

**Milper Message Number
14-111**

**Proponent
AHRC-ORD-D**

**Title
FY2015 US ARMY HUMAN RESOURCES COMMAND PROFESSOR OF
MILITARY SCIENCE (PMS) CENTRALIZED SELECTION BOARD – (LTC /
MAJ)**

...Issued: [22 Apr 14]...

1. THIS MESSAGE EXPIRES ON 30 APRIL 2015.
2. THIS PROGRAM IS OPEN FOR HIGHLY MOTIVATED ACTIVE DUTY AND USAR/AGR ARMY OFFICERS IN THE RANKS OF LTC OR MAJ.
3. THE US ARMY HUMAN RESOURCES COMMAND PROFESSOR OF MILITARY SCIENCE (PMS) CENTRALIZED SELECTION BOARD WILL CONVENE AT US ARMY HUMAN RESOURCES COMMAND, FORT KNOX KENTUCKY ON 26 - 29 AUGUST 2014 TO SELECT THE BEST-QUALIFIED FIELD GRADE OFFICERS AVAILABLE FOR PMS DUTY. IF AN OFFICER APPLIES AND THEN BECOMES PROMOTABLE TO COLONEL AFTER THE CONVENE DATE OF THE BOARD, HE/SHE IS NO LONGER ELIGIBLE TO COMPETE FOR THE LTC/MAJ PMS BOARD OR SERVE AS PMS.
4. OFFICERS MAY SELF NOMINATE THROUGH THEIR INDIVIDUAL ASSIGNMENT OFFICERS. THE FY15 PMS BOARD WILL BE AN "OPT IN" BOARD AND OFFICERS WILL UTILIZE THE "MY BOARD FILE (MBF)". AN "OPT IN" BOARD MEANS, AN OFFICER MUST TAKE ACTION TO BE CONSIDERED.
5. STARTING IMMEDIATELY, VOLUNTEER APPLICATIONS (PMS PREFERENCE SHEET) WILL BE ACCEPTED BY ASSIGNMENT OFFICERS FOR PMS POSITIONS SCHEDULED FOR ACADEMIC YEAR 2015-2016 (AY15/16). ALL KNOWN PMS VACANCIES BEFORE DECEMBER 2014 WILL BE BOARDED AND SLATED FOR SUMMER 2015 REPORT DATES; HOWEVER, SOME VACANCIES MAY REQUIRE AN EARLIER REPORT DATE, WHICH WILL BE COORDINATED WITH THE PMS SELECTEE, CADET COMMAND AND HRC. TO VIEW THE ENTIRE VACANCY LIST AT [HTTP://WWW.CADETCOMMAND.ARMY.MIL/](http://www.cadetcommand.army.mil/), SELECT THE ORGANIZATION TAB, AND THEN SELECT THE INFO-FOR-CADRE/STAFF TAB.
6. OFFICERS INTERESTED IN COMPETING FOR PMS DUTY MUST MEET THE REQUIREMENTS BELOW FOR CONSIDERATION BY THE PMS SELECTION BOARD:
 - A. BE A LTC, MAJ (P) OR MAJ IN YEAR GROUPS 1990-2000.
 - B. COMPLETED INTERMEDIATE LEVEL EDUCATION PRIOR TO THE START OF THE BOARD (NO

EXCEPTIONS).

C. POSSESS AN ADVANCED DEGREE, MASTERS OR HIGHER NLT 31 MAY 2014, (NO EXCEPTIONS).

D. UNDERGRADUATE OR GRADUATE GPA OF 2.5 OR HIGHER REQUIRED. EXCEPTIONS TO THE UNDERGRADUATE GPA REQUIREMENT MAY BE GRANTED FOR OFFICERS WHO HAVE A PHD.

E. RECENTLY SERVED IN A TACTICAL/OPERATIONAL UNIT.

F. POSSESS MORAL ATTRIBUTES AND PERSONAL TRAITS FOR A POSITION OF PRESTIGE IN AN ACADEMIC COMMUNITY.

G. BE PHYSICALLY FIT, ABLE TO LEAD FORMATIONS, AND MEET ALL ARMY STANDARDS OF MILITARY BEARING AND APPEARANCE IAW AR (600-9).

H. AVAILABLE FOR AY15 PERMANENT CHANGE OF STATION MOVE (ABLE TO REPORT FOR DUTY NLT 15 SEPTEMBER 2015).

I. ABLE TO SERVE A THREE-YEAR TOUR, WAIVERABLE BELOW THREE YEARS WITH CG, CADET COMMAND APPROVAL.

J. MANDATORY REMOVAL DATE (MRD) NO EARLIER THAN 1 SEPTEMBER 2018 (NO EXCEPTIONS).

K. NOT PENDING ANY ADVERSE ACTIONS.

7. DUE TO OPERATIONAL CONSIDERATIONS AND THE NEEDS OF THE ARMY, THE FOLLOWING OFFICERS ARE NOT ELIGIBLE TO COMPETE:

A. SCHOOL OF ADVANCED MILITARY STUDIES (SAMS) PLANNERS WHO HAVE NOT COMPLETED THEIR TIER ONE UTILIZATION TOUR.

B. SPECIFIC AMEDD (MC, DC, VC,) OFFICERS.

C. CHAPLAIN OFFICERS.

D. JUDGE ADVOCATE GENERAL OFFICERS.

E. FINANCE OFFICERS.

F. FA24 TELECOM SYSTEMS ENGINEER.

G. FA29 ELECTRONIC WARFARE OFFICERS.

H. FA40 SPACE OPERATIONS OFFICERS.

I. FA47 PERMANENT PROFESSORS.

J. FA48 FOREIGN AREA OFFICERS.

K. FA49 ORSA OFFICERS.

L. FA50 FORCE MANAGEMENT OFFICERS.

M. FA51 ACQUISITION OFFICERS.

N. FA52 NUCLEAR RESEARCH AND OPERATIONS OFFICERS.

O. FA53 INFORMATION SYSTEM OFFICERS.

P. FA59 STRATEGIC PLANS AND POLICY OFFICERS.

8. FOR THOSE OFFICERS SERVING IN A JOINT DUTY ASSIGNMENT, IAW (TITLE X, DOD INSTRUCTIONS 1300.19 PARA E7.2, AND CJCS INSTRUCTION 1330.05 ENCL J, PARA 2,) THE ARMY IS REQUIRED TO MAINTAIN A 36-MONTH JOINT TOUR LENGTH AVERAGE. IN ORDER TO REMAIN IN COMPLIANCE WITH LAW AND POLICY, OFFICERS SERVING IN A JOINT DUTY ASSIGNMENT THAT REQUIRE A SECRETARY OF DEFENSE WAIVER TO DEPART ARE NOT ELIGIBLE TO COMPETE FOR A PMS POSITION.

9. APPLICANTS MUST SUBMIT A PMS PREFERENCE SHEET NLT 1 JULY 2014 (NO EXCEPTIONS) TO THEIR HRC ASSIGNMENT OFFICER. APPLICANTS CAN OBTAIN A PMS PREFERENCE SHEET FROM THEIR ASSIGNMENT OFFICER OR FROM THE CADET COMMAND WEBSITE AT [HTTP://WWW.CADETCOMMAND.ARMY.MIL/](http://www.cadetcommand.army.mil/), SELECT THE ORGANIZATION TAB, AND THEN SELECT THE INFO-FOR-CADRE/STAFF TAB. PMS PREFERENCE SHEETS WILL NOT BE ACCEPTED IF UNSIGNED OR SUBMITTED AFTER 1 JULY 2014. APPLICANTS WHO FAIL TO SUBMIT A PMS PREFERENCE SHEET BY 1 JULY 2014 TO THEIR CAREER MANAGER WILL BE DISQUALIFIED FROM COMPETING IN THIS YEAR'S PMS SELECTION BOARD. THE PREFERENCE SHEET WILL BE USED TO PLACE THE BEST QUALIFIED OFFICERS TO A SPECIFIC PROGRAM. OFFICER PREFERENCE WILL BE TAKEN INTO CONSIDERATION; HOWEVER, THE NEEDS OF THE ARMY WILL REMAIN PARAMOUNT.

10. ONCE THE SIGNED PMS PREFERENCE SHEET HAS BEEN ACCEPTED BY THE ASSIGNMENT OFFICER AND ALL THE QUALIFICATIONS OUTLINED IN PARA 6A-J ARE MET, OFFICERS ARE CONSIDERED ELIGIBLE TO COMPETE IN THE PMS SELECTION BOARD.

11. ASSIGNMENT OFFICERS WILL CONTACT ALL OFFICERS ON THE STATUS OF THEIR PMS APPLICATION BEFORE THE BOARD CONVENES.

12. EACH OFFICER MUST HAVE THEIR ARMY MILITARY HUMAN RESOURCE RECORD (AMHRR) UPDATED TO ENSURE THAT THE MOST CURRENT AND ACCURATE INFORMATION IS AVAILABLE TO THE PMS BOARD. CODE 09 (COMPLETE-THE-RECORD) OFFICER EVALUATION REPORT IS NOT AUTHORIZED FOR THIS BOARD. THE FOLLOWING MATERIALS MUST BE IN THE PMS SELECTION BOARD FILE:

A. UPDATED OFFICER RECORD BRIEF (BOARD VERSION).

B. UPDATED PHOTO (SHOULD REFLECT CURRENT GRADE).

C. OFFICIAL UNDERGRADUATE AND POSTGRADUATE DEGREE TRANSCRIPTS (NO EXCEPTIONS).

13. EVALUATION REPORTS.

A. IN ORDER FOR AN OER AND/OR AER TO BE REVIEWED BY THIS BOARD, ALL MANDATORY OR

OPTIONAL REPORTS MUST BE RECEIVED, ERROR FREE, BY THE HUMAN RESOURCES COMMAND (HRC) EVALUATION BRANCH NLT CLOSE OF BUSINESS ON 15 AUGUST 2014, 1700 EDT. OERS/AERS RECEIVED AFTER CLOSE OF BUSINESS (1700 EDT) ON 15 AUGUST 2014, HAVE THE NEXT BUSINESS DAY AS DATE OF RECEIPT. BECAUSE HRC MUST PHYSICALLY PULL OVER ELECTRONIC SUBMISSION OR RECEIVE MAIL AND OPEN, THE DATE/TIME OF SUBMISSION IS NOT ALWAYS DATE/TIME OF HRC ACCEPTANCE AND RECEIPT. TO ENSURE REPORTS ARE RECEIVED BY HRC BY THIS DATE AND TIME, COMMANDERS AT ALL LEVELS ENSURE EVALUATION REPORTS FOR ELIGIBLE OFFICERS ARE EXPEDITIOUSLY PROCESSED.

B. OERS WITH A THRU DATE OF 31 MARCH 14 OR EARLIER, WILL BE SUBMITTED TO HRC VIA AKO FORMS ON DA FORM 67-9, WHICH REQUIRES DIGITAL SIGNATURES AND THE RECENT VERSION OF THE EVALUATION FORM. HRC RECOMMENDS DEPLOYED UNITS AND DEPLOYED RATING OFFICIALS TO USE AND SUBMIT IN AKO FORMS, HOWEVER, IF UNABLE TO SEND VIA AKO FORMS, UNITS DEPLOYED IN SUPPORT OF CONTINGENCY OPERATIONS MAY DIGITALLY-SIGN OR INK-SIGN, PRINT AND SCAN, AND SUBMIT OERS BY EMAIL TO USARMY.KNOX.HRC.MBX.TAGD-EVAL-FROM-DEPLOYED@MAIL.MIL.

C. OERS WITH A THRU DATE OF 01 APRIL 2014 OR LATER, WILL BE PREPARED ON THE APPROPRIATE DA FORM 67-10-2 SERIES OER FORM WITHIN THE EVALUATION ENTRY SYSTEM (EES) AND SUBMITTED TO HRC VIA THE EVALUATION ENTRY SYSTEM (EES). IF UNABLE TO ACCESS AND SUBMIT EVALUATIONS WITHIN EES, HARD COPY DA FORM 67-10 SERIES OERS CAN BE PREPARED AND MAILED TO: CDR, USA HRC, ATTN: AHRC-PDV-ER, 1600 SPEARHEAD DIV AVE, DEPT #470, FORT KNOX KY 40122-5407. ACCESS TO THE EVALUATION ENTRY SYSTEM IS AVAILABLE AT THE FOLLOWING LINK: [HTTPS://EVALUATIONS.HRC.ARMY.MIL/INDEX.HTML](https://evaluations.hrc.army.mil/index.html). IF UNABLE TO ACCESS THE EVALUATION ENTRY SYSTEM (EES), DA FORM 67-10-2 SERIES OER FORMS CAN BE OBTAINED FROM THE ARMY PUBLISHING DIRECTORATES WEBPAGE AT THE FOLLOWING LINK: [HTTP://WWW.APD.ARMY.MIL/](http://www.apd.army.mil/).

(1) SENDING THE OERS BY EMAIL IS ONLY FOR DEPLOYED UNITS OR DEPLOYED RATING OFFICIALS AND SHOULD ONLY BE USED IF AKO FORMS SUBMISSIONS OR EES SUBMISSION ARE NOT AVAILABLE. AN SOP COVERING STANDARDS FOR SCANNED AND EMAILED OERS FROM DEPLOYED UNITS IS AVAILABLE UPON REQUEST.

(2) ALL NONDEPLOYED UNITS OR RATING OFFICIALS WITH INK-SIGNED OR OLDER VERSION FORMS NOT USEABLE IN AKO FORMS MUST MAIL PRINTED OER TO CDR, USA HRC, ATTN: AHRC-PDV-ER, 1600 SPEARHEAD DIVISION AVE, DEPT# 470, FORT KNOX, KY 40122-5407.

D. REPORTS WHICH ARE RECEIVED BY HRC, EVALUATIONS BRANCH FOR PROCESSING BY CLOSE OF BUSINESS 15 AUGUST 2014 (1700 EDT), WILL BE PLACED IN (OMPF) AND THEN SELECTION BOARD FILES PRIOR TO SELECTION BOARD VOTING ASSUMING THE EVALUATION IS FREE OF ERRORS. THIS SUSPENSE DATE IS FOR RECEIPT OF EVALUATIONS BY HRC, EVALUATIONS BRANCH, NOT FOR (COMPLETION TO AMHRR). IF AN EVALUATION IS SEEN AS WORKING IN THE INTERACTIVE WEB RESPONSE SYSTEM (IWRS) WITH A RECEIVED BY DATE OF 15 AUGUST 2014, OR EARLIER, AND THE EVALUATION IS FREE OF ERRORS, IT WILL BE COMPLETED IN TIME FOR THE SELECTION BOARD. OFFICERS MAY VALIDATE THEIR BOARD FILES EVEN IF AN INBOUND EVALUATION IS DUE TO PROCESS.

E. OFFICERS WITH MISSING OERS FROM THEIR BOARD FILE OR AMHRR SHOULD FIRST CHECK THE ONLINE APPLICATION IWRS: [HTTPS://KNOXHRC16.HRC.ARMY.MIL/IWRS/](https://knoxhrc16.hrc.army.mil/iwrs/). THIS WILL IDENTIFY ANY EVALUATIONS NOT COMPLETED (EITHER ON HOLD OR REJECTED) DUE TO ERRORS. OFFICERS WITH QUESTIONS ABOUT OER POLICY OR PROCEDURAL MATTERS CAN CONTACT AN EVALUATIONS BRANCH POC FOR RESOLUTION AT: USARMY.KNOX.HRC.MBX.TAGD-EVAL-POLICY@MAIL.MIL OR COMMERCIAL (502) 613-9019, DSN 983-9019.

F. DA FORM 1059 ACADEMIC EVALUATION REPORTS (AERS) SHOULD BE DISTRIBUTED

ELECTRONICALLY TO EVALUATIONS BRANCH, HRC USING THE ARMY TRAINING REQUIREMENTS AND RESOURCES SYSTEM (ATRRS). OTHERWISE, HARD COPY AERS WILL BE MAILED TO CDR, USA HRC, ATTN: AHRC-PDV-ER, 1600 SPEARHEAD DIVISION AVE, DEPT #470, FORT KNOX, KY 40122-5407.

G. CAREER MANAGERS, BOARD SUPPORT PERSONNEL, AND IPERMS SUPPORT PERSONNEL ARE NOT AUTHORIZED TO PLACE ANY EVALUATIONS DIRECTLY IN (AMHRR). ALL EVALUATIONS MUST PROCESS THROUGH THE EVALUATIONS BRANCH USING NORMAL PROCESSING CHANNELS INTO THE AMHRR AND THEN INTO THE OFFICER'S BOARD FILE. OERS WHICH ARE NOT LABELED (AND PROFILED) BY THE EVALUATIONS BRANCH WILL NOT BE SEEN BY THIS BOARD.

14. AMHRR DOCUMENTS. THIS BOARD WILL UTILIZE THE MY BOARD FILE APPLICATION. MY BOARD FILE IS A SECURE, WEB-BASED APPLICATION WITH AKO SIGN ON AND AUTHENTICATION TO ALLOW OFFICERS IN THE ZONES OF CONSIDERATION ONE LOCATION TO REVIEW AND CERTIFY THEIR ENTIRE BOARD FILE. MY BOARD FILE IS COMPRISED OF FILES FROM THE PERFORMANCE FOLDER OF THE OFFICIAL ARMY MILITARY HUMAN RESOURCE RECORD (AMHRR), DA PHOTO (DAPMIS), AND OFFICER RECORD BRIEF (TOPMIS). THEREFORE, IF THERE IS AN ERROR OR MISSING DOCUMENT IN MY BOARD FILE, OFFICERS MUST FIRST CORRECT THOSE ITEMS IN THEIR AMHRR, DAPMIS, AND (TOPMIS), AS APPLICABLE, IN ORDER FOR THE MY BOARD FILE TO BE UPDATED.

A. OFFICERS MAY VIEW THEIR AMHRR ONLINE AT: <HTTPS://IPERMS.HRC.ARMY.MIL/RMS/>.

B. S1/MPD/DHR/UA/MIL HR OFFICES AND ASSIGNMENT OFFICERS WILL USE THE WEB UPLOAD FEATURE IN IPERMS TO SUBMIT AUTHORIZED AMHRR DOCUMENT UPDATES, IAW (AR-600-8-104). USE THE BELOW LINK TO ACCESS THE AUTHORIZED DOCUMENTS LIST: HTTP://WWW.HRC.ARMY.MIL/SITE/ASSETS/DOC/DOCUMENT_MATRIX.DOCX. ALL DOCUMENTS MUST INCLUDE OFFICER'S FULL NAME AND COMPLETE 9 DIGIT SSN.

C. ALL AMHRR UPDATE SUBMISSIONS MUST BE RECEIVED NLT 18 AUGUST 2014, TO ALLOW FOR SUFFICIENT PROCESSING TIME. ENSURE S1/MPD/MILITARY HR OFFICE, UA, ASSIGNMENT OFFICERS AND CAREER MANAGERS TYPE THE WORD "BOARD" IN THE COMMENT FIELD OF THE BATCH FOR PRIORITY PROCESSING. WRITE DOWN THE BATCH NUMBER FOR FUTURE REFERENCE. ALL UPDATES TO THE PERFORMANCE FOLDER OF THE AMHRR WILL POPULATE THE MBF APPLICATION, BUT THERE IS TYPICALLY A DELAY INVOLVED. THIS IS NORMAL. PLAN ACCORDINGLY.

D. DO NOT SUBMIT OERS OR AERS (DA 1059) TO IPERMS, THEY MUST GO TO THE EVALUATIONS BRANCH FOR PROCESSING. FOLLOW THE PROCEDURES IN PARAGRAPH 12 OF THIS MESSAGE FOR ALL EVALUATION RELATED DOCUMENTS AND ISSUES.

E. FOR RESOLUTION OF DUPLICATE, INVERTED, MISFILED OR MASKING DOCUMENTS HAVE THE MILITARY PERSONNEL DIVISION (MPD), S1, UNIT ADMINISTRATOR, OR CAREER MANAGER, SUBMIT A REQUEST TO USARMY.KNOX.HRC.MBX.IPERMS-BOARD-SUPPORT@MAIL.MIL. CORRECTLY FILED AUTHORIZED DOCUMENTS WILL NOT BE MASKED OR REMOVED.

F. FOR MASKING DOCUMENTS (MOVING DOCUMENTS FROM PERFORMANCE FOLDER TO RESTRICTED FOLDER), THE RULES ARE AS FOLLOWS:

(1) 2LT/1LT OERS ARE MASKED UPON APPOINTMENT TO CPT; HOWEVER, 1LT(P) OERS ARE NOT MASKED.

(2) ENLISTED DOCUMENTS WHICH DO NOT CROSS OVER FROM ENLISTED TO OFFICER RANKS ARE MASKED. RULE OF THUMB, IF THE DOCUMENT CAN BE EARNED BY BOTH OFFICER AND

ENLISTED RANKS, THE DOCUMENT WILL NOT BE MASKED (I.E., AIRBORNE SCHOOL, COMBAT LIFESAVER COURSE, ETC). AWARDS, DECORATIONS AND CERTIFICATE OF ACHIEVEMENTS WILL NOT BE MASKED AND WILL BE SEEN BY THE BOARD.

G. FOR ADDITIONAL INFORMATION ON UPDATING BOARD DOCUMENTS IN IPERMS REFER TO THE FOLLOWING LINK:

<HTTPS://WWW.HRC.ARMY.MIL/TAGD/UPDATING%20BOARD%20DOCUMENTS>.

H. REQUEST PROVIDE A COPY OF THIS MESSAGE TO ALL ASSIGNED OR ATTACHED PROMOTABLE MAJORS AND LIEUTENANT COLONELS.

15. KEY DATES ARE:

BOARD	BOARD DATES	OER THRU DATES	OER RECEIVED BY	MY BOARD FILE OPEN/CLOSE DATES	
FY15 PMS	26-29 AUG 14	N/A	15 AUG 14	14 APR – 18 AUG 14	

16. IMMEDIATELY AFTER ADJOURNMENT OF THE PMS SELECTION BOARD AND AFTER APPROVAL BY HRC, THE RESULTS WILL BE FORWARDED TO CADET COMMAND FOR SLATING. AFTER APPROVAL OF THE PMS SLATE BY CADET COMMAND COMMANDING GENERAL, THE RESULTS WILL BE POSTED TO THE ETOPMIS WEBSITE AND HRC WEBSITE. THE FINAL STEP IN THE PMS SELECTION PROCESS IS A FORMAL NOMINATION TO THE SPECIFIC UNIVERSITY/COLLEGE ADMINISTRATION. AFTER SCHOOL ADMINISTRATION ACCEPTANCE OF THE PMS NOMINATION, HRC WILL PUBLISH AN RFO FOR PCS.

17. CADET COMMAND WILL MAINTAIN AN ALTERNATE LIST THROUGH END OF APRIL 2015 TO FILL UNPROGRAMMED VACANCIES. IF CIRCUMSTANCES ARISE DUE TO MEDICAL OR HARDSHIP REASONS, AN OFFICER MAY CONTACT HIS/HER ASSIGNMENT OFFICERS AND REQUEST RELEASE FROM THE ALTERNATE LIST. DECISIONS WILL BE MADE ON A CASE-BY-CASE BASIS.

18. SELECTION AND SERVICE AS A PMS DOES NOT PRECLUDE AN OFFICER FROM CONSIDERATION AND SELECTION FOR CSL COMMAND OPPORTUNITIES. HOWEVER, SELECTION TO CSL COMMAND MAY LIMIT THE ABILITY TO SERVE AS A PMS DUE TO THE SHORT TIMEFRAME BETWEEN CSL SELECTION AND ASSUMING COMMAND.

19. AMHRR/IPERMS INQUIRIES: CONTACT THE ARMY SOLDIER RECORDS BRANCH, BOARD SUPPORT TEAM AT DSN 983-8995, COMMERCIAL (502) 613-8995 OR EMAIL ADDRESS IS USARMY.KNOX.HRC.MBX.IPERMS-BOARD-SUPPORT@MAIL.MIL. FOR ADDITIONAL INFORMATION REFER TO THE FOLLOWING WEBSITE <HTTPS://WWW.HRC.ARMY.MIL/TAGD/UPDATING%20BOARD%20DOCUMENTS> DO NOT SEND AMHRR UPDATE DOCUMENTS TO THIS EMAIL.

20. POINT OF CONTACT FOR THIS MILPER MESSAGE IS MR JEROME DRAPER (HRC, FORT KNOX KY) AT JEROME.DRAPER.CIV@MAIL.MIL OR 502-613-6312 (DSN: 983) AND MR. ROBERT JOHNSON (CADET COMMAND, FORT KNOX KY) AT ROBERT.H.JOHNSON11.CIV@MAIL.MIL OR 502-624-5718 (DSN: 464).
