



DEPARTMENT OF THE ARMY
COMPANY A, 114TH SIGNAL BATTALION
1540A PORTER STREET
FORT DETRICK MD 21702-5046

NETC-SYC-A

08 October 2010

MEMORANDUM FOR RECORD

SUBJECT: Fort Detrick Chapter Sergeant Audie Murphy Club Candidate Criteria

1. Phase I - Commanders Nomination

- 1-1. Recommendation: Unit Commanders/Command Sergeant Major (CSM) who recommends NCOs for membership in the SAMC will screen and evaluate candidates prior to appearance before initial selection board.
- 1-2. Nomination: A Commanders/CSM nomination will be submitted in the format prescribed in TRADOC Reg 600-14, Appendix D. Candidates will also enclose a DD Form 2266 and Personal Biography

2. Phase II - Initial Selection Board

- 2-1. Initial Selection Board: An initial selection board will be conducted at Brigade level under the direction of the Brigade CSM. Board members will be provided a copy of the commanders' nomination. The board members will be comprised of voting members senior to the candidate and will include at least one voting member of the same sex of the candidate being considered.
- 2-2. Scoring: Numerical scoring on subjects contained on the score sheet will determine if a candidate should continue in the selection process. TRADOC Form 600-14-4-R will be used as score sheets in the format prescribed in TRADOC Reg 600-14, Appendix E.
- 2-3. Commanders Nomination: Requests to appear before the final selection board will be by commanders' nomination memorandum to SAMC Final Selection Board President signed by appropriate commander or senior NCO.

3. Phase III - Final Selection Board

- 3-1. Components: The SAMC final selection board will consist of two components including board recommendation packet submission and a formal board appearance in the ASU uniform with sponsor. Sponsor must be in the rank of SFC or be a member of the SAMC. Candidates have to pass each section in order to advance to next evaluation.

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3-2. Recommendation Packet:

- a. The recommendation packet for each candidate will be submitted to the Installation Command Sergeant Major office no later than noon on the Friday prior to the APFT or in accordance with the Board Memorandum of Instruction.
- b. The packet will consist of the following items:
 - 1) Brief biography including unit, current duties (to include number of soldiers), leadership accomplishments, educational accomplishments, marital status and family member's names in paragraph format
 - 2) Record APFT (on DA Form 705) within six months.
 - 3) Completed DD Form 2266 (Hometown News Release) signed by nominee.
 - 4) A current and updated copy of ERB with DA Photo in color
 - 5) A copy of latest weapons qualification.
 - 6) A memo from the unit commander stating that the soldier does not have any derogatory information.
 - 7) Brigade CSM nomination
 - 8) Initial Board Selection Board Results including TRADOC forms 600-14-4-R.
 - 9) 5x7 DA Photo in ASU

4. POC for the memorandum is the undersigned at commercial 717-878-2509.