

COMMANDANT'S GUIDANCE

The completed fitness report is the most important information component in manpower management. It is the primary means of evaluating a Marine's performance and is the Commandant's primary tool for the selection of personnel for promotion, augmentation, resident schooling, command, and duty assignments. Therefore, the completion of this report is one of an officer's most critical responsibilities. Inherent in this duty is the commitment of each Reporting Senior and Reviewing Officer to ensure the integrity of the system by giving close attention to accurate marking and timely reporting. Every officer serves a role in the scrupulous maintenance of this evaluation system, ultimately important to both the individual and the Marine Corps. Inflationary markings only serve to dilute the actual value of each report. Reviewing Officers will not concur with inflated reports.

A. ADMINISTRATIVE INFORMATION

1. Marine Reported On:

a. Last Name	b. First Name	c. MI	d. SSN	e. Grade	f. DOR	g. PMOS	h. BILMOS
ROWE	CARLOS	O	XXXXX4333	MAJ	20020901	0402	0402

2. Organization:

a. MCC	b. RUC	c. Unit Description
912	85001	HQ 9TH MARINE CORPS DISTRICT

3. Occasion and Period Covered:

a. OCC	b. From	To	c. Type	4. Duty Assignment (descriptive title):
TD	20100601	20100711	N	LOGISTICS OFFICER

5. Special Case:

a. Adverse	b. Not Observed	c. Extended	6. Marine Subject Of:	7. Recommended For Promotion:				
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	a. Commendatory Material <input type="checkbox"/>	b. Derogatory Material <input type="checkbox"/>	c. Disciplinary Action <input type="checkbox"/>	a. Yes <input checked="" type="checkbox"/>	b. No <input type="checkbox"/>	c. N/A <input type="checkbox"/>

8. Special Information:

a. QUAL	NN	d. HT(in.)	73	g. Reserve Component		9. Duty Preference:
b. PFT	A 211	e. WT	207	h. Status		a. Code b. Descriptive Title
c. CFT	NREQ	f. Body Fat		i. Future Use		1st Y00 NO PREFERENCE / AS DIRECTED
						2nd Y00 NO PREFERENCE / AS DIRECTED
						3rd Y00 NO PREFERENCE / AS DIRECTED

10. Reporting Senior:

a. Last Name	b. Inltc. Service	d. SSN	e. Grade	f. Duty Assignment
TINGLE	ME USMC	XXXXX9060	LTCOL	EXECUTIVE OFFICER

11. Reviewing Officer:

a. Last Name	b. Inltc. Service	d. SSN	e. Grade	f. Duty Assignment
BONNOT	MJ USMC	XXXXX3353	COL	COMMANDING OFFICER

B. BILLET DESCRIPTION

[Empty area for Billet Description]

C. BILLET ACCOMPLISHMENTS

[Empty area for Billet Accomplishments]

1. Marine Reported On:				2. Occasion and Period Covered:			
a. Last Name	b. First Name	c. MI	d. SSN	a. OCC	b. From	To	
ROWE	CARLOS	O	XXXXX4333	TD	20100601	20100711	

I. DIRECTED AND ADDITIONAL COMMENTS

This is an extended report; my evaluation remains the same.

J. CERTIFICATION

1. I CERTIFY that to the best of my knowledge and belief all entries made hereon are true and without prejudice or partiality and that I have provided a signed copy of this report to the Marine Reported on.

Electronically signed by:
MARK E TINGLE
(Signature of Reporting Senior)

2 0 1 0 0 8 0 4
(Date in YYYYMMDD format)

2. I ACKNOWLEDGE the adverse nature of this report and

I have no statement to make.

I have attached a statement.

(Signature of Marine Reported On)

(Date in YYYYMMDD format)

K. REVIEWING OFFICER COMMENTS

1. OBSERVATION: Sufficient Insufficient

2. EVALUATION: Concur Do Not Concur

3. COMPARATIVE ASSESSMENT: Provide a comparative assessment of potential by placing an "X" in the appropriate box. In marking the comparison, consider all Marines of this grade whose professional abilities are known to you personally.	DESCRIPTION		COMPARATIVE ASSESSMENT
	THE EMINENTLY QUALIFIED MARINE	<input type="checkbox"/>	
	ONE OF THE FEW EXCEPTIONALLY QUALIFIED MARINES	<input type="checkbox"/>	
	ONE OF THE MANY HIGHLY QUALIFIED PROFESSIONALS WHO FORM THE MAJORITY OF THIS GRADE	<input type="checkbox"/>	
	A QUALIFIED MARINE	<input type="checkbox"/>	
	UNSATISFACTORY	<input type="checkbox"/>	
		<input type="checkbox"/>	

4. REVIEWING OFFICER COMMENTS: Amplify your comparative assessment mark; evaluate potential for continued professional development to include: promotion, command, assignment, resident PME, and retention; and put Reporting Senior marks and comments in perspective.

5. I CERTIFY that to the best of my knowledge and belief all entries made hereon are true and without prejudice or partiality.

Electronically signed by:
MATTHEW J BONNOT
(Signature of Reviewing Officer)

2 0 1 0 0 8 1 0
(Date in YYYYMMDD format)

6. I ACKNOWLEDGE the adverse nature of this report and

I have no statement to make.

I have attached a statement.

(Signature of Marine Reported On)

(Date in YYYYMMDD format)

L. ADDENDUM PAGE

ADDENDUM PAGE ATTACHED: YES