

**PROCEEDINGS OF A FEDERAL RECOGNITION EXAMINING BOARD**

For use of this form see NGR (AF) 36-3. The Proponent Agency is ANG/DP.

**PRIVACY ACT STATEMENT**

1. *AUTHORITY: Title 32 USC 307, Title 10 USC 10204, Executive Order 9397.*
2. *PURPOSE: To record proceedings of a Federal Recognition Examining Board.*
3. *ROUTINE USES: None*
4. *DISCLOSURE: Voluntary; However, if individual does not provide the information requested by the Board, Federal Recognition may be denied.*

CONVENED PURSUANT TO PARAGRAPH	SPECIAL ORDER NO.	HEADQUARTERS	DATE (YYYYMMDD)
LOCATION	DATE (YYYYMMDD)	HOUR	

**PRESENT (All the members)**

NAME	GRADE	COMP CAT	POSITION ON BOARD

THE ORDER DIRECTING THIS APPLICANT \_\_\_\_\_  
(NAME IN FULL)

\_\_\_\_\_  
(UNIT) (STATE)

TO REPORT FOR EXAMINATION TO DETERMINE HIS/HER QUALIFICATIONS FOR FEDERAL RECOGNITION AS \_\_\_\_\_  
 AND THE ORDERS CONVENING THE BOARD WERE READ. (GRADE)

THE APPLICANT WAS  WAS NOT  REQUIRED TO APPEAR AND ASKED IF HE/SHE OBJECTED TO EXAMINATION BY ANY MEMBER OF THE BOARD TO WHICH HE/SHE REPLIED IN THE NEGATIVE. THE MEMBERS OF THE BOARD AND THE RECORDER WERE DULY SWORN.

**CONDUCT OF THE BOARD**

We certify that the Secretary of the Air Force Memorandum of Instruction was reviewed and a Statement of Understanding was executed in accordance with the governing instruction for Federal Recognition Examining Boards. We further certify that:

The applicant recommended for federal recognition  who had  who had no adverse information furnished to the board, is, in the opinion of the board member majority, fully qualified to meet the needs of the Air Force and the Air National Guard, and meets the requirements of exemplary conduct set forth in Title 10, United States Code, Section 8583.

QUALIFICATIONS

THE BOARD THEN PROCEEDED WITH THE EXAMINATION OF THE QUALIFICATIONS OF THE APPLICANT AND FINDS THAT:

	YES	NO
a. The applicant is being promoted in an authorized position at the higher grade.	<input type="checkbox"/>	<input type="checkbox"/>
	QUALIFIED	NOT QUALIFIED
b. Applicant meets the physical qualifications described in governing AF/ANG Instructions.	<input type="checkbox"/>	<input type="checkbox"/>
c. Applicant's moral qualifications are satisfactory. Exhibits loyalty, discipline, dedication, integrity, honesty, and officership. Adheres to Air Force standards. No Letters of counseling or reprimand. No referral Performance Reports.	<input type="checkbox"/>	<input type="checkbox"/>
d. Applicant meets the eligibility qualifications. Board will review Time-In-Grade, fully qualified AFSC, authorized UMD position, retirement points, civilian and professional military education (if applicable), etc.	<input type="checkbox"/>	<input type="checkbox"/>
e. Applicant's job knowledge is satisfactory. Has knowledge required to perform duties effectively. Strives to improve knowledge. Board will consider breadth of experience based on the candidate's past employment. Consider what has been done in and out of his/her primary specialty. Consider what level of duty was held and civilian skills or experience, as appropriate.	<input type="checkbox"/>	<input type="checkbox"/>
f. Applicant meets leadership qualifications. Evidence of demonstrated leadership skills and potential to assume future leadership positions. Sets and enforces standards. Works well with others. Fosters teamwork. Displays initiative and self-confidence.	<input type="checkbox"/>	<input type="checkbox"/>
g. Applicant meets professional qualifications. Military performance is documented by Officer Performance Reports and training reports. Performance of primary duties in support of the mission has been reviewed and considered. Job responsibility, progression and knowledge have been evaluated.	<input type="checkbox"/>	<input type="checkbox"/>

FINDINGS OF THE BOARD

THE BOARD FINDS THAT THE APPLICANT IS:  QUALIFIED  NOT QUALIFIED FOR THE APPOINTMENT/PROMOTION

SOUGHT AND RECOMMENDS THAT HE/SHE:  BE  NOT BE GRANTED FEDERAL RECOGNITION

DATE EXAMINATION COMPLETED \_\_\_\_\_  
(YYYY/MM/DD)

\_\_\_\_\_  
(RECORDER)

\_\_\_\_\_  
(PRESIDENT)

\_\_\_\_\_  
(MEMBER)

\_\_\_\_\_  
(MEMBER)