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| 1. Name (LAST, FIRST, MI.) | | | | | | | | | | | | | | | 2. Grade/Rate | | | | | | 3. Desig | | | | | | | 4. SSN | | | | |
| LAST, FIRST, MI. | | | | | | | | | | | | | | | MIDN | | | | | | #/C | | | | | | | XXX-XX-XXXX | | | | |
| 5. ACT FTS INACT A1/ADSW/265 | | | | | 6. UIC | | | | | | 7. Ship/Station | | | | | | | | | | | | 8. Promotion Status | | | | | | | 9. Date Reported | | |
| ☐ ☐ ☒ ☐ | | | | | 68877 | | | | | | NROTC CARNEGIE MEL | | | | | | | | | | | | REGULAR | | | | | | | DDMMMYY | | |
| Occasion for Report | | | | | | | | | | | | | | | | | | | | | | Period of Report | | | | | | | | | | |
| 10. Periodic | ☒ | Detachment  11. of Individual | | | | ☐ | | Detachment of  12. Reporting Senior | | | | | | ☐ | | | 13. Special | | | ☐ | | 14. From: | | DDMMMYY | | | | | | 15. To: | | DDMMMYY |
| 16. Not Observed Report ☐ | | Type of Report | | | | | | | | | | | | | | | | | | | | 20. Physical Readiness | | | | | | | 21. Billet Subcategory (if any) | | | |
| 17. Regular | | ☒ | | | | 18. Concurrent | | | | ☐ | | | | 19. Ops Cdr | | | ☐ | | | Enter PT. | | | | | | | N/A | | | |
| 22. Reporting Senior (LAST, FIRST, MI.) | | | | | | | 23. Grade | | | 24. Desig | | | | | 25. Title | | | | | | | | | | 26. UIC | | | | | | 27. SSN | |
| LAST, FIRST, MI. | | | | | | | MIDN | | | #/C | | | | | Reporting Sen. Billet | | | | | | | | | | 68877 | | | | | | XXX-XX-XXXX | |
| 28. Command employment and command achievements. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Responsible for the training and guidance for all Midshipmen, Officer Candidates, and MECEP’s enrolled in NROTC Unit Carnegie Mellon University. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 29. Primary/Collateral/Watchstanding duties. (Enter primary duty abbreviation in box.) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| SEMESTER BILLET  Enter billet description. Do not enter more than two lines.  Collateral Duties - Click here to enter text. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| For Mid-Term Counseling Use. (When completing FITREP enter 30 and 31 from counseling worksheet sign 32.) | | | | | | | | | 30. Date Counseled | | | | | | | | | 31. Counselor | | | | | | | | 32. Signature of Individual Counseled | | | | | | |
| NOT REQ | | | | | | | | | LAST, FIRST, MI. | | | | | | | | NOT REQ | | | | | | |
| PERFORMANCE TRAITS: 1.0 - Below standards/not progressing or UNSAT in any one standard; 2.0 - Does not yet meet all 3.0 standards; 3.0 - Meets all 3.0 standards; 4.0 - Exceeds most 3.0 standards; 5.0 - Meets overall criteria and most of the specific standards for 5.0. Standards are not all inclusive. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **PERFORMANCE TRAITS** | | | 1.0\*  Below Standards | | | | | | 2.0  Pro-gressing | | | | 3.0  Meeting Standards | | | | | | | | | | | 4.0  Above Standards | | | 5.0  Greatly Exceeds Standards | | | | | |
| 33.  **PROFESSIONAL**  **EXPERTISE:**  Professional knowledge, proficiency, and qualifications. | | | - Lacks basic professional knowledge to perform effectively.  - Cannot apply basic skills.  - Fails to develop professionally or achieve timely qualifications. | | | | | |  | | | | - Has thorough professional knowledge.  - Competently performs both routine and new tasks.  - Steadily improves skills, achieves timely qualifications. | | | | | | | | | | |  | | | - Recognized expert, sought after to solve difficult problems.  - Exceptionally skilled, develops and executes innovative ideas.  - Achieves early/highly advanced qualifications. | | | | | |
| NOB | | |  | | | | | |  | | | |  | | | | | | | | | | |  | | |  | | | | | |
| 34.  **COMMAND OR**  **ORGANIZATIONAL**  **CLIMATE/EQUAL**  **OPPORTUNITY:**  Contributing to growth and development, human worth, community. | | | - Actions counter to Navy's retention/reenlistment goals.  - Uninvolved with mentoring or professional development of subordinates.  - Actions counter to good order and discipline and negatively affect Command/Organizational climate.  - Demonstrates exclusionary behavior. Fails to value differences from cultural diversity. | | | | | |  | | | | - Positive leadership supports Navy's increased retention goals. Active in decreasing attrition.  - Actions adequately encourage/support subordinates' personal/professional growth.  - Demonstrates appreciation for contributions of  Navy personnel. Positive influence on Command climate.  - Values differences as strengths. Fosters atmosphere of acceptance/inclusion per EO/EEO policy. | | | | | | | | | | |  | | | - Measurably contributes to Navy's increased retention and reduced attrition objectives.  - Proactive leader/exemplary mentor. Involved in subordinates' personal development leading to professional growth/sustained commitment.  - Initiates support programs for military, civilian,  and families to achieve exceptional Command and  Organizational climate.  - The model of achievement. Develops unit cohesion by valuing differences as strengths. | | | | | |
| NOB | | |  | | | | | |  | | | |  | | | | | | | | | | |  | | |  | | | | | |
| 35.  **MILITARY BEARING/**  **CHARACTER:**  Appearance, conduct, physical fitness, adherence to Navy Core Values. | | | - Consistently unsatisfactory appearance.  - Unsatisfactory demeanor or conduct.  - Unable to meet one or more physical readiness standards.  - Fails to live up to one or more Navy  Core Values: HONOR, COURAGE,  COMMITMENT. | | | | | |  | | | | - Excellent personal appearance.  - Excellent demeanor or conduct.  - Complies with physical readiness program.  - Always lives up to Navy Core Values:  HONOR, COURAGE, COMMITMENT. | | | | | | | | | | |  | | | - Exemplary personal appearance.  - Exemplary representative of Navy.  - A leader in physical readiness.  - Exemplifies Navy Core Values:  HONOR, COURAGE, COMMITMENT. | | | | | |
| NOB | | |  | | | | | |  | | | |  | | | | | | | | | | |  | | |  | | | | | |
| 36.  **TEAMWORK:**  Contributions towards team building and team results. | | | - Creates conflict, unwilling to work with others, puts self above team.  - Fails to understand team goals or teamwork techniques.  - Does not take direction well. | | | | | |  | | | | - Reinforces others' efforts, meets personal commitments to team.  - Understands team goals, employs good teamwork techniques.  - Accepts and offers team direction. | | | | | | | | | | |  | | | - Team builder, inspires cooperation and progress.  - Talented mentor, focuses goals and techniques for team.  - The best at accepting and offering team direction. | | | | | |
| NOB | | |  | | | | | |  | | | |  | | | | | | | | | | |  | | |  | | | | | |
| 37.  **MISSION**  **ACCOMPLISHMENT**  **AND INITIATIVE:**  Taking initiative, planning/prioritizing, achieving mission. | | | - Lacks initiative.  - Unable to plan or prioritize.  - Does not maintain readiness.  - Fails to get the job done. | | | | | |  | | | | - Takes initiative to meet goals.  - Plans/prioritizes effectively.  - Maintains high state of readiness.  - Always gets the job done. | | | | | | | | | | |  | | | - Develops innovative ways to accomplish mission.  - Plans/prioritizes with exceptional skill and foresight.  - Maintains superior readiness, even with limited resources.  - Gets jobs done earlier and far better than expected. | | | | | |
| NOB | | |  | | | | | |  | | | |  | | | | | | | | | | |  | | |  | | | | | |

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| 1. Name (LAST, FIRST, MI.) | | | | | | | | | | | | 2. Grade/Rate | | | | 3. Desig | | | | | | 4. SSN | | | | | |
| LAST, FIRST, MI. | | | | | | | | | | | | MIDN | | | | #/C | | | | | | XXX-XX-XXXX | | | | | |
| **PERFORMANCE TRAITS** | | 1.0\*  Below Standards | | | | | 2.0  Pro-gressing | | | 3.0  Meeting Standards | | | | | | | | 4.0  Above Standards | | | 5.0  Greatly Exceeds Standards | | | | | | |
| 38.  **LEADERSHIP:**  Organizing, motivating and developing others to accomplish goals. | | - Neglects growth/development or welfare of subordinates.  - Fails to organize, creates problems for subordinates.  - Does not set or achieve goals relevant to command mission and vision.  - Lacks ability to cope with or tolerate stress.  - Inadequate communicator.  - Tolerates hazards or unsafe practices. | | | | |  | | | - Effectively stimulates growth/development in subordinates.  - Organizes successfully, implementing process improvements and efficiencies.  - Sets/achieves useful, realistic goals that support command mission.  - Performs well in stressful situations.  - Clear, timely communicator.  - Ensures safety of personnel and equipment. | | | | | | | |  | | | - Inspiring motivator and trainer, subordinates reach highest level of growth and development.  - Superb organizer, great foresight, develops process improvements and efficiencies.  - Leadership achievements dramatically further command mission and vision.  - Perseveres through the toughest challenges and inspires others.  - Exceptional communicator.  - Makes subordinates safety-conscious, maintains top safety record.  - Constantly improves the personal and professional lives of others. | | | | | | |
| NOB | |  | | | | |  | | |  | | | | | | | |  | | |  | | | | | | |
| 39.  **TACTICAL**  **PERFORMANCE:**  (Warfare qualified officers  only)  Basic and tactical employment of weapons systems. | | - Has difficulty attaining qualifications expected for rank and experience.  - Has difficulty in ship(s), aircraft or weapons systems employment.  Below others in knowledge and employment.  - Warfare skills in specialty are below standards compared to others of same rank and experience. | | | | |  | | | - Attains qualifications as required and expected.  - Capably employs ship(s), aircraft, or weapons systems. Equal to others in warfare knowledge and employment.  - Warfare skills in specialty equal to others of same rank and experience. | | | | | | | |  | | | - Fully qualified at appropriate level for rank and experience.  - Innovatively employs ship(s), aircraft, or weapons systems. Well above others in warfare knowledge and employment.  - Warfare skills in specialty exceed others of same rank and experience. | | | | | | |
| NOB ☒ | | ☐ | | | | | ☐ | | | ☐ | | | | | | | | ☐ | | | ☐ | | | | | | |
| 40. I recommend screening this individual for the following midshipman billets (maximum of two): | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Recommendations may be for billets such as: BATCOM, BATXO, OPS, TRAINO, COMPANY COMMANDER, PLATOON COMMANDER, SHIP STORE, ETC. | | | | | | | | | | | | | | | Billet | | | | | | Billet | | | | | | |
| 41. COMMENTS ON PERFORMANCE. \*All 1.0 marks, three 2.0 marks, and 2.0 marks in Block 34 must be specifically substantiated in comments. Comments must be verifiable. Use upper and lower case. | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Click here to enter opening sentence.  Click here to enter text.  Click here to enter closing sentence. | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Promotion Recommendation | NOB | | | Significant Problems | | Progressing | | | Promotable | | | | | Must Promote | | Early Promote | 44. Reporting Senior Address  **NROTC CARNEGIE MELLON UNIV.**  **4615 FORBES AVE.**  **PITTSBURGH, PA 15213** | | | | | | | | | | |
| 42. INDIVIDUAL |  | | |  | |  | | |  | | | | |  | |  |
| 43. SUMMARY | # | | | # | | # | | | # | | | | | # | | # |
| 45. Signature of Reporting Senior | | | | | | Date: | | DDMMMYY | | | | | 46. Signature of individual evaluated. “I have seen this report, been apprised of my performance, and understand my right to make a statement.” | | | | | | | | | | | | | | |
|  | | | | | | I intend to submit a statement | | | | | |  | do not intend to submit a statement | | | | | |  |  |
| Member Trait Average: | | | #.## | | Summary Group Average: | | | | | | #.## | |  | | | | | | | Date: | | | | |  | | |
| 47. NROTC Unit Commanding Officer Review | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | Date: | DDMMMYY | | | |