SECRETARY OF THE ARMY
WASHINGTON

15 SEP 2011

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Army Directive 2011-16 (Changes to the Army Evaluation Reporting System)

1. References:

a. AR 623-3 (Evaluation Reporting System), 10 Aug 07.

b. DA Pamphlet 623-3 (Evaluation Reporting System), 13 Aug 07.

2. The current DA Form 67-9 (Officer Evaluation Report) (OER) has been in place since 1997 and has served the Army well. However, adjustments are necessary to align the performance evaluation with the Army's current leadership doctrine (Field Manual 6-22 (Army Leadership), 12 Oct 06), more accurately evaluate performance and potential, increase accountability and better inform a transparent leader development and talent management process. This directive provides guidance on the implementation of several enhancements and changes to the current Officer Evaluation Reporting System.

3. Effective 1 October 2011, the following enhancements and changes to the Officer Evaluation Reporting System will be implemented.

a. Paragraph 3-11, AR 623-3 and paragraph 2-10, DA Pamphlet 623-3. Senior raters will complete Part VIIb of the OER for rated officers in grades second lieutenant through brigadier general and warrant officers in grades WO1 through CW4. Senior raters will assess the rated officer's potential compared with all officers of the same grade, regardless of component, by selecting one of the four available boxes in Part VIIb. The assessment should evaluate the rated officer's potential in terms of the majority of officers the senior rater has previously rated or currently has in his/her senior rater population. Profiles will track the rating history of each senior rater for officers separated by grades, second lieutenant through brigadier general, and warrant officers separated by grade, WO1 through CW4. Senior raters with existing profiles for grades second lieutenant through captain and WO1 through CW2 will automatically restart as a result of this directive.

b. Paragraph 3-9, AR 623-3 and paragraph 2-8, DA Pamphlet 623-3. Raters will verify if rated officers have initiated or completed a Multi-Source Assessment and Feedback (MSAF), also known as a 360 degree assessment, in accordance with AR 350-1 (Army Training and Leader Development, 18 Dec 09) and will make a specific comment indicating such in Part Vb of the OER. The last statement in Part Vb of the

OER will indicate "The rated officer has completed or initiated an Army Multi-Source Assessment and Feedback/360 as required by AR 350-1." Rating officials are reminded that the MSAF is a self-assessment tool. Although acknowledgement on the OER that a rated officer has initiated or completed an MSAF is required, the results of the MSAF will not be used as part of the formal evaluation of the rated officer.

c. Paragraph 2-10 and Table 2-7, DA Pamphlet 623-3. Senior raters will indicate three "Successive" assignments instead of three "Future" assignments for the rated officer in Part VIId of the OER. The senior rater should look 3 to 5 years in the future and list the next three succeeding positions appropriate to the rated officer's grade and career path.

d. Section II, AR 623-3. Use of DA Form 67-9-1 (Officer Evaluation Report Support Form) and DA Form 67-9-1a (Developmental Support Form) to document performance counseling are optional. While the requirement to conduct an initial discussion with the rated officer regarding the mission, goals, duties and objectives of their assigned duty position remains, the method or means for documenting that initial discussion, and any subsequent discussions, is at the discretion of rating officials.

e. Paragraph 3-44, AR 623-3. To further reduce short-term evaluation reports, particularly in deployed situations, the rules for change of rater reports (Code 03) will permit officers who change raters, but continue to perform the same duties under the same senior rater, to receive a memorandum of input from their departing rater instead of a change of rater evaluation. At the senior rater's discretion, raters will complete a memorandum of input when the rated officer has served under the rater for at least 90 days (120 days for U.S. Army Reserve Troop Program Unit, drilling Individual Mobilized Augmentee and drilling Individual Ready Reserve Soldiers or Army National Guard Soldiers). Senior raters are encouraged to use a memorandum of input in lieu of a change of rater report.

(1) Senior rater's must remain cognizant of any projected changes in a rated officer's duties to prevent situations where the rated officer receives a memorandum of input from a departing rater only to change duties before the next rating official (the rater) meets minimum eligibility requirements. In these rare circumstances when a memorandum of input is used and the final rater does not meet eligibility requirements to serve as the rater when the annual report comes due, the senior rater will serve as both the rater and senior rater for the annual evaluation using the previous memorandum(s) of input.

(2) The memorandum of input will include the date, grade, name and social security number of the rated officer, and the period covered by the assessment. The text will contain a description of the rated officer's duties and an assessment of his/her performance. The memorandum of input will be submitted to the senior rater, and a copy will be provided to the rated officer and the next rater. The memorandum of input

is intended to be used by the rater of record when he/she completes the final OER. Rating periods covered by memorandums of input will be included in the overall number of rated months on the final OER. Total rated months on the final OER cannot exceed 12 months. The memorandum of input may not be used when the officer is eligible for an annual report.

4. The Army is continuing to develop a successor to DA Forms 67-9, 67-9-1 and 67-9-1a. During summer 2012, new evaluation forms will incorporate current doctrine, increase rater accountability, further stratify the senior rater profile technique for OERs and include an interactive leader development tool.

5. The Army G-1 is the proponent for this policy. In all instances where the guidance in this directive is in contradiction with AR 623-3 or DA Pamphlet 623-3, the guidance in this directive takes precedence. The policies in this directive will be incorporated into the next revision of AR 623-3 and DA Pamphlet 623-3. This Army directive will be rescinded upon the publication of the revised regulation and pamphlet.

6. My point of contact for this action is U.S. Army Human Resources Command (AHRC-PDV-E/Mr. David Griffee), 502-613-9019, DSN 983-9019 or HRC.TAGD.EVALPOLICY@conus.army.mil.

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