



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

█  
Docket No. 1356-25  
Ref: Signature Date

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Dear █,

This is in reference to your application for correction of your naval record pursuant to Section 1552 of Title 10, United States Code. After careful and conscientious consideration of relevant portions of your naval record and your application, the Board for Correction of Naval Records (Board) found the evidence submitted insufficient to establish the existence of probable material error or injustice. Consequently, your application has been denied.

A three-member panel of the Board, sitting in executive session, considered your application on 2 July 2025. The names and votes of the members of the panel will be furnished upon request. Your allegations of error and injustice were reviewed in accordance with administrative regulations and procedures applicable to the proceedings of this Board. Documentary material considered by the Board consisted of your application, together with all material submitted in support thereof, relevant portions of your naval record and applicable statutes, regulations and policies.

The Board determined your personal appearance, with or without counsel, would not materially add to their understanding of the issues involved. Therefore, the Board determined a personal appearance was not necessary and considered your case based on the evidence of record.

The Board carefully considered your request to remove the 6105 counseling entry dated 2 April 2024 because you have “taken full responsibility of [your] action, administratively corrected the deficiency, and have ensured these actions have not taken place again.” Specifically, you contend the mistake – failing to document your spouse in your record – was “not of ill intent” but was a “lapse of judgment on [your] part” that you have learned from both professionally and personally. Additionally, you requested the Board remove the associated adverse transfer (TR) fitness report for the reporting period 14 December 2023 to 2 April 2024. You contend your requested relief is warranted because, since the incident, you “have excelled in performance with billets of increased responsibility, have excellent work ethic, attended formal Senior Enlisted Professional Military Education, proven [your] ability to continue to be a strong performer, provide[d] a positive mental attitude for [your] Marines to emulate.”

The Board, however, determined the counseling entry of 2 April 2024 is an administrative remarks entry that creates a permanent record of matters your Commanding Officer (CO) deemed significant enough to document. The Board carefully considered your contentions but determined the CO has wide discretion regarding the subject matter of a counseling entry, and it is within his discretionary authority to determine if/when a counseling entry is warranted. Further, the Board noted you do not dispute that you, an Administrative Chief serving as the Staff Secretary Chief, failed to properly document your active duty spouse who was in a higher pay grade than yourself. The Board also noted you availed yourself of the opportunity to provide a rebuttal statement and that statement is properly included with the counseling entry in your official military personnel file. Based on the available evidence, the Board concluded there was insufficient evidence of an error or injustice to warrant removing the counseling entry of 2 April 2024.

Additionally, the Board did not consider your request to remove the contested TR fitness report because you have not exhausted your administrative remedies by first requesting the Performance Evaluation Review Board to remove the report.

You are entitled to have the Board reconsider its decision upon submission of new matters, which will require you to complete and submit a new DD Form 149. New matters are those not previously presented to or considered by the Board. In this regard, it is important to keep in mind that a presumption of regularity attaches to all official records. Consequently, when applying for a correction of an official naval record, the burden is on the applicant to demonstrate the existence of probable material error or injustice.

Sincerely,

7/9/2025

