CHIEF PETTY OFFICER SECOND CLASS (CPO2) / MASTER WARRANT OFFICER (MWO) / WARRANT OFFICER SECOND CLASS (WO2)

MERIT-BASED RANK PROMOTION CRITERIA CHECKLIST

Cadet's Name: _____

Date: _____

Section 1: Prerequisites for Promotion				
	Achieved	Not Achieved		
 Completed at least six months of service at the rank of PO1 / WO / FSgt. 				
 Achieved a minimum of "completed without difficulty" in PO 503 (Leadership). 				
 Participated in the Cadet Fitness Assessment as part of PO 504 (Personal Fitness & Healthy Living). 				

Section 2: Div O / PI Comd / FIt Comd Recommendation

Recommendation is based on the following criteria, on a review of cadet training results and a file review:

	Needs Developing	Acceptable	Outstanding
dress and deportment			
 conduct, discipline and attitude 			
attendance			
participation			
response to direction			
 ability to interact positively and comfortably with others 			
 ability to make sound judgements regarding their own actions 			
 willingness to accept responsibility 			
 ability to solve problems effectively 			
 ability to communicate effectively with subordinates, peers and supervisors 			
 ability to set a positive example for others 			
 initiative 			
 ability to supervise effectively 			
 ability to lead small teams to complete leadership assignments effectively 			
 ability to motivate team members 			
 ability to provide effective feedback to team members 			
 ability to plan, coordinate and conduct larger cadet activities 			
 ability to execute leadership appointments in which they will manage and mentor a team over a longer period of time 			

Based on the criteria above, I recommend the cadet:				
 not be promoted at this time. 				
be promoted.				
Div O / PI Comd / FIt Comd Signature:	Date:			
Section 3: Merit Review Board's Recommendation				
Section 5: Merit Review Board's Recommendation				
Based on the results of the merit review board (attached), I recommend the cadet:				
 not be promoted at this time. 				
 be promoted as soon as possible. 				
Merit Review Board Chair's Signature:	Date:			
Section 4: CO's Approval				
The Merit Review Board's recommendation for promotion is:				
 not approved 				
approved				
	-			
CO's Signature:	Date:			

Notes: