



DEPARTMENT OF THE NAVY
OFFICE OF THE CHIEF OF NAVAL OPERATIONS
2000 NAVY PENTAGON
WASHINGTON, DC 20350-2000

OPNAVINST 1500.83
N2/N6
4 Dec 2013

OPNAV INSTRUCTION 1500.83

From: Chief of Naval Operations

Subj: OFFICE OF DIRECTOR OF NATIONAL INTELLIGENCE MILITARY
FELLOWSHIP PROGRAM

Ref: (a) DoD Instruction 1322.06 of 15 November 2007
(b) MILPERSMAN 1214-010
(c) BUPERSINST 1610.10C
(d) 10 U.S.C. §2603

Encl: (1) Sample Application Package
(2) Sample Curriculum Vitae

1. Purpose. To establish and provide the background, eligibility, policies, application and selection procedures, and responsibilities for the Office of the Director of National Intelligence (ODNI) Military Fellowship Program, per reference (a).

2. Background

a. The ODNI Military Fellowship Program offers a unique opportunity for fellows to interact with leaders at the highest levels of the intelligence community (IC). The 10-month program provides the fellow an opportunity to work with agencies in the IC to include the Central Intelligence Agency, Defense Intelligence Agency (DIA), National Security Agency, and National Geospatial Agency.

b. The ODNI serves as head of the IC, the principal advisor to the President, National Security Council and Homeland Security Council for Intelligence on matters related to national security and oversees and directs the implementation of the National Intelligence Program.

c. ODNI fellows will be exposed to senior level leadership, the national security process and to all-source strategic intelligence. They will gain practical experience working with

ODNI components and other IC agencies, along with educational opportunities from various intelligence schools including the National Intelligence University.

d. Upon completion of the ODNI Military Fellowship Program, officers will have gained cutting-edge understanding of national intelligence and experience in the formulation and implementation of national security policy. Reference (b) establishes guidelines for non-legislative fellowship programs and approval for those programs.

3. Eligibility. All active duty, post-milestone, O-5 or O-6 Information Dominance Corps (IDC) officers (18XX).

4. Research Requirement. A research requirement will be issued by ODNI in concert with the Deputy Chief of Naval Operations for Information Dominance (CNO (N2/N6)). ODNI will provide specific guidelines and criteria at the onset of the fellowship. The fellow shall complete an independent research paper on a relevant IDC topic under direction of ODNI assistant director of national intelligence for partner engagement (ADNI-PE). Emphasis will be placed on generating a product which contributes to development and refinement of IDC policies.

5. Policy

a. Assignments. The ADNI-PE will administer the 10-month program on behalf of the Director of National Intelligence. The fellowship runs from mid-August until early June the following year. Assignments to the ODNI Military Fellowship Program shall not exceed 1 year.

b. Service Obligation. Officers participating in this program shall not resign or retire while assigned to the fellowship, and shall agree in writing to remain on active duty upon completion or termination of the fellowship for a period of three times the duration of the fellowship. This obligation is governed by statute and cannot be waived. It can be served concurrently with any other service obligation. Officers cannot apply for other scholarship programs that would interfere with the ability to complete the fellowship and required utilization tour.

c. General Utilization. Officers participating in the ODNI Military Fellowship Program must serve at least one tour at an intelligence related command such as the Office of Naval Intelligence (ONI), DIA, or a joint intelligence operation center (JIOC) as soon as possible but not later than the second subsequent tour. Any exception to this rule must be approved by Navy Personnel Command (NAVPERSCOM) with CNO (N2/N6) concurrence. This policy will not be waived for personal preference.

d. Subspecialty. Officer subspecialty codes are administered per reference (b). Officers completing this program shall be eligible for the 2400S subspecialty code denoting professional experience related to political science or security affairs, and formulating and or evaluating national/international policy and or strategy. This subspecialty code is not automatically granted. The procedures for applying for a subspecialty code are available at <http://www.public.navy.mil/BUPERS-NPC/CAREER/EDUCATION/Pages/Subspecialty.aspx>

e. Fitness Reports (FITREP). Officers participating in this program will receive not observed FITREPs for continuity purposes, per reference (c), with CNO (N2/N6) as the reporting senior. At the end of ODNI Military Fellowship Program academic year, each fellow is responsible for obtaining a letter signed by the program director or immediate supervisor that documents performance and involvement throughout the course of the year. This letter will be forwarded as an attachment to the final detaching FITREP.

f. Program Reviews. CNO (N2/N6) will conduct a thorough program review at a minimum of once every 2 years. This program review will be collaborative in nature and involve all stakeholders. Results will be incorporated into the subsequent updates of this instruction and annual naval administrative messages (NAVADMIN). The program review will address, but is not limited to:

(1) modification of program requirements, including designator expansion.;

(2) subspecialty and additional qualification designator use issues; and

(3) compliance with references (a) through (d).

6. Application and Selection

a. Application. Annually, CNO (N2/N6) will release a NAVADMIN that solicits applications for the ODNI Military Fellowship Program. The message will be released in June to allow interested officers adequate time to submit applications for the October selection board. Officers interested in applying to this program should follow the examples contained in enclosures (1) and (2). Completed applications should be mailed to the NAVPERSCOM address and e-mailed to the CNO (N2/N6) point of contact listed in the NAVADMIN.

b. Selection. The ODNI Military Fellowship Program selection board will be held annually in October or November.

(1) Officers must meet the following criteria:

(a) be an active duty IDC (18XX) officer in the rank of O-5 or O-6;

(b) hold a Master's degree and have completed Joint Professional Military Education phase I prior to being selected to this program or immediately upon completion;

(c) possess strike group, joint, combined, or Office of the Secretary of Defense level experience such as service in a JIOC, ONI, DIA, or in a naval special warfare unit;

(d) possess a current top secret clearance and be eligible for sensitive compartmented information; and

(e) successfully pass a counterintelligence polygraph upon selection to the fellowship.

(2) Ultimately, the overall selection process will be based on career performance, academic qualifications, promotion potential, fleet requirements, needs of the Navy, and availability of billets.

(3) Officers selected for this program will be required to accept or decline within 14 days of the release of the selection board results. Any time thereafter, selectee-initiated requests to decline an assignment will be handled on a case-by-case basis, but normally will not be approved unless extenuating circumstances exist.

(4) Openings will be filled by alternates based on their order of selection by the board. Alternates will also have 14 days to accept or decline from the time of message announcement. Similarly, alternate selectee-initiated requests to decline an assignment will be handled on a case-by-case basis, but normally will not be approved unless extenuating circumstances exist.

7. Responsibilities

a. CNO (N2/N6)

(1) Serve as primary sponsor for the ODNI Military Fellowship Program.

(2) Update policy guidance through annual notices, instructions, and other correspondence as necessary for the ODNI Military Fellowship Program.

(3) Conduct fellowship program selection and notify ODNI of candidate selection.

(4) Conduct an ODNI fellowship orientation and provide guidance, criteria, and final review for the ODNI fellowship research paper requirement.

(5) Prior to commencement of the fellowship, ensure the officer is counseled by a Department of Defense ethics counselor to include standards of conduct and issues related to the acceptance of a fellowship while on active duty.

(6) Serve as reporting senior for officers assigned to the ODNI Military Fellowship Program.

(7) Draft and release the annual NAVADMIN soliciting ODNI Military Fellowship Program applications.

(8) Annually, conduct a review of the previous year's fellowship program. At a minimum, this review shall evaluate compliance with reference (a), cost of execution, use, and any fiscal surpluses and or constraints that might affect future execution of the program to help inform and guide future decisions about the program.

b. ODNI

(1) Per reference (a), the ADNI-PE office serves as administrator of the ODNI Military Fellowship Program.

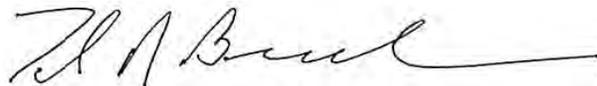
(2) Conduct an ODNI fellowship orientation.

c. NAVPERSCOM, Information Dominance Corps and Foreign Area Officer (PERS-47)

(1) Assign selected officers per annual quota plans.

(2) Establish and direct officer assignment practices to achieve best use of officers participating in the ODNI Military Fellowship Program.

8. 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.



TED N. BRANCH
Deputy Chief of Naval Operations
(Information Dominance)

Distribution:

Electronic only, via Department of the Navy Issuances Web site
<http://doni.documentservices.dla.mil/>

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SAMPLE APPLICATION PACKAGE

SECOND ENDORSEMENT on CDR D. J. Barber, USN, ltr of (enter date)

From: Commander, Navy Personnel Command (PERS-4XX) (Detailer)

To: Commander, Navy Personnel Command (PERS-440)

Subj: APPLICATION FOR FY 20XX OFFICER, DIRECTOR OF NATIONAL
INTELLIGENCE MILITARY FELLOWSHIP PROGRAM

1. Current Tour Impact: (Provide comments on impact to current tour if selected).
2. Overall Individual Career Impact: Positive or negative (if program will have a negative impact on the member's career, additional explanation is required).
3. Projected Rotation Date (PRD) or Relief Concerns: (Provide PRD and comments on relieving process if selected).
4. Needs of Community Impact: (Provide comments on impact to the community manning if selected).

(ALL FIELDS REQUIRED)

I. M. DETAILER

Copy to:
OPNAV N2/N6C1 (via e-mail)

Enclosure (1)

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SAMPLE APPLICATION PACKAGE

FIRST ENDORSEMENT on CDR D. J. Barber, USN, ltr of (enter date)

From: Commanding Officer, USS UNDERWAY (DD XXX)

To: Commander, Navy Personnel Command (PERS-440)

Via: Commander, Navy Personnel Command (PERS-4XX) (Detailer)

Subj: APPLICATION FOR FY 20XX OFFICER, DIRECTOR OF NATIONAL
INTELLIGENCE MILITARY FELLOWSHIP PROGRAM

1. (Commanding officer's recommendation and comments).
2. If selected for this program, CDR Barber will be rotating XX months early. I (intend or do not intend) to make this officer available without the benefit of a qualified relief.

(COMMANDING OFFICER'S ENDORSEMENT MUST INCLUDE A STATEMENT OF PROJECTED ROTATION DATE AND INTENTION TO MAKE AVAILABLE WITHOUT REGARD TO RELIEF)

I. M. SALTY

SAMPLE APPLICATION PACKAGE

From: CDR Donald J. Barber, USN
To: Commander, Navy Personnel Command (PERS-440)
Via: (1) Commanding Officer, USS UNDERWAY (DD XXX)
(2) Commander, Navy Personnel Command (PERS-4XX)
(Appropriate Detailer Code)

Subj: APPLICATION FOR FY 20XX OFFICER, DIRECTOR OF NATIONAL
INTELLIGENCE MILITARY FELLOWSHIP PROGRAM

Encl: (1) Curriculum Vitae
(2) Biography

1. PERSONAL STATEMENT TO THE BOARD (EXAMPLE BELOW)

The ODNI is a great opportunity to excel. My extensive (operational experience, staff background, cyber, information technology, etc.) makes me an ideal candidate for this program.

2. I understand that if selected, I am obligated to serve on active duty for a period of three times the length of the fellowship, and that this obligation will begin upon completion or termination of the fellowship and can be served concurrently with other service obligations. (THIS STATEMENT MUST BE MADE VERBATIM)

3. I understand that upon completion of my fellowship, I am obligated to complete an immediate utilization tour in a validated 2000 coded subspecialty billet unless this is superseded by an operational commitment or the needs of my community. If I am unable to complete an immediate utilization tour, I will do so no later than the second subsequent shore tour following my participation in the fellowship. (THIS STATEMENT MUST BE MADE VERBATIM)

4. I understand that if offered a fellowship opportunity, I have 14 days to commit. Once committed, my acceptance is irrevocable and requests to decline will not normally be approved. (THIS STATEMENT MUST BE MADE VERBATIM; SUBMISSION FOR FURTHER REVIEW BY AN INSTITUTION'S BOARD IS ALSO IRREVOCABLE)

5. I understand that if offered a fellowship opportunity, I should expect my assignment to begin August of next year. My projected rotation date is XXX which is (xx months before) and

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(xx months after) the fellowship start date. If offered a fellowship opportunity, my assignment depends on my present command's willingness to make me available, and the willingness of my detailer to assign me to a fellowship. (STATEMENT MUST INCLUDE UNDERSTANDING OF DETAILING PROCESS)

D. J. BARBER

SAMPLE

SAMPLE CURRICULUM VITAE

Commander D. J. Barber, USN 18XX
Chief of Naval Operations
Strategic Concepts Branch
2000 Navy Pentagon
Washington DC 20007

Work Phone Number:
Home Address:
Home Phone Number:
Email Address:

Present Position:
Executive Officer:

Educational Background:
University of California at Berkeley, Berkeley, CA, 1981-1985 --
B.S. in Computer Science, Magna Cum Laude Naval Postgraduate
School, Monterey, CA 1992-1994 - M.S. in Computer Science,
Graduated with Distinction
Military Education:
As appropriate

Professional Background:
1990 Commissioned NROTC UCAL Berkeley
1990-1992 USS DDG, Main Propulsion Assistant
1992-1994 USS MSO, Executive Officer/Navigation
1994-1996 Naval Postgraduate School, Computer Science and System
Design, Graduated with Distinction
1996-2000 USS CVN, CS DIVO
2000-2003 NCTS, DIVO
2003-2005 USS LHD, ISO

Professional Qualifications:

- Proven Subspecialty in Computer Science 6203s
- Member Phi Beta Kappa Honor Society

Awards:

Navy Commendation Medal with "V"

Navy Achievement Medal/Publications/Articles/Papers: (If
applicable)

Other Relevant Experience:

Subspecialty and Other Future Shore Assignment Goals:
Biography: (OPEN - FORMAT SUMMARY OF CAREER ON SEPARATE PAGE)

(STATEMENT ACKNOWLEDGED BY MEMBER)

****Privacy Act Statement****

1. Authority: 10 U.S.C. 5013, Secretary of the Navy, 10 U.S.C. 5041, Headquarters, Marine Corps, E.O. 9397 (SSN) as amended, and SORN NM5000-2.
2. Purpose: To aid in determining the best qualified and eligible applicants for selection to the Office, Director of National Intelligence Military Fellowship program.
3. Routine use: Used in the fellowship program(s) selection process by the Office, Director of National Intelligence Military Fellowship Selection Board convened annually by Commander, Navy Personnel Command.
4. Disclosure: Voluntary; however, failure to provide the information may hinder the applicant's chances for selection to the Office, Director of National Intelligence Military Fellowship Program.