

“Successful Preparation of Functional Area OERs”

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INTRODUCTION

- **PURPOSE:** To educate the field on how to prepare an OER for an officer in a functional area. Discussion will center on the impact of center-of-mass and above-center-of-mass OERs, good writing practices for raters and senior raters, the right jobs to put on an OER, and the to-be-published FA Officer OER Handbook.



General Comments

- Review previous OERs (do not cut and paste)
- ACOM reports for ACOM officers
- **Enthusiastic** words for top COM ratings
- BZ = BZ (don't use “select at first opportunity”) and use “select first look” for CGSC and SSC.

Show Enthusiasm for the Rated Officer!



DA Form 67-9 Comments

The new OER is a solid and useful evaluation tool and an improvement over the previous report. The senior rater profile clearly delineates where the officer stands within his peer group. Additionally, **many officers who had received COM OERs were considered best qualified and selected for promotion.**

COM OER is OK,
COM file is not!



DA Form 67-9 Comments

The use of technical terms and uncommon duty position descriptions makes it difficult to compare the relative value and level of responsibility of traditional and non-traditional duty positions.

DMS

TNOC

NOCC



DA Form 67-9 Comments

- There is an obvious mismatch when a senior rater checks the COM block and provides such narrative comments as TOP 1%, VERY BEST OF 12 MAJs I RATE, BEST I'VE EVER SEEN COM with great words OK, but don't exaggerate.



OER Builds Potential not Job “Frequency Modulation”

**BZ/1st Look CGSC Quality:
(BN Cmd/Bde Cmd Potential)**



**PZ/CGSC Quality:
(Bn Cmd Possible/Promo Likely)**



**PZ/Non-Res CGSC Quality:
(Promo Possible/Non-Cmd)**



Probable Non-select Quality:



Qualifiers:

- Assignment History/Job Titles
- Strength of Narratives
- Performance in Key Positions

COM OER is OK,
COM file is not!



Bottom Line

- Officers are getting selected with COM reports in their file. Clearly, selection boards are evaluating an officer's entire file and not just one report. Jobs, as well as manner of performance, are obviously important. Equally clear is the fact that a **COM report alone, is not, and will not, be a career "killer."**

COM OER is OK,
COM file is not!



Senior Rater

How Can I Help My 24s & 53s?



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How Can I Help My 24s & 53s?

- Open and honest counseling
- Force your majors to complete CGSC
- Ensure officers are utilized in their career specialties
- Encourage horizontal/lateral moves within your organization (professional development)
- Understand DA PAM 600-3 and ensure your officers meet career development standards
- Ensure officers submit CFD preference statements



Enthusiastic Comments

- Write **enthusiastic** OERs for top performers.
- Tremendous impact on Digitized Army of Tomorrow!!
- Information Dominance
- Proactive and aggressive approach to training
- Premier asset in any organization



SAMPLE OER

b. COMMENT ON SPECIFIC ASPECTS OF THE PERFORMANCE AND POTENTIAL FOR PROMOTION. REFER TO PART III, DA FORM 67-9 AND PART IVa, b, AND c DA FORM 67-9-1.

(Explain)

A stellar performance! The finest automation officer with whom I have worked in my 20 years of service. [REDACTED] is able to leverage his in-depth knowledge of technical/operational requirements into direct results for the Warfighter. He is at the graduate level, understanding both automation and the supporting communication systems from the tactical through the strategic level. [REDACTED] is directly responsible for initiatives that made V Corps Headquarters more mobile, flexible, and responsive. He researched, purchased, and fielded new local-area-network systems for the Corps headquarters which translate directly to new operational/strategic capabilities. These packages can support three separated Command Posts, providing 10 times the capacity of previous truck-mounted systems, within a fraction of the footprint. [REDACTED] meticulously planned and provided flawless automation services supporting three Corps Warfighter exercises and numerous real-world deployments. He is a uniquely gifted officer who has the kind of vision and determination that must be fostered in tomorrow's senior Army leadership. This officer is in a class by himself. Absolutely unlimited potential for assignments and responsibility at the highest level. He would serve well as a Program Manager for one of the Army Battle Command System Programs. Promote now and select for the Senior Service College. [REDACTED] is a must select for Lieutenant Colonel and Battalion Command level assignments in his functional area.



SAMPLE OER

c. COMMENT ON PERFORMANCE/POTENTIAL

Magnificent performance by one of the most talented information systems officers with whom I have served! Exceptionally proactive, [REDACTED] ensured his team always provided first-class support to V Corps through innumerable tough field exercises and real world missions. Demonstrating brilliant technical and leadership abilities, he was directly responsible for vast improvements in V Corps' tactical automation posture. His innovative work in downsizing corps command posts significantly improved V Corps' ability to rapidly deploy worldwide. Clearly more than capable of handling a Battalion Command equivalent, he must be promoted to Lieutenant Colonel immediately! Assign him to the toughest senior leadership positions in the automation field. A must select for Senior Service College!

d. LIST 3 FUTURE ASSIGNMENTS FOR WHICH THIS OFFICER IS BEST SUITED. FOR ARMY COMPETITIVE CATEGORY CPT THROUGH LTC, ALSO INDICATE A POTENTIAL CAREER FIELD FOR FUTURE SERVICE.

Corps AMO, CSS AMO, Automation Staff Officer on Joint or Army staff. Would serve Army best in IOCF/53



Example of less than enthusiastic words

- Fully capable of performing at the next higher level
- Routinely performed his duties
- Installed a LAN
- Accomplished the Mission



Senior Rater Narrative Tips

- Avoid “pooling” populations
- **Don’t** fill out all available space or use smaller print to get more in. Leave a little space/margin.
- **Don’t** say concur with rater or 6+ officer.
- **Don’t** be cute, frivolous or exaggerate.

“Exceptionally talented, insightful, proactive and personally charming”



Senior Rater Narrative Tips

- **Don't** recommend promotion to general officer unless you are one.
- **Do** put comments on potential at the end.
Don't use **Bold Print**...or other gimmicks.
- **Do** make comments on potential consistent with three future recommended assignments in DA PAM 600-3 as guide



CSA OER STUDY CONCLUSIONS

- The current OER is accomplishing what it was designed to do:
 - Assess the performance and potential of officers
 - Provide an effective tool that enables the Army to identify, assign, and select the best qualified officers for promotion, education, and command
- The officer corps prefers the current OER over other options and possible alternatives



CSA OER STUDY APPROVED RECOMMENDATIONS

- Make no change to the Senior Rate portion and keep current percentage constraints in place (no more than 49% ACOM)
- Revise the Rater's portion of the OER to separate performance and potential portions to correct a source of confusion
- Mask all Lieutenant OERs upon promotion to Captain
- Assess the masking of CW2 OERs upon promotion to CW3
- Emphasize counseling and mentoring obligations
- Conduct an annual assessment of the system



CSA OER STUDY

DEPUTY CHIEF OF STAFF TASKING

- Implement an aggressive strategic communications plan to inform officers about the OER's refinements
- Impart the changes to the OER process to the military population
- Implement the changes properly



CSA OER STUDY

TRADOC ACTION PLAN

- Monitor the MILPER Message System for announced changes to the OER process
- Communicate the changes to the TRADOC leadership and units
- Disseminate new guidance to installation chiefs of staff
 - EMAIL from TRADOC DCSPIL AG and/or Deputy Commanding General/Chief of Staff
 - Memorandums to AGs at TRADOC Legacy Installations for action and dissemination to officer population
- Encourage use of OER Website Home page for latest information at www.perscomonline.army.mil/tagd/oers.htm



OER Components

Mandatory Comments

Potential for promotion,
for school selection (CSC or SSC)



Senior raters are frequently remiss in including mandatory comments in all areas (particularly potential for school selection)



Leader Mentorship

- Be accessible and approachable
- Conduct OPD's
- Foster the “Synergistic” concept within the Signal Community
- If possible review draft OER's for the right wording



Officer Mentorship

- Be proactive
- Seek out an Officer whom you admire
- Seek out peers whom may have had the job you have or want
- Not limited to one person



Rated Officer

How can I help myself



OER Support Form

- Don't cookie cut your predecessor's support form
- Identify your skill set
- Know your Senior rater philosophy and mission.
- Contact between rater and Senior rater(Focus on the big Army picture)
- Make sure it has merit



OER Support Form

- Get help if you don't know how to write
- Have some one else read it
- Senior Rater should be able to lift off bullets
- **Spell Check!!**
- CPT's, ensure that your OER list the "right" jobs.



Suggested Career Path

- I'm about to get an OER and my rater asked me what jobs he should recommend for me (he's not a 53 -- he's not even Signal). What kinds of jobs should an O-3 53 have listed on their OER?



Suggested Career Path

- First, look in DA Pam 600-3 for FA 53 career developmental assignments:
http://books.usapa.belvoir.army.mil/cgi-bin/bookmgr/books/p600_3/43.3.a
- Typical ones used include: Division Automation Management Officer (DAMO), Joint Staff Automation Officer, Combat Service Support Automation Management Officer (CSSAMO), Chief Network Operations Center, etc.

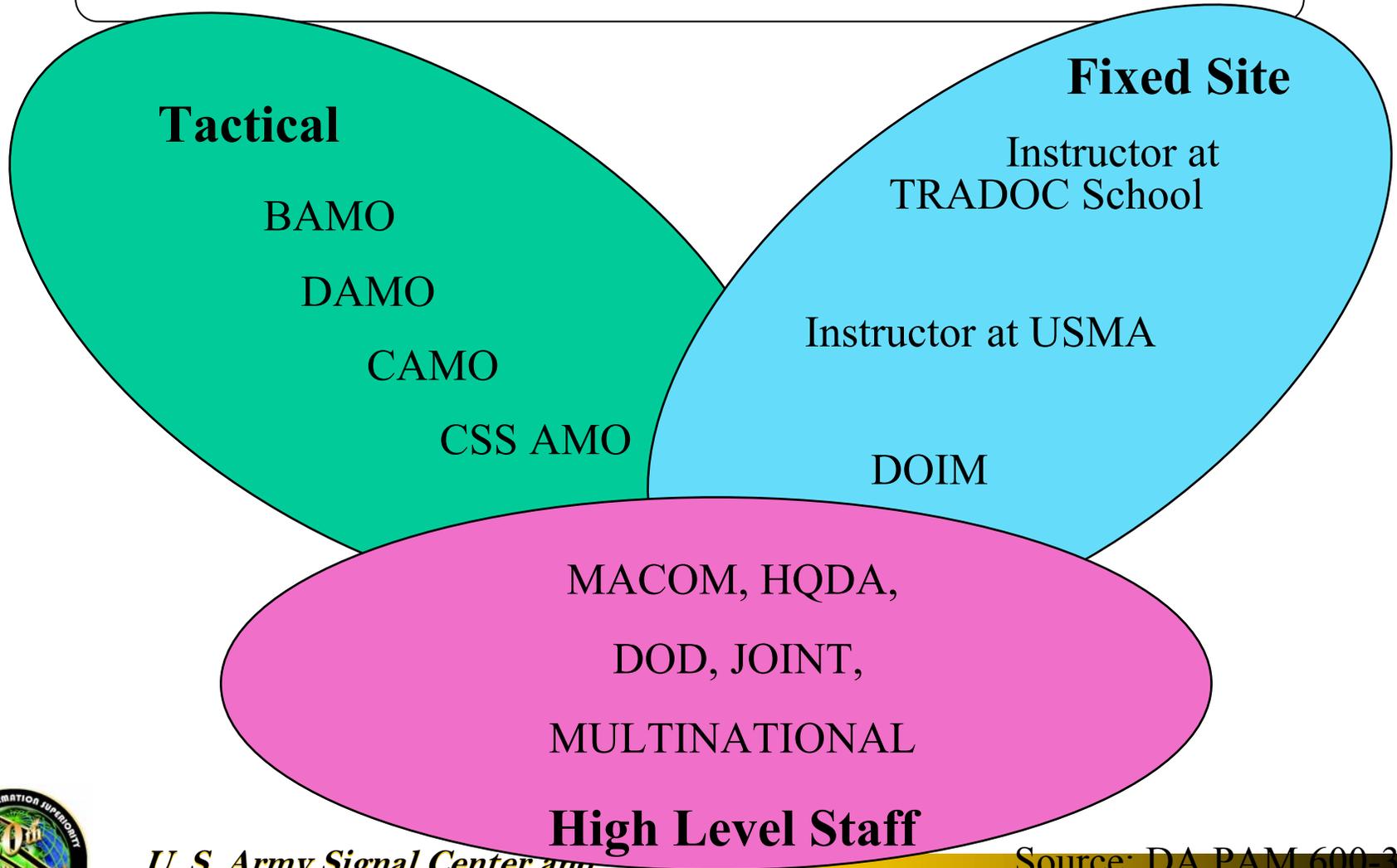


Suggested Career Path

- Then, talk to or email your assignment officer and see what he/she recommends.
- You could also find a senior 53 on the installation for a sanity check.
- It will probably match what the DA Pam says but at least you get a second opinion.



Career Path - FA53



OER Handbook.

- Initiative - to-be-published FA Officer OER Handbook.
- Goal- Insight into “How to write a better OER” without creating a “cookie cutter” format



Conclusion

- Educate the field on how to prepare an OER for an officer in a functional area.
- Discuss good writing practices for raters and senior raters, the impact of center-of-mass and above-center-of-mass OERs,
- The right jobs to put on an OER, and the to-be-published FA Officer OER Handbook.





POC's

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Career Programs

FA Structure

Signal Regiment Graduate Education Program

Functional Area Qualification

Functional Area Marketing

OPMS III

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