



References and Links

- Army Regulation 623-3, Evaluation Reporting System, 14 June 2019.
- Department of the Army Pamphlet 623-3, Evaluation Reporting System, 27 September 2019.
- Army Doctrine Publication 6-22, Army Leadership, 31 July 2019.
- Noncommissioned Officer Evaluation Report(NCOER) Submission Procedures Memorandum, 1 April 2020.
- http://www.hrc.army.mil/
- http://www.apd.army.mil
- EES: https://evaluations.hrc.army.mil/index.html



Outline

The next slides will cover things to remember and anticipate when completing the Revised NCOER:

- NCOER DA Form 2166-9 Series
- Senior Rater Grade Requirements
- Supplementary Reviewer
- Rater Tendency Label/Rater Tendency Report
- Senior Rater's Managed Assessment
- Profile Management
- NCOERs Most Common Errors
- Current Guidance APFT/ACFT and HT&WT
- NCOER Process Flow
- Company Level Business Rules
- Delinquent Reports



DA Form 2166-9- Series

Support Form and 3 NCOER forms aligned with Army Leadership Doctrine (ADP 6-22)

DA Form 2166-9-1A
 NCO Evaluation Report Support Form

DA Form 2166-9-1
 SGT (Direct Level)

DA Form 2166-9-2 SSG/MSG/1SG (Organizational)

• DA Form 2166-9-3 CSM/SGM (Strategic)



DA Form 2166-9-1A

- Part I SSD and NCOES requirement met for next grade
- Part II Senior rater annotates counseling dates
- Part II Supplementary reviewer, if required
- Part IV Rated NCO provides goals and expectations
- Data transferable between the support and evaluation forms within EES
- Facilitates the rater's ability to easily complete future NCOERs

NCO EVALUATION REPORT SUPPORT FORM For use of this form, see AR 023-3; the proponent agency is DCS, G-1. PART I - ADMINISTRATIVE DATA a. NAME (Last, First, Middle Initial) b. SSN (or DOD ID No.) c. RANK d. DATE OF RANK e. PMOSC f. UNIT, ORG, STATION, ZIP CODE OR APO, MAJOR COMMAND g. UIC h. RATED NCO'S EMAIL ADDRESS (.gov or .mill) i. SSD AND NCOES REQUIREMENT MET FOR NEXT GRADE OR NOMINATIVE/JOINT ASSIGNMENT? MEL: SSD: PART II - AUTHENTICATION a1. NAME OF RATER (Last, First, Middle Initial) a2. SSN (or DOD ID No.) INITIAL DATE LATER, DATE LATER, DATE LATER, COATE CONTINUED LATER, COATE CONTINUED LATER, COATE COATE COATE, COATE, COATE COATE,	HQDA#:	DRAF	-T					A	ttachments Menu
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DA Form 2166-9-1A cont.

- Part V Attributes and Competencies (ADP 6-22)
- •Attributes:
 - -Character
 - -Presence
 - -Intellect

- •Competencies:
 - -Leads
 - -Develops
 - Achieves
- Part VI Senior rater provides comments

PART V - PERFORMANCE EVALUATION, PROFESS	
OULD LOTED (A. M.) E. M. M. C. EM. C. C.	ONALISM, ATTRIBUTES, AND COMPETENCIES (Rater)
 a. CHARACTER: (Army Values, Empathy, Warriors Ethos/Service Ethos, 	
INDICATE YOUR MAJOR PERFORMANCE OBJECTIVES:	LIST SIGNIFICANT CONTRIBUTIONS AND ACCOMPLISHMENTS:
b. PRESENCE: (Military and professional bearing, Fitness, Confidence, F	Resilience)
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PU: SU: RUN: HT/WT: (ONLY AS NEEDED)	b. Height: Weight: Within Standard?
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c. INTELLECT: (Mental agility, Sound judgment, Innovation, Interpersonal INDICATE YOUR MAJOR PERFORMANCE OBJECTIVES:	LIST SIGNIFICANT CONTRIBUTIONS AND ACCOMPLISHMENTS:
d. LEADS: (Leads others, Builds trust, Extends influence beyond the cha	ain of command, Leads by example, Communicates)
INDICATE YOUR MAJOR PERFORMANCE OBJECTIVES:	LIST SIGNIFICANT CONTRIBUTIONS AND ACCOMPLISHMENTS:
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INDICATE YOUR MAJOR PERFORMANCE OBJECTIVES:	LIST SIGNIFICANT CONTRIBUTIONS AND ACCOMPLISHMENTS:
f. ACHIEVES: (Gets results)	_L
INDICATE YOUR MAJOR PERFORMANCE OBJECTIVES:	LIST SIGNIFICANT CONTRIBUTIONS AND ACCOMPLISHMENTS:
PART VI - SENIOR	RATER COMMENTS
FART VI - SENION	TOTAL DOMMENTS



DA Form 2166-9-Series Front Page

- Administrative data is the same for all reports
- Supplementary reviewer required when the senior rater is a 2LT-1LT, WO1-CW2, or SFC-1SG/MSG; and in certain situations
- Part II, block d2 Rated NCO's signature verifies seeing the report and the accuracy of administrative data in Part I, rating chain and counseling dates in Part II, duty description in Part III, and APFT and HT/WT data in Part IV
- Part IV
 - Bullet comments for Direct- and Organizational-level reports
 - Narrative comments for Strategiclevel report

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o4. COMMENTS of ENCLOSED?	5. SUPPLEMENTARY	REVIEWER'S SIGN	ATURE o	6. DATE(YYYYM	MDD)	c7. SUPPLEMEN	ITARY REVIEW	VER'S EMA	IL ADDRESS	_
YES NO						(.gov or .mii)				
RATED NCO: I understand in in Part I, the rating officials an	ny signature does not cons d counseling dates in Part	itute agreement or disag II, the duty description in	reement with the Part III, and the	he assessments of the APFT and height/	e rater and reight entr	d senior rater. I furth es in Part IVa and IV	er understand my /b are correct. I h	signature ver lave seen the	ffles that the administrative completed report. I am awa	data ire c
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PROTECT WHAT MATTERSSM

Direct-level Report (SGT) – Page 2

- Focuses on proficiency and is developmental in nature; aligns with Army Leadership Doctrine
- Assessment based on 2-box scale
 - "MET STANDARD"
 - "DID NOT MEET STANDARD"
- Rater bullet format
- Unconstrained senior rater box check
- Senior rater narrative format

RATED NCO'S NAME (Last, Fir	st, Middle Initial)			SSN (or DOD ID No.)	THRU DATE
PART	IV - PERFORM	ANCE	EVALUATION, PROFESSIONALISM, ATTRIBUT	ES, AND COMPETENCIES	(Rater)
d. PRESENCE: (Military an			COMMENTS:		
bearing, Fitness, Confidence					
		_			
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_	_				
e. <u>INTELLECT</u> : (Mental ag	ility Sound judo	ment	COMMENTS:		
Innovation, Interpersonal tac		jirion,			
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f. <u>LEADS</u> : (Leads others, E	Builde truet Evte	ende	COMMENTS:		
influence beyond the chain of	of command, Le		-		
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 g. <u>DEVELOPS</u>: (Creates a workplace environment, Fos 			COMMENTS:		
Prepares self, Develops other					
profession.)	DID 1107 1455	_			
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h. ACHIEVES: (Gets result	s.)		COMMENTS:		
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			RATER OVERALL PERFORMANCE		
	my NCOs in thi	s grade			
COMMENTS:					
- C-lt "	D-t-d		PART V - SENIOR RATER OVERALL POTENT	TIAL	
 Select one box represent NCO's potential compared t 		b. CO	MMENTS:		
same grade whom you have	rated in your				
career. I currently senior rat Army NCOs in this grade.					
MOST QUALIFIED					
HIGHLY QUALIFIED					
QUALIFIED					
NOT QUALIFIED					
	nments and one	broade	ening assignment (3-5 years).		
Successive Assignment: 1)				Broadening Assignment:	
3				2	



PROTECT WHAT MATTERS^M

Organizational-level Report (SSG - 1SG/MSG)

- Focuses on organizational systems and processes; aligns with Army Leadership Doctrine
- Rater bullet format
- Assessment based on 4-box scale
 - "FAR EXCEEDED STANDARD"
 - "EXCEEDED STANDARD"
 - "MET STANDARD"
 - "DID NOT MEET STANDARD"
- Unconstrained Rater Tendency
- Senior rater profile is limited to 24% for "MOST QUALIFIED" selection; no credit applied – only one of the first four reports may be "MOST QUALIFIED"
- Senior rater narrative format

RATED NCO'S NAM	E (Last, First, Mide	dle Initial)				SSN (or DOD ID No.)	THRU DATE
	PART IV -	PERFORMAN	CE EVALUATION, P	ROFESSIONALI	SM, ATTRIBUTES	S, AND COMPETENCIES (F	Rater)
d. PRESENCE: (N Confidence, Resili	Military and profe ence)	ssional bearing	, Fitness,	COMMENTS:			
FAR EXCEEDED	EXCEEDED	MET	DID NOT MEET				
STANDARD	STANDARD	STANDARD	STANDARD				
e. <u>INTELLECT</u> : (N Interpersonal tact,		und judgement	, Innovation,	COMMENTS:			
FAR EXCEEDED STANDARD	EXCEEDED STANDARD	MET STANDARD	DID NOT MEET STANDARD				
f. <u>LEADS</u> : (Leads chain of command			fluence beyond the cates)	COMMENTS:			
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g. DEVELOPS : (C				COMMENTS:			
environment, Fost others, Stewards t	ers esprit de cor he profession)	ps, Prepares se	elf, Develops				
FAR EXCEEDED STANDARD	EXCEEDED STANDARD	MET STANDARD	DID NOT MEET STANDARD				
h. ACHIEVES: (G	ets results)			COMMENTS:			
FAR EXCEEDED STANDARD	EXCEEDED STANDARD	MET STANDARD	DID NOT MEET STANDARD				
				OVERALL PERF			
	epresenting Rati COs in this grade		all performance com	pared to others in	n the same grade	whom you have rated in yo	_
FAR EX	CEEDED	!	EXCEEDED STANDARD		MET STANDARD	DID NOT MI STANDAR	
	7						
j. COMMENTS:	_				_	_	
			DADT V CEN	IOR RATER OVE	DALL BOTCHTIA		
a. Select one box	representing Ra	ited b. Co	OMMENTS:	OK KATER OVE	RALL FOTENTIA	ıL .	
NCO's potential or same grade whon							
career. I currently Army NCOs in this	senior rate						
	s grade. IFIED (limited to	24%)					
HIGHLY QUA							
QUALIFIED							
NOT QUALIF	IED						
_		s and one broad	dening assignment (3-5 years).			
Successive Assign	nment: 1)		2)		Br	oadening Assignment:	



Senior Rater Grade Requirements

Policy Change:

Updates and clarifies minimum grade requirements to serve as senior raters for evaluation reports.

<u>Policy Clarification</u>: Anticipate changes to unit rating scheme based on minimum grade requirement for senior raters (i.e., Table 2-1); <u>prohibit pooling</u>:

Table 2–1
Minimum grade requirements for senior raters on DA Form 67-10 series and DA Form 2166-9 series

Effective 1 JAN 2016

Rank of rated officer/NCO	Minimum rank or grade of military senior rater	Minimum grade/schedule and pay grades of civilian supervisor senior rater (Merit/GS pay grade)				
SGT/SGTP	E-7 (SFC)	GS-9 or equivalent				
SSG/SSGP	E-8 (MSG)	GS-9 or equivalent				
SFC/SFCP	E-9 (SGM)	GS-9 or equivalent				
MSG/MSGP/1SG/1SGP/SGM/ CSM	Senior to the rater	GS-9 or equivalent				

Note: All senior raters of Reserve and National Guard NCOs must serve a minimum of 90 calendar days versus the minimum 60 calendar day requirement for Active Component.



Supplementary Reviewer

Policy Change:

Updates and defines supplementary review policy to incorporate DA Form 2166-9 series NCOERs.

Policy Clarification:

- Mandatory supplementary reviews are required for: 1) all NCOERs having senior raters in the rank of 2LT-1LT, WO1-CW2, or SFC-1SG/MSG; 2) when no uniformed Army-designated rating official in the rank of CSM/SGM, CW3-CW5, or CPT and above is in the rating chain for the rated NCO; and 3) "Relief for Cause" evaluation reports when the senior rater or an individual outside of the rating chain directs the relief.
- The supplementary reviewer will be senior to the senior rater and a uniformed Army-designated rating official in the rank of CSM/SGM, CW3-CW5, or CPT and above. The individual will be designated as a Uniformed Army Advisor to monitor evaluation practices and provide assistance/advice needed to rating officials (as required) on matters pertaining to Army evaluations.

BLUF: Not all NCOERs will need a Supplementary Reviewer. In most case you will not need one.



Rater Tendency Label

- Key information includes the following:

 - Rater tendency (i.e., rating history) the value below each box equals the overall history of those ratings in this grade
 Rater tendency label will be imprinted on the NCOER and viewable within the Evaluation Entry System (EES) by the rater's rater and senior rater

	RATER OVERALL PERFORMANCE											
i. Select one box represe	nting Rated NCO's overall performance compare	d to others in the same grade whom	you have rated in your career. I currently rate									
6 Army NCOs in	this grade.											
FAR EXCEEDE STANDARD		MET STANDARD	DID NOT MEET STANDARD									
		\boxtimes										
j. COMMENTS: 2	3	6	1 Total Ratings: 12									
o #3 of 6 SFCs that	I currently rate											
o executed every assignment and tasking with minimal guidance from the command												
o strong performa	nce from an outstanding NCO											

 Tracks the rating history for each rater of NCOs (SSG-CSM/SGM) for all components (Regular Army, Reserve, Guard)



Senior Rater's Managed Assessment

Policy Change:

Includes a new senior rater's managed assessment for DA Form 2166-9-2 (SSG – 1SG/MSG) and DA Form 2166-9-3 (CSM/SGM) reinvigorating the importance of the senior rater to the overall assessment process and reinforcing accountability.

Policy Clarification:

Senior raters have a constrained profile which limits the senior rater's profile for "MOST QUALIFIED" ratings to 24%. For senior raters first establishing a profile (separated by grade), only one of the first four NCOERs received for processing at HQDA for any given grade may be rated as "MOST QUALIFIED."

Note: As each NCOER is rendered, the Evaluation Entry System (EES) will automatically calculate the senior rater profile. If the profile does not support a "MOST QUALIFIED" selection, then EES will display the above warning notification and the "MOST QUALIFIED" option will be grayed out.



Profile Management

Based on the profile limitation of 24%, a senior rater can render a "MOST QUALIFIED" assessment for a particular grade (SSG through CSM/SGM) as follows:

Any one of the first four reports (Silver bullet).

The second "MOST QUALIFIED" assessment no earlier than the ninth report (2 / 9 = 22.2%)

The third "MOST QUALIFIED" assessment no earlier than the thirteenth report (3 / 13 = 23.1%)

The fourth "MOST QUALIFIED" assessment no earlier than the seventeenth report (4 / 17 = 23.5%)

The fifth "MOST QUALIFIED" assessment no earlier than the twenty first report (5 / 21 = 23.8%)



Profile Management

Based on the profile limitation of 24%, a senior rater can render a "MOST QUALIFIED" assessment for a particular grade (SSG through CSM/SGM) as follows:

The sixth "MOST QUALIFIED" assessment no earlier than the twenty fifth report (6 / 25 = 24%)

The seventh "MOST QUALIFIED" assessment no earlier than the twenty first report (7 / 30 = 23.3%)

The eighth "MOST QUALIFIED" assessment no earlier than the thirty fourth report (8 / 34 = 23.5%)

The ninth "MOST QUALIFIED" assessment no earlier than the thirty eighth report (9 / 38 = 23.7%)

The tenth "MOST QUALIFIED" assessment no earlier than the forty second report (10 / 42 = 23.8%)



NCOERs Most Common Errors

- PMOS & DMOS must be at least a five-digit military occupational specialty
- From Date must use the correct date (date after last Evaluation Report)
- Missing counseling date the senior rater will enter a statement explaining why counseling was not accomplished
- Nonrated codes improperly used for Annual Evaluations and Extended Annual Evaluations
- Signature Sequence must be signed in sequence by Rater, Senior Rater, Rated Soldier, and Supplementary Reviewer (if required)
- Bullet to long bullet will not be longer than two lines



NCOERs Most Common Errors

- Missing Rated Soldier's Signature Senior Rater must state reason why Rated Soldier did not sign (refused, unable, unavailable)
- Signed more than 14 days prior to Thru date
- APFT Data / Ht/Wt Data date must be during rated period or up to 12 months prior to Thru Date (cannot be after Thru Date) also need comment
- Current ACFT Guidance IAW Army Detective 2022-05 and MILPER Message Number 22-333
- Missing Mandatory SHARP comments must be in Character block
- Unauthorized Potential comments by Rater Raters can only assess performance



Current Guidance APFT/ACFT

Army Directive 2022-05 (Army Combat Fitness Test – 23 March 2022

MILPER Message Number 22-099 - Army Combat Fitness Test (ACFT) on Evaluation Reports, DA Form 67-10 series (OER), DA Form 2166-9 series (NCOER) and DA Form 1059 series (AER) ...Issued:[3/28/2022]

PPOM 22-023 - Execution of Personnel Actions for the Army Combat Fitness Test - 15 June 2023

MILPER Message Number 22-33 - Army Combat Fitness Test (ACFT) Entry Guidance on Evaluation Reports, DA Form 67-10 series (OER), DA Form 2166-9 series (NCOER) and DA Form 1059 series (AER) ...Issued: [1 Sep 22]



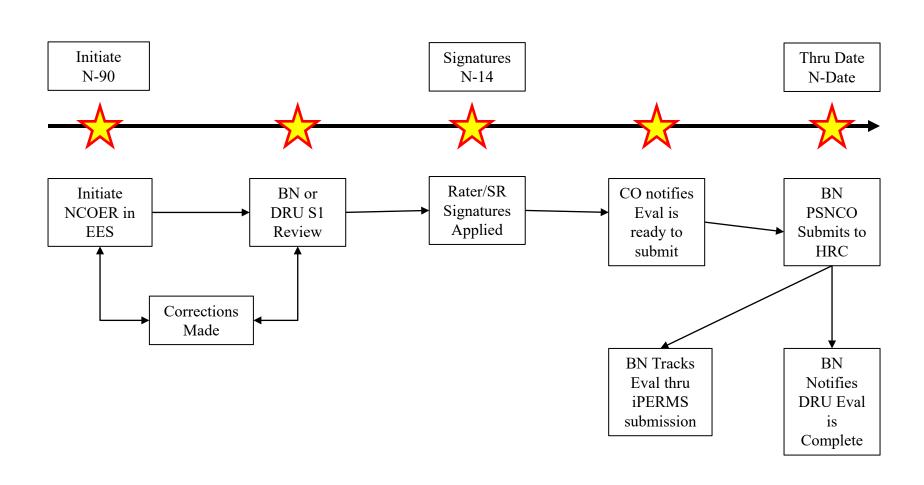
CO Level Business Rules

- 1. This applies to any NCOER that the SR resides within the CO (PSG, PL, or CO CDR)
- 2. CO Initiates Evaluation in EES NLT -90 from thru date
- 3. CO submits Evaluation to BN S1 for review
- 4. BN S1 will review for completion and errors
 - a. If corrections are needed, the BN will send back to company
 - b. Company will resubmit the evaluation back to the BN S1 once all corrections are made
- 5. BN S1 will send notification to CO that the evaluation is ready for signatures
- 6. Rater, Senior Rater and Rated NCO will sign the evaluation NET -14 days from thru date
- 7. Once all signatures are captured, the CO will notify the BN S1 it is ready for submission to HRC
- 8. The BN S1 will submit the evaluation to HRC
- 9. The BN S1 will notify their DRU S1 that the evaluation has been submitted for tracking purposes
- 10.On a monthly basis the CO will provide status update on current, and any delinquent evaluations with the BN
- 11.CO will monitor ERS for any returned evals from HRC



PROTECT WHAT MATTERSSM

NCOER Process Flow





PROTECT WHAT MATTERSSM

Delinquent Report

FY 2021

2020-2021	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Delta	NCOs	% Delinq
JFHQ	83	88	97	96	109	68	58	52	52	47	10	10	0	99	10%
RRC	18	18	11	12	17	10	8	6	11	14	18	16	-2	146	11%
MEDCOM	17	15	13	16	16	5	5	5	4	3	4	6	2	31	19%
TNG SITE	25	26	28	40	46	48	35	26	6	6	2	2	0	66	3%
139 RSG	93	85	85	112	70	65	49	37	17	14	12	12	0	567	2%
204 TAOG	28	27	19	34	22	21	19	13	12	5	2	1	-1	230	0%
225 EN BDE	114	111	100	108	121	118	78	55	35	30	38	30	-8	599	5%
256 INF BDE	40	44	55	77	77	47	22	15	11	27	12	14	2	1060	1%
61 TRP CMD	20	19	5	5	7	43	47	38	46	47	25	26	1	93	28%
199TH REG (RTI)	4	5	2	3	5	5	4	3	4	5	2	2	0	94	2%
LA ARNG Total	442	438	415	503	490	430	325	250	198	198	125	119	-6	2985	4%

FY 2022

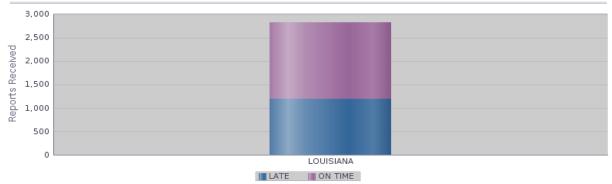
2022	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Delta	NCOs	% Deling
JFHQ	4	5	7	3	4	5	10	13	13	9	2	5	3	97	5%
RRC	9	5	6	4	0	1	1	3	3	1	0	1	1	149	1%
MEDCOM	3	2	2	0	6	0	2	1	0	3	0	1	1	34	3%
TNG SITE	1	1	3	2	3	3	4	5	6	5	3	1	-2	67	1%
139 RSG	6	8	22	12	23	21	13	17	12	13	6	9	3	613	1%
204 TAOG	6	10	12	12	20	19	11	12	11	13	14	12	-2	246	5%
225 EN BDE	29	41	60	63	55	53	55	42	29	23	22	30	8	599	5%
256 INF BDE	13	18	62	56	72	50	51	57	42	54	45	33	-12	966	3%
61 TRP CMD	15	10	6	9	13	4	2	0	0	1	0	0	0	113	0%
199TH REG (RTI)	6	6	13	7	3	1	1	0	3	8	1	0	-1	94	0%
LA ARNG Total	92	106	193	168	199	157	150	150	119	130	93	92	-1	2978	3%



Delinquent Report FY 2023

2022	Oct	Nov	Delta	NCOs	% Delinq
JFHQ	7	2	-5	96	2%
RRC	1	1	0	153	1%
MEDCOM	3	5	2	34	15%
TNG SITE	2	1	-1	64	2%
139 RSG	5	5	0	614	1%
204 TAOG	15	19	4	244	8%
225 EN BDE	26	29	3	591	5%
256 INF BDE	45	39	-6	960	4%
61 TRP CMD	1	1	0	111	1%
199TH REG (RTI)	1	3	2	94	3%
LA ARNG Total	106	105	-1	2961	4%





	LATE	ON TIME	% LATE	% ON TIME	Total Received
LOUISIANA	1,187	1,637	42.0%	58.0%	2,824
Grand Total	1,187	1,637	42.0%	58.0%	2,824



Questions?

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