



DEPARTMENT OF THE NAVY
OFFICE OF THE CHIEF OF NAVAL OPERATIONS
2000 NAVY PENTAGON
WASHINGTON DC 20350-2000

OPNAVINST 1430.4C
N13
25 Sep 2017

OPNAV INSTRUCTION 1430.4C

From: Chief of Naval Operations

Subj: NAVY RECRUITER MERITORIOUS ADVANCEMENT PROGRAM

Ref: (a) COMNAVCRUITCOMINST 1430.8 (NOTAL)
(b) Recruiter Incentives Decision Paper approved by CNP 15 Feb 93 (NOTAL)
(c) BUPERSINST 1430.16F
(d) OPNAVINST 6110.1J

1. Purpose

a. To formalize policy on the meritorious advancement programs for the Commander, Navy Recruiting Command (COMNAVCRUITCOM) Enlisted Recruiter of the Year Program in line with references (a) through (c).

b. This revision removes all reference of the disestablished Recruiting Command Advancement Program and provides clarifying information on the meritorious advancement program for COMNAVCRUITCOM. This instruction is a complete revision and should be reviewed in its entirety.

2. Cancellation. OPNAVINST 1430.4B.

3. Scope and Applicability. This instruction applies to all Department of the Navy (DON) military personnel assigned to COMNAVCRUITCOM. Refer all questions regarding the Enlisted Recruiter of the Year program to COMNAVCRUITCOM.

4. Background. The Enlisted Recruiter of the Year Program was established to recognize one outstanding Active Component (AC) and one outstanding Reserve Component (RC) recruiter based on their production attainment and overall contribution to the Navy recruiting mission. Recruiting personnel selected for Enlisted Recruiter of the Year may be advanced under the authority of this instruction. In line with reference (c), the Recruiter Command Advancement Program is cancelled and outstanding recruiters in paygrades E-3 through E-5 are now eligible for meritorious advancement under the meritorious advancement program. Specific guidance, criteria, and eligibility for the meritorious advancement program are contained in reference (c) and supplemented annually via naval administrative (message) (NAVADMIN).

5. Eligibility for Enlisted Recruiter of the Year

a. Must be in paygrades E-6 and below.

b. Must meet required time in rate for advancement to the next higher paygrade in line with reference (c).

c. Must pass the latest physical fitness assessment and meet the health and physical readiness requirements outlined in reference (d). COMNAVCRUITCOM may issue supplemental instructions establishing selection criteria.

d. E-7 candidates must have a selection board eligible profile sheet for the current cycle.

6. Action

a. COMNAVCRUITCOM manages the Navy Enlisted Recruiter of the Year program and may:


(1) Establish a recruiter meritorious advancement program to determine the most deserving recruiting personnel.

(2) Forward to Navy Personnel Command, Active Duty/Reserve Advancements (PERS-812), selection for AC and RC Enlisted Recruiter of the Year for issuance of advancement authorization. The Chief of Naval Personnel issues the appropriate authority.

b. Commanding officers ensure recruiting personnel nominated for meritorious advancement meet all eligibility requirements as set forth in references (a) through (d).

7. Records Management. Records created as a result of this instruction, regardless of media and format, will be managed per Secretary of the Navy (SECNAV) Manual 5210.1 of January 2012.

8. Review and Effective Date. Per OPNAVINST 5215.17A, Director, Military Personnel Plans and Policy (OPNAV (N13)) will review this instruction annually on the anniversary of its issuance date to ensure applicability, currency, and consistency with Federal, DoD, SECNAV, and Navy policy and statutory authority using OPNAV 5215/40 Review of Instruction. This instruction will be in effect for 5 years, unless revised or cancelled in the interim, and will be reissued by the 5-year anniversary date if it is still required, unless it meets one of the exceptions in OPNAVINST 5215.17A, paragraph 9. Otherwise, if the instruction is no longer required, it will be processed for cancellation as soon as the cancellation is known following the guidance in OPNAV Manual 5215.1.


R. P. BURKE
Deputy Chief of Naval Operations
(Manpower, Personnel, Training,
and Education)

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Releasability and distribution:

This instruction is cleared for public release and is available electronically only via Department of the Navy Issuances Web site, <http://doni.documentservices.dla.mil>