

MERITORIOUS ADVANCEMENT RECOMMENDATION LETTER

DATE: _____

From: Division Commander, Division _____
To: Officer in Charge, PSD, RTC (Attn: Recruit Records)
Via: (1) Group Commander,
(2) Fleet Commander, Atlantic Fleet

Subj: RECOMMENDATION FOR MERITORIOUS ADVANCEMENT

Ref: (a) RTCINST 1430.2G

1. Per reference (a), the outstanding performance of the following E-1 or E-2 recruits in all areas of training places them in the top of their competitive group. Request advancement as indicated:

- a. Total Division Strength: _____
- b. Total designated for automatic advancement: _____
- c. Total for consideration (a minus b): _____
- d. Number of recruits eligible for advancement (10 percent of c) _____

NAME	SSN	ELIGIBILITY VERIFIED BY LCPO (SIGNATURE)
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RDC

FIRST ENDORSEMENT

1. Forwarded, recommending approval DATE: _____

Group Commander

SECOND ENDORSEMENT

1. Approved.

Fleet Commander DATE _____