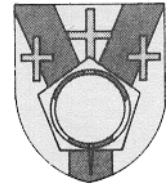




**DEPARTMENT OF THE ARMY**  
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S: 8 January 2010

ATOD-HMN-ST

23 November 2009

MEMORANDUM FOR Company Commanders, Platoon Leaders, JO Applicant

SUBJECT: Junior Officer Candidate Leader Evaluations, SY 2010-2011

1. The application process for Junior Officer Candidates began with the issue of the application forms on Friday, 4 December 2009. The completed form is due back to CW3 Friede or 1SG Hernandez NLT the beginning of class, Friday, 8 January 2010.
2. Two actions necessary for each candidate to accomplish, is to have the platoon leader evaluation section completed by his immediate commissioned supervisor. They are awarded a numerical score of one to ten (ten is perfect, one is unsatisfactory) in six leadership areas, i.e. Performance of assigned duties; Personal appearance and bearing; Drill knowledge; Demonstrated leadership potential; and Personal integrity and honor. The second action required by the candidate is to have a teacher evaluation. These two evaluations must be completed and in the LET instructors possession prior to the JO application being accepted by CW3 Friede or 1SG Hernandez and candidate being scheduled for an interview. ***(Note: Some evaluation forms are submitted directly to the military department. Students must verify their receipt prior to application due date).***
3. Each platoon leader will be prepared to complete the evaluation section with a well thought-out and valid measure of each junior under his supervision. The scores awarded should reflect his performance throughout the year, not just the last time you remember dealing with him. Keep a record, think and give him the benefit of your experience and counseling. Be prepared ahead of time because you must return the application to him, scored and signed, no later than the same day it is submitted to you.

Michael P. DePuglio  
LTC, U.S. ARMY, (Retired)  
Commandant of Cadets

CF: Each Battalion Commander