

VIRGINIA DEFENSE FORCE PROMOTION SCREEN BOARD REPORT

To: Headquarters _____ Virginia Defense Force
From: Personnel Screening Board, _____ VDF
Subject: Personnel Action Request for Appointment/Promotion

 (Last Name, First, M.I.) (VDF ID No.) (Current Rank) (Unit)

We, the undersigned commissioned/non-commissioned officers being directed by Order # _____ dated _____, published by HQ, _____ VDF to serve as a screening board to review all personnel action requests submitted within said command for the period _____ to _____, state that after having been duly sworn to execute this duty in an objective, fair, and impartial manner, make the following report:

A. () APPOINTMENT

We have interviewed the applicant and have reviewed all of the documentation of qualifications submitted as required according to VDF Regulations 601-100 and 624-1 on _____, 20____, and hereby find the applicant:

QUALIFIED/RECOMMENDED () Recommend Rank _____
 UNQUALIFIED/NOT RECOMMENDED ()

Reason for disqualification: _____

B. () PROMOTION

We have examined and reviewed all of the documentation of Time in Grade, Time in Service, drill attendance, recommendations and other required criteria according to VDF Reg Regulations 601-100 and 624-1, on _____, 20____, and hereby find this applicant:

QUALIFIED/RECOMMENDED () Recommend Rank _____
 UNQUALIFIED/NOT RECOMMENDED ()

Reason for disqualification: _____

We certify that the action taken upon the stated request was given all due consideration and study based upon all materials submitted in the applicant's package, and based upon all orders, instructions and published regulations in force at the time of the review, as directed by Headquarters, George Washington Division, Virginia Defense Force, or TAGO-VA.

Additional remarks:

OFFICIAL USE ONLY:

1. (P) _____
 (Last Name, First, M.I.) (Rank) (VDF ID) (UNIT) (Signature)
2. (M) _____
 (Last Name, First, M.I.) (Rank) (VDF ID) (UNIT) (Signature)
3. (M) _____
 (Last Name, First, M.I.) (Rank) (VDF ID) (UNIT) (Signature)
4. (M) _____
 (Last Name, First, M.I.) (Rank) (VDF ID) (UNIT) (Signature)