**Director’s Message**

This week I had the opportunity to visit with the officers attending REFTRA at King’s Point for the next four weeks. In preparation for going back to sea as COs, XO’s, and FOO’s of our ships, the officers will study and be re-certified in Rules of the Road, firefighting, personal survival, damage control, CPR/First Aid, ship handling and simulation, radar plotting, electronic charting systems, seamanship, weather, and ship stability. Additionally, this session of REFTRA has five new days of NOAA training which concentrates on the administrative duties and responsibilities of the ships’ officers. Several Civilian Officers within the NOAA fleet will also attend this training.

While at REFTRA, I also had the opportunity to sit down with the officers to discuss how CPC could better support officers. The attendees made several useful suggestions such as providing more information about the proposed restructuring of billets and opportunities for training; having transparency of NOAA Corps policies and procedures; giving guidance to civilian supervisors on the NC human resources system; and providing support to officers in remote locations through timely response to email and phone calls. I have forwarded these suggestions to the CPC staff.

This morning I attended the graduation for 27 individuals completing the Leadership Competency Development Program. Four of these individuals are NOAA Corps officers. Over the past 18 months, these officers completed five weeks of training at the Federal Executive Institute, one week of Capital Hill training and numerous executive interaction sessions. The NOAA Corps graduates also completed individual development assignments at the White House, USCG, NOAA’s Program Coordination Office, NESDIS, and NOS. LCDR Pica was also awarded the Dr. Linda Winner Memorial Award for outstanding class leadership in the NOAA Leadership Competencies Development Program as recognized by his peers. As a fellow LCDP alumnus, I want to say ‘well done’ to CAPT Wade Blake, CDR Christopher Beaverson, LCDR Joseph Pica, and LCDR Shepard Smith – the leadership journey has just begun.
I wish the best of luck with the studies to the officers attending REFTRA, and congratulations to the LCDP graduates.

CDR William B. Kearse, NOAA
Director, Commissioned Personnel Center

Announcements

Operational Dress Uniform (ODU)

The ODU becomes the prescribed uniform for all locations outside the National Capital Region starting February 1, 2008.

http://www.noaacorps.noaa.gov/cpc/pdf/ODU.pdf

Ordering Instructions:

1. Click on the following USCG Uniform Distribution Center website:

   https://webstore2.techgap.com/uscgudc/login.jsp?client=uscgude

2. Click on “Request/Change Login & Password” and complete Login form.

   NOTE: You will need to have your 7-digit Employee ID (EMPLID) number available in order to generate an account.

   - Status: Select Other (You will need to type in NOAA Corps Active in the Mailing Address and Comments box).
   - Rank
   - Name
   - EMPLID #: 7-digit number located on LES
   - Password
   - Mailing Address and Comments: (This is the address the UDC will mail your uniforms. Be sure to include "NOAA Corps Active")
   - E-mail Address
• Contact Phone Number

3. After submitting the form, you will receive a confirmation e-mail (usually within 24-hours) that contains your User Name and Password.

4. Once you have your User Name and Password, you will need to return to the USCG Uniform Distribution Center website to place your order.

5. Click on the following links to order ODU items:

   • ODU Uniforms (i.e., trousers, coat, t-shirts)
   • ODU Accessories and attachments (i.e., black belt, buckle, name tape (Comments: Type your last name), ODUNOAA, trouser blouser, sew-on collar device)
   • Shoes/Socks (i.e., socks)
   • Super Boot II (NOTE: Equivalent black boots that meet ANSI Z41-1999 requirements may be purchased in place of Super Boot II)
   • NOAA Corps ball caps are expected to be in stock by November 1, 2007 and will need to be ordered from the ACO Custodian using the 2008 ACO Insignia Order Form located on the following website:

     http://www.noaacorps.noaa.gov/cpc/forms/pdfforms/insignia.pdf

6. Once you submit your order, you will receive confirmation e-mail providing order acknowledgment information.

NOAA Locator

After sending out the request to have officers update their information on the NOAA Locator, it has come to our attention that there are issues with updating some of the information on the form. CPC is currently working with NOAA's Production Control to resolve the issue. A follow-on message will be sent once the problem has been solved. Thank you for your patience.

Seattle ACO Dining In

Please mark the date of January 5, 2008 on your calendars for the next Seattle ACO Dining In. The event will be held at the Lake Washington Rowing Club. Menu, prices, and other information will be forthcoming as the ACO Board puts together the specifics and places the information online.
**Assignments**

The Billet List was updated on October 18 and is posted on the CPC - Assignments website: [http://www.noaacorps.noaa.gov/cpc/careermgmt/assignments.html](http://www.noaacorps.noaa.gov/cpc/careermgmt/assignments.html). If you should have any questions regarding the Billet List or assignments in general, please contact LCDR John Caskey at 301-713-7748 or assignmentbranch.cpc@noaa.gov.

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**Promotion Update**

The promotion package was forwarded to the Senate this week and posted in the Congressional Record. The Senate will review and give their consent to the promotions. After that the package will be returned to the White House and then to the Department. At that time, CPC will prepare and submit the package to promote officers based on vacancies available.

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**Important Information for Officers Eligible for Promotion Year 2008**

All NOAA Corps officers are required to have a current (annual or 5 year periodic) physical examination and a current dental exam (class I or class II) on file with the Medical Administration Branch at CPC. The deadline for the submission of medical records for the 2008 promotion year is January 31, 2008. Documentation submitted after the deadline will not be considered for the 2008 promotion year. This may require you to plan and get your physical or dental exams completed before they expire.

Officers should contact LCDR Hobson-Powell in the Medical Administration Branch via E-mail (Elizabeth.hobson-powell@noaa.gov) over the next few weeks to ensure that you have a current periodic physical examination and all required medical documents are on file.

*PLEASE NOTE:* Upon review of your medical documents, the Medical Administration Branch will notify you via E-mail if additional documents are required.

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**Awards**

**Commerce Gold Medal**

*For the heroic actions of the crew of the P-3 in handling a catastrophic in-flight failure thus safely returning the aircraft/crew to base.*

LCDR Mark Nelson  
LCDR Carl Newman  
LCDR Peter Siegel  
LCDR Joseph Bishop
**Dr. Linda Winner Memorial Award**
*For outstanding class leadership in the NOAA Leadership Competencies Development Program as recognized by his peers.*

LCDR Joseph Pica

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**Approved Retirements**

The following officers have approved retirements. Be sure to thank them for their service to NOAA and nation and wish them the best the next time you see them!

<table>
<thead>
<tr>
<th>Officer</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>CDR James R. Meigs</td>
<td>November 1, 2007</td>
</tr>
<tr>
<td>CAPT Richard S. Brown</td>
<td>December 1, 2007</td>
</tr>
<tr>
<td>CAPT George E. White</td>
<td>January 1, 2008</td>
</tr>
<tr>
<td>CAPT Gary D. Petrae</td>
<td>January 1, 2008</td>
</tr>
<tr>
<td>CAPT Jon E. Rix</td>
<td>February 1, 2008</td>
</tr>
<tr>
<td>CAPT Stephen A. Kozak</td>
<td>March 1, 2008</td>
</tr>
<tr>
<td>CAPT Sean R. White</td>
<td>July 1, 2008</td>
</tr>
<tr>
<td>CAPT John W. Humphrey, Jr.</td>
<td>August 1, 2008</td>
</tr>
</tbody>
</table>

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**On the Horizon**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>October 15</td>
<td>Start date for REFTRA 63</td>
</tr>
<tr>
<td>October 31</td>
<td>OER end of reporting period for CAPT/CDR</td>
</tr>
<tr>
<td>November 4-9</td>
<td>NOAA Week</td>
</tr>
<tr>
<td>November 30</td>
<td>OER end of reporting period for LCDR/ LT</td>
</tr>
<tr>
<td>December 10-14</td>
<td>XO Seminar (Norfolk, VA)</td>
</tr>
<tr>
<td>December 15</td>
<td>OERs due at CPC for CAPT/CDR</td>
</tr>
<tr>
<td>January 3-4 (tentative)</td>
<td>Corps Values/Leadership Training (Seattle, WA)</td>
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<tr>
<td>January 5, 2008</td>
<td>Seattle ACO Dining In</td>
</tr>
<tr>
<td>January 7-11, 2008</td>
<td>Command Conference (Easton, MD)</td>
</tr>
<tr>
<td>January 15, 2008</td>
<td>OERs due at CPC for LCDR/LT</td>
</tr>
<tr>
<td>January 15, 2008</td>
<td>Documents for OPF due at CPC for officers in selection zones</td>
</tr>
<tr>
<td>February 1, 2008</td>
<td>ODU becomes the prescribed uniform to wear aboard ships, marine Centers and small boat assignments.</td>
</tr>
<tr>
<td>February 11, 2008</td>
<td>Start date for BOTC 112</td>
</tr>
<tr>
<td>January-May, 2008</td>
<td>Billet Review</td>
</tr>
<tr>
<td>March 3-7, 2008</td>
<td>Selection Boards for O-6 to O-2</td>
</tr>
</tbody>
</table>
Please see NOAA Corps website for additional information:

Assignments:  http://www.noaacorps.noaa.gov/cpc/careermgmt/assignments.html
Evaluations:   http://www.noaacorps.noaa.gov/cpc/careermgmt/evaluation.html
Training:      http://www.noaacorps.noaa.gov/cpc/careermgmt/training.html
Uniforms & Awards: http://www.noaacorps.noaa.gov/cpc/perservices/awards.html
ODU:          http://www.noaacorps.noaa.gov/cpc/index.html