

1910/1450

MEMORANDUM

From: Board President

To: Convening Authority

Thru: Staff Judge Advocate

Subj: RESPONDENT'S REVIEW OF BOARD REPORT

Ref: (a) My memo 1910B672 of

1. The report of the CPO incompetency reduction board convened in the matter of _____ is complete.
2. A copy of the board's report was provided by reference (a) to the respondent on _____.
3. The respondent: (*select one*)
 - _____ **did not** request additional review time.
 - _____ **did** request additional review time. (*select one*)
 - _____ The board president **did not** approve the respondent's request for additional review time.
 - _____ The board president **did** approve the respondent's request for additional review time.

3. (cont) The reason(s) for the board president's decision is/are as follows:

_____ Continued on Administrative Board Supplemental Page(s) or similar document(s), attached as enclosure (2)

4. The respondent: (*select one*)

_____ **did** respond with objections, rebuttal comments, and/or statement of no objection within the time permitted. He/she responded on _____.

_____ **did not** respond with objections, rebuttal comments, and/or statement of no objection within the time permitted.

5. The respondent's objections, rebuttal comments, and/or statement of no objection: (*select one*)

_____ **are** attached as enclosure (1).

_____ **are not** attached.*

* Explain in detail on an Administrative Board Supplemental Page (or similar document) the circumstances, if known, that support the respondent's decision to not submit a response.

6. A verbatim transcript of the board proceedings: (*select one*)

_____ was not required.

_____ was produced in accordance with your direction in the convening order and is attached as enclosure (3).

_____ was prepared by the respondent at his/her expense and was submitted with enclosure (1).

7. The record of the proceeding has been uploaded to the CG Portal in accordance with Article 8.B.2. of the Enlisted Personnel Administrative Boards Manual, PSCINST M1910.1 (series).

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Encl: (1) Respondent's written submission, **if applicable**
(2) ____ Administrative Board Supplemental Page(s), **if applicable**
(3) Government-produced verbatim transcript, **if applicable**