



REPLY TO  
ATTENTION OF:

DEPARTMENT OF THE ARMY  
EIGHTH ARMY WIGHTMAN NCO ACADEMY  
CAMP JACKSON, KOREA  
UNIT #15351  
APO AP 96258-5351

EAHC-NCOA

31 May 2013

MEMORANDUM FOR ALL WIGHTMAN NCO ACADEMY ASSIGNED SOLDIERS

SUBJECT: Commandant's Policy #13, Promotions

1. Policies:

a. Soldiers in the primary zone of consideration for promotion are recommended for promotion only after they develop skills and abilities to perform duties and responsibilities of the higher grade. A separate monthly counseling is done by leaders to sergeants or subordinates who meet advancement eligibility, without waiver, but are not recommended. Counseling is recorded on DA Form 4856 and maintained until the Soldier PCS's from the unit. At a minimum, the counseling is directed towards those areas in which the Soldier needs to improve in order to qualify for the next higher grade. Soldiers with 36 month time in service will have a DA Form 4856 attached to the DA Form 3355R and signed by the Commandant.

b. Soldiers in the secondary zone of consideration for promotion are only recommended for promotion after displaying outstanding performance. The secondary zone provides incentives to those who strive for excellence and whose accomplishments and marked potential warrant promotion ahead of his/her peers.

2. Procedures:

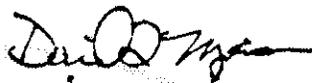
a. During a Soldier's initial/reception counseling, he/she is informed about promotion requirements. Some indicators that a Soldier deserves advancements ahead of his/her peers are:

- (1) Individual weapons score of 32 or higher.
- (2) APFT score of 270 or higher.
- (3) GT score of 100 or higher.
- (4) Continuing effort to improve military or civilian education.
- (5) Superior job performance.

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b. Leaders are responsible to ensure only qualified Soldiers are recommended for promotion and that their subordinates are continually counseled.



DAVID L. MORGAN  
CSM, USA  
Commandant

