

ATTACHMENT #2

Date _____

PART I

TO: Administrative Officer, OC

FROM: Career Service Board, OC

SUBJECT:

Present Station:

Proposed Station:

Position Title:

Position Title:

Present Grade and Date of Grade

Proposed Grade

Present T/O Slot # & Grade

Proposed T/O Slot # & Grade

Calendar Months in Grade: _____ AGE: _____ Dependents: Number _____
Age _____

Education (Beyond High School Level, including military)

Dates School Degree Major

Employment History (including Military)

Dates Organization Location Position Title

S E C R E T

ROTATION/PROMOTION RECOMMENDATION:

(If more space is needed attach additional sheet, 8" x 10 1/2", original & 3 carbons required.)

Division or Staff Chief

CSB ENDORSEMENT

Date: _____

- 1. The CSB concurs/does not concur in the above recommendation:

Member

Chairman

Member

PER Reviewed

Date of PER

Training Record Reviewed

APPROVING AUTHORITY

Concurrence:

Approval:

Deputy Asst. Director for Communications

Assistant Director for Communications

Forwarded - OC-A/PB/DS

Forwarded - OC-A/PB/Action Desk