

Active Component General/Flag Officer Self-Nomination Checklist for

E-JDA Points

This checklist is designed to assist general/flag officers to determine if their **non-JDAL** (i.e., positions other than S-JDA positions) joint experiences (see definition in the “FINAL JQS Fast Track Guidelines” document) have direct relevance to the definition of joint matters and to provide them a list of the documentation needed to support their self-nomination request. Additional information and/or requirements may be provided by their Service. **A separate checklist/documentation must be provided for each individual joint experience period.**

Name: _____

SSN: _____

Service: _____

Current Grade: _____

Skill Code: _____

Current contact information:

Primary e-mail address: _____

Primary work phone number: _____

Secondary work phone number: _____

1. Was this joint experience gained by an assignment as a student?
____ Yes, the experience is not eligible for consideration
____ No, the experience can be considered
2. What was your grade at the time of joint experience? _____
3. What was your component at time of joint experience? (AC or RC):

4. What are the inclusive start and stop dates of this particular joint experience? Joint experience must have occurred within one year of self-nomination. If not, the experience is not eligible for consideration.

(MMDDYYYY) Start Date: _____
(MMDDYYYY) End Date: _____
Total Number of Days: _____
5. Do you believe the duties of this joint experience fit the definition of joint matters listed in the “FINAL JQS Fast Track Guidelines” document?
____ Yes, the experience can be considered
____ No, the experience is not eligible for consideration

6. Did your duties with this joint experience involve matters relating to any of the following: (Check all that apply)
- ☐ National military strategy.
 - ☐ Strategic planning and contingency planning.
 - ☐ Command and control of operations under unified command.
 - ☐ National security planning with other departments and agencies of the United States.
 - ☐ Combined operations with military forces of allied nations.
 - ☐ None of the above.
7. In your nomination package cover letter, explain your duties supporting this joint experience request. Please limit explanation to 1,000 characters. Where possible, use direct quotes from evaluations, awards, etc.
8. Did you receive a performance evaluation (i.e., FITREP, OER, Letter of Evaluation, etc.) for this joint experience?
- ☐ Yes, provide a copy with your nomination package.
 - ☐ No, do not submit the experience without a performance evaluation.
9. Did you receive an award for this experience?
- ☐ Yes, provide a copy with your nomination package.
10. Did you receive any special pay such as Hostile Fire/Imminent Danger for this joint experience?
- ☐ Yes, provide copy of LES(s) showing all special pay received during the experience.
11. To further substantiate the experience, provide a copy of any additional documentation:
- ☐ Orders (e.g., PCS, TAD/TDY)
 - ☐ Travel Orders
 - ☐ Travel voucher/claims
 - ☐ Position description, if available
 - ☐ Officer Career Brief
 - ☐ Any other documents that substantiate your joint experience
12. Submit this check-list and all relevant documentation, with a cover letter, to parent Service.