as part of a joint team in the complex 21st Century Security Environment.

b. Strategic leadership. The NJARNG needs senior warrant officers who are creative thinkers that guide the achievement of their organizational vision within the larger enterprise; build consensus; acquire and allocate resources; influence organization culture and shape complex and ambiguous external environments. We need leaders to grow the next generation of leaders, energize subordinates, seek opportunities to advance organizational goals and balance personal and professional demands. Our senior leaders must be agile enough to recognize a critical point of opportunity and courageous enough to act upon it. To select warrant officers who are intelligent, bold, and audacious leaders rather than one focused on traditional pathways to success. Our senior leaders must effectively lead the generating and operating forces in Unified Land Operations and the operational environment while anticipating the requirements of the future. They must be able to understand the complexities and dynamics of other cultures and be adept communicators able to motivate and influence people through the understanding of cultural dynamics and the ability to forge relationships.

7. Criteria for selection.

a. To fairly evaluate a warrant officer's demonstrated professionalism or potential for CW5, panel members will review the entire record using the "total Soldier concept". Consideration will be given for technical expertise as well as broadening assignments and duties performed outside of the traditional warrant officer role. No single factor will be overriding, however, panel members may properly base their recommendation on disciplinary action, relief for cause, cowardice, moral turpitude, professional ineptitude, and/or inability to treat others with respect and fairness, and/or lack of integrity.

b. Recent and relevant experience is important to building and sustaining readiness. Due to the inherent nature of warrant officer assignments, a CW4 may not have a multitude of varied assignments. Broadening assignments are desirable, however, for the warrant officer cohort, they should be in either key developmental (staff) positions or in a broadening assignment within their MOS that illustrates the warrant officers competence across their field of expertise.

c. The decisions of the panel will be weighed in terms of each warrant officer's demonstrated character and performance and the potential of that warrant officer for further outstanding service. The following framework will be used to evaluate each warrant officer's potential for CW5:

(1) Assignment history and professional development. The panel will evaluate the warrant officer's assignment history to assess professional development. Duty descriptions on the Officer Record Brief (ORB) and Officer Evaluation Report (OER) indicate developmental experience. DA Pam 600-3 is a general guide to help evaluate career field and skill qualifications.

(2) Performance. The panel will evaluate how well the warrant officer performed in various assignments throughout his or her period of service. The panel will consider manner of performance, professional attributes, and quality of character expected of a senior warrant officer as shown on evaluation reports.

(3) Professional attributes and ethics. The panel will evaluate how well the warrant officer fulfills his or her commitment to serve the State and Nation. This requires a summary evaluation

of the warrant officer's dedication, professional deportment and respect for fellow Soldiers, desire to excel, and adherence to the professional Army ethic. Review comments on evaluation reports, commendatory and disciplinary information, and professional certification entries on the ORB. In weighing this factor, keep the following in mind.

(a) Integrity and character. These attributes constitute the real foundation of successful leadership. Warrant officers must set a positive personal example and demonstrate an unequivocal commitment to the values of the professional Army ethic as outlined in DA Pamphlet 600-3, paragraph 1-8. Absolute integrity of word, deed, and signature is a matter that permits no compromise. A warrant officer who has sacrificed integrity has forfeited the respect and trust of those with whom he or she serves.

(b) Attitude, dedication, and service. The panel will pay particular attention to the selfless warrant officer whose record reflects a consistent willingness to make personal sacrifices in order to accomplish the mission and to the bold and innovative warrant officer who demonstrates a willingness to take calculated but not indiscriminate risks.

(c) Concern for Soldiers and Families. Soldiers are the Army's most important resource. The panel will select warrant officers who exhibits imagination in challenging subordinates; who treats Soldiers, civilians, and their Families with dignity and respect at all times; and who has sympathy and compassion for others' individual and personal problems.

(4) Military education and training. The panel will evaluate the appropriateness and extent of military education and training as outlined in DA Pam 600-3.

(5) Civilian education and training. The panel will evaluate the appropriateness and extent of civilian education and training.

(6) Military bearing and physical fitness. The panel will evaluate the officer's fitness for duty considering the standards of AR 600-9 and the officer's overall appearance.

8. At the completion of the selection process, the DCSPER or his designee, will review the conduct of the panel and collect comments to ensure that it was conducted in accordance with current regulations, SOPs, and this memorandum. Once approved, the panel results will be forwarded to the TAG for approval.

a. The selection process will rank order candidates on an Order of Merit List (OML) to be used for the following purposes:

1) The primary purpose of the OML is to project CW4's for attendance at the Warrant Officer Senior Service Education (WOSSE) based on projected WOSSE quotas.

2) The secondary purpose is to project current personnel in the rank of Chief Warrant Officer 4 for projection to fill Chief Warrant Officer 5 vacancies.

3) The OML is branch non-specific and will not be used to determine the order of position fills. The TAG reserves the right to determine which vacant CW5 positions will be authorized to fill based on State priorities and needs, not on the order of the overall OML.

b. The recommendations from this panel are non-binding. TAG reserves the right to accept or reject the panel's recommendation.

c. The results of the SFGWOSP will be valid for one year or until the date of a subsequent SFGWOSP is convened.

9. Request for Consideration.

a. Each warrant officer wishing to receive consideration must reply to the initial email no later than 19 March 2017.

b. Completed packets for consideration for Chief Warrant Officer 5 must be received no later than 3 May 2017.

c. A failure to respond by the suspense date will be considered a negative response and will result in the warrant officer being removed from the list of eligible candidates. Warrant officers declining consideration are eligible to request consideration on future SFGWOSPs.

10. Board Packet Preparation.

a. A completed SFGWOSP checklist, fully completed and signed by the officer. (Encl 1).

b. A letter to the President of the panel highlighting any discrepancies or special issues that should be considered (optional). Letters from anyone other than the warrant officer under review, will not be accepted.

c. Biographical sketch (Encl 2), (Support documents to validate all information should be in iPerms).

d. No working copies or non-profiled OERs will be accepted. All OERs must be profiled and listed in the iPERMS.

e. Copy of last three DA Form 705's (APFT Scorecard) including results of an APFT taken within one year of 17 May 2017. The DA Form 705 will be appropriately marked if the Soldier is on profile and the most recent DA Form 5500/5501 (Body Fat Content Worksheets) and DA Form 3349 (Physical Profile) submitted if applicable.

f. The board will review a copy of the Medical Protection System (MEDPROS) printout indicating your current medical readiness status. Your Physical Health Assessment (PHA) date must be within 15 months of the board convene date, 17 May 2017. All PUHLES indicators of P3 or P4 must be supported with an approved DA Form 3349 (Physical Profile) dated within 5 years of the board convene date.

g. Each warrant officer's ORB must be reviewed and validated within one year. Personnel requiring assistance or needing to update their ORB must contact their supporting human resource section (S1) for assistance.

h. Each warrant officer must review their Official Military Personnel File (OMPF) in iPERMS for accuracy. Records from the OMPF will be assembled along with the documents listed above.

i. Any performance documents relevant to the selection process that are authorized to be loaded in iPERMs that are otherwise omitted. Unauthorized documents will not be presented to the selection panel.

11. Packet Submission. All packets must be scanned electronically as a single file in PDF format and emailed to the email listed below no later than 3 May 2017.

a. NG NJ NJARNG Mailbox JFHQ G1 Officer Boards (ng.nj.njarng.mbx.jfhq-g1-officer-boards@mail.mil)

b. Board packets should not be sent to any other point of contact other than the G1 Officer Boards email (ng.nj.njarng.mbx.jfhq-g1-officer-boards@mail.mil).

12. It is imperative that each warrant officer requesting consideration meet all suspense dates and ensures that their packet and board file are complete, validated, and up to date. Warrant officers failing to exercise due diligence should not expect a favorable outcome.

13. For questions or additional information please address all inquiries to the NG NJ NJARNG Mailbox JFHQ G1 Officer Boards (ng.nj.njarng.mbx.jfhq-g1-officer-boards@mail.mil)

OFFICIAL:



MARK A. PITERSKI
COL, GS, NJARNG
Chief of Staff-Army

MICHAEL L. CUNNIFF
Brigadier General, NJANG
The Adjutant General

DISTRIBUTION: A, B

**SENIOR FIELD GRADE
WARRANT OFFICER SELECTION PANEL
CHECKLIST**

NAME _____ RANK _____ UNIT _____

_____ Letter to President of the Board (if applicable). Should only be utilized if there is a shortcoming in your packet that cannot be resolved prior to the board.

_____ BIOGRAPHICAL SKETCH (Support documents to validate all information should be in iPERMS)

_____ Copy of last 3 DA Form 705 (APFT Scorecard) including results of an APFT taken within one year of 10 May 2017 and the most recent DA Form 5500/5501 (Body Fat Content Worksheets). The DA Form 705 will be appropriately marked if the Soldier is on profile and if applicable a copy of the DA Form 3349 (Physical Profile).

_____ Date verification of validated selection Board Record Brief (ORB). Validation must be within 12 months of board convene date. (Date of validation _____)

_____ Verification that OERs are current and copies are in iPERMS.

_____ Current DA Photo is present in iPERMS (DAPMIS). Photo must be within three years and no change to the awards at the ARCOM level or above
(Date of photo _____).

_____ Verification of date of last PHA from current MEDPROS printout. Date must be within 15 months and not in red status. (Date of PHA _____)

_____ Other. Any performance documents relevant to the selection process that are authorized to be loaded in iPERMS that are otherwise omitted. Unauthorized documents will not be presented to the selection panel.

REMARKS: _____

(Signature)

(Date)

Biographical Sketch

- 1. **DATE:** 23 February 2017
- 2. **NAME:** John Q. Public
- 3. **SSN:** 555-55-5555
- 4. **BRANCH:** OD
- 5. **PRESENT GRADE:** Chief Warrant Officer 4
- 6. **DATE OF FEDERAL RECOGNITION (Present Grade):**
- 7. **PRESENT ASSIGNMENT & DATE ASSIGNED:** Electronic Maintenance Technician, 12 May 2016
- 8. **MILITARY OCCUPATIONAL SPECIALTY (MOS):** 918B0
- 9. **SECONDARY/ALTERNATE MOS'S:**
- 10. **SECURITY CLEARANCE LEVEL & TYPE INVESTIGATION:** Secret
- 11. **ARNG STATUS (M-DAY, MIL TECH, AGR 32, AGR 10):** M-Day
- 12. **DATE OF BIRTH:** 13 Feb 64
- 13. **SOURCE OF COMMISSION/DATE:** Warrant Officer Candidate School, Ft Rucker, AL, 2 February 2000
- 14. **MANDATORY REMOVAL DATE:** 31 March 2022
- 15. **HOME ADDRESS:**
- 16. **BUSINESS ADDRESS:** 3650 Saylor's Pond Road, JB MDL, NJ 08640-7600
- 17. **TELEPHONE HOME OR CELL:**
- 18. **ENTERPRISE (DOD) E-MAIL:** john.q.public.mil@mail.mil
- 19. **ALTERNATE E-MAIL (e.g. gmail, yahoo, etc):** john.public@gmail.com

20. **CIVILIAN EDUCATION:**

DEGREE/AREA OF STUDY	INSTITUTION	YEAR GRADUATED
BA/General Studies	Roger Williams University	2013

21. **CIVILIAN EXPERIENCE:**

DATE	POSITION	EMPLOYER
01/2001-01/2004	Surface Maintenance Technician, GS-11	NJARNG

22. MILITARY EDUCATION:

DATE	COURSE	SCHOOL LOCATION
2011	WOSC (WOILE)	Warrant Officer Career Center, Ft Rucker, AL
2007	WOAC (918B)	Warrant Officer Career Center, Ft Rucker, AL
2002	WOBC (918B)	Warrant Officer Career Center, Ft Rucker, AL
2001	WOCS	Warrant Officer Candidate School, Ft Rucker, AL

23. MILITARY SERVICE:

DATE	DUTY STATION	POSITION	STATUS
12/2009	42D RSG, Somerset, NJ	Maintenance Officer	M-Day
12/2006	DISCOM, Somerset, NJ	Division Maintenance Technician	M-Day
12/2005	250 th FSB, Lodi, NJ	Battalion Maintenance Officer	MOB
01/2004	Rec & Ret, Ft Dix, NJ	Officer Strength Manager	AGR
02/2001	JFHQ, West Trenton, NJ	Electronic Maintenance Technician	TECH

24. DECORATIONS, AWARDS, & CITATIONS:

Meritorious Service Medal
Army Commendation Medal
Army Achievement Medal
Army Meritorious Unit Commendation Ribbon
Army Good Conduct Medal
Army Reserve Component Achievement Medal
National Defense Service Medal
Afghanistan Campaign Medal
Government War on Terrorism Service Medal
Armed Forces Reserve Medal with Mobilization Device/Gold Hour Glass
NCO Professional Development Ribbon
Army Service Ribbon
Overseas Service Ribbon

25. MILITARY/CIVILIAN AFFILIATIONS:

Member, United States Army Warrant Officer Association
Member, National Guard Association of the United States

FIRST MI LAST
CW4, OD, NJARNG
RSG Maintenance Officer