



UNITED STATES MARINE CORPS
 MARINE CORPS AIR STATION
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AIR STATION BULLETIN 1400

From: Commanding Officer, Marine Corps Air Station, Cherry Point
 To: Distribution List

Subj: CALENDAR YEAR (CY) 2016 MERITORIOUS LANCE CORPORAL AND NONCOMMISSIONED OFFICER (NCO) PROMOTIONS; NCO/MARINE OF THE QUARTER; AND NCO/MARINE OF THE YEAR

Ref: (a) MCO P1400.32D w/Ch 2
 (b) MCIEAST-MCB CAMLEJO 1400.2A
 (c) MCIEAST-MCB CAMLEJO 1650.7B
 (d) MCIEAST-MCB CAMLEJO 1650.8
 (e) MCIEAST-MCB CAMLEJBul 1400 (canc: Jan 17)
 (f) ASO 1400.1
 (g) ASO 1650.10E

1. Purpose. To publish guidance and submission timeline requirements for CY 2016 nominations for meritorious Lance Corporal and NCO promotions; NCO/Marine of the Quarter; and NCO/Marine of the Year.

2. Background

a. The Commanding Officer (CO), Marine Corps Air Station (MCAS) Cherry Point, is the promotion authority for all meritorious Lance Corporal promotions. Prior to selecting the best qualified Marines, the CO convenes a board to rate exceptional performance.

b. For all other boards, the CO solicits nominations from subordinate commands to compete for selection. Nominations are forwarded to the Commanding General (CG), Marine Corps Installations East-Marine Corps Base, Camp Lejeune. Prior to selecting the best qualified nominees for consideration by the CG, the CO convenes a board to rate exceptional performance.

3. Action

a. Meritorious Lance Corporal. Board submissions shall be in the same format used for meritorious NCO's, except a photo is not required.

<u>Date of Promotion</u>	<u>Station Board</u>	<u>Due to Station Adjutant</u>	<u>Due to Squadron (Suggested)</u>	<u>Adjutant Calculates Allocations</u>
2 Mar 16	25 Feb 16	23 Feb 16	16 Feb 16	1 Jan 16
2 Jun 16	26 May 16	24 May 16	17 May 16	1 Apr 16
2 Sep 16	25 Aug 16	23 Aug 16	16 Aug 16	1 Jul 16
2 Dec 16	23 Nov 16	21 Nov 16	15 Nov 16	1 Oct 16

b. Marine/NCO of the Quarter/Year. Submissions must be in the format prescribed by the references. To submit for Marine/NCO of the year, the nominee must be a MCIEAST-MCB CAMLEJ Marine/NCO of the quarter at some point during CY 2016. The following timelines are established, in order of "Due to Station Adjutant:"

<u>Board Type</u>	<u>Due to MCIEAST</u>	<u>Station Board</u>	<u>Due to Station Adjutant</u>	<u>Due to Squadron (Suggested)</u>
Meritorious Sergeant	15 Jan 16	13 Jan 16	8 Jan 16	4 Jan 16
Meritorious Corporal	11 Feb 16	9 Feb 16	4 Feb 16	29 Jan 16
Meritorious Sergeant	8 Apr 16	6 Apr 16	1 Apr 16	28 Mar 16
NCO/Marine of Quarter (1st Qtr)	8 Apr 16	6 Apr 16	1 Apr 16	28 Mar 16
Meritorious Corporal	9 May 16	5 May 16	3 May 16	27 Apr 16
NCO/Marine of Quarter (2nd Qtr)	8 Jul 16	6 Jul 16	30 Jun 16	27 Jun 16
Meritorious Sergeant	8 Jul 16	6 Jul 16	30 Jun 16	27 Jun 16
Meritorious Corporal	8 Aug 16	4 Aug 16	2 Aug 16	27 Jul 16
Meritorious Sergeant	7 Oct 16	5 Oct 16	29 Sep 16	26 Sep 16
Meritorious Corporal	7 Nov 16	3 Nov 16	1 Nov 16	27 Oct 16
NCO/Marine of Quarter (3rd Qtr)	7 Oct 16	5 Oct 16	29 Sep 16	26 Sep 16
NCO/Marine of Quarter (4th Qtr)	29 Dec 16	22 Dec 16	20 Dec 16	15 Dec 16
NCO/Marine of the Year	29 Dec 16	22 Dec 16	20 Dec 16	15 Dec 16

c. Coordinating Instructions

(1) The SgtMaj, MCAS Cherry Point has staff cognizance over the Meritorious Promotion Boards; NCO/Marine of the Quarter Boards; NCO/Marine of the Year Boards; and disseminates additional guidance or changes as required.

(2) The Adjutant, MCAS Cherry Point has administrative cognizance over submissions to this headquarters and will ensure submission accuracy in accordance with the references.

4. Reserve Applicability. This Bulletin is applicable to MCAS Cherry Point, its subordinate commands, and CNATT (Mar Unit).



M. A. ARGUELLO
By direction

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