COMMANDER'S CERTIFICATE OF PROMOTION ELIGIBILITY/PROMOTION SCREENING REPORT   
(VDF FORM 624-1-1)

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Unit :Choose an item. Rank to be promoted: Choose an item.

PROMOTION CRITERIA  
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Time in Grade (TIG) Required Months:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Actual Months:\_\_\_\_\_\_\_\_\_\_\_\_

Time in Service (TIS) Required Months:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Actual Months:\_\_\_\_\_\_\_\_\_\_\_\_

Is a waiver required? Yes  No

Is candidate in a promotable billet? Yes  No

Number of UTAs attended last 12 months: Choose an item. Number of MUTAs attended last 12 months:

Number of alternative training UTAs last 12 months: \_\_\_\_\_

TRAINING EDUCATION REQUIREMENTS Date Completed  
 (DDMMMYYYY)  
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VDF Orientation "self-study" (PV2-COL) \_\_\_\_\_\_\_\_\_\_\_\_\_\_  
Level II-A (Emergency Response) "self-study" (PV2-COL) \_\_\_\_\_\_\_\_\_\_\_\_\_\_  
NCO Leadership Development - NCOLD "self-study" (SPC) \_\_\_\_\_\_\_\_\_\_\_\_\_\_  
Initial Entry Training - IET "non-prior service only" (PFC-SPC) \_\_\_\_\_\_\_\_\_\_\_\_\_\_  
Primary Leadership Development Course - PLDC (CPL-SGT [2015 only]) \_\_\_\_\_\_\_\_\_\_\_\_\_\_  
Basic Non-Commissioned Officers Course - BNCOC (CPL-SGT) \_\_\_\_\_\_\_\_\_\_\_\_\_\_  
Instructor Development Course - IDC (SSG) \_\_\_\_\_\_\_\_\_\_\_\_\_\_  
PME trainer assignment (SSG) \_\_\_\_\_\_\_\_\_\_\_\_\_\_  
Advance Non-Commissioned Officers Course - ANCOC (SFC) \_\_\_\_\_\_\_\_\_\_\_\_\_\_  
FEMA IS 100 (PFC-COL) \_\_\_\_\_\_\_\_\_\_\_\_\_\_  
FEMA IS 200 (PFC-COL) \_\_\_\_\_\_\_\_\_\_\_\_\_\_  
FEMA IS 700 (PFC-COL) \_\_\_\_\_\_\_\_\_\_\_\_\_\_  
FEMA IS 800 (PFC-COL) \_\_\_\_\_\_\_\_\_\_\_\_\_\_  
FEMA Professional Development Series - PDS (SSG-CW2-MAJ) \_\_\_\_\_\_\_\_\_\_\_\_\_\_  
Basic Officer Leadership Course - BOLC (WO1-2LT) \_\_\_\_\_\_\_\_\_\_\_\_\_\_  
Company Commanders Course - COCC (CW2-CPT) \_\_\_\_\_\_\_\_\_\_\_\_\_\_  
VDF Staff Officer Planning Course (SFC-CW3-MAJ) \_\_\_\_\_\_\_\_\_\_\_\_\_\_  
Joint Knowledge DSCA Phase 1 "on line" (CW3-LTC) \_\_\_\_\_\_\_\_\_\_\_\_\_\_  
FEMA ICS 300 (MSG-CW3-LTC) \_\_\_\_\_\_\_\_\_\_\_\_\_\_  
FEMA ICS 400 (SGM-CW4-COL) \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Commander's Signature Date

DOCUMENT CHECKLIST  
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VDF Form 3-R  VDF Form 623-3-1

CDR's Recommendation  CSM's Recommendation   
  
  
VDF Form 624-1-1 AUG 2015 (Previous VDF Forms “VDF Regulation 624-1 Appendix are Obsolete)