



DEPARTMENT OF THE NAVY
OFFICE OF THE CHIEF OF NAVAL OPERATIONS
2000 NAVY PENTAGON
WASHINGTON, D.C. 20350-2000

COCINST 1412.1
N097
04 Dec 2012

CHIEF OF CHAPLAINS INSTRUCTION 1412.1

Subj: CHAPLAIN CORPS COMMAND QUALIFICATION PROGRAM

Ref: (a) OPNAVINST 1412.14
(b) SECNAVINST 1730.7D
(c) DODI 1304.29, January 19, 2012
(d) MILPERSMAN 1301-710
(e) SECNAVINST 5351.1

1. Purpose. To implement reference (a) and issue policy, procedures, and minimum standards for the qualification of chaplains for possible assignment as the commanding officer of Naval Chaplaincy School and Center (NCSC).

2. Applicability. This instruction applies to all active component Navy chaplains.

3. Policy. The Chief of Chaplains is the Department of Navy's Director for Religious Ministry and the Chaplain Corps (CHC) community leader, per reference (b). The Chief of Chaplains is responsible for the CHC command qualification program, per reference (a). The CHC command qualification and screening processes described in this instruction are mandatory. Exceptions to the requirements may be granted only by the Chief of Naval Personnel (CHNAVPERS), after submission of a recommendation by the Chief of Chaplains, per reference (a).

4. CHC Command Qualification. CHC command qualification requires completion of five sequential steps:

a. Possess the minimum professional qualification for command:

(1) Fully qualified religious ministry professional as indicated by a current ecclesiastical endorsement, pursuant to reference (c).

(2) Proficiency across a variety of assignments to include Navy and Marine Corps operational tours, as indicated by

04 Dec 2012

being successfully screened for milestone duty at the rank of captain, pursuant to reference (d);

b. A letter of recommendation from the first flag or general officer in the chaplain's chain of command. The letter shall indicate the flag or general officer's assessment of the chaplain's potential to serve as the commanding officer of NCSC. The candidate shall mail the letter of recommendation to:

Office of the Chief of Chaplains
OPNAV (N0971C)
2000 Navy Pentagon
Washington, DC 20350-2000

c. Successful completion of an oral board. The oral board shall consist of two CHC flag officers and the commanding officer of NCSC. The oral board shall consider the candidate's basic suitability for command and the candidate's comportment with the standards of professionalism in reference (e). The oral board may meet by video-teleconference. After the candidate has successfully completed the oral board, OPNAV (N0971C) shall notify the CHC command screen board, in writing, that the candidate successfully completed the oral board;

d. Successful screening by a formal administrative CHC command screen board, as described in paragraph 5 of this instruction; and

e. Successful completion of the Command Leadership School (CLS) course of instruction as described in reference (a), unless waived, in writing, by CHNAVPERS.

5. CHC Command Screen Board

a. The Chief of Chaplains shall coordinate with Commander, Navy Personnel Command (COMNAVPERSCOM) to sponsor a CHC command screen board pursuant to applicable law, regulations, policies, administrative board procedures, and this instruction.

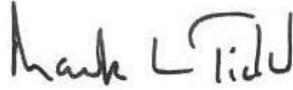
b. The Chief of Chaplains shall draft and endorse the CHC command screen board precept, which is approved by COMNAVPERSCOM, per reference (a). The Chief of Chaplains shall notify the CHC community of the date and mailing address for the CHC command screen board.

6. Needs of the Navy. When the needs of the Navy require the detailing of a chaplain who has not been selected by a CHC

04 Dec 2012

command screen board, the Chief of Chaplains may recommend an administrative command screening of that chaplain to CHNAVPERS for approval, per reference (a).

7. Records Management. Records created as a result of this instruction, regardless of media and format, shall be managed per Secretary of the Navy Manual 5210.1 of January 2012.



M. L. TIDD
Rear Admiral, CHC, U.S. Navy
Chief of Chaplains

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