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Title: **104-10291-10013\_p124.png**

Provenance:

Category: **Uncategorized**

Person:

Date:

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SECRET

FITNESS REPORT (Part II) PERFORMANCE

INSTRUCTIONS

FOR THE ADMINISTRATIVE OFFICER: Consult current instructions for completing Fitness Reports.

FOR THE SUPERVISOR: This report is designed to help you improve your evaluation of your subordinates and to increase their effectiveness. It is a record of performance, not a recommendation for promotion. It is not intended to be used as a disciplinary measure. It is to be completed by the immediate supervisor of the individual being rated and is to be reviewed by the next senior in the chain of command. It is to be completed in duplicate and forwarded to the Office of the Chief of Naval Operations (OP-23) via the chain of command. The original will be retained by the Office of the Chief of Naval Operations (OP-23) and the duplicate will be returned to the command for retention in the individual's service record. The report is to be completed in duplicate and