SAMPLE CO ENDORSEMENT ON HPO BCP REQUEST

7220

Ser

Date

FIRST ENDORSEMENT on LCDR John L. Doe, MSC, USN ltr of

From: Commanding Officer, USS EVERSAIL (CV-35)

To: BUMED, Directorl, Total Force

Subj: REQUEST FOR TERMINATION AND RENEGOTIATION AGREEMENT FOR ACTIVE DUTY HEALTH PROFESSIONS OFFICER BOARD CERTIFICATION PAY (BCP)

1. Forwarded, recommending approval/disapproval.

2. The effective date of this agreement, and the dollar amount award, has been verified to be correct. Lieutenant Commander Doe has the available active duty time remaining to fulfill the active duty obligation for this agreement.

COMMANDING OFFICER

Copy to:

LCDR John Doe