7th Cavalry Regiment

# NEGATIVE COUNSELING STATEMENT

**INSTRUCTIONS FOR SECTIONS I-III:** Sections I and II are to be completed by the trooper's immediate supervisor or other officer above within the troopers chain of command (Section Leader or above). The Supervisor will submit the NCS to the Company Commander & Battalion Staff for review/approval.

## I. PERSONAL DATA *(Completed by immediate supervisor or above)*

| 1. NAME OF TROOPER | 2. RANK | 3. MOS | 4. POSITION |
|---|---|---|---|
| Duece,Eddie | Specialist | 68 Whiskey | Medic |

| 5. UNIT | 6. CURRENT SERVICE | |
|---|---|---|
| | 6a. ENLISTMENT DATE | 6b. TIME IN SERVICE (YR./MO.) |
| B/1/C/1-7 | 2 JUN 2011 | 0 YR./4 MO. |

## II. VERBAL COUNSELING SUMMARY *(Completed by immediate supervisor or above)*

| 7a. NAME OF COUNSELOR | 7b. RANK | 7c. UNIT/POSITION | 7d. DATE OF COUNSELING |
|---|---|---|---|
| Manship, Brandon | Sergeant | 1/C/1-7 / Platoon Sergeant | 12 OCT 2011 |

8. SUMMARY OF INFRACTION(S)

DERELICTION OF DUTY; FAILURE TO COMPLY WITH MANDATORY SECTION PRACTICE AND ROLL CALL STANDARDS , GENERAL ORDER TWELVE

General Order Twelve

Subject: Meeting Attendance
Meetings that are mandatory or emergency must either be attended or a post must be made as to why you cannot attend under the pending meeting notice. If you miss the meeting under emergency circumstances that you planned on attending a post must be made ASAP after the meeting regarding the reason why you missed the meeting. Any violation may result in an Article 15.

Since I have taken my position as Platoon Sergeant 1/C/1-7 (16SEP2011), Specialist Duece has made little to no effort to do his required tasks as a trooper. On the week of 25SEP to 30SEP, he has failed to post roll call and attend a Section Practice. He has already been NCS'd once by his SL (18SEP2011) which had no effect on his conduct. He has continued to miss Section Practices without making them up, as well as not even posting on his Roll Call, or posting after the cut off.

This is for the following reason(s):

Trooper Failed to show to Section Practice

9. TAKEN/RECOMMENDED ACTION AGAINST TROOPER

Recommend No Favorable Actions and Probation for 30 days.

**INSTRUCTIONS FOR SECTIONS III:** Sections III is to be completed by the next command level above the trooper's supervisor. The Unit Commander will ensure that the trooper has been spoken to by his supervisor (not via PM or email, but verbally) and his aware of why he was counseled and of the consequences of further violations. The Unit Commander will also approve or recommend further action against the trooper. The Unit Commander will submit the completed form to the Admin. Dept. email for further processing.

## III. UNIT COMMANDER APPROVAL

- [x] Approve recommendation action.
- [ ] I recommend no further action
- [ ] I recommend the following action

10. RECOMMENDED ACTION (if different from above)

| 11a. NAME OF COMMANDER | 11b. RANK | 11c. UNIT/POSITION | 11d. DATE |
|---|---|---|---|
| Rogue | Maj. | Charlie Company Commander | 12OCT2011 |

**INSTRUCTIONS FOR SECTIONS IV:** Sections IV is to be completed by the S1 OIC, or designee. The S1 department will be responsible for ensuring that all applicable records and systems are updated and that a copy (link) to this form is included in the trooper's MILPAC.

## IV. PERSONNEL RECORD PROCESSING

- [ ] Update record in Military Police Booking Area.
- [ ] Update MILPAC as necessary.
- [ ] Update Forum as necessary.
- [ ] Update Ventrilo as necessary.

| 12a. NAME OF S1 PERSONNEL | 12b. RANK | 12c. UNIT/POSITION | 12d. DATE |
|---|---|---|---|
| | | | |