



**DEPARTMENT OF THE NAVY**  
NAVY PERSONNEL COMMAND  
5720 INTEGRITY DRIVE  
MILLINGTON TN 38055-0000

March 2014

Dear LDO/CWO Selectee,

Congratulations on your selection! We are proud to have you as a new member of the Aviation Mustang Community, an elite group of naval officers. Hopefully, the information provided here will answer some of the many questions you may have at this time.

Your first assignment will be made on an evaluation of current billet requirements, personal desires, and your background. The LDO/CWO History Card will provide most of the information we need for planning your first assignment as a commissioned officer. The Limited Duty Officer/Chief Warrant Officer Community Manager's Website contains valuable information in planning your professional development. The information can be obtained at:

[http://www.public.navy.mil/bupers-npc/officer/communitymanagers/ldo\\_cwo/Pages/default.aspx](http://www.public.navy.mil/bupers-npc/officer/communitymanagers/ldo_cwo/Pages/default.aspx)

Generally, you can expect to be assigned a sea-tour with a squadron or ship, and possibly overseas. Tour lengths vary from twenty-four to thirty-six months. Overseas tour lengths are set by DOD and are listed in the Military Personnel Manual (MILPERSMAN 1300-308). Ensure that you familiarize yourself with our website, particularly the Detailer's Corner, billets and job openings sections at:

<http://www.public.navy.mil/bupers-npc/officer/Detailing/aviation/ldocwo/Pages/default.aspx>

Enroute to your first assignment as a Commissioned Officer, you will attend the Officer Indoctrination Course in Newport, Rhode Island. Other training appropriate for your assignment will be included in your initial orders. Orders issued by COMNAVPERSCOM will come to you by message about three months prior to your commissioning date. Read your orders carefully, and then call if you have any questions on their content.

Please fill in and e-mail or fax the History Form, Officer Duty Preference Form along with the New Accession Checklist. Fax: DSN 882-2721 or Commercial (901) 874-2721. If you have any addition questions, please contact the administrative assistant for further details. Your Aviation LDO/CWO Detailers are: CDR Van Ert, DSN: 882-3968 or Commercial (901) 874-3968 and LCDR Moss, DSN 882-3948 or Commercial (901) 874-3948. The Administrative Assistant is Mindy Weeden, DSN 882-3964 or Commercial (901) 874-3964.

Congratulations again! We look forward to working with you.

Mindy Weeden  
CIV USN  
PERS-432V

Rodney H. Moss  
LCDR USN  
PERS-434E

Gary L. Van Ert  
CDR USN  
PERS-434D

## General Information

### Aviation LDO/CWO Detailers:

CDR Gary Van Ert  
DEPARTMENT OF THE NAVY  
COMMANDER, NAVY PERSONNEL COMMAND  
PERS-434D  
5720 INTEGRITY DRIVE  
MILLINGTON TN 38055-4320  
gary.vanert@navy.mil

Designators:  
633X, 639X  
733X

LCDR Rodney Moss  
DEPARTMENT OF THE NAVY  
COMMANDER, NAVY PERSONNEL COMMAND  
PERS-434E  
5720 INTERGRITY DRIVE  
MILLINGTON TN 38055-4320  
rodney.moss@navy.mil

Designators:  
631X, 632X, 636X  
731X, 732X, 736X

### Administrative Assistant:

Mrs. Mindy Weeden  
DEPARTMENT OF THE NAVY  
COMMANDER, NAVY PERSONNEL COMMAND  
PERS-432V  
5720 INTEGRITY DRIVE  
MILLINGTON TN 38055-4320  
melinda.weeden@navy.mil

\* Limited Duty/Warrant Officer History Card NAVPERS 1070/125 (5-78)--- Fill in completely and e-mail/fax to Mindy Weeden at PERS-432V. **In block 17 under Rate/Rating and Grade, enter only your Rate, e.g. AEC, ABHC, etc.**

\* Officer Preference and Personal Information Card NAVPERS 1301/1 (Rev 10-83)--The preference card goes only to your detailer, use it to pass along special information you feel will assist in making decisions concerning your assignment. **We need to know if you have an EFM dependent or are married to another service member.**

\* If you received enlisted orders or official notification of orders you should contact your enlisted detailer for cancellation.

\* An Officer fitness report is required for the period from your commissioning date to the date of your detachment from your present command, even if it is a "Not Observed" report.

\* Complete the enclosed paperwork and e-mail to PERS-432V, or Fax to DSN 882-2721; **please do no contact your detailer until the specific date provided to you.** If you have any questions or concerns, please contact the administrative assistant.

\* Your commissioning paperwork, **Oath of Office Certificate**, and other supporting documents come from PERS-8024. If your command has not received this paperwork within thirty days of commissioning, have your command call PERS-8024 at DSN 882-4374 or Commercial (901) 874-4374.

