ADMINISTRATIVE SEPARATION PROCESSING NOTICE — Supporting Directive MILPERSMAN 1910-402/404

NAVPERS 1910/31 (Rev. 06-2015) PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE

Date: 17 April 2020

1. From: Commanding Officer, USS THE SULLIVANS (DDG 68) — 2. UIC: 21942

3. To: (b)(6)

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING		MILPERSMAN REFERENCE
(4a)	Separation by Reason of Misconduct - Commission of a Serious Offense as evidenced by NJP dated 20 February 2020.	1910-142
(4b)	Separation by Reason of Misconduct - Drug Abuse as evidenced by NJP dated 20 February 2020.	1910-146
(4c)		

Least Favorable Characterization of Service Possible is General (Under Honorable Conditions).

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-166 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCK)	ELECT	WAIVE
5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. *(Non-lawyer counsel may be appointed as determined by commanding officer.)*	(b)(6)	
6. To submit a written statement for consideration by separation authority.		
7. To obtain copies of documents that will be forwarded to the separation authority supporting basis for proposed separation. *(Classified documents will be summarized in unclassified form.)*		
8. To request an administrative board, if you have 6 or more years of total active and or reserve military service. *(Failure to appear without good cause constitutes a waiver to be present at administrative board.)*		
9. To representation at an administrative board by qualified counsel, if you have 6 or more years of total active and or reserve military service.		
10. To representation at an administrative board by civilian counsel at your own expense, if you have 6 or more years of total active or reserve military service.		
11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.		
12. To general court-martial convening authority (GCMCA) review, if you have less than 6 years of total active and or reserve military service. GCMCA staff members' cases must be forwarded to another officer having GCMCA or Navy Personnel Command (PERS-832) for review. If elected, GCMCA or higher assumes separation authority responsibility.		

NOTIFICATION PROCEDURE *(continued)*

ADDITIONAL NOTICE

13. For members on active duty not in civilian confinement: You are advised that separation proceedings in your case will be suspended for a period of 2 days from the date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.

14. For members who are reservists not on active duty: You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date that this notice is delivered to you personally or received at your designated mailing address to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If your separation involves transfer to IRR, you are advised that characterization of service upon transfer to the IRR, also, will constitute tentative characterization of service upon discharge at completion of naval service obligation, unless you take affirmative action to affiliate with a drilling unit of Selected Reserve; and you participate satisfactorily as a drilling member of the Selected Reserve for a period of time which, when added to any prior satisfactory service during this period of obligated service, equals period of obligated service. If you submit evidence of completion of above, separation authority may assign a more favorable characterization of service. If you do not submit such evidence, characterization of service is same as characterization of service upon transfer from active duty or Selected Reserve to IRR. If you are in records review (non-drilling) status, you are entitled to permissive (no-cost) orders to attend any administrative board hearing to which you may be entitled.

15. For members subject to reimbursement: You are advised that you may be subject to a reimbursement requirement for recoupment of advance education assistance costs, bonuses, or special pays.

16. For members in civil confinement: You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel:	18. Address of Military Counsel:	19. Phone Number:

CIVILIAN CONVICTION APPEAL INFORMATION *(RESPONDENT INITIAL APPROPRIATE BLOCK)*	YES	NO	N/A
20. Do you intend to file an appeal?	☐	☐	☑
21. Do you request separation before your appeal is decided or time for appeal has passed?	☐	☐	☑

COMMAND CERTIFICATION *(COMMANDING OFFICER OR "BY DIRECTION")*

22. Certifier's Name (Last, First, MI):	23. Certifier's Signature:	24. Date:
(b)(6)	(b)(6)	17APR2021

MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI)	26. Service Member's Signature:	27. Date:
(b)(6)	(b)(6)	17APR21

MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI)	29. Service Member's Signature:	30. Date:
(b)(6)	(b)(6)	17APR21

COUNSEL CERTIFICATION *(IF APPLICABLE)*

31. Counsel's Name (Last, First, MI)	32. Counsel's Signature:	33. Date:

ADMINISTRATIVE SEPARATION PROCESSING NOTICE — Supporting Directive MILPERSMAN 1910-402

NAVPERS 1910/31 (Rev. 08-2019) **PREVIOUS EDITIONS ARE OBSOLETE**

NOTIFICATION PROCEDURE

Date: 13-Aug-20

1. From: Commanding Officer, USS NIMITZ (CVN 68) — 2. UIC: 03368

3. To: (b)(6) USN

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING	MILPERSMAN REFERENCE
(4a) Separation by Reason of Misconduct - Drug Abuse as evidenced by positive urinalysis results report dated 7 August 2020 and USS NIMITZ investigation of (b)(6)	1910-146
(4b)	
(4c)	

Least Favorable Characterization of Service Possible is General (Under Honorable Conditions).

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-166 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS *(INITIAL APPROPRIATE BLOCK)*	ELECT	WAIVE
5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. *(Non-lawyer counsel may be appointed as determined by commanding officer.)*	(b)(6)	
6. To submit a written statement for consideration by separation authority.		
7. To obtain copies of documents that will be forwarded to the separation authority supporting basis for proposed separation. *(Classified documents will be summarized in unclassified form.)*		
8. To request an administrative board, if you have 6 or more years of total active and or reserve military service. *(Failure to appear without good cause constitutes a waiver to be present at administrative board.)*		
9. To representation at an administrative board by qualified counsel, if you have 6 or more years of total active and or reserve military service.		
10. To representation at an administrative board by civilian counsel at your own expense, if you have 6 or more years of total active or reserve military service.		
11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.		
12. To general court-martial convening authority (GCMCA) review, if you have less than 6 years of total active and or reserve military service. GCMCA staff members' cases must be forwarded to another officer having GCMCA or Navy Personnel Command (PERS-832) for review. If elected, GCMCA or higher assumes separation authority responsibility.		

NOTIFICATION PROCEDURE *(continued)*

ADDITIONAL NOTICE

(b)(6) 3. For members on active duty not in civilian confinement: You are advised that separation proceedings in your case will be suspended for a period of 2 days from the date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.

(b)(6) 4. For members who are reservists not on active duty: You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date that this notice is delivered to you personally or received at your designated mailing address to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If your separation involves transfer to IRR, you are advised that characterization of service upon transfer to the IRR, also, will constitute tentative characterization of service upon discharge at completion of naval service obligation, unless you take affirmative action to affiliate with a drilling unit of Selected Reserve; and you participate satisfactorily as a drilling member of the Selected Reserve for a period of time which, when added to any prior satisfactory service during this period of obligated service, equals period of obligated service. If you submit evidence of completion of above, separation authority may assign a more favorable characterization of service. If you do not submit such evidence, characterization of service is same as characterization of service upon transfer from active duty or Selected Reserve to IRR. If you are in records review (non-drilling) status, you are entitled to permissive (no-cost) orders to attend any administrative board hearing to which you may be entitled.

(b)(6) 5. For members subject to reimbursement: You are advised that you may be subject to a reimbursement requirement for recoupment of advance education assistance costs, bonuses, or special pays.

(b)(6) 6. For members in civil confinement: You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel: N/A	18. Address of Military Counsel: N/A	19. Phone Number: N/A

CIVILIAN CONVICTION APPEAL INFORMATION *(RESPONDENT INITIAL APPROPRIATE BLOCK)*	YES	NO	N/A
20. Do you intend to file an appeal?	☐	☐	☑
21. Do you request separation before your appeal is decided or time for appeal has passed?	☐	☐	☑

COMMAND CERTIFICATION *(COMMANDING OFFICER OR "BY DIRECTION")*

22. Certifier's Name (Last, First, MI):	23. Certifier's Signature:	24. Date:
(b)(6) LT, JAGC, USN, By direction	(b)(6)	13 Aug 2020

MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI)	(b)(6)	27. Date:
(b)(6)		14 AUG 20

MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI)	(b)(6)	30. Date:
(b)(6)		14 AUG 20

COUNSEL CERTIFICATION *(IF APPLICABLE)*

31. Counsel's Name (Last, First, MI)	32. Counsel's Signature:	33. Date:

ADMINISTRATIVE SEPARATION PROCESSING NOTICE — Supporting Directive MILPERSMAN 1910-402

NAVPERS 1910/31 (Rev. 08-2019) PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE

Date: 20-Oct-2020

1. From: Commanding Officer, USS HARRY S TRUMAN CVN 75 — 2. UIC: 21853

3. To: (b)(6) USN

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING	MILPERSMAN REFERENCE
(4a) Misconduct - Drug Abuse, as evidenced by positive urinalysis results of 9 September 2020 and NJP held 16 October 2020 for violation of UCMJ Article 112a - Wrongful use of a controlled substance.	1910-146
(4b)	
(4c)	

Least Favorable Characterization of Service Possible is General (Under Honorable Conditions).

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-166 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCK)	ELECT	WAIVE
5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. *(Non-lawyer counsel may be appointed as determined by commanding officer.)*	(b)(6)	
6. To submit a written statement for consideration by separation authority.		
7. To obtain copies of documents that will be forwarded to the separation authority supporting basis for proposed separation. *(Classified documents will be summarized in unclassified form.)*		
8. To request an administrative board. If you have 6 or more years of total active and or reserve military service. *(Failure to appear without good cause constitutes a waiver to be present at administrative board.)*		
9. To representation at an administrative board by qualified counsel, if you have 6 or more years of total active and or reserve military service.		
10. To representation at an administrative board by civilian counsel at your own expense, if you have 6 or more years of total active or reserve military service.		
11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.		
12. To general court-martial convening authority (GCMCA) review. If you have less than 6 years of total active and or reserve military service. GCMCA staff members' cases must be forwarded to another officer having GCMCA or Navy Personnel Command (PERS-832) for review. If elected, GCMCA or higher assumes separation authority responsibility.		

DRAFT RECORD

ADMINISTRATIVE SEPARATION PROCESSING NOTICE — Supporting Directive MILPERSMAN 1910-402

NAVPERS 1910/31 (Rev. 08-2019) PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE *(continued)*

ADDITIONAL NOTICE

13. For members on active duty not in civilian confinement: You are advised that separation proceedings in your case will be suspended for a period of 2 days from the date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.

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17. Name of Military Counsel:	18. Address of Military Counsel:	19. Phone Number:

CIVILIAN CONVICTION APPEAL INFORMATION *(RESPONDENT INITIAL APPROPRIATE BLOCK)*	YES	NO	N/A
20. Do you intend to file an appeal?	☐	☐	☐
21. Do you request separation before your appeal is decid	☐	☐	☐

COMMAND CERTIFICATION *(COMMANDING OFFICER*

22. Certifier's Name (Last, First, MI):	24. Date:
(b)(6) LNC, USN BY DIRCO	20OCT20

MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI)	26. Service Member's Signature:	27. Date:
(b)(6) USN	(b)(6)	20OCT20

MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI)	29. Service Member's Signature:	30. Date:
(b)(6) USN	(b)(6)	20OCT20

COUNSEL CERTIFICATION *(IF APPLICABLE)*

31. Counsel's Name (Last, First, MI)	32. Counsel's Signature:	33. Date:

ADMINISTRATIVE SEPARATION PROCESSING NOTICE — Supporting Directive MILPERSMAN 1910-402
NAVPERS 1910/31 (Rev. 08-2019) PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE

Date: 6 March 2020

1. From: Commanding Officer, Training Support Center Hampton Roads — 2. UIC: 00281

3. To: (b)(6) [redacted]

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING	MILPERSMAN REFERENCE
(4a) Misconduct-Drug abuse as evidence by your positive urinalysis of 18 February 2020	1910-146
(4b)	
(4c)	

Least Favorable Characterization of Service Possible is General (Under Honorable Conditions).

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-166 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS *(INITIAL APPROPRIATE BLOCK)*	ELECT	WAIVE
5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. *(Non-lawyer counsel may be appointed as determined by commanding officer.)*	(b)(6) [redacted]	
6. To submit a written statement for consideration by separation authority.		
7. To obtain copies of documents that will be forwarded to the separation authority supporting basis for proposed separation. *(Classified documents will be summarized in unclassified form.)*		
8. To request an administrative board, if you have 6 or more years of total active and or reserve military service. *(Failure to appear without good cause constitutes a waiver to be present at administrative board.)*		
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10. To representation at an administrative board by civilian counsel at your own expense, if you have 6 or more years of total active or reserve military service.		
11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.		
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OFFICIAL RECORD COPY

ENCLOSURE (1)

ADMINISTRATIVE SEPARATION PROCESSING NOTICE — Supporting Directive MILPERSMAN 1910-402

NAVPERS 1910/31 (Rev. 08-2019) PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE *(continued)*

ADDITIONAL NOTICE

13. For members on active duty not in civilian confinement: You are advised that separation proceedings in your case will be suspended for a period of 2 days from the date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.

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17. Name of Military Counsel:	18. Address of Military Counsel:	19. Phone Number:
DSO SE	A-SO	

CIVILIAN CONVICTION APPEAL INFORMATION *(RESPONDENT INITIAL APPROPRIATE BLOCK)*	YES	NO	N/A
20. Do you intend to file an appeal?	☐	☐	☐
21. Do you request separation before your appeal is decided or time for appeal has passed?	☐	☐	☐

COMMAND CERTIFICATION *(COMMANDING OFFICER OR "BY DIRECTION")*

22. Certifier's Name (Last, First, MI):		24. Date:
(b)(6) By direction	(b)(6)	6MAR20

MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI)		27. Date:
(b)(6)	(b)(6)	9MAR20

MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI)		30. Date:
(b)(6)	(b)(6)	16 MAR 20

COUNSEL CERTIFICATION *(IF APPLICABLE)*

31. Counsel's Name (Last, First, MI)	32. Counsel's Signature:	33. Date:

ADMINISTRATIVE SEPARATION PROCESSING NOTICE — Supporting Directive MILPERSMAN 1910-402

NAVPERS 1910/31 (Rev. 08-2019) PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE

Date: 22 January 2020

1. From: Commanding Officer, USS DWIGHT D. EISENHOWER (CVN 69) — 2. UIC: 03369

3. To: (b)(6) USN, XXX-XX(b)(6)

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING		MILPERSMAN REFERENCE
(4a)	SEPARATION BY REASON OF MISCONDUCT - PATTERN OF MISCONDUCT - AS EVIDENCED BY YOUR NJPS HELD ON 4 JAN 2019 AND 7 NOVEMBER 2019.	1910-140
(4b)	SEPARATION BY REASON OF MISCONDUCT - COMMISSION OF A SERIOUS OFFENSE - AS EVIDENCED BY YOUR FAILURE TO OBEY ORDER OR REGULATION ON OR ABOUT 10 AUGUST 2018, DRUNKEN OR RECKLESS OPERATION OF A VEHICLE ON OR ABOUT 10 AUGUST 2018 AND DRUNKEN OR RECKLESS OPERATION OF A VEHICLE ON OR ABOUT 20 AUGUST 2019.	1910-142
(4c)	SEPARATION BY REASON OF MISCONDUCT - DRUG ABUSE AS EVIDENCED BY YOUR POSSESSION OF A CONTROLLED SUBSTANCE ON OR ABOUT 20 AUGUST 2019.	1910-146

Least Favorable Characterization of Service Possible is General (Under Honorable Conditions).

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-166 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS *(INITIAL APPROPRIATE BLOCK)*	ELECT	WAIVE
5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. *(Non-lawyer counsel may be appointed as determined by commanding officer.)*	(b)(6)	
6. To submit a written statement for consideration by separation authority.		
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ADMINISTRATIVE SEPARATION PROCESSING NOTICE — Supporting Directive MILPERSMAN 1910-402
NAVPERS 1910/31 (Rev. 08-2019) PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE *(continued)*

ADDITIONAL NOTICE

13. For members on active duty not in civilian confinement: You are advised that separation proceedings in your case will be suspended for a period of 2 days from the date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.

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17. Name of Military Counsel:	18. Address of Military Counsel:	19. Phone Number:

CIVILIAN CONVICTION APPEAL INFORMATION *(RESPONDENT INITIAL APPROPRIATE BLOCK)*	YES	NO	N/A
20. Do you intend to file an appeal?	☐	☐	☑
21. Do you request separation before your appeal is decided or time for appeal has passed?	☐	☐	☑

COMMAND CERTIFICATION *(COMMANDING OFFICE* (b)(6)

22. Certifier's Name (Last, First, MI):		24. Date:
(b)(6) , LNC, USN, By Direction		

MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI)		27. Date:
(b)(6)	(b)(6)	22 JAN 20

MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI)		30. Date:
(b)(6)	(b)(6)	22 JAN 20

COUNSEL CERTIFICATION *(IF APPLICABLE)*

31. Counsel's Name (Last, First, MI)	32. Counsel's Signature:	33. Date:

ENCLOSURE (3)

ADMINISTRATIVE SEPARATION PROCESSING NOTICE — Supporting Directive MILPERSMAN 1910-402/404

NAVPERS 1910/31 (Rev. 08-2015) PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE

Date: 14-Feb-2020

1. From: COMMANDING OFFICER, USS STOCKDALE (DDG 106) | 2. UIC: 23163

3. To: (b)(6)

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING	MILPERSMAN REFERENCE
(4a) SEPARATION BY REASON OF MISCONDUCT - COMMISSION OF A SERIOUS OFFENSE	1910-142
(4b) SEPARATION BY REASON OF MISCONDUCT - DRUG ABUSE	1910-146
(4c)	

Least Favorable Characterization of Service Possible is General (Under Honorable Conditions).

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-156 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCK)	ELECT	WAIVE
5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. *(Non-lawyer counsel may be appointed as determined by commanding officer.)*	(b)(6)	
6. To submit a written statement for consideration by separation authority.		
7. To obtain copies of documents that will be forwarded to the separation authority supporting basis for proposed separation. *(Classified documents will be summarized in unclassified form.)*		
8. To request an administrative board, if you have 6 or more years of total active and or reserve military service. *(Failure to appear without good cause constitutes a waiver to be present at administrative board.*		
9. To representation at an administrative board by qualified counsel, if you have 6 or more years of total active and or reserve military service.		
10. To representation at an administrative board by civilian counsel at your own expense, if you have 6 or more years of total active or reserve military service.		
11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved		
12. To general court-martial convening authority (GCMCA) review, if you have less than 6 years of total active and or reserve military service. GCMCA staff members' cases must be forwarded to another officer having GCMCA or Navy Personnel Command (PERS-832) for review. If elected, GCMCA or higher assumes separation authority responsibility.		

ADMINISTRATIVE SEPARATION PROCESSING NOTICE — Supporting Directive MILPERSMAN 1910-402/404

NAVPERS 1910/31 (Rev. 06-2015) PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE (CONTINUED)

ADDITIONAL NOTICE

13. For members on active duty not in civilian confinement: You are advised that separation proceedings in your case will be suspended for a period of 2 days from the date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.

14. For members who are reservists not on active duty: You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date that this notice is delivered to you personally or received at your designated mailing address to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If your separation involves transfer to IRR, you are advised that characterization of service upon transfer to the IRR, also, will constitute tentative characterization of service upon discharge at completion of naval service obligation, unless you take affirmative action to affiliate with a drilling unit of Selected Reserve; and you participate satisfactorily as a drilling member of the Selected Reserve for a period of time which, when added to any prior satisfactory service during this period of obligated service, equals period of obligated service. If you submit evidence of completion of above, separation authority may assign a more favorable characterization of service. If you do not submit such evidence, characterization of service is same as characterization of service upon transfer from active duty or Selected Reserve to IRR. If you are in records review (non-drilling) status, you are entitled to permissive (no-cost) orders to attend any administrative board hearing to which you may be entitled.

15. For members subject to reimbursement: You are advised that you may be subject to a reimbursement requirement for recoupment of advance education assistance costs, bonuses, or special pays.

16. For members in civil confinement: You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel:	18. Address of Military Counsel:	19. Phone Number:

CIVILIAN CONVICTION APPEAL INFORMATION (RESPONDENT INITIAL APPROPRIATE BLOCK)	YES	NO	N/A
20. Do you intend to file an appeal?	☐	☐	☑
21. Do you request separation before your appeal is decided or time for appeal has passed?	☐	☐	☑

COMMAND CERTIFICATION (COMMANDING OFFICER OR BY DIRECTION)

22. Certifier's Name (Last, First, MI):	23. Certifier's Signature:	24. Date:
(b)(6)	(b)(6)	14 FEB 20

MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI)	26. Service Member's Signature:	27. Date:
(b)(6)	(b)(6)	14 FEB 20

MY RESPONSE TO THIS NOTICE IS COMPLETE

28. Service Member's Name (Last, First, MI)	29. Service Member's Signature:	30. Date:
(b)(6)	(b)(6)	14 FEB 20

COUNSEL CERTIFICATION *(IF APPLICABLE)*

31. Counsel's Name (Last, First, MI)	32. Counsel's Signature:	33. Date:

ADMINISTRATIVE SEPARATION PROCESSING NOTICE Supporting Directive MILPERSMAN 1910-402/404
NAVPERS 1910/31 (Rev. 08-2015) **PREVIOUS EDITIONS ARE OBSOLETE**

NOTIFICATION PROCEDURE

Date: 06-Feb-2020

1. From: COMMANDING OFFICER, USS STOCKDALE (DDG 106) | 2. UIC: 23163

3. To: (b)(6)

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING	MILPERSMAN REFERENCE
(4a) SEPARATION BY REASON OF MISCONDUCT - COMMISSION OF A SERIOUS OFFENSE	1910-142
(4b)	
(4c)	

Least Favorable Characterization of Service Possible Is General (Under Honorable Conditions).

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-160 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS: (INITIAL APPROPRIATE BLOCK)	ELECT	WAIVE
5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. *(Non-lawyer counsel may be appointed as determined by commanding officer.)*	(b)(6)	
6. To submit a written statement for consideration by separation authority.		
7. To obtain copies of documents that will be forwarded to the separation authority supporting basis for proposed separation. *(Classified documents will be summarized in unclassified form.)*		
8. To request an administrative board, if you have 6 or more years of total active and or reserve military service. *(Failure to appear without good cause constitutes a waiver to be present at administrative board.*		
9. To representation at an administrative board by qualified counsel, if you have 6 or more years of total active and or reserve military service.		
10. To representation at an administrative board by civilian counsel at your own expense, if you have 6 or more years of total active or reserve military service.		
11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.		
12. To general court-martial convening authority (GCMCA) review, if you have less than 6 years of total active and or reserve military service. GCMCA staff members' cases must be forwarded to another officer having GCMCA or Navy Personnel Command (PERS-832) for review. If elected, GCMCA or higher assumes separation authority responsibility.		

ADMINISTRATIVE SEPARATION PROCESSING NOTICE — Supporting Directive MILPERSMAN 1910-402/404
NAVPERS 1910/31 (Rev. 06-2015) — PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEEDINGS (continued)

ADDITIONAL NOTES

13. For members on active duty not in civilian confinement: You are advised that separation proceedings in your case will be suspended for a period of 2 days from the date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.

14. For members who are reservists not on active duty: You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date that this notice is delivered to you personally or received at your designated mailing address to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If your separation involves transfer to IRR, you are advised that characterization of service upon transfer to the IRR, also, will constitute tentative characterization of service upon discharge at completion of naval service obligation, unless you take affirmative action to affiliate with a drilling unit of Selected Reserve, and you participate satisfactorily as a drilling member of the Selected Reserve for a period of time which, when added to any prior satisfactory service during this period of obligated service, equals period of obligated service. If you submit evidence of completion of above, separation authority may assign a more favorable characterization of service. If you do not submit such evidence, characterization of service is same as characterization of service upon transfer from active duty or Selected Reserve to IRR. If you are in records review (non-drilling) status, you are entitled to permissive (no-cost) orders to attend any administrative board hearing to which you may be entitled.

15. For members subject to reimbursement: You are advised that you may be subject to a reimbursement requirement for recoupment of advance education assistance costs, bonuses, or special pays.

16. For members in civil confinement: You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel:	18. Address of Military Counsel:	19. Phone Number:

CIVILIAN CONVICTION APPEAL INFORMATION (RESPONDENT INITIAL APPROPRIATE BLOCK)	YES	NO	N/A
20. Do you intend to file an appeal?	☐	☐	☑
21. Do you request separation before your appeal is decided or time for appeal has passed?	☐	☐	☑

COMMAND CERTIFICATION (COMMANDING OFFICER OR BY DIRECTION)

22. Certifier's Name (Last, First, MI):	23. Certifier's Signature:	24. Date:
(b)(6)	(b)(6)	6 Feb 20

MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI)	26. Service Member's Signature:	27. Date:
(b)(6)	(b)(6)	6 FEB 20

MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI)	29. Service Member's Signature:	30. Date:
(b)(6)		

COUNSEL CERTIFICATION (IF APPLICABLE)

31. Counsel's Name (Last, First, MI)	32. Counsel's Signature:	33. Date:

ADMINISTRATIVE SEPARATION PROCESSING NOTICE — Supporting Directive MILPERSMAN 1910-402

NAVPERS 1910/31 (Rev. 08-2019) PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE

Date: 05-May-2020

1. From: Commander, Puget Sound Naval Shipyard and Intermaintenance Maintenance Facility | 2. UIC: 4523A

3. To: (b)(6) USN

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING	MILPERSMAN REFERENCE
(4a) Separation by Reason of Misconduct - Drug Abuse	1920-146
(4b)	
(4c)	

Least Favorable Characterization of Service Possible is General (Under Honorable Conditions).

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-160 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS *(INITIAL APPROPRIATE BLOCK)*	ELECT	WAIVE
5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. *(Non-lawyer counsel may be appointed as determined by commanding officer.)*	(b)(6)	
6. To submit a written statement for consideration by separation authority.		
7. To obtain copies of documents that will be forwarded to the separation authority supporting basis for proposed separation. *(Classified documents will be summarized in unclassified form.)*		
8. To request an administrative board, if you have 6 or more years of total active and or reserve military service. *(Failure to appear without good cause constitutes a waiver to be present at administrative board*		
9. To representation at an administrative board by qualified counsel, if you have 6 or more years of total active and or reserve military service.		
10. To representation at an administrative board by civilian counsel at your own expense, if you have 6 or more years of total active or reserve military service.		
11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.		
12. To general court-martial convening authority (GCMCA) review, if you have less than 6 years of total active and or reserve military service. GCMCA staff members' cases must be forwarded to another officer having GCMCA or Navy Personnel Command (PERS-832) for review. If elected, GCMCA or higher assumes separation authority responsibility.		

OFFICIAL RECORD

NOTIFICATION PROCEDURE *(continued)*

ADDITIONAL NOTICE

13. For members on active duty not in civilian confinement: You are advised that separation proceedings in your case will be suspended for a period of 2 days from the date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.

14. For members who are reservists not on active duty: You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date that this notice is delivered to you personally or received at your designated mailing address to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If your separation involves transfer to IRR, you are advised that characterization of service upon transfer to the IRR, also, will constitute tentative characterization of service upon discharge at completion of naval service obligation, unless you take affirmative action to affiliate with a drilling unit of Selected Reserve, and you participate satisfactorily as a drilling member of the Selected Reserve for a period of time which, when added to any prior satisfactory service during this period of obligated service, equals period of obligated service. If you submit evidence of completion of above, separation authority may assign a more favorable characterization of service. If you do not submit such evidence, characterization of service is same as characterization of service upon transfer from active duty or Selected Reserve to IRR. If you are in records review (non-drilling) status, you are entitled to permissive (no-cost) orders to attend any administrative board hearing to which you may be entitled.

15. For members subject to reimbursement: You are advised that you may be subject to a reimbursement requirement for recoupment of advance education assistance costs, bonuses, or special pays.

16. For members in civil confinement: You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel:	18. Address of Military Counsel:	19. Phone Number:

CIVILIAN CONVICTION APPEAL INFORMATION *(RESPONDENT INITIAL APPROPRIATE BLOCK)*	YES	NO	N/A
20. Do you intend to file an appeal?	☐	☐	☒
21. Do you request separation before your appeal is decided or time for appeal has passed?	☐	☐	☒

COMMAND CERTIFICATION *(COMMANDING OFFICER OR "BY DIRECTION")*

22. Certifier's Name (Last, First, MI):	23. Certifier's Signature:	24. Date:
(b)(6)	(b)(6) SYBIE	05-May-2020

MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI)	26. Service Member's Signature:	27. Date:
(b)(6)	(b)(6)	5MAY2020

MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI)	29. Service Member's Signature:	30. Date:
(b)(6)	(b)(6)	5MAY2020

COUNSEL CERTIFICATION *(IF APPLICABLE)*

31. Counsel's Name (Last, First, MI)	32. Counsel's Signature:	33. Date:

ADMINISTRATIVE SEPARATION PROCESSING NOTICE — Supporting Directive MILPERSMAN 1910-402/404

NAVPERS 1910/31 (Rev. 06-2015) PREVIOUS EDITIONS ARE OBSOLETE

ADMINISTRATIVE BOARD PROCEDURE

Date: 10-Jun-2019	
1. From: Commanding Officer, Naval Medical Center San Diego, California	2. UIC: 00259
3. To: (b)(6) U.S. Navy, XXX-XX (b)(6)	

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING		MILPERSMAN REFERENCE
(4a)	Separation by Reason of Misconduct - Drug Abuse as evidenced by positive urinalysis results for Tetrahydrocannabinol (THC) dated 3 April 2019 and CO's NJP of 18 April 2019 for violation of UCMJ, Article 112a - Wrongful use of a controlled substance.	1910-146
(4b)	Separation by Reason of Misconduct - Drug Abuse as evidenced by positive urinalysis results for Tetrahydrocannabinol (THC) dated 4 April 2019.	1910-146
(4c)	N/A	

Least Favorable Characterization of Service Possible is Under Other Than Honorable Conditions.

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-166 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS *(INITIAL APPROPRIATE BLOCK)*	ELECT	WAIVE
5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. *(Non-lawyer counsel may be appointed as determined by commanding officer.)*	(b)(6)	
6. To submit statements to the administrative board or to the separation authority in lieu of a board.		
7. To obtain copies of documents that will be forwarded to the separation authority supporting the basis for the proposed separation. *(Classified documents will be summarized in unclassified form.)*		
8. To request an administrative board. *(Failure to appear without good cause constitutes a waiver of the right to be present at the administrative board.)*		
9. To representation at an administrative board by qualified counsel.		
10. To representation at an administrative board by civilian counsel at your own expense.		
11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to a reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to Transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.		

OFFICIAL RECORD

ADMINISTRATIVE SEPARATION PROCESSING NOTICE — Supporting Directive MILPERSMAN 1910-402/404

NAVPERS 1910/31 (Rev. 06-2015) PREVIOUS EDITIONS ARE OBSOLETE

ADMINISTRATIVE BOARD PROCEDURE *(continued)*

ADDITIONAL NOTICE:

12. If you commence a period of unauthorized absence subsequent to receiving this notice, the administrative separation processing may continue in your absence.

13. For members on active duty not in civilian confinement: You are advised that separation proceedings in your case will be suspended for a period of 2 days from date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.

14. For members who are reservists not on active duty: You are advised that separation proceedings in your case will be suspended for a period of 30 days from date this notice is delivered to you personally or received at your designated mailing address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If your separation involves transfer to IRR, you are advised that characterization of service upon transfer to the IRR, also, will constitute tentative characterization of service upon discharge at completion of naval service obligation, unless you take affirmative action to affiliate with a drilling unit of Selected Reserve; and you participate satisfactorily as a drilling member of Selected Reserve for a period of time which, when added to any prior satisfactory service during this period of obligated service, equals period of obligated service. If you submit evidence of completion of above, separation authority may assign a more favorable characterization of service. If you do not submit such evidence, characterization of service is same as characterization of service upon transfer from active duty or Selected Reserve to IRR. If you are in records review (non-drilling) status, you are entitled to permissive (no-cost) orders to attend any administrative board hearing to which you may be entitled.

15. For members subject to reimbursement: You are advised that you may be subject to a reimbursement requirement for recoupment of advance education assistance costs, bonuses, or special pays.

16. For members in civil confinement: You are advised that separation proceedings in your case will be suspended for a period of 30 days from date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel:	18. Address of Military Counsel:	19. Phone Number:

CIVILIAN CONVICTION APPEAL INFORMATION: *(RESPONDENT INITIAL APPROPRIATE BLOCK)*	YES	NO	N/A
20. Do you intend to file an appeal?	☐	☐	☑
21. Do you request separation before your appeal is decided or time for appeal has passed?	☐	☐	☑

COMMAND CERTIFICATION *(COMMANDING OFFICER OR "BY DIRECTION")*

22. Certifier's Name (Last, First, MI):		24. Date:
(b)(6) LNC, USN, By direction	(b)(6)	21JUN19

MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI):		27. Date:
(b)(6)	(b)(6)	26JUN19

MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI)		30. Date:
(b)(6)	(b)(6)	28JUN19

COUNSEL CERTIFICATION *(IF APPLICABLE)*

31. Counsel's Name (Last, First, MI)	32. Counsel's Signature:	33. Date:

ADMINISTRATIVE SEPARATION PROCESSING NOTICE — Supporting Directive MILPERSMAN 1910-402/404
NAVPERS 1910/31 (Rev. 06-2015) PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE	
Date: 30 July 2020	
1. From: Commanding Officer, Fleet Readiness Center Mid-Atlantic	2. UIC: 63087
3. To: (b)(6) USN, XXX-XX(b)(6)	

REASON FOR ADMINISTRATIVE SEPARATION PROCESSING	MILPERSMAN REFERENCE
(4a) Separation by Reason of Misconduct - Drug Abuse (UCMJ, Art. 112a) as evidenced by Navy Drug Testing Results of 7 May 2020.	1910-146
(4b)	
(4c)	

Least Favorable Characterization of Service Possible is General (Under Honorable Conditions).

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-155 is not a reason for administrative separation processing.

YOUR RIGHTS TO BE GIVEN THE OPTIONS NOTED AND APPROPRIATE REPLIES	YOUR REPLIES (INITIAL)
5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. *(Non-lawyer counsel may be appointed as determined by commanding officer.)*	(b)(6)
6. To submit a written statement for consideration by separation authority.	
7. To obtain copies of documents that will be forwarded to the separation authority supporting basis for proposed separation. *(Classified documents will be summarized in unclassified form.)*	
8. To request an administrative board, if you have 6 or more years of total active and or reserve military service. *(Failure to appear without good cause constitutes a waiver to be present at administrative board.)*	
9. To representation at an administrative board by qualified counsel, if you have 6 or more years of total active and or reserve military service.	
10. To representation at an administrative board by civilian counsel at your own expense, if you have 6 or more years of total active or reserve military service.	
11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.	
12. To general court-martial convening authority (GCMCA) review. If you have less than 6 years of total active and or reserve military service. GCMCA staff members' cases must be forwarded to another officer having GCMCA or Navy Personnel Command (PERS-832) for review. If elected, GCMCA or higher assumes separation authority responsibility.	

ENCLOSURE (7)

ADMINISTRATIVE SEPARATION PROCESSING NOTICE — Supporting Directive MILPERSMAN 1910-402/404

NAVPERS 1910/31 (Rev. 06-2015) PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE (CONTINUED)

INDIVIDUAL NOTIFICATION

13. For members on active duty not in civilian confinement: You are advised that separation proceedings in your case will be suspended for a period of 2 days from the date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.

14. For members who are reservists not on active duty: You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date that this notice is delivered to you personally or received at your designated mailing address to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If your separation involves transfer to IRR, you are advised that characterization of service upon transfer to the IRR, also, will constitute tentative characterization of service upon discharge at completion of naval service obligation, unless you take affirmative action to affiliate with a drilling unit of Selected Reserve; and you participate satisfactorily as a drilling member of the Selected Reserve for a period of time which, when added to any prior satisfactory service during this period of obligated service, equals period of obligated service. If you submit evidence of completion of above, separation authority may assign a more favorable characterization of service. If you do not submit such evidence, characterization of service is same as characterization of service upon transfer from active duty or Selected Reserve to IRR. If you are in recall review (non-drilling) status, you are entitled to permissive (no-cost) orders to attend any administrative board hearing to which you may be entitled.

15. For members subject to reimbursement: You are advised that you may be subject to a reimbursement requirement for recoupment of advance education assistance costs, bonuses, or special pays.

16. For members in civil confinement: You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel:	18. Address of Military Counsel:	19. Phone Number:

MEMBER'S CONTEMPLATED ACTION (RESPONDENT MAY REFER TO BOARD)	YES	NO	N/A
20. Do you intend to file an appeal?	☐	☐	☑
21. Do you request separation before your appeal is decided or time for appeal has passed?	☐	☐	☑

COMMANDING OFFICER (COMMANDING OFFICER INDICATION)

22. Certifier's Name (Last, First, MI):	23. Certifier's Signature:	24. Date:
(b)(6)	(b)(6)	31 JUL 20

MEMBER'S ACKNOWLEDGMENT

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI)	26. Service Member's Signature:	27. Date:
(b)(6)	(b)(6)	31 JUL 20

MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI)	29. Service Member's Signature:	30. Date:
(b)(6)	(b)(6)	31 JUL 20

COUNSEL CERTIFICATION *(IF APPLICABLE)*

31. Counsel's Name (Last, First, MI)	32. Counsel's Signature:	33. Date:

ADMINISTRATIVE SEPARATION PROCESSING NOTICE — Supporting Directive MILPERSMAN 1910-402

NAVPERS 1910/31 (Rev. 08-2019) PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE

Date: 21-Apr-2020

1. From: COMMANDING OFFICER, USS JOHN C. STENNIS (CVN 74) — 2. UIC: 21847

3. To: (b)(6) USN

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING		MILPERSMAN REFERENCE
(4a)	COMMISSION OF A SERIOUS OFFENSE AS EVIDENCED BY CO'S NJP PROCEEDING OF 17 APRIL 2020 FOR VUCMJ ART. 86 - ABSENCE WITHOUT LEAVE; ART. 107 - FALSE OFFICIAL STATEMENT; AND ART. 112 - DRUNKENNESS	1910-142
(4b)	MISCONDUCT - DRUG ABUSE AS EVIDENCED BY REPORT OF TOXICOLOGICAL EXAMINATION OF 27 MARCH 2020 FOR THE WRONGFUL USE OF COCAINE	1910-146
(4c)	ALCOHOL REHABILITATION FAILURE	1910-152

Least Favorable Characterization of Service Possible is General (Under Honorable Conditions).

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-166 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS *(INITIAL APPROPRIATE BLOCK)*	ELECT	WAIVE
5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. *(Non-lawyer counsel may be appointed as determined by commanding officer.)*	(b)(6)	
6. To submit a written statement for consideration by separation authority.		
7. To obtain copies of documents that will be forwarded to the separation authority supporting basis for proposed separation. *(Classified documents will be summarized in unclassified form.)*		
8. To request an administrative board, if you have 6 or more years of total active and or reserve military service. *(Failure to appear without good cause constitutes a waiver to be present at administrative board.)*		
9. To representation at an administrative board by qualified counsel, if you have 6 or more years of total active and or reserve military service.		
10. To representation at an administrative board by civilian counsel at your own expense, if you have 6 or more years of total active or reserve military service.		
11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.		
12. To general court-martial convening authority (GCMCA) review, if you have less than 6 years of total active and or reserve military service. GCMCA staff members' cases must be forwarded to another officer having GCMCA or Navy Personnel Command (PERS-832) for review. If elected, GCMCA or higher assumes separation authority responsibility.		

NOTIFICATION PROCEDURE *(continued)*

ADDITIONAL NOTICE

13. For members on active duty not in civilian confinement: You are advised that separation proceedings in your case will be suspended for a period of 2 days from the date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.

14. For members who are reservists not on active duty: You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date that this notice is delivered to you personally or received at your designated mailing address to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If your separation involves transfer to IRR, you are advised that characterization of service upon transfer to the IRR, also, will constitute tentative characterization of service upon discharge at completion of naval service obligation, unless you take affirmative action to affiliate with a drilling unit of Selected Reserve, and you participate satisfactorily as a drilling member of the Selected Reserve for a period of time which, when added to any prior satisfactory service during this period of obligated service, equals period of obligated service. If you submit evidence of completion of above, separation authority may assign a more favorable characterization of service. If you do not submit such evidence, characterization of service is same as characterization of service upon transfer from active duty or Selected Reserve to IRR. If you are in records review (non-drilling) status, you are entitled to permissive (no-cost) orders to attend any administrative board hearing to which you may be entitled.

15. For members subject to reimbursement: You are advised that you may be subject to a reimbursement requirement for recoupment of advance education assistance costs, bonuses, or special pays.

16. For members in civil confinement: You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel:	18. Address of Military Counsel:	19. Phone Number:

CIVILIAN CONVICTION APPEAL INFORMATION *(RESPONDENT INITIAL APPROPRIATE BLOCK)*	YES	NO	N/A
20. Do you intend to file an appeal?	☐	☐	☒
21. Do you request separation before your appeal is decided or time for appeal has passed?	☐	☐	☒

COMMAND CERTIFICATION *(COMMANDING OFFICER OR "BY DIRECTION")*

22. Certifier's Name (Last, First, MI):	23. Certifier's Signature:	24. Date:
(b)(6) LT, JAGC, USN	(b)(6)	22 Apr 20

MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI)	26. Service Member's Signature:	27. Date:
(b)(6) USN	(b)(6)	04-23-2020

MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI)	29. Service Member's Signature:	30. Date:
(b)(6) USN	(b)(6)	04-23-2020

COUNSEL CERTIFICATION *(IF APPLICABLE)*

31. Counsel's Name (Last, First, MI)	32. Counsel's Signature:	33. Date:

ADMINISTRATIVE SEPARATION PROCESSING NOTICE — Supporting Directive MILPERSMAN 1910-402/404

NAVPERS 1910/31 (Rev. 06-2015) PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE

Date: 20-Nov-2019	
1. From: Commanding Officer, Naval Medical Center San Diego	2. UIC: 00259
3. To: (b)(6) U.S. Navy, XXX-XX[redacted]	

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING	MILPERSMAN REFERENCE
(4a) Separation by Reason of Misconduct - Drug Abuse as evidenced by positive urinalysis results for Tetrahydracannabinol (THC) dated 23 October 2019.	1910-146
(4b)	
(4c)	

Least Favorable Characterization of Service Possible Is General (Under Honorable Conditions).

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-166 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS *(INITIAL APPROPRIATE BLOCK)*	ELECT	WAIVE
5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. *(Non-lawyer counsel may be appointed as determined by commanding officer.)*	(b)(6)	
6. To submit a written statement for consideration by separation authority.		
7. To obtain copies of documents that will be forwarded to the separation authority supporting basis for proposed separation. *(Classified documents will be summarized in unclassified form.)*		
8. To request an administrative board, if you have 6 or more years of total active and or reserve military service. *(Failure to appear without good cause constitutes a waiver to be present at administrative board.)*		
9. To representation at an administrative board by qualified counsel, if you have 6 or more years of total active and or reserve military service.		
10. To representation at an administrative board by civilian counsel at your own expense, if you have 6 or more years of total active or reserve military service.		
11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.		
12. To general court-martial convening authority (GCMCA) review, if you have less than 6 years of total active and or reserve military service. GCMCA staff members' cases must be forwarded to another officer having GCMCA or Navy Personnel Command (PERS-832) for review. If elected, GCMCA or higher assumes separation authority responsibility.		

OFFICIAL RECORD COPY

NOTIFICATION PROCEDURE *(continued)*

ADDITIONAL NOTICE

13. For members on active duty not in civilian confinement: You are advised that separation proceedings in your case will be suspended for a period of 2 days from the date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.

14. For members who are reservists not on active duty: You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date that this notice is delivered to you personally or received at your designated mailing address to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If your separation involves transfer to IRR, you are advised that characterization of service upon transfer to the IRR, also, will constitute tentative characterization of service upon discharge at completion of naval service obligation, unless you take affirmative action to affiliate with a drilling unit of Selected Reserve; and you participate satisfactorily as a drilling member of the Selected Reserve for a period of time which, when added to any prior satisfactory service during this period of obligated service, equals period of obligated service. If you submit evidence of completion of above, separation authority may assign a more favorable characterization of service. If you do not submit such evidence, characterization of service is same as characterization of service upon transfer from active duty or Selected Reserve to IRR. If you are in records review (non-drilling) status, you are entitled to permissive (no-cost) orders to attend any administrative board hearing to which you may be entitled.

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17. Name of Military Counsel:	18. Address of Military Counsel:	19. Phone Number:

CIVILIAN CONVICTION APPEAL INFORMATION *(RESPONDENT INITIAL APPROPRIATE BLOCK)*	YES	NO	N/A
20. Do you intend to file an appeal?	☐	☐	☐
21. Do you request separation before your appeal is decided or time for appeal has passed?	☐	☐	☐

COMMAND CERTIFICATION *(COMMANDING OFFICER OR "BY DIRECTION")*

22. Certifier's Name (Last, First, MI):	23. Certifier's Signature:	24. Date:
(b)(6) By direction	(b)(6)	20NOV19

MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

26. Service Member's Name (Last, First, MI)		27. Date:
(b)(6)	(b)(6)	21NOV19

MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI)		30. Date:
(b)(6)	(b)(6)	21NOV19

COUNSEL CERTIFICATION *(IF APPLICABLE)*

31. Counsel's Name (Last, First, MI)	32. Counsel's Signature:	33. Date:

ADMINISTRATIVE SEPARATION PROCESSING NOTICE · Supporting Directive MILPERSMAN 1910-402
NAVPERS 1910/31 (Rev. 08-2019) PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE

Date: 06-May-2020

1. From: Commanding Officer Assault Craft Unit ONE | 2. UIC: 53257

3. To: (b)(6)

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING	MILPERSMAN REFERENCE
(4a) SEPERATION BY REASON OF MISCONDUCT - DRUG ABUSE As evidence by your positive urinalysis for marijuana on 05 February 2020.	1910-146
(4b)	
(4c)	

Least Favorable Characterization of Service Possible is General (Under Honorable Conditions).

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-166 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCK)	ELECT	WAIVE
5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. *(Non-lawyer counsel may be appointed as determined by commanding officer.)*	(b)(6)	
6. To submit a written statement for consideration by separation authority.		
7. To obtain copies of documents that will be forwarded to the separation authority supporting basis for proposed separation. *(Classified documents will be summarized in unclassified form.)*		
8. To request an administrative board, if you have 6 or more years of total active and or reserve military service. *(Failure to appear without good cause constitutes a waiver to be present at administrative board)*		
9. To representation at an administrative board by qualified counsel, if you have 6 or more years of total active and or reserve military service.		
10. To representation at an administrative board by civilian counsel at your own expense, if you have 6 or more years of total active or reserve military service.		
11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.		
12. To general court-martial convening authority (GCMCA) review, if you have less than 6 years of total active and or reserve military service. GCMCA staff members' cases must be forwarded to another officer having GCMCA or Navy Personnel Command (PERS-832) for review. If elected, GCMCA or higher assumes separation authority responsibility.		

NOTIFICATION PROCEDURE *(continued)*

ADDITIONAL NOTICE

13. For members on active duty not in civilian confinement: You are advised that separation proceedings in your case will be suspended for a period of 2 days from the date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.

14. For members who are reservists not on active duty: You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date that this notice is delivered to you personally or received at your designated mailing address to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If your separation involves transfer to IRR, you are advised that characterization of service upon transfer to the IRR, also, will constitute tentative characterization of service upon discharge at completion of naval service obligation, unless you take affirmative action to affiliate with a drilling unit of Selected Reserve; and you participate satisfactorily as a drilling member of the Selected Reserve for a period of time which, when added to any prior satisfactory service during this period of obligated service, equals period of obligated service. If you submit evidence of completion of above, separation authority may assign a more favorable characterization of service. If you do not submit such evidence, characterization of service is same as characterization of service upon transfer from active duty or Selected Reserve to IRR. If you are in records review (non-drilling) status, you are entitled to permissive (no-cost) orders to attend any administrative board hearing to which you may be entitled.

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17. Name of Military Counsel:	18. Address of Military Counsel:	19. Phone Number:

CIVILIAN CONVICTION APPEAL INFORMATION *(RESPONDENT INITIAL APPROPRIATE BLOCK)*	YES	NO	N/A
20. Do you intend to file an appeal?	☐	☐	☑
21. Do you request separation before your appeal is decided or time for appeal has passed?	☐	☐	☑

COMMAND CERTIFICATION *(COMMANDING OFFICER OR "BY DIRECTION")*

22. Certifier's Name (Last, First, MI):	23. Certifier's Signature:	24. Date:
(b)(6) CDR, USN	(b)(6)	6/7/20

MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE:

25. Service Member's Name (Last, First, MI):	26. Service Member's Signature:	27. Date:
(b)(6) USN	(b)(6)	06 MAY 20

MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI):	(b)(6)	30. Date:
(b)(6) USN		06 MAY 20

COUNSEL CERTIFICATION *(IF APPLICABLE)*

31. Counsel's Name (Last, First, MI)	32. Counsel's Signature:	33. Date:

ADMINISTRATIVE SEPARATION PROCESSING NOTICE — Supporting Directive MILPERSMAN 1910-402/404
NAVPERS 1910/31 (Rev. 06-2015) PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE

Date: 21-Aug-2020

1. From: COMMANDING OFFICER, USS CARL VINSON (CVN-70) | 2. UIC: 20993

3. To: (b)(6) USN

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING	MILPERSMAN REFERENCE
(4a) Separation by Reason of Misconduct - Commission of a Serious Offense as evidenced by your violation of the UCMJ, Article 92 - Violation or failure to obey lawful general order or regulation on or about 16 June 2020 by wrongfully entering an establishment that sold or distributed marijuana or THC products.	1910-142
(4b) Separation by Reason of Misconduct - Drug Abuse as evidenced by your positive urinalysis for Tetrahydrocannabinol (THC) dtd 16 June 2020 and admission of your use of marijuana on or about 4 June 2020.	1910-146
(4c)	

Least Favorable Characterization of Service Possible is General (Under Honorable Conditions).

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-166 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS *(INITIAL APPROPRIATE BLOCK)*	ELECT	WAIVE
5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. *(Non-lawyer counsel may be appointed as determined by commanding officer.)*	(b)(6)	
6. To submit a written statement for consideration by separation authority.		
7. To obtain copies of documents that will be forwarded to the separation authority supporting basis for proposed separation. *(Classified documents will be summarized in unclassified form.)*		
8. To request an administrative board, if you have 6 or more years of total active and or reserve military service. *(Failure to appear without good cause constitutes a waiver to be present at administrative board.)*		
9. To representation at an administrative board by qualified counsel, if you have 6 or more years of total active and or reserve military service.		
10. To representation at an administrative board by civilian counsel at your own expense, if you have 6 or more years of total active or reserve military service.		
11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.		
12. To general court-martial convening authority (GCMCA) review, if you have less than 6 years of total active and or reserve military service. GCMCA staff members' cases must be forwarded to another officer having GCMCA or Navy Personnel Command (PERS-832) for review. If elected, GCMCA or higher assumes separation authority responsibility.		

NOTIFICATION PROCEDURE *(continued)*

ADDITIONAL NOTICE

13. For members on active duty not in civilian confinement: You are advised that separation proceedings in your case will be suspended for a period of 2 days from the date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.

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17. Name of Military Counsel:	18. Address of Military Counsel:	19. Phone Number:

CIVILIAN CONVICTION APPEAL INFORMATION *(RESPONDENT INITIAL APPROPRIATE BLOCK)*	YES	NO	N/A
20. Do you intend to file an appeal?	☐	☐	☑
21. Do you request separation before your appeal is decided or time for appeal has passed?	☐	☐	☑

COMMAND CERTIFICATION *(COMMANDING OFFICER OR "BY DIRECTION")*

22. Certifier's Name (Last, First, MI):	23. Certifier's Signature:	24. Date:
(b)(6) LNC, USN, BYDIRCO	(b)(6)	8/21/20

MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI)	26. Service Member's Signature:	27. Date:
(b)(6) USN	(b)(6)	21AUG20

MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI)	29. Service Member's Signature:	30. Date:
(b)(6) USN	(b)(6)	21AUG20

COUNSEL CERTIFICATION *(IF APPLICABLE)*

31. Counsel's Name (Last, First, MI)	32. Counsel's Signature:	33. Date:

ADMINISTRATIVE SEPARATION PROCESSING NOTICE . Supporting Directive MILPERSMAN 1910-402/404
NAVPERS 1910/31 (Rev. 06-2015) PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE

Date: 28-Oct-19

1. From: Commanding Officer, Naval Medical Center San Diego | 2. UIC: 00259

3. To: (b)(6) U.S. Navy, XXX-XX(b)(6)

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING	MILPERSMAN REFERENCE
(4a) Separation by Reason of Misconduct - Drug Abuse as evidenced by the positive urinalysis results for Tetrahydrocannabinol (THC) dated 3 October 2019 and summarized statement from (b)(6) dated 19 September 2019.	1910-146
(4b) N/A	
(4c) N/A	

Least Favorable Characterization of Service Possible Is General (Under Honorable Conditions).

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-166 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCK)	ELECT	WAIVE
5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. *(Non-lawyer counsel may be appointed as determined by commanding officer.)*	(b)(6) [redacted]	
6. To submit a written statement for consideration by separation authority.		
7. To obtain copies of documents that will be forwarded to the separation authority supporting basis for proposed separation. *(Classified documents will be summarized in unclassified form.)*		
8. To request an administrative board, if you have 6 or more years of total active and or reserve military service. *(Failure to appear without good cause constitutes a waiver to be present at administrative board.*		
9. To representation at an administrative board by qualified counsel, if you have 6 or more years of total active and or reserve military service.		
10. To representation at an administrative board by civilian counsel at your own expense, if you have 6 or more years of total active or reserve military service.		
11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.		
12. To general court-martial convening authority (GCMCA) review, if you have less than 6 years of total active and or reserve military service. GCMCA staff members' cases must be forwarded to another officer having GCMCA or Navy Personnel Command (PERS-832) for review. If elected, GCMCA or higher assumes separation authority responsibility.		

FOR OFFICIAL USE ONLY
PRIVACY SENSITIVE

ENCLOSURE (4)

NOTIFICATION PROCEDURE *(continued)*

ADDITIONAL NOTICE

13. For members on active duty not in civilian confinement: You are advised that separation proceedings in your case will be suspended for a period of 2 days from the date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.

14. For members who are reservists not on active duty: You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date that this notice is delivered to you personally or received at your designated mailing address to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If your separation involves transfer to IRR, you are advised that characterization of service upon transfer to the IRR, also, will constitute tentative characterization of service upon discharge at completion of naval service obligation, unless you take affirmative action to affiliate with a drilling unit of Selected Reserve; and you participate satisfactorily as a drilling member of the Selected Reserve for a period of time which, when added to any prior satisfactory service during this period of obligated service, equals period of obligated service. If you submit evidence of completion of above, separation authority may assign a more favorable characterization of service. If you do not submit such evidence, characterization of service is same as characterization of service upon transfer from active duty or Selected Reserve to IRR. If you are in records review (non-drilling) status, you are entitled to permissive (no-cost) orders to attend any administrative board hearing to which you may be entitled.

15. For members subject to reimbursement: You are advised that you may be subject to a reimbursement requirement for recoupment of advance education assistance costs, bonuses, or special pays.

16. For members in civil confinement: You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel:	18. Address of Military Counsel:	19. Phone Number:

CIVILIAN CONVICTION APPEAL INFORMATION *(RESPONDENT INITIAL APPROPRIATE BLOCK)*	YES	NO	N/A
20. Do you intend to file an appeal?	☐	☐	☑
21. Do you request separation before your appeal is decided or time for appeal has passed?	☐	☐	☑

COMMAND CERTIFICATION *(COMMANDING OFFICER OR "BY DIRECTION")*

22. Certifier's Name (Last, First, MI):	23. Certifier's Signature:	24. Date:
(b)(6) By direction	(b)(6)	31 OCT 19

MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI)	26. Service Member's Signature:	27. Date:
(b)(6)	(b)(6)	31 OCT 19

MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI)	29. Service Member's Signature:	30. Date:
(b)(6)	(b)(6)	31 OCT 19

COUNSEL CERTIFICATION *(IF APPLICABLE)*

31. Counsel's Name (Last, First, MI)	32. Counsel's Signature:	33. Date:

ADMINISTRATIVE SEPARATION PROCESSING NOTICE — Supporting Directive MILPERSMAN 1910-402/404

NAVPERS 1910/31 (Rev. 06-2015) PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE

Date: 04-May-2020

1. From: COMMANDING OFFICER, USS CARL VINSON (CVN-70) | 2. UIC: 20993

3. To: (b)(6) USN

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING	MILPERSMAN REFERENCE
(4a) Separation by Reason of Misconduct - Commission of a Serious Offense as evidenced by your admission to Naval Criminal Investigative Service on 11 December 2019 of your Violation of the UCMJ, Article 82 - For soliciting another to commit an offense.	1910-142
(4b) Separation by Reason of Misconduct - Drug Abuse as evidenced by your admission to Naval Criminal Investigative Service on 11 December 2019 of your wrongful use of Lysergic Acid Diethylamide (LSD).	1910-146
(4c)	

Least Favorable Characterization of Service Possible is General (Under Honorable Conditions).

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-168 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCK)	ELECT	WAIVE
5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. *(Non-lawyer counsel may be appointed as determined by commanding officer.)*	(b)(6)	
6. To submit a written statement for consideration by separation authority.		
7. To obtain copies of documents that will be forwarded to the separation authority supporting basis for proposed separation. *(Classified documents will be summarized in unclassified form.)*		
8. To request an administrative board, if you have 6 or more years of total active and or reserve military service. *(Failure to appear without good cause constitutes a waiver to be present at administrative board.)*		
9. To representation at an administrative board by qualified counsel, if you have 6 or more years of total active and or reserve military service.		
10. To representation at an administrative board by civilian counsel at your own expense, if you have 6 or more years of total active or reserve military service.		
11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.		
12. To general court-martial convening authority (GCMCA) review, if you have less than 6 years of total active and or reserve military service. GCMCA staff members' cases must be forwarded to another officer having GCMCA or Navy Personnel Command (PERS-832) for review. If elected, GCMCA or higher assumes separation authority responsibility.		

ADMINISTRATIVE SEPARATION PROCESSING NOTICE — Supporting Directive MILPERSMAN 1910-402/404

NAVPERS 1910/31 (Rev. 06-2015) PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE *(continued)*

ADDITIONAL NOTICE

13. For members on active duty not in civilian confinement: You are advised that separation proceedings in your case will be suspended for a period of 2 days from the date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.

14. For members who are reservists not on active duty: You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date that this notice is delivered to you personally or received at your designated mailing address to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If your separation involves transfer to IRR, you are advised that characterization of service upon transfer to the IRR, also, will constitute tentative characterization of service upon discharge at completion of naval service obligation, unless you take affirmative action to affiliate with a drilling unit of Selected Reserve; and you participate satisfactorily as a drilling member of the Selected Reserve for a period of time which, when added to any prior satisfactory service during this period of obligated service, equals period of obligated service. If you submit evidence of completion of above, separation authority may assign a more favorable characterization of service. If you do not submit such evidence, characterization of service is same as characterization of service upon transfer from active duty or Selected Reserve to IRR. If you are in records review (non-drilling) status, you are entitled to permissive (no-cost) orders to attend any administrative board hearing to which you may be entitled.

15. For members subject to reimbursement: You are advised that you may be subject to a reimbursement requirement for recoupment of advance education assistance costs, bonuses, or special pays.

16. For members in civil confinement: You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel:	18. Address of Military Counsel:	19. Phone Number:

CIVILIAN CONVICTION APPEAL INFORMATION *(RESPONDENT INITIAL APPROPRIATE BLOCK)*	YES	NO	N/A
20. Do you intend to file an appeal?	☐	☐	☑
21. Do you request separation before your appeal is decided or time for appeal has passed?	☐	☐	☑

COMMAND CERTIFICATION *(COMMANDING OFFICER OR "BY DIRECTION")*

22. Certifier's Name (Last, First, MI):		24. Date:
(b)(6) LT, JAGC, USN, BYDIRC	(b)(6) [redacted]	4 MAY 20

MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI)	26. Service Member's Signature:	27. Date:
(b)(6) USN	(b)(6) [redacted]	07 MAY 20

MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI)	29. Service Member's Signature:	30. Date:
(b)(6) USN	(b)(6) [redacted]	07 MAY 20

COUNSEL CERTIFICATION *(IF APPLICABLE)*

31. Counsel's Name (Last, First, MI)	32. Counsel's Signature:	33. Date:

[redacted]

ADMINISTRATIVE SEPARATION PROCEEDING NOTICE
NAVPERS 1910/31 (Rev. 06-2016) PREVIOUS EDITIONS ARE OBSOLETE — Supporting Directive: MILPERSMAN 1910-402/404

NOTIFICATION PROCEEDING	[redacted]
Date:	04-Feb-2020
1. From:	COMMANDING OFFICER, USS STOCKDALE (DDG 106)
2. To:	(b)(6) [redacted] — 2. UIC: 23103

(1) SEPARATION PROCEEDING

(4a)	SEPARATION BY REASON OF MISCONDUCT - DRUG ABUSE	MILPERSMAN REFERENCE: 1910-146
(4b)		
(4c)		

Least Favorable Characterization of Service Possible is General (Under Honorable Conditions).

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-162 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCK)

	EXECUTE	WAIVE
5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. (Non-lawyer counsel may be appointed as determined by commanding officer.)	(b)(6) [redacted]	
6. To submit a written statement for consideration by separation authority.		
7. To obtain copies of documents that will be forwarded to the separation authority supporting basis for proposed separation. (Classified documents will be summarized in unclassified form.)		
8. To request an administrative board, if you have 6 or more years of total active and or reserve military service. (Failure to appear without good cause constitutes a waiver to be present at administrative board.)		
9. To representation at an administrative board by qualified counsel, if you have 6 or more years of total active and or reserve military service.		
10. To representation at an administrative board by civilian counsel at your own expense, if you have 6 or more years of total active or reserve military service.		
11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.		
12. To general court-martial convening authority (GCMCA) review, if you have less than 6 years of total active and or reserve military service. GCMCA staff members cases must be forwarded to another officer having GCMCA or Navy Personnel Command (PERS-832) for review. If elected, GCMCA or higher assumes separation authority responsibility.		

ADMINISTRATIVE SEPARATION PROCESSING NOTICE — Supporting Directive MILPERSMAN 1910-402/404
NAVPERS 1910/31 (Rev. 06-2015) — PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE (continued)

ADDITIONAL NOTICE

13. For members on active duty not in civilian confinement: You are advised that separation proceedings in your case will be suspended for a period of 2 days from the date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.

14. For members who are reservists not on active duty: You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date that this notice is delivered to you personally or received at your designated mailing address to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If your separation involves transfer to IRR, you are advised that characterization of service upon transfer to the IRR, also, will constitute tentative characterization of service upon discharge at completion of naval service obligation, unless you take affirmative action to affiliate with a drilling unit of Selected Reserve; and you participate satisfactorily as a drilling member of the Selected Reserve for a period of time which, when added to any prior satisfactory service during this period of obligated service, equals period of obligated service. If you submit evidence of completion of above, separation authority may assign a more favorable characterization of service. If you do not submit such evidence, characterization of service is same as characterization of service upon transfer from active duty or Selected Reserve to IRR. If you are in records review (non-drilling) status, you are entitled to permissive (no-cost) orders to attend any administrative board hearing to which you may be entitled.

15. For members subject to reimbursement: You are advised that you may be subject to a reimbursement requirement for recoupment of advance education assistance costs, bonuses, or special pays.

16. For members in civil confinement: You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel:	18. Address of Military Counsel:	19. Phone Number:
DSO [illegible]		(b)(6)

20. Do you intend to file an appeal?	☐	☐	☑
21. Do you request separation before your appeal is decided or time for appeal has passed?	☐	☐	☑

22. Certifier's Name (Last, First, MI):	23. Certifier's Signature:	24. Date:
(b)(6)	(b)(6)	4 FEB 20

MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE

25. Service Member's Name (Last, First, MI)	(b)(6)	27. Date:
(b)(6)		6 FEB 20

MY RESPONSE TO THIS NOTICE IS COMPLETE

28. Service Member's Name (Last, First, MI)	(b)(6)	30. Date:
(b)(6)		4 FEB 20

COUNSEL CERTIFICATION (IF APPLICABLE)

31. Counsel's Name (Last, First, MI)	32. Counsel's Signature:	33. Date:

ADMINISTRATIVE SEPARATION PROCESSING NOTICE — Supporting Directive MILPERSMAN 1910-402

NAVPERS 1910/31 (Rev. 08-2019) PREVIOUS EDITIONS ARE OBSOLETE

ADMINISTRATIVE BOARD PROCEDURE

Date: 26-Jan-2020

1. From: Commanding Officer, USS NIMITZ (CVN 68) | 2. UIC: 03368

3. To: (b)(6) USN

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING	MILPERSMAN REFERENCE
(4a) Defective enlistments and inductions - Fraudulent entry into naval service as evidenced by report of medical history, DD 2807-1, dated 21 November 2017, and admissions at XOI and NJP.	1910-134
(4b) Misconduct - Commission of a serious offense as evidenced by violation of UCMJ Article 92 - Violation of failure to obey lawful general order or regulation; Article 107 - False official statement; Article 113 - Drunken or reckless operation of a vehicle, aircraft, or vessel.	1910-142
(4c) Misconduct - Drug abuse as evidenced by command security investigation report of (b)(6) (b)(6) and admissions to use at MCDRB, XOI, and NJP.	1910-146

Least Favorable Characterization of Service Possible Is Under Other Than Honorable Conditions.

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-155 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS *(INITIAL APPROPRIATE BLOCK)*	ELECT	WAIVE
5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. *(Non-lawyer counsel may be appointed as determined by commanding officer.)*	(b)(6)	
6. To submit statements to the administrative board or to the separation authority in lieu of a board.		
7. To obtain copies of documents that will be forwarded to the separation authority supporting the basis for the proposed separation. *(Classified documents will be summarized in unclassified form.)*		
8. To request an administrative board. *(Failure to appear without good cause constitutes a waiver of the right to be present at the administrative board.)*		
9. To representation at an administrative board by qualified counsel.		
10. To representation at an administrative board by civilian counsel at your own expense.		
11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to a reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to Transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.		

OFFICIAL USE ONLY

ADMINISTRATIVE SEPARATION PROCESSING NOTICE — Supporting Directive MILPERSMAN 1910-402

NAVPERS 1910/31 (Rev. 08-2019) PREVIOUS EDITIONS ARE OBSOLETE

ADMINISTRATIVE BOARD PROCEDURE *(continued)*

ADDITIONAL NOTICE

12. If you commence a period of unauthorized absence subsequent to receiving this notice, the administrative separation processing may continue in your absence.

13. For members on active duty not in civilian confinement: You are advised that separation proceedings in your case will be suspended for a period of 2 days from date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.

14. For members who are reservists not on active duty: You are advised that separation proceedings in your case will be suspended for a period of 30 days from date this notice is delivered to you personally or received at your designated mailing address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If your separation involves transfer to IRR, you are advised that characterization of service upon transfer to the IRR, also, will constitute tentative characterization of service upon discharge at completion of naval service obligation, unless you take affirmative action to affiliate with a drilling unit of Selected Reserve; and you participate satisfactorily as a drilling member of Selected Reserve for a period of time which, when added to any prior satisfactory service during this period of obligated service, equals period of obligated service. If you submit evidence of completion of above, separation authority may assign a more favorable characterization of service. If you do not submit such evidence, characterization of service is same as characterization of service upon transfer from active duty or Selected Reserve to IRR. If you are in records review (non-drilling) status, you are entitled to permissive (no-cost) orders to attend any administrative board hearing to which you may be entitled.

15. For members subject to reimbursement: You are advised that you may be subject to a reimbursement requirement for recoupment of advance education assistance costs, bonuses, or special pays.

16. For members in civil confinement: You are advised that separation proceedings in your case will be suspended for a period of 30 days from date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel:	18. Address of Military Counsel:	19. Phone Number:

CIVILIAN CONVICTION APPEAL INFORMATION *(RESPONDENT INITIAL APPROPRIATE BLOCK)*	YES	NO	N/A
20. Do you intend to file an appeal?	☐	☐	☑
21. Do you request separation before your appeal is decided or time for appeal has passed?	☐	☐	☑

(b)(6)

COMMAND CERTIFICATION *(COMMANDING OFFICER OR "BY DIRECTION")*

22. Certifier's Name (Last, First, MI):	23. Certifier's Signature:	24. Date:
(b)(6) LT, JAGC, USN, By direction	(b)(6)	26 JAN 2020

MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI)		27. Date:
(b)(6)	(b)(6)	27 JAN 202

MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI)		30. Date:
(b)(6)	(b)(6)	27JAN20

COUNSEL CERTIFICATION *(IF APPLICABLE)*

31. Counsel's Name (Last, First, MI)	32. Counsel's Signature:	33. Date:

ADMINISTRATIVE SEPARATION PROCESSING NOTICE — Supporting Directive MILPERSMAN 1910-402

NAVPERS 1910/31 (Rev. 09-2019) PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE

Date: 13-Aug-2020

1. From: Commanding Officer, USS NIMITZ (CVN 68) — 2. UIC: 03368

3. To: (b)(6) USN

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING	MILPERSMAN REFERENCE
(4a) Separation by Reason of Misconduct - Drug Abuse as evidenced by positive urinalysis results report dated 7 August 2020.	1910-146
(4b)	
(4c)	

Least Favorable Characterization of Service Possible Is General (Under Honorable Conditions)

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-166 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS *(INITIAL APPROPRIATE BLOCK)*	ELECT	WAIVE
5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. *(Non-lawyer counsel may be appointed as determined by commanding officer.)*	(b)(6) redacted	
6. To submit a written statement for consideration by separation authority.		
7. To obtain copies of documents that will be forwarded to the separation authority supporting basis for proposed separation. *(Classified documents will be summarized in unclassified form.)*		
8. To request an administrative board, if you have 6 or more years of total active and or reserve military service. *(Failure to appear without good cause constitutes a waiver to be present at administrative board.)*		
9. To representation at an administrative board by qualified counsel, if you have 6 or more years of total active and or reserve military service.		
10. To representation at an administrative board by civilian counsel at your own expense, if you have 6 or more years of total active or reserve military service.		
11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.		
12. To general court-martial convening authority (GCMCA) review. If you have less than 6 years of total active and or reserve military service. GCMCA staff members' cases must be forwarded to another officer having GCMCA or Navy Personnel Command (PERS-832) for review. If elected, GCMCA or higher assumes separation authority responsibility.		

DRAFT RECORD ONLY

ADMINISTRATIVE SEPARATION PROCESSING NOTICE — Supporting Directive MILPERSMAN 1910-402
NAVPERS 1910/31 (Rev. 08-2019) PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE *(continued)*

ADDITIONAL NOTICE

(b)(6)

1. For members on active duty not in civilian confinement: You are advised that separation proceedings in your case will be suspended for a period of 2 days from the date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.

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(b)(6)

3. For members subject to reimbursement: You are advised that you may be subject to a reimbursement requirement for recoupment of advance education assistance costs, bonuses, or special pays.

4. For members in civil confinement: You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel: N/A	18. Address of Military Counsel: N/A	19. Phone Number: N/A

CIVILIAN CONVICTION APPEAL INFORMATION *(RESPONDENT INITIAL APPROPRIATE BLOCK)*	YES	NO	N/A
20. Do you intend to file an appeal?	☐	☐	☑
21. Do you request separation before your appeal is decided or time for appeal has passed?	☐	☐	☑

COMMAND CERTIFICATION *(COMMANDING OFFICER OR "BY DIRECTION")*

22. Certifier's Name (Last, First, MI):	23. Certifier's Signature:	24. Date:
(b)(6) LT, JAGC, USN, By direction	(b)(6)	13 Aug 2020

MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI)	26. Service Member's Signature:	27. Date:
(b)(6)	(b)(6)	14 AUG 2020

MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI)	29. Service Member's Signature:	30. Date:
(b)(6)	(b)(6)	14 AUG 2020

COUNSEL CERTIFICATION *(IF APPLICABLE)*

31. Counsel's Name (Last, First, MI)	32. Counsel's Signature:	33. Date:

ADMINISTRATIVE SEPARATION PROCESSING NOTICE — Supporting Directive MILPERSMAN 1910-402/404

NAVPERS 1910/31 (Rev. 06-2015) PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE

Date: 19 March 2020

1. From: Commanding Officer, Fleet Readiness Center Mid-Atlantic — 2. UIC: 44327

3. To: (b)(6) USN, XXX-XX(b)(6)

REASON FOR ADMINISTRATIVE SEPARATION PROCESSING	MILPERSMAN REFERENCE
(4a) Separation by Reason of Misconduct - Drug Abuse (UCMJ, Art. 112a), as evidenced by Navy Drug Testing Results of 12 February 2020.	1910-146
(4b)	
(4c)	

Least Favorable Characterization of Service Possible is General (Under Honorable Conditions).

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-168 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO THE FOLLOWING RIGHTS: INITIAL APPROPRIATE BLOCK — ELECT — WAIVE

5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. *(Non-lawyer counsel may be appointed as determined by commanding officer.)*

6. To submit a written statement for consideration by separation authority.

7. To obtain copies of documents that will be forwarded to the separation authority supporting basis for proposed separation. *(Classified documents will be summarized in unclassified form.)*

8. To request an administrative board, if you have 6 or more years of total active and or reserve military service. *(Failure to appear without good cause constitutes a waiver to be present at administrative board*

9. To representation at an administrative board by qualified counsel, if you have 6 or more years of total active and or reserve military service.

10. To representation at an administrative board by civilian counsel at your own expense, if you have 6 or more years of total active or reserve military service.

11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.

12. To general court-martial convening authority (GCMCA) review, if you have less than 6 years of total active and or reserve military service. GCMCA staff members' cases must be forwarded to another officer having GCMCA or Navy Personnel Command (PERS-832) for review. If elected, GCMCA or higher assumes separation authority responsibility.

(b)(6)

FOR OFFICIAL USE ONLY
PRIVACY SENSITIVE

ENCLOSURE (6)

NOTIFICATION PROCEDURE *(continued)*

ADDITIONAL NOTICE

13. For members on active duty not in civilian confinement: You are advised that separation proceedings in your case will be suspended for a period of 2 days from the date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.

14. For members who are reservists not on active duty: You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date that this notice is delivered to you personally or received at your designated mailing address to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If your separation involves transfer to IRR, you are advised that characterization of service upon transfer to the IRR, also, will constitute tentative characterization of service upon discharge at completion of naval service obligation, unless you take affirmative action to affiliate with a drilling unit of Selected Reserve; and you participate satisfactorily as a drilling member of the Selected Reserve for a period of time which, when added to any prior satisfactory service during this period of obligated service, equals period of obligated service. If you submit evidence of completion of above, separation authority may assign a more favorable characterization of service. If you do not submit such evidence, characterization of service is same as characterization of service upon transfer from active duty or Selected Reserve to IRR. If you are in records review (non-drilling) status, you are entitled to permissive (no-cost) orders to attend any administrative board hearing to which you may be entitled.

15. For members subject to reimbursement: You are advised that you may be subject to a reimbursement requirement for recoupment of advance education assistance costs, bonuses, or special pays.

16. For members in civil confinement: You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel:	18. Address of Military Counsel:	19. Phone Number:

CIVILIAN CONVICTION APPEAL INFORMATION (RESPONDENT INITIAL AT APPROPRIATE BOX)	YES	NO	N/A
20. Do you intend to file an appeal?	☐	☐	☑
21. Do you request separation before your appeal is decided or time for appeal has passed?	☐	☐	☑

COMMANDER CERTIFICATION (COMMANDING OFFICER OR BY DIRECTION)

22. Certifier's Name (Last, First, MI):	23. Title or Rank:	24. Date:
(b)(6) redacted	(b)(6) redacted	19 March 2020

MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI)	26. Service Member's Signature:	27. Date:
(b)(6) redacted	(b)(6) redacted	19 MAR 20

MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI)	29. Service Member's Signature:	30. Date:
(b)(6) redacted	(b)(6) redacted	25 MAR 20

COUNSEL CERTIFICATION *(IF APPLICABLE)*

31. Counsel's Name (Last, First, MI)	32. Counsel's Signature:	33. Date:

ADMINISTRATIVE SEPARATION PROCESSING NOTICE — Supporting Directive MILPERSMAN 1910-402/404

NAVPERS 1910/31 (Rev. 06-2015) PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE

Date: 22-Sep-2020	
1. From: Commanding Officer, USS TORTUGA (LSD 46)	2. UIC: 21562
3. To: (b)(6)	

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING	MILPERSMAN REFERENCE
(4a) Misconduct (Drug Use)	JKK 1910-146
(4b)	
(4c)	

Least Favorable Characterization of Service Possible is General (Under Honorable Conditions).

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-166 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCK)	ELECT	WAIVE
5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. *(Non-lawyer counsel may be appointed as determined by commanding officer.)*	(b)(6)	
6. To submit a written statement for consideration by separation authority.		
7. To obtain copies of documents that will be forwarded to the separation authority supporting basis for proposed separation. *(Classified documents will be summarized in unclassified form.)*		
8. To request an administrative board, if you have 6 or more years of total active and or reserve military service. *(Failure to appear without good cause constitutes a waiver to be present at administrative board.)*		
9. To representation at an administrative board by qualified counsel, if you have 6 or more years of total active and or reserve military service.		
10. To representation at an administrative board by civilian counsel at your own expense, if you have 6 or more years of total active or reserve military service.		
11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.		
12. To general court-martial convening authority (GCMCA) review, if you have less than 6 years of total active and or reserve military service. GCMCA staff members' cases must be forwarded to another officer having GCMCA or Navy Personnel Command (PERS-832) for review. If elected, GCMCA or higher assumes separation authority responsibility.		

RECORD COPY

NOTIFICATION PROCEDURE *(continued)*

ADDITIONAL NOTICE

13. For members on active duty not in civilian confinement: You are advised that separation proceedings in your case will be suspended for a period of 2 days from the date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.

14. For members who are reservists not on active duty: You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date that this notice is delivered to you personally or received at your designated mailing address to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If your separation involves transfer to IRR, you are advised that characterization of service upon transfer to the IRR, also, will constitute tentative characterization of service upon discharge at completion of naval service obligation, unless you take affirmative action to affiliate with a drilling unit of Selected Reserve; and you participate satisfactorily as a drilling member of the Selected Reserve for a period of time which, when added to any prior satisfactory service during this period of obligated service, equals period of obligated service. If you submit evidence of completion of above, separation authority may assign a more favorable characterization of service. If you do not submit such evidence, characterization of service is same as characterization of service upon transfer from active duty or Selected Reserve to IRR. If you are in records review (non-drilling) status, you are entitled to permissive (no-cost) orders to attend any administrative board hearing to which you may be entitled.

15. For members subject to reimbursement: You are advised that you may be subject to a reimbursement requirement for recoupment of advance education assistance costs, bonuses, or special pays.

16. For members in civil confinement: You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel:	18. Address of Military Counsel:	19. Phone Number:

CIVILIAN CONVICTION APPEAL INFORMATION *(RESPONDENT INITIAL APPROPRIATE BLOCK)*	YES	NO	N/A
20. Do you intend to file an appeal?	☐	☐	☐
21. Do you request separation before your appeal is decided or time for appeal has passed?	☐	☐	☐

COMMAND CERTIFICATION *(COMMANDING OFFICER OR "BY DIRECTION")*

22. Certifier's Name (Last, First, MI):	23. Certifier's Signature:	24. Date:
(b)(6)	(b)(6)	22SEP2020

MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI)	26. Service Member's Signature:	27. Date:
(b)(6)	(b)(6)	22SEP20

MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI)	29. Service Member's Signature:	30. Date:
(b)(6)	(b)(6)	22SEP20

COUNSEL CERTIFICATION *(IF APPLICABLE)*

31. Counsel's Name (Last, First, MI)	32. Counsel's Signature:	33. Date:

ADMINISTRATIVE SEPARATION PROCESSING NOTICE — Supporting Directive MILPERSMAN 1910-402

NAVPERS 1910/31 (Rev. 08-2019) PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE

Date: 13-Feb-2020

1. From: Commander, Submarine Squadron 6 — 2. UIC: 55730

3. To: (b)(6) USN

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING	MILPERSMAN REFERENCE
(4a) Misconduct - Drug Abuse, as evidenced by Drug and Alcohol Report of 4 December 2019, and Chronological Record of Medical Care of 29 January 2020.	1910-146
(4b)	
(4c)	

Least Favorable Characterization of Service Possible is General (Under Honorable Conditions).

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-166 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCK)	I CONSULT	I WAIVE
5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. *(Non-lawyer counsel may be appointed as determined by commanding officer.)*	(b)(6)	
6. To submit a written statement for consideration by separation authority.		
7. To obtain copies of documents that will be forwarded to the separation authority supporting basis for proposed separation. *(Classified documents will be summarized in unclassified form.)*		
8. To request an administrative board, if you have 6 or more years of total active and or reserve military service. *(Failure to appear without good cause constitutes a waiver to be present at administrative board*		
9. To representation at an administrative board by qualified counsel, if you have 6 or more years of total active and or reserve military service.		
10. To representation at an administrative board by civilian counsel at your own expense, if you have 6 or more years of total active or reserve military service.		
11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.		
12. To general court-martial convening authority (GCMCA) review; if you have less than 6 years of total active and or reserve military service. GCMCA staff members' cases must be forwarded to another officer having GCMCA or Navy Personnel Command (PERS-832) for review. If elected, GCMCA or higher assumes separation authority responsibility.		

DRAFT RECORD

ADMINISTRATIVE SEPARATION PROCESSING NOTICE — Supporting Directive MILPERSMAN 1910-402
NAVPERS 1910/31 (Rev. 08-2019) PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE *(continued)*

ADDITIONAL NOTICE

13. For members on active duty not in civilian confinement: You are advised that separation proceedings in your case will be suspended for a period of 2 days from the date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.

14. For members who are reservists not on active duty: You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date that this notice is delivered to you personally or received at your designated mailing address to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If your separation involves transfer to IRR, you are advised that characterization of service upon transfer to the IRR, also, will constitute tentative characterization of service upon discharge at completion of naval service obligation, unless you take affirmative action to affiliate with a drilling unit of Selected Reserve; and you participate satisfactorily as a drilling member of the Selected Reserve for a period of time which, when added to any prior satisfactory service during this period of obligated service, equals period of obligated service. If you submit evidence of completion of above, separation authority may assign a more favorable characterization of service. If you do not submit such evidence, characterization of service is same as characterization of service upon transfer from active duty or Selected Reserve to IRR. If you are in records review (non-drilling) status, you are entitled to permissive (no-cost) orders to attend any administrative board hearing to which you may be entitled.

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16. For members in civil confinement: You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel:	18. Address of Military Counsel:	19. Phone Number:

CIVILIAN CONVICTION APPEAL INFORMATION (RESPONDENT INITIAL APPROPRIATE BLOCK)	YES	NO	N/A
20. Do you intend to file an appeal?	☐	☐	☑
21. Do you request separation before your appeal is decided or time for appeal has passed?	☐	☐	☑

COMMAND CERTIFICATION (COMMANDING OFFICER OR BY DIRECTION)

22. Certifier's Name (Last, First, MI):	23. Certifier's Signature:	24. Date:
(b)(6) CDR By direction	(b)(6)	2/13/2020

MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI)	26. Service Member's Signature:	27. Date:
(b)(6)	(b)(6)	19 FEB 20

MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI)	29. Service Member's Signature:	30. Date:
(b)(6)	(b)(6)	~~24 FEB~~ 24 FEB 20

COUNSEL CERTIFICATION *(IF APPLICABLE)*

31. Counsel's Name (Last, First, MI)	32. Counsel's Signature:	33. Date:

ADMINISTRATIVE SEPARATION PROCESSING NOTICE Supporting Directive MILPERSMAN 1910-402/404
NAVPERS 1910/31 (Rev. 06-2015) PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE

Date: 5 FEBRUARY 2020

1. From: COMMANDING OFFICER, HELICOPTER MARITIME SQUADRON 70 | 2. UIC: 09884

3. To: (b)(6) [redacted]

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING	MILPERSMAN REFERENCE
(4a) SEPARATION BY REASON OF MISCONDUCT-DRUG ABUSE	1910-146
(4b)	
(4c)	

Least Favorable Characterization of Service Possible Is General (Under Honorable Conditions).

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-166 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS *(INITIAL APPROPRIATE BLOCK)*	ELECT	WAIVE
5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. *(Non-lawyer counsel may be appointed as determined by commanding officer.)*	(b)(6) [redacted]	
6. To submit a written statement for consideration by separation authority.		
7. To obtain copies of documents that will be forwarded to the separation authority supporting basis for proposed separation. *(Classified documents will be summarized in unclassified form.)*		
8. To request an administrative board, if you have 6 or more years of total active and or reserve military service. *(Failure to appear without good cause constitutes a waiver to be present at administrative board.)*		
9. To representation at an administrative board by qualified counsel, if you have 6 or more years of total active and or reserve military service.		
10. To representation at an administrative board by civilian counsel at your own expense, if you have 6 or more years of total active or reserve military service.		
11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.		
12. To general court-martial convening authority (GCMCA) review, if you have less than 6 years of total active and or reserve military service. GCMCA staff members' cases must be forwarded to another officer having GCMCA or Navy Personnel Command (PERS-832) for review. If elected, GCMCA or higher assumes separation authority responsibility.		

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Page 1 of 2

ADMINISTRATIVE SEPARATION PROCESSING NOTICE — Supporting Directive MILPERSMAN 1910-402/404

NAVPERS 1910/31 (Rev. 06-2015) PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE *(continued)*

ADDITIONAL NOTICE

13. For members on active duty not in civilian confinement: You are advised that separation proceedings in your case will be suspended for a period of 2 days from the date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.

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17. Name of Military Counsel:	18. Address of Military Counsel:	19. Phone Number:

CIVILIAN CONVICTION APPEAL INFORMATION: *(RESPONDENT INITIAL APPROPRIATE BLOCK)*	YES	NO	N/A
20. Do you intend to file an appeal?	☐	☐	☑
21. Do you request separation before your appeal is decided or time for appeal has passed?	☐	☐	☑

COMMAND CERTIFICATION *(COMMANDING OFFICER OR BY DIRECTION)*

22. Certifier's Name (Last, First, MI):	23. Certifi(b)(6)	24. Date:
(b)(6) CDR USN		7Feb20

MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI)	(b)(6)	27. Date:
(b)(6)		05FEB20

MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI)	(b)(6)	30. Date:
(b)(6)		05FEB20

COUNSEL CERTIFICATION *(IF APPLICABLE)*

31. Counsel's Name (Last, First, MI)	32. Counsel's Signature:	33. Date: