



UNITED STATES MARINE CORPS

MARINE FORCES RESERVE
4400 DAUPHINE STREET
NEW ORLEANS, LOUISIANA 70146-5400

IN REPLY TO
ForO 1430.1B
SgtMaj
15 Dec 08

FORCE ORDER 1430.1B

From: Commander, Marine Forces Reserve
To: Distribution List

Subj: LANCE CORPORAL THROUGH GUNNERY SERGEANT MERITORIOUS
PROMOTION

Ref: (a) MCO P1400.32C
(b) MCO P6100.12 W/CH 1
(c) MCO P1070.12K
(d) MCO P1200.7Y

Encl: (1) Criteria for Meritorious Promotion (GySgt and SSgt)
(2) Criteria for Meritorious Promotion (Sgt thru LCpl)
(3) Meritorious Promotion Summary
(4) Nomination for Meritorious Promotion Format

1. Purpose. To publish procedures and establish eligibility criteria for meritorious promotion for Lance Corporal through Gunnery Sergeant in Marine Forces Reserve (MARFORRES) per reference (a).

2. Cancellation. ForO 1430.1A.

3. Information

a. Meritorious promotion to the next higher grade is to be used to promote highly qualified Marines based on exceptional professional performance of duty over a sustained period, demonstrated superior leadership potential and technical competence exceeding that of most contemporaries. The performance should be of the degree that clearly merits promotion over other qualified Marines. Meritorious promotion is not to be used as a substitute to promote those Marines who are not advanced through the regular promotions system, nor should it be used to reward an individual for commendatory performance of limited duration. Short-term commendatory performance is to be recognized by other means.

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b. The months in which quarterly meritorious promotions are effective:

Staff Non Commissioned Officer:	Yearly (MARFORRES MSG)
Sergeant:	November, February, May, August
Corporal:	December, March, June, September
Lance Corporal:	December, March, June, September

c. Regular and Reserve meritorious promotion allocations will be derived separately and based on their respective onboard strengths. Marine Forces Reserve (MARFORRES) uses the strength totals in determining the authorized number of meritorious promotions allocated to the 4th Marine Division, 4th Marine Aircraft Wing, 4th Force Service Support Group, Marine Corps Mobilization Command and Force Units. All allocations for Staff Non Commissioned Officer (SNCO) promotions will be released via force bulletin listing due date, date and time board will convene.

d. Regimental/Group/Separate Battalion/Squadron Commanders are delegated authority to effect, each fiscal quarter, meritorious promotion to Lance Corporal within their organizations. Meritorious promotions effected under this authority will not exceed three percent of the Privates First Class on board as of the first day of each fiscal quarter.

e. Promotion certificates for Sergeant and Corporal will be prepared by the Major Subordinate Command (MSC) and forwarded via the chain of command for delivery to the individual Marine at an appropriate ceremony. Promotion warrants for SNCO's will be prepared and forwarded by MARFORRES. MSC's will prepare a Naval Message to regiments/groups/battalion/squadrons listing selected Marines with authority to effect promotions on the second of the month.

f. Due to the strength totals, of Active Component (AC) and Active Reserve (AR) Lance Corporals and Corporals within the Force Units, normally the Force level units will be able to effect only (1) one promotion to these ranks per Fiscal Year (FY).

To ensure that qualified Marines have the fullest opportunity to be promoted, a complete promotion nomination package with photo will be prepared for both Lance Corporal and Corporal during the last quarter of each fiscal year for effected promotion period. At least (1) one promotion per those ranks will be effected not later than the last quarter per FY.

4. Eligibility Criteria. Eligibility criteria for meritorious promotions are summarized in enclosure (1). The following criteria are also applicable to both regular and reserve personnel unless specified otherwise.

a. Those recommended for meritorious promotion must be within the height, weight and military appearance guidelines as established by reference (b).

b. Photographs are required per reference (c) paragraph 2002, on all nomination packages. Nominations must be submitted with original photographs, to arrive at this headquarters not later than the 15th of the month prior to the effected date of promotion.

c. To be considered for meritorious promotion to both Staff Sergeant (SSgt) and Gunnery Sergeant (GySgt), the following criteria must be met:

(1) Minimum of 6 years time in service for promotion to GySgt (Not Waiverable).

(2) Minimum of 4 years time in service for promotion to SSgt (Not Waiverable).

(3) Performance of duty to a degree which clearly merits promotion over other qualified Marines and which justifies consideration for advancement ahead of other Marines in that grade, regardless of time in grade.

(4) Comparison of the Marine with all known Marines of the same grade, without regard to occupational field or Military Occupational Specialty (MOS).

(5) Level and type of duty performance within and outside the individual's occupational field/MOS.

(6) Overall performance of duty, which reflects favorably upon the Marine Corps.

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(7) Each package must have at a minimum a CO's ltr of recommendation plus required endorsements, a current promotion photo per reference (c), BIR, BTR, Education PG, PG 11, PG 12 and PG 13 (Certified). The local Commander must verify the height/weight/body fat percentage.

(8) No non-judicial punishment in present grade and no court-martial.

(9) Completion of non resident PME for the grade being considered for promotion.

(10) MOS qualified per reference (d) and completion of at least one MOS related off duty professional development course (Marine Corps Institute (MCI), college, trade school, etc.) and must have read at least 2 books per year on the Commandant's Reading List corresponding to their present grade.

(11) Must be qualified with T/O weapon, within the past 2 two years, unless the command has received a waiver for qualification from MARFORRES.

(12) Current 1st class score on the semiannual physical fitness test, for that testing period.

(13) At a minimum, Tan Belt qualified in accordance with the Marine Corps Martial Arts Program. School Code MMB (Tan Belt) must be entered into the Unit Diary prior to convening board date.

d. To be considered for meritorious promotion to Sergeant, the following criteria must be met:

(1) AC/AR: No unauthorized absence within 12 months of effective date of promotion. Selected Marine Corps Reserve (SMCR): No unexcused absences within 12 months of effective date of promotion.

(2) No nonjudicial punishment within 12 months of effective date of promotion and no court-martial.

(3) No positive urinalysis or drug related offenses.

(4) Completion of the Fundamentals of Marine Corps Leadership, Personal Finance, and completion of MCI 8000 and or 8010 Sergeants Nonresident Program Course is required.

(5) MOS qualified per reference (d) and completion of at least one MOS related off duty professional development course (MCI, college, trade school, etc.), and must have read at least two books per year on the Commandant's Reading List corresponding to their present grade.

(6) Must be qualified with Table of Organization (T/O) weapon, within the past two (2) years, unless the command has received a waiver for qualification from MARFORRES.

(7) Average Proficiency (pro) and Conduct (con) marks in grade and in service equal to or above 4.5/4.5 respectively.

(8) A 1st class on the semiannual/annual Physical Fitness test (PFT).

(9) Successfully pass annual Battle Skills Training (BST) Test.

(10) At a minimum, Tan Belt qualified in accordance with the Marine Corps Martial Arts Program. School Code **MMB** (tan Belt) must be entered into the Unit Diary prior to convening board date.

e. To be considered for meritorious promotion to Corporal, the following criteria must be met:

(1) AC/AR: No unauthorized absences within 12 months of effective date of promotion. SMCR: No unexcused absences within 12 months of effective date of promotion.

(2) No nonjudicial punishment within 12 months of effective date of promotion and no court-martial.

(3) Completion of the Fundamentals of Marine Corps Leadership and Personal Finance (MCIs).

(4) MOS qualified per reference (d) and completion of at least one MOS related off duty professional development course (MCI, college, trade school, etc.), and must have read at least two books per year on the Commandant's Reading List corresponding to their present grade.

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(5) Must be qualified with Table of Organization (T/O) weapon, within the past two (2) years unless the command has received a waiver for qualification from MARFORRES.

(6) Average pro and con marks in grade equal to or above 4.5/4.5 respectively.

(7) A 1st class on the semiannual/annual PFT.

(8) No positive urinalysis or drug related offenses.

(9) Successfully pass annual Battle Skills Training (BST) Test.

(10) At a minimum, Tan Belt qualified in accordance with the Marine Corps Martial Arts Program. School Code MMB (tan Belt) must be entered into the Unit Diary prior to convening board date.

f. To be considered for meritorious promotion to Lance Corporal, the following criteria must be met:

(1) AC/AR: No unauthorized absences. SMCR: No unexcused absences.

(2) No nonjudicial punishment within 12 months of effective date of promotion and no court-martial.

(3) MOS qualified per reference (d) and completion of Personal Finance MCIs. Must have read at least two books per year from the Commandant's reading list corresponding to their present grade.

(4) Must be qualified with T/O weapon, within past three (3) years, unless the command has received a waiver for qualification from MARFORRES.

(5) A 1st class on the semiannual/annual PFT.

(6) No positive urinalysis or drug related offenses.

(7) Successfully pass annual BST Test.

(8) At a minimum, Tan Belt qualified (same as (10) above)

5. Recommendation. Recommendations meeting the criteria in enclosure (1) and paragraph 4 above for meritorious promotions must arrive at this headquarters no later than the dates indicated in enclosure (2). Recommendations received after the date indicated will be returned for resubmission for the following quarter. Original nomination packages will be prepared and maintained by the Regimental/Battalions/Group/Squadrons.

a. Commanding Officer's (CO)/Inspector-Instructor (I-I) within MARFORRES, will submit recommendations via chain of command for meritorious promotion to the rank of Lance Corporal through Gunnery Sergeant to their respective MSC Commander, (Attn: MSC Sergeant Major) not later than the dates indicated in enclosure (2). Headquarters Battalion (HQBN) and Force units will submit recommendations to the Commander, MARFORRES (Attn: Force Sergeant Major).

b. Commanding Officers of AR personnel in all Reserve Support Units must submit meritorious promotion nominations by letter to the CMC (3280 Russell Rd, Quantico VA 22134).

c. Meritorious promotion recommendations from the CO and (I-I), will be submitted by official correspondence as shown in enclosure (3) and will include the following:

(1) Completion of item's 1.a through 1.q listed on enclosure (4).

(2) A qualitative and quantitative narrative recommendation. Narrative recommendation, should include statements concerning leadership qualities, civic activities, any extraordinary military experiences, and any pertinent military or civilian education. The narrative statement should be included in paragraph 2 of enclosure (3).

(3) Certification that all data, as depicted in enclosure (3) has been verified through Marine Corps Total Force System (MCTFS) and that the Marine recommended meets the eligibility criteria as defined in enclosure (1) paragraph 4 of this order, prior to submission.

(4) Copy of service record book pages 3, 11, 12, and 13 only if any entries are adverse in nature. If not required, so indicate on the endorsement.

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d. Units that have submitted a recommendation for meritorious promotion will immediately notify the Commander, MARFORRES via the Force/MSC Sergeant Major via telephone/email, if the Marine is no longer eligible for meritorious promotion consideration due to regular promotion or pending disciplinary actions.

e. Schedule local meritorious promotion screening boards to allow sufficient time for submission of recommendations on all eligible Marines before the deadlines established in enclosure (2).

f. The MARFORRES enlisted meritorious promotion screening boards are established to review all nominations for meritorious promotion to the grades of Lance Corporal through Gunnery Sergeant as previously defined in this order. The boards will be guided in the performance of their duties by provisions of reference (a).

(1) The board will convene on such dates as directed by the Commander.

(2) The board will review nominations of Marines for meritorious promotion to the grades of Lance Corporal through Gunnery Sergeant and present its recommendation to the Commander, MARFORRES, or the MSC CG's as applicable.

6. Reserve Applicability. This Order is applicable to the Marine Corps Reserve.


J. D. TURLIP
Chief of Staff

DISTRIBUTION: B

CRITERIA FOR MERITORIOUS PROMOTION (GYSGT AND SSGT)

<u>CRITERIA</u>	<u>TO GYSGT</u>	<u>TO SSGT</u>
HT/WT STANDARDS	MUST MEET ALL	MUST MEET ALL
PFT CLASS	CURRENT 1ST CLASS	CURRENT 1ST CLASS
WEAPONS QUAL	QUALIFY	QUALIFY
BST/EST	PASS	PASS
TIG/TIS	NA/6 YEARS	NA/4 YEARS
RESIDENT PME	N/A	N/A
NONRESIDENT PME	COMPLETED	COMPLETED
PHOTOGRAPH	SMCR - YES AC/AR - YES	SMCR - YES AC/AR - YES
REG-NO TIME LOST	NONE	NONE
RES-SAT IDT ATTN	NONE	NONE
NO NJP	WITHIN 12 MONTHS OF EFFECTIVE DATE OF PROMOTION	WITHIN 12 MONTHS OF EFFECTIVE DATE OF PROMOTION
NO COURT MRTL	NONE	NONE
NO POSITIVE URINALYSIS	NONE	NONE
MOS QUALIFIED	YES	YES
MOS RELATED COURSE	COMPLETED (1)	COMPLETED (1)
PROFESSIONAL READING COMPLETED ANNUALLY	2 BOOKS	2 BOOKS
MARINE CORPS MARTIAL	TAN BELT (MINIMUM)	TAN BELT (MINIMUM)

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ADDITIONAL CRITERIA:

1. Performance of duty to a degree which clearly merits promotion over other qualified Marines and which justifies consideration for advancement ahead of other Marines in that grade regardless of time in grade.
2. Comparison of the Marine with all known Marines of the same grade, without regard to occupational field/MOS.
3. Level and type of duty performance within and outside the individual's occupational field/MOS.
4. Commanding Officer's letter of recommendation.

ENCLOSURE (1)

CRITERIA FOR MERITORIOUS PROMOTION (SGT THRU LCPL)

<u>CRITERIA</u>	<u>TO SERGEANT</u>	<u>TO CORPORAL</u>	<u>TO LANCE CORPORAL</u>
HT/WT STANDARDS	MUST MEET ALL	MUST MEET ALL	MUST MEET ALL
PFT CLASS	1ST CLASS	1ST CLASS	1ST CLASS
WEAPONS QUAL	QUALIFY	QUALIFY	QUALIFY
BST/EST	PASS	PASS	PASS
PRO'S/CON'S	MINIMUM/TIG 4.5/4.5	MINIMUM/TIS 4.5/4.5	N/A
TIG/TIS	NA/18 MO	NA/6 MO	NA/NONE
SERGEANTS COURSE MCI	COMPLETED	N/A	N/A
LEADING MARINES	N/A	COMPLETED	N/A
PERSONAL FINANCE	COMPLETED	COMPLETED	COMPLETED
MOS RELATED COURSE	COMPLETED (1)	COMPLETED (1)	ENROLLED
PRO READING COMPLETED ANNUALLY	2 BOOKS	2 BOOKS	2 BOOKS
PHOTOGRAPH	AC/AR - YES SMCR - YES	SMCR - YES AC/AR - YES	SMCR - YES AC/AR - YES
REG-NO TIME LOST	LAST 2 YEARS	LAST 2 YEARS	NONE
RES-SAT IDT ATTN	LAST 2 YEARS	LAST YEAR	NONE

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NO NJP/CT MARTIAL	WITHIN 12 MONTHS OF EFFECTIVE DATE OR PROMOTION	WITHIN 12 MONTHS OF EFFECTIVE DATE OF PROMOTION	WITHIN 12 MONTHS OF EFFECTIVE DATE OF PROMOTION
NO POSITIVE URINALYSIS	NONE	NONE	NONE
MARINE CORPS MARTIAL ARTS	MINIMUM TAN BELT	MINIMUM TAN BELT	MINIMUM TAN BELT

ENCLOSURE (2)

MERITORIOUS PROMOTION SUMMARY

PROMOTION TO	EFFECTIVE SECOND DAY OF	REGULAR DUE MFR	RESERVE DUE MFR	QUARTERLY ALLOCATIONS	AUTH TO PROMOTE
SNCO	YEARLY				
SERGEANT	NOV	15 OCT	15 OCT	N/A	CMDR, MFR MSC'S
	FEB	15 JAN	15 JAN		
	MAY	15 APR	15 APR		
	AUG	15 JUL	15 JUL		
CORPORAL	DEC	15 NOV	15 NOV	N/A	CMDR, MFR MSC'S
	MAR	15 FEB	15 FEB		
	JUN	15 MAY	15 MAY		
	SEP	15 AUG	15 AUG		
LANCE CORPORAL	DEC	N/A	N/A	3% OF ONBOARD	CMDR, MFR REGULAR CO/OIC'S WITH SPECIAL COURT MARTIAL CONV- ENING AUTH- ORITY (REF A) RESERVE
	MAR	N/A	N/A	PFC'S ON 1ST	
	JUN	N/A	N/A	DAY OF FISCAL	
	SEP	N/A	N/A	QUARTER	
PRIVATE FIRST CLASS	NO SET	N/A	N/A	QUALIFIED	CO/OIC'S WITH SPECIAL COURT MARTIAL CONV- ENING AUTH- ORITY (REF A)
	MONTHS	N/A	N/A	PVT'S W/	
	FOR	N/A	N/A	OUTSTANDING	
	PROM	N/A	N/A	LEADERSHIP OR PERFORMANCE	

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*NOTE 1: Meritorious promotions awarded for command recruiting as authorized by current edition of MCO 1130.62B does not count against quarterly allocations.

ENCLOSURE (3)

NOMINATION FOR MERITORIOUS PROMOTION FORMAT

From: Commanding Officer
To: Commander, Marine Forces Reserve or MSC
4400 Dauphine Street, New Orleans, LA 70146-5400

Via: (1)
(2)

Subj: NOMINATION FOR MERITORIOUS PROMOTION TO THE RANK OF

Ref: (a) ForO 1430.1B

1. I nominate (Rank, Name, SSN, MOS) for meritorious promotion to the rank of _____. The following is submitted:

- a. Height/Weight _____/____
- b. Date of Last PFT: ___ Score___/___ Class _____
- c. Rifle Marksmanship Score: _____
- d. BST/EST Score _____/____
- e. Average Proficiency Mark (In Service) _____
- f. Average Conduct Mark (In Service) _____
- g. Time in Grade _____
- h. Time in Service _____
- i. Command Recruiting (Number of Referrals) _____
- j. Sgts Crs, Fund MC Leadership and Pers
Finance Com Dates _____
- k. Awards/Commendations _____/____
- l. Unit RUC _____
- m. MOS Related; Additional MCI and Off Duty
Education Courses _____
- n. Professional Reading Completed _____
- o. Certified Copies of pages 3, 11, 12 and
13 of members SRB _____
- p. Certified Copies of BIR/BTR. _____

2. Brief narrative on the Marine's performance