



**DEPARTMENT OF THE NAVY**  
BOARD FOR CORRECTION OF NAVAL RECORDS  
701 S. COURTHOUSE ROAD, SUITE 1001  
ARLINGTON, VA 22204-2490

[REDACTED]  
Docket No. 10388-23  
Ref: Signature Date

From: Chairman, Board for Correction of Naval Records  
To: Secretary of the Navy

Subj: REVIEW OF NAVAL RECORD ICO [REDACTED]  
XXX-XX-[REDACTED] USMC

Ref: (a) Title 10 U.S.C. § 1552  
(b) MCO P1400.32 w/ch2  
(c) MARADMIN 225/23

Encl: (1) DD Form 149 w/attachments  
(2) Advisory Opinion by HQMC (MMPB-11), 29 Dec 23  
(3) Subject's naval record

1. Pursuant to the provisions of reference (a), Subject, hereinafter referred to as Petitioner, filed enclosure (1) with the Board for Correction of Naval Records (Board), requesting that her naval record be corrected to reflect retroactive promotion to Sergeant (Sgt) effective 1 June 2023 and receipt of associated back-pay.

2. The Board, consisting of [REDACTED], [REDACTED], and [REDACTED] reviewed Petitioner's allegations of error and injustice on 18 April 2024 and pursuant to its regulations, determined that the corrective action indicated below should be taken on the available evidence of record. Documentary material considered by the Board consisted of the enclosures, relevant portions of Petitioner's naval record, and applicable statutes, regulations, and policies.

3. The Board, having reviewed all the facts of record pertaining to Petitioner's allegations of error and injustice, found that, before applying to this Board, she exhausted all administrative remedies available under existing law and regulations within the Department of the Navy. The Board made the following findings:

a. In accordance with reference (b), the minimum time-in-grade (TIG) requirement ensures that Marines have acquired a minimum amount of experience in grade prior to being considered for advancement to the next higher grade. The minimum time-in-service (TIS) requirement is the minimum time a Marine must be in service in order to be eligible for promotion to a particular grade. Regular promotion to Sgt/E-5 requires a minimum TIG of 12-months and TIS of 24 months. Meritorious promotion to Sgt/E-5 does not have a minimum TIG, however the minimum TIS is 18 months.

b. Reference (c) announced the Small-Unit Leader Initiative (SULI). The SULI provides high-performing, committed, first-term Corporals eligibility for promotion to the rank of Sgt/E-5. Eligible Marines must meet all the following conditions: Be recommended by the first O-5 Commander in the Marine's chain of command; have at least 36 months TIS; have executed a reenlistment;

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completed all required Professional Military Education (PME); and meet the Junior Enlisted Performance Evaluation System promotion cutoff score for the month in which promoted. The message further outlined guidance on the implementation and administrative procedures for SULI eligible Marines that included submission of documentation that comprised of current "JEPA" and projected "JWKS" screens from the Marine Corps Total Force System (MCTFS); O-5 level command letter stating Marine is recommended for promotion to Sgt/E-5 and is SULI eligible; executed reenlistment documents; and command generated promotion warrant.

c. Petitioner Armed Force Active Duty Base date is 5 August 2019.

d. On 1 June 2022, Petitioner promoted to Corporal/E-4.

e. On 24 May 2023, Commanding Officer, [REDACTED] submitted a SULI Meritorious Promotion package to Officer-in-Charge, Promotion Section, Regional Personnel Administration Center, [REDACTED] indicating Petitioner met the requirements of promotion to Sgt/E-5 and requested a Type Transaction Code 052-003 be reported with an effective date of 1 June 2023.

f. On 1 October 2023, Petitioner promoted to Sgt/E-5.

g. In the advisory opinion, attached as enclosure (2), the office having cognizance over the subject matter addressed in Petitioner's application has provided an unfavorable recommendation. The Enlisted Promotions Unit (MMPB-11) denial is based on the MCTFS June projected worksheet not being included in the SULI Meritorious Promotion package and at the time there was not an ability to retrieve the worksheet after the fact.

## CONCLUSION

Upon review and consideration of all the evidence of record, the Board finds the existence of an injustice warranting the following partial corrective action. The Board determined there were administrative remedies that were available to ensure Petitioner eligibility for promotion could be confirmed. These remedies include the Installation Personnel Admin Center Promotion Section's ability to print the correct JWKS screen upon receipt of the commander's promotion request and the ability to retrieve all relevant data points to conduct remedial consideration if necessary. Therefore, the Board determined that under these circumstances, partial relief is warranted.

## RECOMMENDATION

That Petitioner's naval record be corrected, where appropriate, to show that:

Petitioner's score for promotion to Sgt/E-5 was manually computed by Headquarters, U.S. Marine Corps (HQMC). Note: If Petitioner meets the cutting score for June 2023, HQMC will promote accordingly.

The part of Petitioner's request for corrective action that exceeds the foregoing is denied because the Board did not have the Petitioner's scores to determine if she met the cutting score for the June 2023 promotion.

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A copy of this Report of Proceedings will be filed in Petitioner's naval record.

4. It is certified that a quorum was present at the Board's review and deliberations, and that the foregoing is a true and complete record of the Board's proceedings in the above-entitled matter.

5. Pursuant to the delegation of authority set out in Section 6(e) of the revised Procedures of the Board for Correction of Naval Records (32 Code of Federal Regulations, Section 723.6(e)), and having assured compliance with its provisions, it is hereby announced that the foregoing corrective action, taken under the authority of the reference, has been approved by the Board on behalf of the Secretary of the Navy.

5/1/2024

[REDACTED]

Deputy Director

Signed by: [REDACTED]