

**OFFICER'S STATEMENT EXAMPLE  
for 2022 Promotion Board Review**

*Tips:* [See Commissioned Corps guidelines](#)

You determine important career highlights to concisely demonstrate your professional competencies, career progression, contributions, and performance as an environmental health professional to the promotion board. This document serves as an example. It is not a required format, but a suggestion of what/how to write the OS.

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**SECTION I – Officer Information: Enter your SERNO in the box in the upper right corner. Enter your name and category.**

**SECTION II – Address the following three points in bullet format in the space provided (*any additional sheets will be discarded*). Limit to ONE PAGE.**

- 1. Your support of PHS Commissioned Corps activities.**
  - 2. Your commitment to visibility as an officer.**
  - 3. Your vision and expectations of a career in the PHS Commissioned Corps, including commitment to the USPHS mission.**
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**1. Your support of PHS Commissioned Corps activities.**

*Please note the following activities are examples and will not be listed for all officers. The examples illustrate what the officer may include.*

- Committee or organization activities (e.g. EHOPAC, JOAG, COA, Hispanic Officers Advisory Committee)
  - Include dates, specific subcommittees, events, projects, and their impacts
- PHS events or volunteer: (e.g. Aide-de-Camp, CC Music Ensemble, color guard)
  - For whom, when, what event, etc.
- Awards Board or agency PHS leadership support?
  - How many successful awards or support activities?
- Role(s) on PHS deployment teams (RDF, APHT, MHT, etc.)
  - List deployments and mission (year)
- Significant awards
- Other volunteer activities that have contributed to the mission of the Corps

**2. Your commitment to visibility as an officer.**

- Represent yourself according to Commissioned Officer Standards of Conduct at all times and perform all duties in uniform
- Occasions outside of normal duty where you wore the uniform.
  - Presentations in uniform (year)
  - Conferences and meetings (year)
  - Recruiting in uniform (location, dates, number of students, etc.)
  - PHS Athletics (event, leadership role (organizer/participant), date, location, etc.)
  - Other activities where you promoted esprit de corps in uniform or wearing PHS clothing (Remote Area Medical (RAM), Army Ten Miler, Air Force marathon, etc.)
  - Collaboration with other uniformed services representing the PHS, your agency, or EHOs

**3. Your vision and expectations of a career in the PHS Commissioned Corps, including commitment to the USPHS mission.**

- My vision is to utilize my skills as an Environmental Health Officer to make a difference in the health and safety of our Nation
- I plan to serve a full 30-year career in the PHS through my dedication and strong work ethic
- List any planned or envisioned participation (or leadership) with PHS response teams (RDF, APHT, agency deployment teams, etc.)
- List any planned or envisioned participation with Corps committees or organizations
- Goals for future assignments, agencies, duty stations, TDYs
- Planned continued education, certifications, or additional degrees