



DEPARTMENT OF THE NAVY

OFFICE OF THE SECRETARY
1000 NAVY PENTAGON
WASHINGTON, D.C. 20350-1000

SECNAVINST 1421.3K
N133

SECNAV INSTRUCTION 1421.3K

APR 28 2006

From: Secretary of the Navy

Subj: TEMPORARY (SPOT) PROMOTION OF OFFICERS

Ref: (a) 10 U.S.C. 5721
(b) SECNAVINST 1420.1B
(c) SECNAVINST 1412.8A

1. Purpose. To revise policy and procedures for temporary (spot) promotion of certain Navy lieutenants (LTs) regularly assigned to the operating forces and other activities specifically designated by the Secretary of the Navy (SECNAV) who are serving in or may be ordered to, billets designated to be held by a lieutenant commander (LCDR), per reference (a). This instruction is a complete revision and should be read in its entirety.

2. Cancellation. SECNAVINST 1421.3J.

3. Background. Reference (a) authorizes the spot promotion of certain line LTs to the grade of LCDR under regulations prescribed by SECNAV, when those officers have a skill in which the Navy is critically short and are serving in a position (billet) designated to be held by a LCDR and requiring the skill possessed by such officers. The spot promotion program was originally initiated to alleviate critical shortages of officers in the operating forces, and to provide a retention incentive for junior officers.

4. Applicability. This instruction applies to line officers, including Limited Duty Officers (LDO), of the Regular Navy and Navy Reserve on the Active Duty List (ADL), and to Reserve officers on active duty in connection with Full Time Support (FTS). Spot promotions made under SECNAVINST 1421.3J will remain effective until terminated as provided in this instruction.

5. Policy. SECNAV has determined a critical shortage exists for personnel possessing the engineering or Special Warfare skills required to serve in the designated LCDR billets located

at www.npc.navy.mil/boards/spotpromotions. This shortage necessitates the spot promotion to LCDR of selected officers of the line who possess such skills and who serve in such positions. Officers will be appointed only after Senate confirmation of the recommendations of a spot promotion selection board convened by SECNAV.

6. Eligibility

a. Designators and Skills

(1) Unrestricted Line Officers on the ADL and LDOs in the surface duty and submarine duty designators in the grade of LT, possessing the skills required for LCDR billets as Engineer Officers, Engineering Department Principal Assistants, engineering material officers in afloat units, and other staff engineering billets which directly support fleet engineering readiness as designated at www.npc.navy.mil/boards/spotpromotions are eligible.

(2) Unrestricted Line Officers on the ADL and LDOs in the Naval Special Warfare designators (1130 or 6150) in the grade of LT, possessing the skills required for LCDR and serving in a Task Unit Commander or Operations Officer billet as designated at www.npc.navy.mil/boards/spotpromotions are eligible.

(3) FTS officers qualified for assignments to billets as designated at www.npc.navy.mil/boards/spotpromotions are eligible.

b. Service in Grade. By the date of the selection board, an eligible officer must have served two years in grade, computed from their date of rank as LT.

c. Billets. To be considered for spot promotion eligible officers must be serving in, or ordered to, one of the engineering or Naval Special Warfare billets specifically listed at www.npc.navy.mil/boards/spotpromotions.

d. Minimum Period in Qualifying Billets. Eligible officers must have at least one year remaining to serve in a qualifying billet following the date of the commanding officer's (CO's) recommendation for spot promotion, or expected reporting date to the qualifying billet, whichever is later. Officers whose

projected rotation date (PRD) precludes eligibility for spot promotion may request PRD adjustment to meet the one-year requirement. Requests for PRD adjustment, with appropriate endorsement by the CO, shall be forwarded to Commander, Navy Personnel Command (COMNAVPERSCOM) (PERS-4) for consideration.

(1) This requirement is waived for officers whose names are already on promotion lists as a result of normal selection board action.

(2) A Reserve officer on the ADL or FTS officer whose scheduled release from active duty (RAD) date precludes eligibility for spot promotion may request an extension on active duty to meet the one-year requirement. The requested extension must be at least six months in duration.

e. Recommendation. Otherwise eligible officers must be recommended for spot promotion by their CO per paragraph 7, except as provided in subparagraph 7c.

7. Command Recommendation. COs are to submit to COMNAVPERSCOM (PERS-4) (Spot Promotion Nomination Board) the names of those eligible officers who in their opinion should be nominated for spot promotions.

a. The recommendation must include comments on the officer's performance potential in the qualifying billet and potential to successfully perform duties required in the grade of LCDR.

b. If the officer desires an adjusted PRD or extended RAD date to establish eligibility for consideration for spot promotion, the recommendation must comment on that request. Such requests for an officer not yet serving in a qualifying billet shall be submitted via the prospective reporting senior.

c. Officers under orders to a qualifying billet whose names appear on a promotion list, but who have not yet been promoted, may be recommended by the Chief of Naval Personnel (CHNAVPERS) to the nomination board for certification that the necessary requirements in paragraph 6 are met.

8. Spot Promotion Nomination Board. CHNAVPERS shall establish a nomination board to determine eligibility for spot promotion.

Nomination board action shall be based on CHNAVPERS records and recommendations of nominating COs as applicable. The nomination board shall certify, for each officer nominated, that:

a. A bona fide requirement for temporary promotion exists within the command, i.e., a LCDR with appropriate qualifications is not available for the qualifying billet.

b. The planned duration of the officer's assignment in the qualifying billet will not be less than the minimum period prescribed in paragraph 6, unless a waiver is permitted under that paragraph.

c. The billet is a Secretarial-designated billet listed at www.npc.navy.mil/boards/spotpromotions.

d. The officer is eligible for temporary promotion by virtue of present grade and time of service in present grade, as prescribed in paragraph 6.

e. The officer has been recommended by their CO.

9. Spot Promotion Selection Board

a. SECNAV normally will convene a selection board quarterly to consider those officers nominated for consideration by the nomination board. COMNAVPERSCOM (PERS-48) will submit a proposed precept to SECNAV at least 10 days prior to the scheduled convening date.

b. Upon completion of its deliberations, the selection board shall forward its report to SECNAV for approval, via CHNAVPERS, the Deputy Chief of Naval Operations (DCNO) (Manpower, Personnel, Training, and Education) (N1/NT), and the Judge Advocate General of the Navy for legal review. Following approval, SECNAV will then route the list of names to the Senate for confirmation.

c. In conjunction with the report of the last board of each fiscal year, the CNO (N1/NT) will provide SECNAV with summary data comparing the strength to the authorization of LCDRs with the skills required for the billets designated at www.npc.navy.mil/boards/spotpromotions. The report will include recommendations based on that data, for any changes to the

specialties designated in paragraphs 4 and 5 of this instruction, or to the billets listed at www.npc.navy.mil/boards/spotpromotions.

10. Spot Appointment. Officers selected for spot promotion will be appointed in the temporary grade of LCDR effective on the date they report to a qualifying billet or the date of Senate confirmation of the appointment, whichever is later. Spot appointments will terminate as provided in paragraph 11.

a. Retroactive appointments and back pay are not authorized.

b. Officers selected for spot promotion, but not yet serving in a qualifying billet, are not eligible for frocking.

11. Termination of Appointments

a. Temporary appointments will terminate upon:

(1) An officer's promotion to the permanent grade of LCDR.

(2) A modification of orders which terminates eligibility.

(3) Commencement of processing for RAD.

(4) The date an officer detaches from a qualifying billet, unless the officer is on a promotion list to the permanent grade of LCDR, in which case the appointment terminates on the date the officer is promoted to LCDR.

b. Upon termination, officers will revert to the highest permanent or temporary grade held prior to appointment, except for officers whose termination is the result of a permanent promotion.

12. Status of Spot-Promoted Officers. Because spot-promoted officers serve concurrently in their lower and temporary higher grades, spot promotions will not influence the officers' eligibility for selection under the normal promotion selection process under reference (b) or (c). In addition, an ADL officer's permanent grade and position on the ADL of the Navy is

not changed by a spot promotion. A FTS officer's permanent grade and position on the Reserve Active Status List (RASL) is not changed by a spot promotion.

a. Date of Rank. The date of rank and effective date for entitlement to pay and allowances of the temporary grade of LCDR will be stated in the officer's appointment. The date of rank assigned will be the date the Senate confirms the initial spot appointment, or the date the nominee reports into a qualifying billet, whichever is later.

b. Delivery and Acceptance. COMNAVPERSCOM (PERS-48) will forward, via the CO, individual temporary appointments.

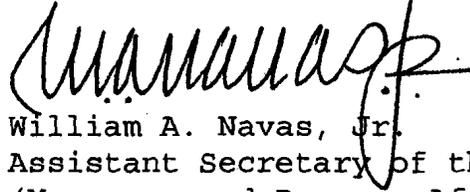
(1) Each spot appointment is considered accepted by the appointee, unless it is expressly declined.

(2) Officers selected for promotion who elect to decline the temporary appointment shall so state in writing, in which case the appointment authority terminates. The CO shall forward the original of the officer's declination to COMNAVPERSCOM (PERS-48).

13. Entitlement. Officers spot-promoted will be entitled to the pay and allowances of the grade of LCDR from the date specified in the appointment, and while so serving until the appointment is terminated as provided in paragraph 11. COs shall advise COMNAVPERSCOM (PERS-4), appropriate detailers, and disbursing officers of the effective date of appointment and reversion, as described in paragraph 11. COMNAVPERSCOM (PERS-4) will notify COMNAVPERSCOM (PERS-48) of each reversion. Orders detaching an officer will indicate the pay grade on which permanent change of station (PCS) entitlement will be based.

14. Responsibility. DCNO (N1/NT), under the CNO, is responsible for implementing the Temporary Spot Promotion Program under this instruction. They shall make timely submission of selection board precepts to SECNAV. They may recommend, with supporting justification, changes to the list of critical skills and qualifying billets as necessary to meet the requirements of paragraph 5.

15. Reports. The reports required in subparagraphs 9b and 9c are exempt from reports control by SECNAVINST 5210.16.



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