



UNITED STATES MARINE CORPS
MARINE CORPS RECRUIT DEPOT/WESTERN RECRUITING REGION
1600 HENDERSON AVENUE SUITE 238
SAN DIEGO, CALIFORNIA 92140-5001

DepO 1610.3B
10

23 JUN 2000

DEPOT ORDER 1610.3B

From: Commanding General
To: Distribution List

Subj: U. S. NAVY PERFORMANCE EVALUATION SYSTEM

Ref: (a) BUPERINST 1610.10

1. Purpose. To designate reporting seniors for Navy Officer Fitness Reports.
2. Cancellation. Depot Order 1610.3A.
3. Summary of Revision. This Order has been completely revised and should be read in its entirety.
4. Background. The reference announced cancellation, effective 1 January 1996, of BUPERSINST 1611.17, with report symbol BUPERS 1611-1, and BUPERSINST 1616.9A, with report symbol BUPERS 1616-2. The Chief of Naval Personnel directed a new performance evaluation and counseling system for all Navy personnel effective 1 January 1996. All Chaplains and Religious Program Specialists assigned to Marine Corps Recruit Depot, San Diego (Unit Identification Code (UIC) 00243) are subsequently assigned by Depot Special Orders (DSO) to commands designated by the Assistant Chief of Staff, Religious Ministries. For Navy Officers other than those reported on by the Commanding General, the Chief of Naval Personnel has approved the delegation of authority to complete and sign fitness reports. This Order assigns Reporting Senior signature authority and summary letter signature authority to the Assistant Chief of Staff (AC/S), G-4, Commanding Officers (CO), Headquarters and Service Battalion (HQ&SVCBn), Recruit Training Regiment (RTR), and Weapons and Field Training Battalion (W&FTBn); and all Navy officers assigned to UIC 00243.

Delegated Reporting Senior

AC/S, G-4
CO, RTR
CO, HQ&SVCBn
CO, 1stRTBn
CO, 2dRTBn
CO, 3d RTBn
CO, SPTBn

Billet

Civil Engineer Corps Officers
Chaplain Corps Officers

5. Action

a. Depot Special Orders. All Navy personnel ordered to UIC 00243 will be assigned to Headquarters and Service Battalion, RTR or Weapons and Field Training Battalion through the issuance of a DSO.

b. Reporting Senior. The AC/S, G-4 and COs of HQ&SVCBn, RTR, and W&FTBn will be reporting seniors for all Navy personnel assigned to their commands. The Commanding Officer must be in pay grade 0-5 or above.

c. Commanding Officers with Navy Officers under their direct supervision who are not designated as the reporting senior may submit concurrent fitness reports to the designated reporting senior for inclusion with the service member's regular fitness report.

DepO 1610.3B

23 JUN 2000

d. All fitness reports, marks and narrative, will be prepared in consultation between the reporting senior and the Navy Personnel Officer or his designated representative. Upon completion, all Navy personnel fitness reports will be delivered to the Navy Personnel Officer for review and forwarding to the Naval Bureau of Personnel.


J. R. MORRIS
Chief of Staff

DISTRIBUTION: A