BUPERSINST 1610.10G

 28 Jan 2025

**EXHIBIT 17-2**

**CHIEFEVAL/ENLISTED EVALUATION REPORT INPUT**

(Note: Ensure memo/ltr is per DoD Instruction 5200.48 (Controlled Unclassified Information))

CUI

(This outline may be used as written or adapted into a command input form. Attach copies of

certificates, citations, etc. The reporting senior is the sole judge of which items to use in the report).

1. Administrative Data
2. Full name (indicate if changed during period):
3. Rate and warfare/qualification designator(s) (indicate if frocked or selected):
4. Social security number:
5. USN or USNR. If USNR on ACDU, indicate status (i.e., extended ACDU, TAR, ADOS, OYR, CANREC, AT, ADT, etc.)
6. Date reported to present command:
7. Ending date of last Regular report:
8. Date of rate:
9. Duties Assigned and Number of Months Assigned During This Report Period (list by duty

title)

1. Division, Aircrew, etc. to which assigned:
2. Primary duties:
3. Collateral duties:
4. Watch standing duties:

Controlled by: DON

Controlled by: NAVPERSCOM (PERS-3)

CUI Category: PRVCY

Distribution/Dissemination Control: FEDCON

POC: IM Singer@us.navy.mil

1. TEMADD/TEMDU/AT/ADT etc. (where, when, and why):
2. Significant periods not available for duty (if any). (If first report at this command, include any delay or TEMDU prior to reporting.) Do not include brief illness or normal leave:
3. Job Information
4. Principal activities and responsibilities. (Include equipment operated or qualified to operate and "customers" served (if applicable).
5. Individual accomplishments, including experience gained and contributions to team achievements:
6. Responsibilities for classified material:
7. Supervision and Leadership
8. Growth and development of subordinates:
9. Personnel directly supervised (subdivide by military, civilians, and reservists):
10. Personnel supervised through subordinates (subdivide as above). Reserve LCPOs and LPOs may mention cross-assigned personnel supervised (as applicable) to their operational support plan:
11. Equipment and material for which responsible:
12. Size of budget managed:
13. Leadership activities and accomplishments. Include team and subordinate accomplishments that reflect your leadership:
14. Performance as instructor (classroom or on-the-job):
15. Counseling given (formal or informal):
16. Retention efforts and results:
17. Special achievements
18. Qualifications achieved during period (or during prior period if not mentioned in previous report):
19. Educational courses completed and diplomas or certificates awarded:
20. Personal awards and letters of commendation or appreciation received:
21. Off-duty Activities
22. Educational courses attended:
23. Civic activities:
24. Voluntary public relations on behalf of the Navy:
25. Future Duties and Schools desired
26. Other Items for Consideration
27. Contributions to command or organizational climate/equal opportunity and military bearing/character:
28. Comment on command culture and workplace environment conducive to the judicious use of energy (fuel, shore power, etc.):
29. Comment on contribution to building an innovative culture within the DON:
30. Comment on Get Real Get Better (GRGB) behaviors exhibited per paragraph 9 of enclosure (1) in BUPERSINST 1610.10G and the GRGB Web site: