MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: (JFTX P15-09) Policy on Composition of Texas Military (TXM) Promotion/Vacancy Selection Boards


2. Applicability. This policy applies to all of the TXM personnel including all components and departments.

3. Purpose. This policy provides guidance for the proper composition of all TXM promotion/selection boards. This policy supersedes JFTX P10-14, Composition of Texas Military Forces Promotion/vacancy Selection Boards, dated 15 July 2010.

4. Policy.

   a. I am firmly committed to equal opportunity and diversity in the TXM workplace. In order to maintain confidence and integrity in all facets of career management, I expect fairness in the promotion, career progression, and assignment utilization processes of our force.

   b. All TXM promotion/selection boards will reflect the demographics of the agency. Boards must include a female and/or a minority who are senior in grade or date of rank to applicants. Commanders/selecting officials and the board president will be responsible for ensuring board members reflect the required representation and that all board procedures are conducted in a non-partisan and equitable manner.

   c. Boards will maintain the integrity of the selection process and to select the best qualified member/employee for the next higher grade and/or position vacancy without regard to an individual's race, color, national origin, gender or religion.

   d. Agency selection officials will provide concrete reasons for their choices. Promotion boards/selection panels must clearly articulate and document precise reasons for choosing one candidate over another.

   e. Agency selection officials will document on Memorandum for Record (MFR) if unable to have female or minority representation after a reasonable effort.
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5. This policy is effective immediately and will remain in place from the date of publication until rescinded or suspended.

6. Point of contact for this memorandum is the Human Resource Officer at 512-782-5087.

[Signature]
JOHN F. NICHOLS
Major General, TXANG
Adjutant General

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