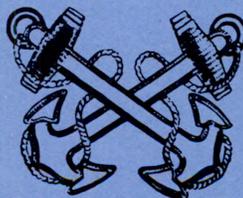


# THE WARRANT OFFICER MANUAL



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**NAVPERS 18455B**

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DEPARTMENT OF THE NAVY  
BUREAU OF NAVAL PERSONNEL  
WASHINGTON, D.C. 20370

IN REPLY REFER TO

Pers-231:fd  
Ser: 23/323

28 MAY 1976

From: Chief of Naval Personnel  
To: All Ships and Stations (less Marine Corps field addressees  
not having Navy personnel attached)

Subj: The Warrant Officer Manual, NAVPERS 18455B; promulgation of

1. Subject manual replaces the Manual of Qualifications for Warrant Officers, NAVPERS 18455A and is the official publication which defines warrant officer designators and sets forth general and professional occupational standards for each designator in accordance with recommendations contained in the special study of limited duty and warrant officers which was approved by the Secretary of the Navy on 5 December 1974.

2. This manual has been designed to provide comprehensive management and planning information for commands and individuals concerned with:

- a. Career planning for both enlisted and officer
- b. Selection of personnel for appointment to warrant officer status
- c. Training/education
- d. Placement/assignment
- e. Retirement, reversion, resignation, and discharge

3. Comments and recommendations pertinent to improvement of this manual are invited and should be submitted to the Chief of Naval Personnel (Pers-231).

W. L. McDONALD  
Acting Chief of Naval Personnel









CONTENTS

Letter of Promulgation ----- i

Record of Changes ----- iii

Contents ----- v

Part 1 Introduction and General Information

    1.1 Purpose ----- 3

    1.2 Organization of Manual ----- 3

    1.3 Associated Publications ----- 3

    1.4 Definitions ----- 4

    1.5 History of Warrant Officers ----- 5

    1.6 Authority of, and Command by, Warrant Officers ----- 6

    1.7 Utilization of Warrant Officers ----- 7

    1.8 Planning to become a Warrant Officer ----- 7

    1.9 Training/Education ----- 8

    1.10 Assignment ----- 8

    1.11 Appointments/Promotions ----- 11

    1.12 Termination of Temporary Appointment/Resignation/Statutory  
    Discharge ----- 14

    1.13 Retirement/Reversion ----- 15

    1.14 Elements of the Warrant Officer Designator ----- 16

    1.15 Designator Series ----- 18

    1.16 Path of Advancement Chart ----- 20

Part 2 General Warrant Officer Occupational Standards

    2.1 General Occupational Standards ----- 23

    2.2 General Qualifications ----- 23

Part 3 Designator Scopes

    3.1 Definition ----- 27

    3.2 Numerical Listing of Designator Descriptions ----- 27

        711X Boatswain (Surface) ----- 28

        712X Operations Technician (Surface) ----- 29

        713X Engineering Technician (Surface) ----- 30

        714X Repair Technician (Surface) ----- 31

        715X Nuclear Power Technician (Surface) ----- 32

        716X Ordnance Technician (Surface) ----- 33

717X	Underwater Ordnance Technician (Surface) -----	34
718X	Electronics Technician (Surface) -----	35
721X	Boatswain (Submarine) -----	36
722X	Operations Technician (Submarine) -----	37
723X	Engineering Technician (Submarine) -----	38
724X	Repair Technician (Submarine) -----	39
725X	Nuclear Power Technician (Submarine) -----	40
726X	Ordnance Technician (Submarine) -----	41
727X	Underwater Ordnance Technician (Submarine) -----	42
728X	Electronics Technician (Submarine) -----	43
731X	Aviation Boatswain -----	44
732X	Aviation Operations Technician -----	45
734X	Aviation Maintenance Technician -----	47
736X	Aviation Ordnance Technician -----	48
738X	Aviation Electronics Technician -----	49
741X	Ship's Clerk -----	50
742X	Data Processing Technician -----	51
743X	Bandmaster -----	52
744X	Cryptologic Technician -----	53
745X	Intelligence Technician -----	54
746X	Aerographer -----	55
747X	Photographer -----	56
748X	Explosive Ordnance Disposal Technician -----	57
751X	Supply Corps Warrant (SC) -----	58
752X	Food Service Warrant (SC) -----	59
753X	Civil Engineer Corps Warrant -----	60
754X	Physician's Assistant -----	61

**PART 1**

**INTRODUCTION**

**AND**

**GENERAL INFORMATION**



## INTRODUCTION AND GENERAL INFORMATION

- 1.1 Purpose. The Warrant Officer Manual is for the use of personnel in the administration of the Navy's Warrant Officer Program. It contains a definition of each warrant officer designator series and the general and professional occupational standards for each specific designator. The manual also contains information on policy and regulations concerning the Warrant Officer Program, e.g., planning by personnel for appointment to warrant officer; training and education, placement and assignment, utilization, retirement, reversion, resignation and discharge of warrant officers. Additional copies of the Warrant Officer Manual (NAVPERS 18455B) and changes thereto may be requisitioned from:
- Commanding Officer  
Naval Publications and Forms Center  
5801 Tabor Avenue  
Philadelphia, Pennsylvania 19190
- 1.2 Organization of Manual. This manual is organized in a manner to facilitate ready reference and comprehension. The looseleaf binding is provided to permit insertion of changes without disturbing the order of contents as listed on the contents page.
- 1.3 Associated Publications. The following publications are pertinent to this manual as the source of certain sections and refer to others that affect, contribute to, or control the management and status of warrant officers in the U.S. Navy (Regular and Reserve).
- 1.3.1 Manual of Navy Officer Manpower and Personnel Classifications (NAVPERS 15839C). This manual promulgates the Navy Officer Billet Classification (NOBC) structure and the Ship and Station code structure. In addition, other significant classifications and/or code structures which are promulgated in BUPERS and OPNAV Instructions are reprinted therein to facilitate the preparation and interpretation of manpower and personnel documents.
- 1.3.2 Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068D). This manual and its classified, limited distribution supplements are the basic source of occupational standards, expressed as minimum requirements by paygrade for all Navy enlisted personnel.
- 1.3.3 Bureau of Naval Personnel Manual (BUPERSMAN) (NAVPERS 15791B). The BUPERSMAN is the principal publication issued by the Chief of Naval Personnel for personnel administration in the Navy. It contains essential policy, procedures, and other appropriate material necessary for effective management of Navy personnel matters.
- 1.3.4 U.S. Navy Uniform Regulations, 1975 (NAVPERS 15665B). This manual published by the Chief of Naval Personnel, governs the uniforms and standards of appearance of all Navy personnel.
- 1.3.5 The Limited Duty Officer Manual (NAVPERS 18564B). This manual promulgates general and professional occupational standards for limited duty officers and contains comprehensive management and planning information for use by commands and individuals in the administration of the Navy's Limited Duty Officer Program.
- 1.3.6 U.S. Navy Regulations, 1973. Navy Regulations are issued in accordance with the provisions of Title 10, United States Code, Section 6011, for the government of all persons in the Department of the Navy.
- 1.3.7 Title 10, United States Code. Contained therein are many laws applicable to warrant officers, such as laws relating to authority, appointments, promotions, retirements, termination of appointments, etc.

1.3.8 Manual of the Medical Department (NAVMED P-117). The Manual of the Medical Department is the principal publication used by the Medical Department which sets forth physical standards for induction, enlistment, reenlistment and special personnel groups. It contains essential policy, procedures and other appropriate material necessary for effective management of Navy personnel on matters of health and physical standards.

1.4 Definitions, Those terms used within this manual that may have dual meanings, non-dictionary definitions or are otherwise ill-defined are defined here for use herein.

1.4.1 Warrant Officer. A member of the Naval service serving in a warrant officer grade. It includes, unless otherwise specified, a member who holds a permanent enlisted grade and a temporary appointment in a warrant officer grade.

Warrant officers whose technical specialties are within the cognizance of a staff corps are classed as chief warrant officers and warrant officers of the staff corps. All other chief warrant officers and warrant officers are classed as in the line.

1.4.2 Functional Role of Warrant Officers. Warrant officers are technical officer specialists who perform duties:

- a. Limited in scope (in relation to other officer categories).
- b. Technically oriented (through experience/functional training).
- c. Repetitive in nature.
- d. Not significantly affected by advancement in rank and therefore amenable to successive tours.

1.4.3 Precedence. Chief warrant officers (Grades W-2, W-3, and W-4) of the Navy, in the same grades, take precedence with each other according to their dates of rank. When the commissions of two or more warrant officers are of the same date, they take precedence according to the order in which their names are shown in the appropriate lineal lists in the Bureau of Naval Personnel. Warrant officers (Grade W-1) of the Navy take precedence with each other according to dates of rank. When the warrants of two or more officers are the same date, they take precedence according to the order in which their names are shown in the appropriate lineal lists in the Bureau of Naval Personnel.

1.4.4 Navy Officer Billet Classification (NOBC). NOBC's are elements of a code structure within the Navy Officer Classifications System which are used in the identification of officer billet requirements and officer occupational qualifications acquired through billet experience or through a combination of education and experience.

The NOBC structure is arranged by naval field and by occupational groups within each field. Each group consists of a number of related billet classifications.

Due to the large number of NOBC's, refer to the Manual of Navy Officer Manpower and Personnel Classification (NAVPERS 15839C) for a complete listing and definition of each.

1.4.5 Designator. The officer designator codes are four-digit numbers used to group officers by categories for personnel accounting and other administrative purposes and to identify the status of officers. These codes identify, through the first three digits, the categories in which officers are appointed and/or designated and, through the fourth digit, the status of the officers within the various categories. (Refer to Section 1.14 of this manual for a translation of the four digits of warrant officer designators). For a translation of other than warrant officer designator codes, see Part B of the Manual of Navy Officer Manpower and Personnel Classifications (NAVPERS 15839C) and Bureau of Naval Personnel Manual (NAVPERS 15791B) Article 1430100 "Officer Designator Codes".

1.4.6 Dual Compensation Act. In general, retired warrant officers of the regular components of the uniformed services who take federal civilian jobs may receive all their civilian salary. Retired warrant officers subject to the Dual Compensation Act currently keep the first \$3,859.89 of their retired pay and only half the remainder. (The \$3,859.89 figure is subject to increase to reflect rises in the Consumer Price Index. There is also a first-30-day exception for those employed on a temporary, part-time or intermittent basis). A department or agency with special or emergency employment needs which cannot be readily met otherwise may request prior approval of the Civil Service Commission for an exception to the reduction-in-retirement-pay provision of the Dual Compensation Act.

Retired Reserve officers and all retired enlisted personnel (Reserve or Regular) are exempt from any retired-pay limitation of the Dual Compensation Act. Exemption is also granted Regular officers retired on the basis of combat disability or disability caused by an instrumentality of war during a period of war. Any warrant officer who retires under an enlisted retirement law is not subject to the Dual Compensation Act. For further information consult the current Federal Personnel Manual (FPM) chapter 550-19, subchapter 6, supplement 990-1, the Navy Guide for Retired Personnel and Their Families (NAVPERS 15891 series) or Reference Guide To-Employment Activities of Retired Naval Personnel, NAVSO P-1778.

1.5 History of Warrant Officers. "Warrant Officer" is a term representing a rank that is older than the U.S. Navy. As early as December 1775, the Continental Congress provided for the purchase and construction of ships and the following ranks to man them:

Commissioned - Captains and Lieutenants

Warranted - Surgeons, Pursers, Boatswains, Gunners, Carpenters, Master's Mate, Chaplains and Secretary of the Fleet (a clerk for the Commander in Chief of the Fleet)

Petty Warrant- Midshipmen, Captain's Clerks, and Surgeon's Mates

Many of these warrant officer titles were taken from the British Navy. The various officer posts of the early U.S. Navy were frequently changed. Chaplains and surgeons were sometimes listed as warrant officer, sometimes not. The billet of Surgeon's Mate was found under the heading of officer, warrant officer, petty officer and commissioned officer. At the end of the 19th century came the new warrant ranks of Pharmacists and Machinist. Soon after came Pay Clerk, the Electricians, and Radio Electrician. With the expanding technical aspects of the Navy other new ranks were needed. With World War II, Torpedoman, Ship's Clerk, Photographer, and Aerographer were added bringing the total to 12 warrant officer categories. There are now 25 categories with 33 separate designators. There were no selections in the warrant officer program from 1960 to 1965 in accor-

dance with the approved 1959 "Williams Board" recommendations to phase out the warrant program. Selection into the Warrant Officer Program was reestablished in 1965.

Certain recommendations resulting from a several years' long study of the LDO and WO programs were approved by the Secretary of the Navy on 5 December 1974. The Chief of Naval Operations directed study was conducted under the sponsorship of the Bureau of Naval Personnel Career Planning Board with the LDO/WO Program Manager assigned as a member of the study group. Approved was:

- a. Retention of both the LDO and WO programs with separate functional role definitions developed for each officer group.
- b. Establishment of separate billet structures for the LDO and WO communities based on the criteria expressed in their respective functional role definitions.
- c. Realignment of the LDO and WO designator/categories to provide warfare community identification and to facilitate centralized management of these two officer groups.
- d. Establishment of new procurement and appointment procedures that provide separate paths to either LDO or WO directly from enlisted status, as well as the retention of a path to limited duty officer (LTJG) from chief warrant officer. (During the three or four years of transition in the new programs, LDO input will be coming primarily from the warrant ranks. This is necessary in order to provide the current inventory of warrants with an opportunity for LDO equal to their warrant forerunners. Eventually the majority of the LDO input will come directly from enlisted personnel. The opportunity for all warrant officers (current and future) to apply for LDO (LTJG) will remain an integral part of the LDO program, but the numbers selected will decrease).

These approved recommendations were designed to improve the Limited Duty Officer and Warrant Officer Programs, and to provide stability to the limited duty officer and warrant officer communities.

- 1.6 Authority of, and Command by, Warrant Officers. U.S. Navy Regulations prescribe warrant officer authority and regulations for succession to command. With regard to succession to command by warrant officers, Article 0866 states:

"Chief warrant officers and warrant officers may succeed to command of an activity in conformity with the following:

- a. In ships, chief warrant and warrant officers who are authorized to perform all deck duties afloat may succeed to command.
- b. Within other commands of the naval service, any chief warrant or warrant officer, with a designator appropriate to the function of the activity may succeed to command."

- 1.6.1 When designated "Commanding Officer" or officer in charge, a commissioned warrant officer is authorized to administer non-judicial punishment pursuant to Article 15, UCMJ.

1.6.2 Exceptions to authority of Warrant Officers:

- a. Act as a member of any court-martial at the trial of a commissioned officer.
- b. Act as trial or appointed defense counsel of a special or general court-martial or as appointed defense counsel of a summary court-martial.
- c. Act as military judge at courts-martial.
- d. Act as investigating officer appointed under the Provisions of Article 32, UCMJ, and paragraph 33e MCM 1969 (REV.).

Additionally, Warrant Officers (W1) are not permitted to:

- a. Act as summary court martial.
- b. Administer non-judicial punishment.

1.7 Utilization of Warrant Officers. Normally, warrant officers are utilized only in valid organizational requirements indicated by their designators, unless the immediate mission of the unit cannot otherwise be accomplished.

1.7.1 In addition to primary duties, warrant officers may be assigned additional duties in the same manner as commissioned officers in pay grades O-1 and above, except as expressly prohibited [see section 1.6.2 concerning warrant officer (W-1)].

1.8 Planning to become a Warrant Officer. The Warrant Officer Program provides an opportunity for appointment to commissioned warrant officer status for selected senior enlisted personnel for the performance of duty in the technical field indicated by their former enlisted rating group. Competition is keen and personnel should commence preparation early in their career. Increased knowledge by on-the-job training and specialized training through schools and correspondence courses should be sought by all potential candidates to better prepare themselves for officer status. Numerous applicants for appointment to warrant officer have applied repeatedly; however, many of these repeat applicants have failed to complete a single Navy correspondence course or to prepare themselves in any manner for exercising officer duties. Such failure indicates little real motivation to improve qualifications for selection for appointment to warrant officer.

Division officers and officers performing educational duties should be alert to recognize and counsel individuals who possess the potential to become warrant officers.

Applicants for the Warrant Officer Program should normally request consideration in the category of their normal path of advancement as indicated in section 1.16 of this manual. Strong competition will be encountered by an applicant for a category not in the normal path of advancement.

1.8.1 Personnel seeking appointment as warrant officers should familiarize themselves with the contents of this manual and its associated publications. Eligibility requirements and other criteria for application for appointment as a warrant officer are contained in the BUPERSMAN and are discussed annually in a BuPers Notice 1120.

- 1.8.2 Eligible applicants for the Warrant Officer Program are considered by a selection board normally convened annually in August or September by the Secretary of the Navy. The board recommends those deemed best qualified for appointment within authorized quota limitations. The names of those selected are promulgated by a BUPERSNOTE 1120 or by ALNAV. Nonselectees are not notified.
- 1.9 Training/Education. The subspecialty system as it applies to the unrestricted line is not applicable to the warrant officer community. Additionally, since the Limited Duty and Warrant Officer Programs are the principal enlisted-to-officer programs not involving a college education, the requirement for warrant officers to possess graduate education does not exist. As a result, billets written for warrant officers will not be subspecialty coded, nor will warrant officers be assigned a subspecialty code reflecting graduate education or experience. The warrant officer designation is considered definitive enough to provide for specific billet requirements. However, the NOBC and Additional Qualification Designation (AQD) identification of billets do apply to warrant officer billets. Since warrant officer billets will not be written requiring graduate education, warrant officers are not included in the graduate education plan and will not attend a Navy-funded graduate education program; additionally, service colleges, such as the Naval War College, are not open to warrant officers. The education programs which are open to warrant officers include:
- a. Scholarship-SECNAVINST 1500.4 (series)
  - b. Professional Development Program (PDP)-CNETINST 1520.7 (series) (formerly OPNAVINST 1520.14)
  - c. College Degree Program (CDP)-CNETINST 1520.4 (series)
  - d. Cinematography Program Annual - OPNAVNOTE 3150

In addition to the education programs listed above, warrant officers may attend any of the Navy training schools which are applicable to their designator and/or assignment. These courses may be attended on a TAD basis or enroute to a new duty station. However, the prudent exercise of permanent change of station (PCS) funds requires that only those courses which are absolutely essential to the warrant officer's performance in the billet to which assigned will be written into PCS orders. Additionally, the Navy utilizes many manufacturers' courses on specialized equipment and warrant officers are eligible to attend these courses. Under Navy Campus for Achievement there are several voluntary off-duty programs which aid in degree completion, such as PACE, Tuition Aid, Instructant Hire, and In-service GI bill. Warrant officer development will emphasize increasing their technical competence within their warrant specialty.

- 1.10 Assignment. The sea-shore rotation policy for warrant officers is a maximum of three years of sea duty followed by a minimum of two years of shore duty. While on sea duty, warrant officers perform primary duties in their technical specialties. Normally primary duties ashore are also performed in warrant officer technical specialties; however, due to fewer technical specialty billets ashore, some warrant officers may be placed in general billets, e.g., correctional centers, shore patrol, courier service, etc., to meet the sea/shore rotation policy.

- 1.10.1 The Assignment Process. The process of assigning a warrant officer is complicated, and there are many factors--often conflicting--which must be considered. The primary assignment factors considered are:
- a. Service requirements--a total of all the billets at all the activities which need to be filled at any given time. (often listed by definite priority).
  - b. Professional needs--necessary technical competency within warrant officer specialty.
  - c. Fiscal constraints--the travel, transportation of personal effects, and training costs of each move.
  - d. Personal desires--the type ship, station, homeport or locality desired by the individual.

Two individuals in BUPERS are mainly responsible for a warrant officer's assignment--the assignment officer (commonly known as the detailer) and the placement officer. The assignment officer represents the individual warrant officer and is responsible for ensuring that the warrant officer's personal desires are considered. The assignment officer compares the individual with his contemporaries and is cognizant of overall billet requirements. He then attempts to place the warrant officer in the very best possible job, considering the "Needs of the Navy", the warrant officer's technical competency in his warrant specialty, and the officer's personal desires. The placement officer represents the activity and is responsible for ensuring the proper manning and orderly rotation of officer personnel to the activity. He ensures that the correct number of officers of the proper rank with the requisite qualifications are assigned to the command. He reviews the experience level, performance record, and training background to ensure that each officer who is proposed by an assignment officer for a specific billet is qualified for the assignment.

The assignment process begins when the placement officer sends an "availability notice" to the assignment officer informing him that an officer will soon be relieved and is eligible for reassignment. The assignment officer then studies the officer's current preference card to analyze the officer's personal desires for reassignment and the officer's estimation of his professional capabilities and needs. Additionally, the officer's fitness report record is reviewed for an evaluation of his or her performance and qualifications. The assignment officer then makes a tentative decision as to the next assignment that will ensure proper sea/shore rotation and move the officer into a billet commensurate with his past experience and performance. The officer is then nominated by the assignment officer to the appropriate placement officer to fill a specific billet which is open at the time. The placement officer reviews the officer's record and accepts or rejects the nomination. In cases of disagreement, a panel of senior officers review and resolve the problem. The attempt is always made to reach the most equitable solution while giving consideration both to service and individual needs.

- 1.10.2 Personal Mobility. Every effort is made to rotate warrant officers with the minimum disruption of personal affairs; however, not all rotations can meet this goal and the needs of the service may dictate a type of assignment not meeting the warrant officer's personal desires or one that may cause some disruption of personal affairs. Most assignments involve a chain of reliefs consisting of three or more warrant officers tied to the ultimate relief of a single warrant officer. It is not unusual for such a warrant officer transaction to cover a period of six months or longer.

- 1.10.3 Personal considerations. Each warrant officer is strongly encouraged to ensure that his preference card is current. Information contained on the preference card and in the officer's personal correspondence file is reviewed prior to an assignment. Statements regarding the warrant officer's family, e.g. "wife studied in France", "son allergic to cold climate, etc." are carefully considered before an assignment is made. It cannot be over emphasized that it is clearly in the officer's best interest to keep his preference card current.
- 1.10.4 Communication. The primary vehicle for communicating with a detailer is the Officer Preference Card. However, there are often questions regarding current policies or other subjects which can best be answered by informal correspondence or telephone calls. Warrant officers are encouraged to contact their detailer at any time to discuss these questions. Letters and communications with the detailer are considered private and this information is not made available to any type of selection board. The assignment officer can also provide valuable information to assist the warrant officer in filling out the Officer Preference Card.
- 1.10.5 Split tour. In the interest of stability, officers are normally not rotated earlier than the established projected rotation date. It is recognized that circumstances may develop which could justify a split sea tour for the benefit of certain officers and their families. These special circumstances are weighed against the availability of a relief, financial considerations incurred by a PCS move, operational status of the commands concerned, and the comments contained in the commanding officer's endorsement to a request for a split sea tour. Guidelines are as follows:
- a. Reassignment on a split tour basis is not assured nor guaranteed to occur at a specified period in time.
  - b. Sea tours will not be split prior to completion of eighteen months in the first command.
  - c. Requests for a split tour must be submitted by official letter request. Valid, documented hardship cases are an exception to the split tour program, and are afforded special consideration to meet the needs of the situation.
- 1.10.6 Overseas Assignment. Overseas service where dependents may accompany the member may be considered the same as shore duty for rotation purposes. This is necessary to keep the sea tour lengths at the present minimum and to provide fair and equitable rotation for all officers in the community. Overseas tour lengths and other information concerning overseas assignments are contained in BUPERS Instruction 1300.26 (series).
- 1.10.7 Twilight Assignment. A twilight tour ashore is normally afforded to those officers who are in a sea assignment when completing their 28th year of service. Assignment to a twilight tour is made as near as possible to the area where the officer plans to retire. If an officer is completing his 28th year ashore, he may be required to return to sea duty. If available resources permit, every effort will be made to assign an officer ashore for the last year of thirty years' duty.

1.10.8 The following Officer Distribution and Control Divisions in the Bureau of Naval Personnel make assignments of warrant officers:

<u>Designator</u>	<u>Division</u>
71XX (less 715X)	Surface (Pers 41)
72XX/715X	Submarine/Nuclear Power (Pers 42)
73XX	Aviation (Pers 43)
74XX/75XX	Restricted Line/Staff/Special Placement (Pers 44)

1.11 Appointments/Promotions.

1.11.1 Appointments of Warrant Officers. All male selectees are tendered a temporary warrant appointment in accordance with 10 USC 5596(d); all female selectees are tendered a permanent warrant appointment in accordance with 10 USC 555(b) or 597 as appropriate.

1.11.2 Male warrant officers may apply for permanent warrant status after completion of three years of warrant service, in accordance with BUPERSMAN 1020320.

1.11.3 Promotions of Warrant Officers.

a. Temporary warrant officer time in grade (TIG) requirements for promotion to the various grades are as follows:

From W-1 to W-2	1 year in grade W-1
From W-2 to W-3	4 years in grade W-2
From W-3 to W-4	4 years in grade W-3

- b. Permanent warrant officer time in grade requirements for promotion to the various grades are as follows:

From W-2 to W-3	6 years in grade W-2
From W-3 to W-4	6 years in grade W-3

c. The promotion of temporary and permanent warrant officers is governed by law and by regulations of the Secretary of the Navy. All temporary and permanent warrant officers who have completed the required minimum time in grade are eligible for consideration for temporary promotion to the next warrant officer grade.

d. SECNAV Instruction 1412.7 (series) authorizes commanding officers to effect promotion to temporary chief warrant officer, W-2 when a warrant officer W-1 has completed one year of service as a warrant officer computed from the officer's date of rank as W-1.

1.11.4 Chief warrant officers W-2 and W-3 are eligible for accelerated (below-zone) temporary promotion during the fiscal year in which they complete two years of service in grade computed from the date of eligibility for that grade, provided that the officer has been recommended for such promotion in the approved report of a selection board and has been found physically, morally, and professionally qualified for promotion.

Each qualified chief warrant officer who is recommended for accelerated (below-zone) temporary promotion is eligible for such promotion on whichever is the later of the following dates:

- a. The date following the date on which the officer completes two years of service in grade.
- b. The date of eligibility of the most junior chief warrant officer of the grade concerned who was recommended for promotion from among those eligible chief warrant officers senior to the officers eligible for accelerated (below-zone) promotion.

Chief warrant officers W-2 and W-3 who are eligible for accelerated (below-zone) promotion and who are not recommended for such promotion by a selection board are not considered as having failed of selection.

A warrant officer W-1 is eligible for temporary promotion to chief warrant officer W-2 on the day following the day in which the officer completes one year of service as a warrant officer W-1 computed from the officer's date of rank.

Chief warrant officers W-2 and W-3 are eligible for temporary promotion (in-zone) upon the completion of four years of service in grade, if they have been recommended in the approved report of a selection board, have not failed of selection for promotion to chief warrant officer W-3 or W-4, as appropriate, and have been found to be physically, morally, and professionally qualified for promotion.

The in-zone promotion opportunity for promotion to temporary chief warrant officer W-3 and W-4 is not less than 80 percent of the number of officers in the zone.

A chief warrant officer W-2 or W-3 who has failed or fails of selection to temporary chief warrant officer W-3 or W-4, as appropriate, and is later selected will be eligible for appointment to the grade for which selected on whichever of the following dates occurs first:

- a. The date which is one year after the date the appointment would have been effective if the officer had been selected by the first board which failed to select the officer.
- b. The earliest date on which any warrant officer who has not failed of selection and whose name follows the officer's on the list submitted to the Secretary by the selection board is promoted to such higher grade.

Permanent warrant officers selected for promotion to temporary chief warrant officer W-3 or W-4 must also be selected by the permanent W-3 or W-4 selection board. If not selected, they will be considered as having failed of selection.

- 1.11.5 Permanent Promotions. Only permanent warrant officers (designators ending in "1") receive permanent warrant officer appointments. Male temporary chief warrant officers are eligible for selection to permanent chief warrant officer in the fiscal year in which they complete three years service as a warrant officer. (See section 1.11.1). Permanent chief warrant officers W-2 and W-3 are eligible for consideration and for promotion to the next higher permanent chief warrant officer grade in the fiscal year in which they will complete six years in grade computed from their present permanent date of rank. (There is no below-zone selection opportunity to permanent grades.)

Officers selected in-zone will receive an appointment to the next higher permanent grade on the anniversary of six years time in present grade computed from their present permanent date of rank. The in-zone opportunity for promotion to permanent W-3 and W-4 is not less than 80 percent of the numbers of officers in the zone. An officer who has failed or fails of selection and is later selected shall be eligible for appointment to the grade for which selected on whichever of the following occurs first:

- a. The date which is one year after the date the appointment would have been effective if the officer had been selected by the last board which failed to select the officer.
- b. The earliest date on which any warrant officer who has not failed of selection and whose name follows the officer on the list submitted to the Secretary by the selection board is promoted to such higher grade.

1.11.6 Selection Boards. Selection boards, composed of senior officers of experience, maturity, and varied backgrounds, are convened by the Secretary of the Navy each fiscal year. They subscribe to an oath to consider all officers without partiality. Their job is to recommend for promotion a number of officers not to exceed the number provided for in the selection board precept. The precept provides that the proceedings shall not be disclosed except as authorized by the SECNAV. This prevents external pressure of any sort. The selection board is like a jury, being required only to submit its findings and recommendations and not the reasons for its decisions.

The names and records of all in-zone/above-zone/below-zone (when applicable) warrant officers being considered are submitted to the board, listed in order of seniority. In addition, each officer is identified by social security number. This eliminates all chance of confusing two or more officers who may have the same or similar names. The board evaluates each warrant officer's record and then recommends those "best qualified" for promotion in numbers not to exceed that contained in the precept. The key to understanding the selection process is the term "best qualified" as distinguished from "qualified". On the average, most of the warrant officers in each promotion zone have "good" to "outstanding" records and are qualified for promotion. However, there are simply not enough authorized numbers to permit all "qualified" officers to be selected. Some qualified officers will not be selected. Those who are selected therefore are considered by the board to be those "best qualified".

While no record of the board's deliberations is retained, thorough records of the eligibility lists are retained. These lists are scrupulously checked and rechecked in every possible way to avoid factual errors. The fact that records of deliberations are not retained is also in the interest of those individuals not selected in that nothing enters their record indicating why they were not recommended for promotion.

1.11.7 Performance--The Key to Promotion. There is no clearly definable career enhancing billet factor which is more important than another to promotion of warrant officers. Performance is the only answer. The key to a successful career is the desire to excel in any duty assigned. Competition among warrant officers is extremely keen. A mediocre performer is just not competitive.

The Navy's selection procedure for promotion has always recognized the outstanding performer, billet structure and assignments notwithstanding. The warrant officer who continually strives for outstanding performance in all assignments is providing himself insurance for a successful and rewarding career.

- 1.11.8 Fitness Reports. Reports on the fitness of officers are an objective appraisal of their performance, as documented by their reporting seniors, from the date of initial appointment until separation. Instructions for preparing these reports, BUPERSINST 1611.12 (series), should be read by all officers.
- 1.11.9 Enlisted Advancement. The Manual of Advancement, BUPERINST 1430.16, contains information concerning the continued advancement in enlisted rate of temporary warrant officers.
- 1.12 Termination of Temporary Appointment/Resignation/Statutory Discharge.
- 1.12.1 Voluntary Termination of Temporary Appointment. Warrant officers with permanent enlisted status may request termination of their temporary appointment and reversion to their permanent enlisted grade for the purpose of transferring to the Fleet Reserve, continuing on active duty in their permanent enlisted grade, or obtaining discharge from the naval service. The basic directive which sets forth eligibility requirements and procedures for termination is SECNAVINST 1920.5 (series). It should be noted that warrant officers with permanent enlisted status who transfer to the Fleet Reserve in their permanent enlisted status are not subject to the Dual Compensation Act of 1964.

Permanent warrant officers desiring to terminate their naval service must submit their resignations in accordance with SECNAVINST 1920.3 (series).

- 1.12.2 Involuntary Termination of Temporary Appointment. As a matter of policy it is required that temporary warrant officers i.e. who have no permanent warrant officer status, terminate their temporary appointments on the same date that their permanent contemporaries are statutorily required to retire or to be discharged.

The temporary appointment of a temporary warrant officer with permanent enlisted status with less than 18 years active service, who has twice failed of selection to the next higher temporary grade, will be terminated 120 days after the Secretary of the Navy approves the action of the selection board. Temporary warrant officers in this category are authorized to reenlist in their permanent enlisted status for the purpose of continuing on active duty.

Temporary warrant officers with permanent enlisted status with at least 18 but not more than 20 years of active service on the date that is 120 days after the Secretary of Navy approves the action of the selection board, having twice failed of selection for promotion to the next higher temporary warrant grade, are retained on active duty in their present grade subject to the needs of the service and at the discretion of the Chief of Naval Personnel. Those officers retained must elect one of the following options upon completion of 20 years of active service:

- a. Voluntary retirement on the first day of the month following the date of attainment of 20 years' active service.
- b. Termination of temporary appointment, reversion to permanent enlisted status and concurrent transfer to the Fleet Reserve when eligible, and not later than the end of the month in which 20 years' active service is attained.
- c. Termination of temporary appointment for the purpose of continuation on active duty in permanent enlisted status.

Temporary warrant officers with permanent enlisted status with more than 20 years of active service on the date that the Secretary of the Navy approves the action of the selection board, having twice failed of selection for promotion to the next higher temporary warrant grade, must terminate their appointment 120 days after such approval. Temporary warrant officers in this category are afforded the following options:

- a. Voluntary retirement effective not later than the first day of the month following the date that is 120 days after such approval.
- b. Termination of temporary appointment, reversion to permanent enlisted status and concurrent transfer to the Fleet Reserve effective not later than 120 days after such approval.
- c. Termination of temporary appointment for the purpose of continuation on active duty in permanent enlisted status.

Temporary warrant officers must terminate their temporary appointment 60 days after the attainment of 30 years of active service. They may, however, request voluntary retirement effective not later than the first of the month following the date that is 60 days after the attainment of 30 years of active service.

1.12.3 Statutory Discharge. Permanent warrant officers with less than 18 years of active service on the date that the Secretary of the Navy approves the report of the Permanent Warrant Officer Selection Board, who are considered for the second time but not selected for promotion to the next higher permanent warrant grade, must be statutorily discharged with severance pay 60 days after such approval. Subject to the approval of the Secretary of the Navy, warrant officers in this category may elect to be discharged without severance pay and enlist in a grade prescribed by the Secretary of the Navy. It is current policy, providing approval of enlistment is granted, to allow enlistment in a grade no higher than the permanent enlisted grade held by the individual on the date of acceptance of his or her permanent warrant officer appointment.

1.13 Retirement/Reversion.

1.13.1 Voluntary Retirement. To dispel some popular misconceptions, the following points are emphasized. A warrant officer does not require ten years of commissioned service to retire as a warrant officer; this includes temporary limited duty officers with permanent warrant status (limited duty officers with designator ending in "1"). Limited duty officers with permanent warrant status may be advanced to the highest grade held after being placed on the retired list. In order to retire as a warrant officer, 20 years of active service is required. Constructive time in enlisted status as provided in 10 USC 6330 (d) cannot be used unless reverting to enlisted status and transferring to the Fleet Reserve. If a warrant officer reverts and transfers to the Fleet Reserve, retainer pay is based on the enlisted rate until completion of 30 years of service (including constructive), at which time the service member would be advanced on the retired list to the highest grade satisfactorily held, as determined by the Secretary of the Navy. (In some instances the retired pay of an E-8 and E-9 is greater than that of a warrant officer W-1 or chief warrant officer W-2. Upon retirement a member must elect to receive the warrant officer grade with lower retired pay or the enlisted grade and higher retired pay. The Comptroller General has ruled that retired pay must be based upon the grade in which retired.) The basic law for warrant officer voluntary retirement is 10 USC 1293. Application procedures are contained in BUPERSMAN 3860280. (Note that voluntary retirement

must be effective on the first day of a month.) Limitations on eligibility are contained in SECNAVINST 1811.3 (series), i.e., two years in grade for W-3/W-4, one year at present duty station, completion of overseas tour, etc. If a warrant officer retires under 10 USC 1293 the prohibitions of the Dual Compensation Act are applicable. If a warrant officer reverts to enlisted status and transfers to the Fleet Reserve Dual Compensation Act prohibitions are not applicable. If a warrant officer has accepted permanent warrant officer status (designator ending in "1"), reversion to enlisted status is not permitted.

1.13.2 Mandatory Retirements. There are three basis types of mandatory retirement: Upon completion of 30 years of active service, upon reaching age 62, or twice failing of selection to the next higher permanent grade. Mandatory retirements are effective as follows: the first of the month following sixty days after completion of 30 years of active military service; the first of the month following 60 days after becoming 62 years of age; the first of the month following 60 days after the Secretary of the Navy approves the selection list where the officer concerned has been considered for the second time, but not selected, for promotion to the next higher permanent warrant grade. If a permanent warrant officer has at least 18 years but not more than 20 years of active service on the date of his or her second failure of selection, retirement will be deferred until the first of the month that is 60 days after completion of 20 years of active service. Applications are not required for mandatory retirements. Notification and orders effecting retirement will be issued by BUPERS without individual action. Title 10 USC 1293 and Title 10 USC 6410 apply to Reserve warrant officers on active duty in lieu of mandatory retirement upon completion of 30 years of active service.

1.14 Elements of the Warrant Officer Designator. The designator code of warrant officers consists of 4 digits, with each successively providing more precise identification of the individual holder.

- a. First digit of the Warrant Officer Designator Code. The first digit designates a warrant officer.

WARRANT OFFICER DESIGNATION	
First Digit	Officer
7	Warrant Officer

- b. Second digit of the Warrant Officer Designator Code. The second digit designates the platform of operation.

WARRANT OFFICER DESIGNATION	
Second Digit	Platform
1	Surface series
2	Submarine series
3	Aviation series
4	General series
5	Staff Corps series

- c. Third digit of the Warrant Officer Designator Code. The third digit designates occupational field.

**WARRANT OFFICER DESIGNATION**

	(1)	(2)	(3)	(4)	(5)
Third Digit	Surface/Submarine/Aviation			General	Staff Corps
1	Boatswain			Ship's Clerk	Supply Corps
2	Operations Tech			Data Processing	Food Service
3	Engineering Tech/Engineering Tech			Bandmaster	Civil Engineer Corps
4	Repair Tech/Repair Tech Maintenance Tech			Cryptologic Tech	Physician's Assistant
5	Nuclear Power Tech/Nuclear Power Tech			Intelligence Tech	
6	Ordnance Tech			Aerographer	
7	Underwater Ordnance Tech			Photographer	
8	Electronics Tech			Explosive Ordnance Disposal Tech	

d. Fourth digit of all Officer Designator Codes. The fourth digit designates the status in the Navy or Naval Reserve

**OFFICER DESIGNATION**

Fourth Digit	Status
0	An officer of the Regular Navy whose permanent grade is Ensign or above.
1	An officer of the Regular Navy whose permanent status is warrant officer.
2	A temporary officer of the Regular Navy whose permanent status is enlisted.
3	An officer of the Regular Navy who is on the retired list.
4	An officer of the Naval Reserve whose permanent status is enlisted.
5	An officer of the Naval Reserve. Exceptions: note fourth digit 4, 6, 7, and 8.
6	An officer of the Naval Reserve who was appointed in the Naval Reserve Integration Program from enlisted status.
7	An officer of the Naval Reserve on active duty in the TAR program (Training and Administration of Reserves), including officers of the TAR program rotated to other TAR billets.
8	An officer of the Naval Reserve whose permanent status is warrant officer.
9	An officer of the Naval Reserve who is on the retired list.

1.15 Designator Series. Description of the designator series functions/capabilities.

- a. Designator Series 71XX. Warrant officers (71XX) are officers designated for duty indicated by their specialty in the operations, maintenance, training, or support of Naval Surface Warfare.
- b. Designator Series 72XX. Warrant officers (72XX) are officers designated for duty indicated by their specialty in the operations, maintenance, training, or support of Naval Submarine Warfare.
- c. Designator Series 73XX. Warrant officers (73XX) are officers designated for duty indicated by their specialty in the operations, maintenance, training, or support of Naval Aviation Warfare.
- d. Designator Series 74XX. Warrant officers (74XX) are officers designated for duty indicated by their specialty in the operations, maintenance, training, or support of any element of Naval Warfare.
- e. Designator Series 75XX. Warrant officers (75XX) are officers designated for duty within the respective Staff Corps of the Navy indicated by their specialty.

1.15.1 Numerical List

<u>Designator</u>	<u>Descriptive Title</u>	<u>Short Title</u>	<u>Designator Advisor</u>
711X	Boatswain (Surface)	BOSN	DCNO (Surface Warfare)
712X	Operations Technician (Surface)	OPTECH	DCNO (Surface Warfare)
713X	Engineering Technician (Surface)	ENGTECH	COMNAVSEASYSKOM
714X	Repair Technician (Surface)	REPTECH	COMNAVSEASYSKOM
715X	Nuclear Power Technician (Surface)	NUCPWRTECH	COMNAVSEASYSKOM
716X	Ordnance Technician (Surface)	ORDTECH	COMNAVSEASYSKOM
717X	Underwater Ordnance Technician (Surface)	UWORDTECH	COMNAVSEASYSKOM
718X	Electronics Technician (Surface)	ELECTECH	COMNAVELEXSYSKOM
721X	Boatswain (Submarine)	BOSN	DCNO (Submarine Warfare)
722X	Operations Technician (Submarine)	OPTECH	DCNO (Submarine Warfare)
723X	Engineering Technician (Submarine)	ENGTECH	COMNAVSEASYSKOM
724X	Repair Technician (Submarine)	REPTECH	COMNAVSEASYSKOM
725X	Nuclear Power Technician (Submarine)	NUCPWRTECH	COMNAVSEASYSKOM
726X	Ordnance Technician (Submarine)	ORDTECH	COMNAVSEASYSKOM
727X	Underwater Ordnance Technician (Submarine)	UWORDTECH	COMNAVSEASYSKOM
728X	Electronics Technician (Submarine)	ELECTECH	COMNAVELEXSYSKOM

<u>Designator</u>	<u>Descriptive Title</u>	<u>Short Title</u>	<u>Designator</u>	<u>Advisor</u>
731X	Aviation Boatswain	AVBOSN	DCNO	(Air Warfare)
732X	Aviation Operations Technician	AVOPTECH	DCNO	(Air Warfare)
734X	Aviation Maintenance Technician	AVMAINTECH	COMNAVAIRSYSCOM	
736X	Aviation Ordnance Technician	AVORDTECH	COMNAVAIRSYSCOM	
738X	Aviation Electronics Technician	AVIONICTECH	COMNAVAIRSYSCOM	
741X	Ship's Clerk	SHIPCLK	DCNO	(Manpower)
742X	Data Processing Technician	DATAPROCTECH	CNO	(Director, Information Systems Division)
743X	Bandmaster	BANDMASTER	DCNO	(Manpower)
744X	Cryptologic Technician	CRYPTOTECH	COMNAVSECGRU	
745X	Intelligence Technician	INTELTECH	COMNAVINTCOM	
746X	Aerographer	AERO	COMNAVWEASERV	
747X	Photographer	PHOT	DCNO	(Air Warfare)
748X	Explosive Ordnance Disposal Technician	EODTECH	COMNAVSEASYSYSCOM	
751X	Supply Corps Warrant (SC)	SUPCWRNT	COMNAVSUPSYSCOM	
752X	Food Service Warrant (SC)	FOODSERVWRNT	COMNAVSUPSYSCOM	
753X	Civil Engineer Corps Warrant (CEC)	CECWRNT	COMNAVFACENGCOM	
754X	Physician's Assistant	WRNTPA	CHBUMED	

1.16 Path of Advancement Chart

<u>ENLISTED RATING</u>	<u>WARRANT OFFICER CATEGORY AND DESIGNATOR</u>	<u>LDO CATEGORY &amp; OFFICER DESIGNATOR</u>
BM, QM*, SM*	BOATSWAIN (711X/721X)	DECK (611X/621X)
QM*, SM*, OS*, ST*, OT*, EW*, RM	OPERATIONS TECH (712X/722X)	OPERA- (612X/622X) TIONS
OM, IM, MR, BR, BT, IC*, EN, MM*, PICM, GS, EM*	ENGINEERING TECH (713X/723X)	ENGINEER- (613X/623X) ING/REPAIR
ML, PM, HT	REPAIR TECH (714X/724X)	
#MM*, EM*, ET*, IC*	NUCLEAR POWER TECH (715X/725X)	NUCLEAR (615X/625X) POWER
GMG, GMM, GMT*, GM, FTB*, FTM*, FT*, MT, FTG*	ORDNANCE TECH (716X/726X)	ORDNANCE (616X/626X)
TM, MN	UNDERWATER ORDNANCE TECH (717X/727X)	
OS*, ST*, DS*, FTG* FTB*, FTM*, FT*, OT*, EW*, ET*	ELECTRONICS TECH (718X/728X)	ELECTRON- (618X/628X) ICS
ABE, ABF, ABH, AB	AVIATION BOATSWAIN (731X)	AVIATION (631X) DECK
AC, AW	AVIATION OPERATIONS TECH (732X)	AVIATION (632X) OPERATIONS
ADJ, ADR, AD, AME, AMH, AMS, AM, PR, AS, AZ, AFCM	AVIATION MAINTENANCE TECH (734X)	AVIATION (633X) MAINTENANCE
AO, GMT*	AVIATION ORDNANCE TECH (736X)	AVIATION (636X) ORDNANCE
AT, AX, AQ, AE, TD, AVCM	AVIATION ELECTRONICS TECH (738X)	AVIATION (638X) ELECTRONICS
LI, JO*, PC, PN, YN, LN	SHIP'S CLERK (741X)	ADMINIS- (641X) TRATION
DP, DS*	DATA PROCESSING TECH (742X)	DATA PRO- (642X) CESSING
MU	BANDMASTER (743X)	BANDMASTER (643X)
CT@	CRYPTOLOGIC TECH (744X)	CRYPTOLOGY (644X)
IS*	INTELLIGENCE TECH (745X)	INTELLI- (645X) GENCE
AG	AEROGRAPHER (746X)	METEOROLOGY (646X)
PH, IS*, JO*, DM*	PHOTOGRAPHER (747X)	PHOTOGRA- (647X) PHY
ANY RATING QUALIFIED IN EOD	EXPLOSIVE ORDNANCE DISPOSAL TECH (748X)	EXPLOSIVE (648X) ORDNANCE DISPOSAL
DK, SK, SH, AK, MS*	SUPPLY CORPS WARRANT (SC) (751X)	SUPPLY (SC) (651X)
MS*	FOOD SERVICE WARRANT (SC) (752X)	MESS (652X) MGMNT (SC)
DM*, BU, CE, CM, UT, EA, EO, SW, CUCM, EQCM	CIVIL ENGINEER CORPS WARRANT (CEC) (753X)	CIVIL (653X) ENGINEER (CEC)
HM	PHYSICIAN'S ASSIS- TANT (754X)	++

- NOTES
- \* Normal path in more than one category.
  - @ Only CT personnel may apply
  - # Normal path of advancement for personnel in these ratings who hold a valid nuclear power program NEC.
  - MA and NC may apply under previous rating or any designator for which qualified.
  - ++ Normal path of advancement for personnel in this rating is to MSC and Nurse Corps.

# **PART 2**

## **GENERAL WARRANT OFFICER OCCUPATIONAL STANDARDS**



## GENERAL WARRANT OFFICER OCCUPATIONAL STANDARDS

- 2.1 General Occupational Standards. General occupational standards express the minimum skills required of an officer which are not specifically designator oriented and are a broad outline of his responsibilities. These standards encompass the broad area of security, since all naval officers are responsible for security regulations. However, specific security requirements are included in those designators where special emphasis and qualifications are required.
- 2.2 General Qualifications. This section deals with military and administrative qualifications common to all warrant officers regardless of designator or grade. Generally, warrant officers must be familiar with the organization and functions of the various major components of the Department of Defense, with particular reference to the assigned missions of the military services; organization and function of the Department of the Navy, including fleet and force commands; content and scope of U.S. Navy Regulations, Information Security Program Regulation (DOD 5200.1R), Department of the Navy Supplement to the DOD Information Security Program Regulation (OPNAVINST 5510.1 series), Uniform Code of Military Justice (JAGINST 5800.8 series), Manual for Courts-Martial, and the Manual of the Judge Advocate General (JAGINST 5800.7 series); procedures for preparing, revising, and applying a watch, quarter, and station bill and battle bill; Navy enlisted occupational classification systems; scope and use of Naval messages, letters and directives; methods and procedures for disaster control, and nuclear, biological, and chemical warfare defense; emergency first-aid procedures and techniques; conduct of personnel, material and safety inspections; welfare agencies and services available to enlisted personnel. The foregoing, and designator scopes which follow in Part 3, should not be construed as a detailed listing of all the specific duties, responsibilities, and knowledge which may be required of a warrant officer. Watchstanding duties, collateral duties, and additional duty assignments, which are a command prerogative, vary according to specific requirements of individual ships and stations. Even though qualifications pertaining to these duties have not been included in this manual, warrant officers are responsible for carrying out such assignments as required.



# **PART 3**

## **DESIGNATOR SCOPES**



## DESIGNATOR SCOPES

- 3.1 Definition. The designator scope is a summary description of the general professional occupational requirement of a designator, and is a broad outline of the technical speciality, duties, and responsibilities within the designator. The scope may also identify limitations on the extent of responsibilities and duties of the designator. The scope is the foundation upon which warrant officers develop their technical competence. It is not intended that skills in addition to those of the basic scope be required as promotions are achieved.
- 3.2 Numerical Listing of Designator Descriptions.  
(See following pages)

## 711X

### BOATSWAIN (SURFACE)

#### SCOPE

Boatswains (Surface) are technical officer specialists in the field of seamanship and navigation with practical experience in these areas. They plan, supervise, and direct activities of deck and navigation personnel in performance of operational and maintenance functions; plan, develop, and administer deck and navigation training programs; assist in organizing, scheduling, and supervising seamanship, navigation exercises and drills; and assign and coordinate activities of personnel under their command.

They may serve as, but are not limited only to serving as, ship's boatswain, first lieutenant, operations officer, navigator, instructors at various training activities, or in operational billets at shore commands.

## 712X

### OPERATIONS TECHNICIAN (SURFACE)

#### SCOPE

Operations Technicians (Surface) are technical officer specialists in the operation, employment, and application of techniques, equipment, systems and procedures in operations and communications, with practical experience in these areas. They assist and advise commands in operations and communication planning, direction and control, and in the employment and utilization of associated facilities and installations; organize, supervise, and direct performance of operations and communications personnel; and assist in administration of on-board training programs, facilities, and services.

They may serve in, but are not limited only to serving in, the following billets: communications officers, afloat; communications watch officer; communications security material system (CMS) custodian; electronic surveillance measures (ESN) or acoustics instructors at training activities; or communication billets at naval shore activities.

**713X**

**ENGINEERING TECHNICIAN (SURFACE)**

SCOPE

Engineering Technicians (Surface) are technical officer specialists in ship machinery, electrical power, lighting, and interior communications systems, maintenance of optical equipment, instruments, and office machinery. They supervise and instruct personnel whose duties involve operation and maintenance of main propulsion (gas turbine, diesel, or steam) and auxiliary machinery and systems, engineering and repair department equipment, and refrigeration systems; handling, stowing, and regulating expenditure of fuel oil and boiler feed water; installation, adjustment, testing, maintenance, modification, and repair of shipboard electrical systems pertaining to power distribution, propulsion, steering, lighting, degaussing, interior communications, gyrocompasses, and associated equipment, and instrument repair, adjustment, and calibration.

While not limited only to serving in these billets, they may serve as, or as assistants to, engineering, electrical, and ship repair officers.

## 714X

### REPAIR TECHNICIAN (SURFACE)

#### SCOPE

Repair Technicians (Surface) are technical officer specialists in ship repair and maintenance, damage control, and firefighting procedures, techniques, and equipment. They instruct and supervise personnel whose duties involve electric arc-welding, oxyacetylene welding and cutting, woodworking, metalworking, boat repairs, foundry operations, patternmaking, piping and drainage, and NBC warfare defense.

While not limited only to serving in these billets, they may serve as, or as assistants to, engineering, docking, and repair officers and repair superintendents.

## 715X

### NUCLEAR POWER TECHNICIAN (SURFACE)

#### SCOPE

Nuclear Power Technicians (Surface) are technical officer specialists in the repair, maintenance and operation of naval nuclear propulsion plants, nuclear ships' systems and associated equipments. They effect maintenance programs, operate naval nuclear propulsion plants, supervise radiological and chemistry control programs. Responsibilities of the nuclear power technician may include planning and execution of repairs to nuclear ships' systems, equipments and propulsion plants, coordination and supervision of artificers and administrative support personnel, nuclear propulsion plant watch standing and operational supervision of ships' systems and propulsion plant testing, provision of technical assistance in the overhaul, refueling and decontamination of nuclear propulsion plant equipment and systems, supervision and monitoring of nuclear propulsion plant chemical analysis and chemistry control practices and procedures as well as quality assurance of nuclear work.

Nuclear power technicians (Surface) may be assigned to nuclear surface ships, repair ships, training facilities, industrial and intermediate level maintenance activities, staffs of operational commanders, or other commands in which the nuclear power technician technical and operational skills may be required.

## 716X

### ORDNANCE TECHNICIAN (SURFACE)

#### SCOPE

Ordnance Technician (Surface) are technical officer specialists in naval guns, rockets and rocket launchers, missiles and missile launchers, small arms and weapons guidance and control systems. They train and supervise personnel engaged in assembly, installation, operation, testing, maintenance, and repair of surface ordnance (including nuclear weapons), surface ordnance equipment, ammunition components guidance/control systems and rocket/missile launchers.

While not limited only to serving in these billets, they may serve as, or as assistants to, nuclear weapons officers, weapons division officers and ordnance repair officers.

**717X**

**UNDERWATER ORDNANCE TECHNICIAN  
(SURFACE)**

SCOPE

Underwater Ordnance Technicians (Surface) are technical officer specialists in underwater ordnance, including torpedoes, depth charges, and mines. They train and supervise personnel engaged in assembly, installation, operation, testing, maintenance, and repair of torpedoes, torpedo handling and launching equipment, depth charges, mines, mobile mine propulsion units, and minesweeping equipment.

While not limited only to serving in these billets, they may serve as weapons officers, or assistants, and as division and ordnance repair officers.

**718X**

**ELECTRONICS TECHNICIAN (SURFACE)**

SCOPE

Electronics Technician (Surface) are technical officer specialists in the field of non-nuclear electronics. They help plan, coordinate, direct and supervise the installation, operation and maintenance of all non-nuclear electronics systems installed in units of the surface force. They assist in the operational evaluation of both new installations, and modifications to existing systems. They provide operational and technical input to the research and development community for consideration in the design and testing of electronics systems or components. They assist in the preparation and distribution of operator training courses and operational guidance for electronics systems at all levels of command.

They may be assigned as division officers in maintenance activities or as electronics material officers through the group/squadron level.

72XX Sections Removed due to Classification.

## 731X

### AVIATION BOATSWAIN

#### SCOPE

Aviation Boatswains are technical officer specialists in aircraft handling and support operations aboard ship. Their duties include supervision of divisional tasks involved in aircraft handling, launching, recovering, fueling aboard aircraft carriers and other aircraft capable ships. Their technical knowledge includes the maintenance and operation of aircraft catapults, arresting gear, aircraft fueling systems and aircraft crash, fire and salvage operations.

They serve as, but are not limited only to serving as, division officers within the shipboard air department, catapult maintenance officers, flight and hangar deck officers and aviation fuels officers. They serve ashore in their specialty at air stations, training activities, and on technical staffs.

**732X**

## **AVIATION OPERATIONS TECHNICIAN**

*The Aviation Operations Technician category contains two separate areas of skill (Air Antisubmarine Warfare and Air Traffic Control) which are described by source rating.*

### SCOPE

Aviation Operations Technicians (AW) are technical officer specialists in air antisubmarine warfare. They brief and debrief operational ASW flight crews; evaluate and determine operational inflight efficiency of sensor systems components and ASW sensor operators; assist in the operation of a tactical support center (TSC) or NAVFAC; supervise preflight, inflight and postflight inspection of ASW equipment, collection, preparation and transmission of data to appropriate analysis agencies. They must employ a broad knowledge of the characteristics and employment of U.S. and foreign submarines, warships, small craft and merchant ships and principles of radar, magnetic detection, electronic countermeasures and underwater acoustics.

They may serve as, but are not limited only to serving as, squadron aircrew training officer, airborne ASW sensor operator, as a tactical coordinator (TACCO) or aircrew division officer.

## 732X(cont'd)

*The Aviation Operations Technician category contains two separate areas of skill (Air Antisubmarine Warfare and Air Traffic Control) which are described by source rating.*

### SCOPE

Aviation Operations Technicians (AC) are technical officer specialists in the field of air traffic control. They supervise control towers, base operations, heliport operations, surveillance and precision approach radars, approach/departure control radars, carrier air traffic control center (CATCC) operations, planning airspace utilization, training programs for qualifications of air traffic controller; assist in planning air traffic control procedures; assist in coordination of operational procedures with FAA, U.S. military and foreign air traffic control facilities. They employ a broad knowledge of federal air regulations, terminal and enroute air traffic control procedures, air traffic control planning, and Navy procedural criteria, and international civil aviation organization procedures. Additionally, they must have a knowledge of ground to air communications, radar operations, recording equipment, teletype and land line communications, navigational aids and weather.

They may serve as, but are not limited only to serving as, ATC school course officers and operational specialists at naval air stations and aircraft carriers.

## **734X**

### **AVIATION MAINTENANCE TECHNICIAN**

#### SCOPE

Aviation Maintenance Technicians are technical officer specialists in the field of aircraft maintenance. They serve as technical advisers concerning the capabilities, limitations, and reliability of aircraft power plants, accessories, airframes, and ground support, safety, and survival equipment.

They serve as, but are not limited only to serving as, assistants to aircraft maintenance officers; power plants officers; airframes officers, and division officers.

**736X**

## **AVIATION ORDNANCE TECHNICIAN**

### SCOPE

Aviation Ordnance Technicians are technical officer specialists in the field of aviation ordnance. They serve as technical advisers concerning uses, capabilities, limitations, and reliability of aviation ordnance and aircraft armament. They supervise and direct the arming of aircraft and the requisitioning, stowing, handling, testing, disassembly, assembly, installation, operation, maintenance, and repair of aviation ordnance and aircraft armament; supervise and direct the stowage, testing, and installation of aircraft missiles; and interpret, publicize, and ensure compliance with regulations and safety precautions governing the handling and stowing of aircraft ammunition, aircraft missiles, pyrotechnics, and explosives.

They serve as, but are not limited only to serving as, aviation ordnance, weapons, and division officers.

**738X**

**AVIATION ELECTRONICS TECHNICIAN**

SCOPE

Aviation Electronics Technicians are technical officer specialists in the field of Avionics. They serve as technical advisers concerning the uses, capabilities, limitations, and reliability of avionics equipment and test equipment. They supervise and direct practices and procedures for servicing, testing, and maintaining aviation electrical, electronic, instrument, and test equipment.

They serve as, but are not limited only to serving as, avionics officers, avionics support officers, electronics officers, and avionics/weapons division officers.

## 741X

### SHIP'S CLERK

Ship's Clerks are technical officer specialists in the fields of naval administration, personnel administration, and office organization. They supervise personnel engaged in preparing and processing correspondence; personnel recording, reporting and accounting; printing and disseminating naval publications. In carrying out assigned responsibilities, these officers employ a broad knowledge of administrative and personnel procedures; Navy Department Fleet/Staff organizations, regulations, and directives.

They may serve as, but are not limited only to serving as, ship and station secretaries, assistants to staff and flag secretaries, and as personnel, education, and classification officers.

**742X**

## **DATA PROCESSING TECHNICIAN**

### SCOPE

Data Processing Technicians are technical officer specialists in the field of automatic data processing (ADP) utilizing both electronic digital computer (EDP) and electronic accounting machine (EAM) equipment. They direct and supervise personnel concerned with the preparation of data for processing and operation of all automatic data processing equipment.

They may serve as, but are not limited only to serving as, data processing systems administrators, machine processing officers, and systems analysts in ships, staffs, and shore installations. They serve as technical advisors concerning the capabilities, limitations, and reliability of data processing equipment, procedures, and techniques.

**743X**

**BANDMASTER**

SCOPE

Bandmasters are technical officer specialists in the field of music. They are technical advisors concerning the capabilities and limitations of musical equipment; they examine personnel for enlistment, advancement, and training for duty as a musician. Bandmasters, in carrying out assigned responsibilities, employ a broad knowledge of the following: instrumental and/or vocal techniques; band administration; musical techniques, theories, and literature; procurement, distribution, maintenance, repair, and inventory of musical equipment.

They may serve as, but are not limited only to serving as, leaders and assistant leaders of Navy bands.

## 744X

# CRYPTOLOGIC TECHNICIAN

### SCOPE

Cryptologic Technicians serve as technical officer specialists in all phases of operations conducted by the NAVSECGRU (Naval Security Group) Command. These operations include SIGNIT (Signals Intelligence) and SIGSEC (Signals Security) as well as functions of administration, personnel, electronics maintenance, communications, CMS (Communications Security Material System) and technical research in support of the operating forces and the national cryptologic effort. They provide the overall technical supervision, in accordance with appropriate directives required in employing NAVSECGRU resources, both equipment and manpower, in satisfaction of operational missions levied by cognizant authorities. In addition, they may be assigned to duties involving supervision of the installation and maintenance of electrical, electro-mechanical and electronic equipment and the conduct of communications, administrative or CMS functions.

Cryptologic technicians serve ashore, afloat or in aircraft as division officers, watch officers, assistant electronic maintenance officers, administrative officers, assistant operations officers, and officers in charge at naval communication stations, with NAVSECGRU departments, NAVSECGRU activities, NAVSECGRU detachments, NAVSECGRU headquarters, with the National Security Agency/Central Security Service or in various staff billets with commanders in chief or fleet commanders.

## 745X

### INTELLIGENCE TECHNICIAN

#### SCOPE

Intelligence Technicians are technical officer specialists in the field of intelligence. They supervise and direct personnel in assembling and analyzing multisource operational intelligence of surface, sub-surface and air weapons in support of intelligence briefing, reporting, and analytical programs and present intelligence briefings. They also supervise and direct personnel in the following: preparation of material for use in planning attack and photographic reconnaissance missions; preparation of graphics including annotated photographs, plot sheets, mosiacs, and overlays; plotting and preparing multi-sensor imagery and intelligence reports; providing input to and receiving data from computerized intelligence systems ashore and afloat; maintenance of intelligence files including photographs, maps and charts, and photographic interpretation keys; and the maintenance and updating of intelligence libraries.

They serve as intelligence officers, assistance intelligence officers, attache operations coordinators, and as technical advisors by supervising the collection, processing, and dissemination of intelligence identified and produced from raw material.

**746X**

## **AEROGRAPHER**

### SCOPE

Aerographers are technical officer specialists in the field of meteorology. They direct, supervise, and train military and civilian meteorological personnel in the use, operation, and operational maintenance of meteorological and oceanographic equipment; in the observation, recording, computation, analysis and prognosis of meteorological and oceanographic data; in the preparation and dissemination of information on current and forecast meteorological and oceanographic conditions. They provide technical advice concerning the capabilities, limitations, installation, modification, operation, and operational maintenance of meteorological and oceanographic equipment.

They may serve as, but are not limited only to serving as, assistant Meteorological and Oceanographic Equipment Technical Liaison Officer (MOETLO), and at Fleet Weather Centers (FLTWEACEN) as assistant meteorology watch officers.

**747X**

## **PHOTOGRAPHER**

### **SCOPE**

**Photographers** are technical officer specialists in air, surface and subsurface photography. They supervise the operation of photographic laboratories ashore and afloat, serve in combat camera group detachments and provide technical support to various shore staffs. They require a broad technical knowledge of camera technology, photographic processing, photographic supply support and tactical employment of photographic systems.

They serve as, but are not limited only to serving as, photographic officers in laboratories afloat and ashore, as division officers in training activities ashore, and as OIC's of combat camera group detachments.

748X

## EXPLOSIVE ORDNANCE DISPOSAL TECHNICIAN

### SCOPE

Explosive Ordnance Disposal Technicians are technical officer specialists in the methods of detection, identification, field evaluation, recovery, removal, disposal, and rendering safe of all types of U.S. and foreign explosive ordnance, explosives, and demolition materials and in the technical escort of chemical and biological warfare (CBW) agents. They plan and supervise the activities of personnel engaged in EOD operations, surface and underwater; supervise the repair and modification of EOD tools, equipment, and material; supervise the procurement, stowage, issue, security, and preservation of EOD equipment, material, and components; inspect and evaluate unidentified explosive ordnance items, and determine the proper method of recovery, removal, disposal, or rendering safe of such items; supervise technical escort missions; and supervise the activities of personnel engaged in diving and/or underwater recovery operations.

They may serve as, but are not limited only to serving as, officers in charge of EOD teams or detachments, or in instructor/staff billets at EOD groups, EOD units, EOD school, EOD facility, defense nuclear agency field activities, or other naval shore activities.

## 751X

### SUPPLY CORPS WARRANT (SC)

#### SCOPE

Supply Corps Warrants (SC) are technical officer specialists in the field of supply, including fiscal accounting and disbursing, material distribution and control, operation of ships' stores, Navy exchanges, and commissary stores. These officers direct and administer supply activities afloat and ashore, interpret department and NAVSUPSYSCOM regulations and determine policy and procedures to be followed by a department. The general areas of responsibilities include accounting and disbursing of funds, distribution of supplies; development and maintenance of proper budgeting and fiscal policies, direction of stock accounting systems, inventory control methods and systems; disposition of excess and obsolete stock; storage and distribution of material. In carrying out assigned responsibilities, these officers employ a broad knowledge of logistics procedures, transportation systems, distribution concepts, budgeting and accounting policies, retail operations, inventory control techniques and material management.

These officers often serve in activities in which optimum personnel management requires assignment to other supply functions including food service. During their career they may be assigned such functions on a full-time basis. In assignments to food service functions, the scope of their duties would be similar to Food Service Warrant Officers (752X).

**752X**

## **FOOD SERVICE WARRANT (SC)**

### SCOPE

Food Service Warrants (SC) are technical officer specialists in the field of food service and administration of messing activities afloat and ashore. These officers direct and administer messing activities of a ship or a station; interpret department and NAVSUPSYSCOM regulations and determine policies and procedures to be followed by a department. The general areas of responsibility include receipt, issue, storage and preservation of subsistence items; administration of financial and operational controls of mess operations; auditing; and rendering of financial returns; and management of various food service operations. In carrying out the assigned responsibilities, these officers employ a broad knowledge of proper budgeting and fiscal policies, management accounting, progress and statistical reporting, menu and nutritional planning, subsistence handling and storage, and sanitation requirements and techniques.

These officers often serve in activities in which optimum personnel management requires assignment to other supply functions in addition to food service and during their career they may sometimes be assigned such functions on a full-time basis. In assignments to such other functions, the scope of their duties would be similar to Supply Corps Warrant Officers (751X).

## 753X

### CIVIL ENGINEER CORPS WARRANT

#### SCOPE

Civil Engineer Corps Warrants (CEC) are technical officer specialists in the fields of horizontal and vertical construction, facilities maintenance, utilities, and automotive and construction equipment. They help plan, coordinate, direct and supervise the technical, operational, training and administrative responsibilities of naval construction force units, and assist in the planning, scheduling, operational and technical responsibilities of public works departments within the Navy shore establishment. They supervise personnel engaged in horizontal and vertical construction, maintenance and repair including buildings, airfields, hardstands, waterfront structures and utilities systems, and in the operation, test, maintenance, and repair of allied plants and automotive and construction equipment.

They may also serve in technical, administrative and instructor capacities involving construction and disaster recovery training.

**754X**

## **PHYSICIAN'S ASSISTANT**

### SCOPE

Physician's Assistants are technical officer specialists qualified by academic and practical training to provide patient services under the supervision and direction of a licensed physician, who is responsible for the performance of the assistants. The physician's assistants perform, under the supervision of the physician, diagnostic and therapeutic tasks. In support of a primary care physician, they may engage in: continuing medical care (chronic disease, compensated asymptomatic disease, and pregnancy); care of acute disease and injury, both major and minor; rehabilitation; health maintenance; and community health. The physician's assistants, in carrying out the assigned responsibilities, must employ a broad knowledge of medical terminology, epidemiology and public health, anatomy and physiology, human development, basic clinical laboratory, microbiology, chemistry, clinical medicine, physical diagnosis, pharmacology, radiology, electrocardiology, psychiatry, and surgery. Further, the physician's assistants must have practical training in internal medicine, dermatology, pediatrics, surgery, obstetrics, otolaryngology, ophthalmology, and orthopedics..





