



May 2002

**UNITED STATES ARMY
SOLDIER SUPPORT INSTITUTE
ADJUTANT GENERAL SCHOOL**

**REVIEW A COMPLETED NONCOMMISSIONED
OFFICER
EVALUATION REPORT**

STUDENT HANDOUT

NOTE: Personnel managers and leaders are responsible for ensuring that all forms and documents are properly completed. Each of you must take a personal interest and be involved with the evaluation system since every enlisted soldier's career, including your own, depends on these evaluations. It is each of our responsibility to ensure that the Noncommissioned Officer Enlisted Report (NCOER) remains an accurate and useful soldier evaluation tool.

NOTE: The DA Form 2166-8 is used by the rating officials to provide the Army with a brief, clear assessment of the rated NCO's duty performance, professionalism, and potential. The form also provides evaluation information to ensure that sound personnel management decisions can be made and that a NCO's potential can be fully developed. It will be your job as a Personnel Service Sergeant to ensure that these forms are properly filled out and processed.

Group Exercise Personal Data Sheet

Situation: Today is 5 November 2005. SGT Ray received an NCOER from 2004 01 thru 2004 10. He is now due an annual report. During this time he went TDY to BNCOC from 13 Jan 05 until 22 Mar 05.

His rater is 1SG Lee R. Jacobson; PMOS: 92Y5M; SSN: 920-76-3692;

email lee.jacobson@us.army.mil

His S/R is CPT Kevin P. Larson; Quartermaster Branch; SSN: 991-33-0642;

email kevin.p.larson@us.army.mil

His Review is LTC Kenneth R. Wagner; Quartermaster Branch; SSN: 933-60-2101

Email kenneth.wagner1@us.army.mil

Soldier Data:

Name: Larry Jason Ray

SSN: 251-82-3594

Rank: SGT

PMOS: 13M2H

DMOS: 13M3O

Unit: S & S Company, 53d Maintenance Battalion, Fort Stewart, GA 31392

Major Command: FORSCOM

Email: larry.j.ray@us.army.mil

Date of Rank: 980601

PSB Code: FS17

Principal Duty: Assistant Section Chief

Counseling Dates: 20050312/20050103/20041215

PART I - ADMINISTRATIVE DATA

a. NAME (Last, First, Middle Initial) Ray, Larry Jason		b. SSN 251-82-3694	c. RANK SGT	d. DATE OF RANK 980601	e. PM OSC 13M
f. UNIT, ORG., STATION, ZIP CODE OR APO, MAJOR COMMAND S & S Co., Maint Spt.				g. REASON FOR SUBMISSION 1 Annual	
h. PERIOD COVERED		i. RATED MONTHS	j. NON-RATED CODES	k. NO. OF ENCL	l. RATED NCO COPY (Check one and Date)
FROM	THRU				1. Given to NCO
YYYY MM 2004 10	YYYY MM 2005 10	12		0	2. Forwarded to NCO
					m. PSC initials
					n. CMD CODE AO
					o. PSB CODE FS17

PART II - AUTHENTICATION

a. NAME OF RATER (Last, First, Middle Initial) Jacobsen, Lee R.	SSN 920-76-3692	SIGNATURE signed - Lee Jacobsen
RANK, PM OSC, BRANCH, ORGANIZATION, DUTY ASSIGNMENT 1SG, 92Y 5M, S & S Co., 53d Maint SPT Bn FT STEWART, GA 313902		DATE 11/01/05
b. NAME OF SENIOR RATER (Last, First, Middle Initial) Larson, Kevin P.	SSN 991-33-0642	SIGNATURE signed - Kevin Larson
RANK, PM OSC, BRANCH, ORGANIZATION, DUTY ASSIGNMENT CPT, QM, S & S Co., 53d Maint SPT BN, FT STEWART, GA 313902		DATE 11/03/05
<small>c. RATED NCO: I understand my signature does not constitute agreement or disagreement with the evaluations of the rater and senior rater. I further understand my signature verifies that the administrative data in Part I, the rating officials in Part II, the duty description to include the counseling dates in Part III, and the APFT and health/wellness entries in Part IV are correct. I have seen the report completed through Part V, except Parts III and IV. I am aware of the appeals process of AR 623-205.</small>		
d. NAME OF REVIEWER (Last, First, Middle Initial) Wagner, Kenneth R.	SSN 933-60-2101	SIGNATURE signed - Kenneth Wagner
RANK, PM OSC, BRANCH, ORGANIZATION, DUTY ASSIGNMENT LTC, QM, 53d Maint SPT Bn FT STEWART, GA 313902		DATE 11/10/99
e. <input checked="" type="checkbox"/> CONCUR WITH RATER AND SENIOR RATER EVALUATIONS <input type="checkbox"/> NONCONCUR WITH RATER AND/OR SENIOR RATER EVAL. (See attached comments)		

PART III - DUTY DESCRIPTION (Rater)

a. PRINCIPAL DUTY TITLE Assistant Section Chief	b. DUTY PM OSC 13M 20			
c. DAILY DUTIES AND SCOPE (To include, as appropriate, people, equipment, facilities and facilities) Assists section chief in supervision of operations, maintenance, and training.				
d. AREAS OF SPECIAL EMPHASIS Leads and instructs the Recon. Team in combat operations. Rater: LEE JACOBSON@ ; S/R: KEVIN PLARSON@ ; Rev: KENNETH WAGNER@				
e. APPOINTED DUTIES Assists the ammunition section chief during ammunition resupply operations, maintenance, and training.				
f. COUNSELING DATES	INITIAL	LATER	LATER	LATER
	20041215	20050703	20050312	

PART IV - ARMY VALUES ATTRIBUTES SKILLS ACTIONS (Rater)

V A L U E S	Loyalty	1. LOYALTY: Bears true faith and allegiance to the U.S. Constitution, the Army, the unit, and other soldiers.	YES	NO
	Duty	2. DUTY: Fulfills their obligations.	X	
	Respect	3. RESPECT/ADDED: Treats people as they should be treated.	X	
	Selfless Service	4. SELFLESS-SERVICE: Puts the welfare of the nation, the Army, and subordinates before their own.	X	
	Honor	5. HONOR: Lives up to all the Army values.	X	
	Integrity	6. INTEGRITY: Does what is right - legally and morally.	X	
	Personal Courage	7. PERSONAL COURAGE: Faces fear, danger, or adversity (physical and moral).	X	
	Bullet comments			

RATED NCOS NAME <i>(Last, First, Middle Initial)</i> + Ray, Larry Jason LARRY JRAY @	SSN 251-82-3694	THRU DATE +
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PART IV (Rater) - VALUES/NCOS RESPONSIBILITIES *Specific Bullet examples of "EXCELLENCE" or "NEEDS IMPROVEMENT" are mandatory. Specific Bullet examples of "SUCCESS" are optional.*

<p>b. COMPETENCE</p> <ul style="list-style-type: none"> o Duty proficiency/MOS competency o Technical & tactical/knowledge, skills, and abilities o Sound judgment o Seeking self-improvement/always learning o Accomplishing tasks to the fullest capacity; committed to excellence <p>EXCELLENCE <input type="checkbox"/> SUCCESS <input checked="" type="checkbox"/> NEEDS IMPROVEMENT <input type="checkbox"/> <input type="checkbox"/></p> <p><i>(Exceeds std) (Meets std) (Same) (Much)</i></p>	<p>Displays competency in MOS. Seeks ways to always improve.</p>
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<p>c. PHYSICAL FITNESS & MILITARY BEARING</p> <ul style="list-style-type: none"> o Mental and physical toughness o Endurance and stamina to go the distance o Displaying confidence and enthusiasm; looks like a soldier <p>EXCELLENCE <input type="checkbox"/> SUCCESS <input checked="" type="checkbox"/> NEEDS IMPROVEMENT <input type="checkbox"/> <input type="checkbox"/></p> <p><i>(Exceeds std) (Meets std) (Same) (Much)</i></p>	<p>APFT PASS 0503</p>	<p>HEIGHT/WEIGHT 71/185 YES</p>
<p>In excellent condition</p>		

<p>d. LEADERSHIP</p> <ul style="list-style-type: none"> o Mission first o Genuine concern for soldiers o Instilling the spirit to achieve and win o Setting the example; Be, Know, Do <p>EXCELLENCE <input type="checkbox"/> SUCCESS <input type="checkbox"/> NEEDS IMPROVEMENT <input type="checkbox"/> <input type="checkbox"/></p> <p><i>(Exceeds std) (Meets std) (Same) (Much)</i></p>	<p>Possesses strong leadership skills. Shows genuine concern for other soldiers.</p>
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<p>e. TRAINING</p> <ul style="list-style-type: none"> o Individual and team o Mission focused; performance oriented o Teaching soldiers how; common tasks, duty related skills o Sharing knowledge and experience to fight, survive and win <p>EXCELLENCE <input checked="" type="checkbox"/> SUCCESS <input type="checkbox"/> NEEDS IMPROVEMENT <input type="checkbox"/> <input type="checkbox"/></p> <p><i>(Exceeds std) (Meets std) (Same) (Much)</i></p>	<p>Improved Recon. Team scores.</p>
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<p>f. RESPONSIBILITY & ACCOUNTABILITY</p> <ul style="list-style-type: none"> o Care and maintenance of equipment/facilities o Soldier and equipment safety o Conservation of supplies and funds o Encouraging soldiers to learn and grow o Responsible for good, bad, right & wrong <p>EXCELLENCE <input checked="" type="checkbox"/> SUCCESS <input type="checkbox"/> NEEDS IMPROVEMENT <input type="checkbox"/> <input type="checkbox"/></p> <p><i>(Exceeds std) (Meets std) (Same) (Much)</i></p>	<p>Works well with unit. Takes excellent care of equipment</p>
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PART V - OVERALL PERFORMANCE AND POTENTIAL

<p>a. RATER. Overall potential for promotion and/or service in positions of greater responsibility.</p> <p>AMONG THE BEST <input checked="" type="checkbox"/> FULLY CAPABLE <input type="checkbox"/> MARGINAL <input type="checkbox"/></p>	<p>e. SENIOR RATER BULLET COMMENTS</p>
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<p>b. RATER. List 3 positions in which the rated NCO could best serve the Army at his/her current or next higher grade.</p> <p>Section Leader _____</p> <p>Recon. Sergeant _____</p> <p>Demolition Sergeant _____</p>	
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<p>c. SENIOR RATER. Overall performance</p> <p style="text-align: center;"> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> 1 2 3 4 5 Successful Fair Poor </p>	<p>d. SENIOR RATER. Overall potential for promotion and/or service in positions of greater responsibility.</p> <p style="text-align: center;"> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> 1 2 3 4 5 Superior Fair Poor </p>
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