

**RECORD OF MIDSHIPMAN COUNSELING
NROTCU UC BERKELEY**

DATE (DDMMYYYY)

PRIVACY ACT STATEMENT

The authority for requesting the following information is contained in 5 U.S.C. sec. 301, 10 U.S.C. 5947, 44 U.S.C. sec. 3101, and Executive Order No. 9397. This information will be used to document quality force counseling actions not prescribed in other directives. Department of the Navy personnel may also use the information for evaluations and determinations in disciplinary, punitive and/or administrative actions. Disclosure of this information is voluntary.

MIDN COUNSELED (LAST, FIRST, MI)

CLASS

MIDN COUNSELOR (LAST, FIRST, MI)

CLASS/BILLET

TYPE OF CHIT

REASON FOR COUNSELING

FORMAL

PERFORMANCE

PERSONAL BEHAVIOR

INFORMAL

APPEARANCE

BEARING/DISCIPLINE

OTHER (Specify) :

REASONS WHICH CAUSED THE COUNSELING REQUIREMENT

(Give facts, details, sequence of events, specific dates, etc.)

PLAN (DEVELOPED BY THE MEMBER AND COUNSELOR) TO CONTINUE SUPERIOR PERFORMANCE OR TO OVERCOME PROBLEM(S) AND PRECLUDE FUTURE INVOLVEMENT
(Outline all resolutions discussed and indicate which actions the member has personally elected to pursue.)

Signature of Counselor/Date

Signature of Member/Date

I do / do not desire to make a statement.

Signature of Member/Date