

PLEASE TYPE THIS FORM
If no typewriter is available use ink but be sure all copies are legible.

DATE 9 April 1945

1. NAME	(last)	(first)	(middle)	RANK AND CLASSIFICATION	FILE NO.
HUBBARD	Lafayette	Ronald	Lt.	D-V(S) USNR	113392
SHIP OR STATION	U. S. NAVAL CIVIL AFFAIRS STAGING AREA PRESIDIO OF MONTEREY, MONTEREY, CALIFORNIA			PERIOD OF REPORT	DATE FROM 14 Feb. 1945 DATE TO 9 April 1945

DATE OF ASSIGNMENT TO PRESENT DUTY	OCCASION FOR REPORT	<input checked="" type="checkbox"/> DETACHMENT OF OFFICER REPORTED ON	<input type="checkbox"/> DETACHMENT OF REPORTING SENIOR	<input type="checkbox"/> REGULAR SEMI-ANNUAL	<input type="checkbox"/> QUARTERLY	<input type="checkbox"/> SPECIAL
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2. DESCRIPTION OF DUTIES SINCE LAST FITNESS REPORT (List most recent first and describe accurately)	FROM	TO
Civil Affairs Staging Area - under instruction awaiting assignment	MO. 2 YR. 45	MO. 4 YR. 45

3. IF COURSES OF INSTRUCTION WERE COMPLETED DURING PERIOD OF THIS REPORT, LIST TITLE OF COURSE, LOCATION OF SCHOOL, LENGTH OF COURSE AND DATE COMPLETED.	Are you physically qualified for Sea Duty?
	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Don't Know

4. IF AVIATOR, INDICATE NO. OF FLIGHT HOURS LAST TWO YEARS FOR EACH TYPE AIRCRAFT	TYPE OF AIRCRAFT	NO. OF HOURS	TOTAL
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5. MY PREFERENCE FOR NEXT DUTY IS:	SEA	KIND OF DUTY	LOCATION
	SHORE	Navigator, Auxiliaries	Pacific
		Hydrographic Office	West Coast

6. SECTIONS 6 THROUGH 12 TO BE FILLED IN BY REPORTING OFFICER	NAME OF REPORTING OFFICER	RANK	OFFICIAL STATUS RELATIVE TO OFFICER REPORTED ON
	W. S. VEEDER	Captain, USN	Officer in Charge
IS THIS OFFICER QUALIFIED TO PERFORM ALL HIS PRESENT DUTIES?	INDICATE MORE RESPONSIBLE DUTIES FOR WHICH HE IS IN TRAINING. (If none, so state)		DATE OF EXPECTED QUALIFICATION
<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO			

Comment on special or outstanding qualifications as well as any physical defects, which should be considered in determining the kinds of duty to which he should be detailed. Only comments on qualifications significant in detailing should be entered here. ANY COMMENTS REGARDING FITNESS FOR PROMOTION SHOULD BE ENTERED IN SECTION 12. ONLY.

This officer was specially trained for military government at Naval Training School (Military Government), Princeton University, Princeton, New Jersey and at Naval Civil Affairs Staging Area.

FOR WHAT DUTIES IS HE RECOMMENDED?
ASHORE Military Government AFLOAT

7. FOR EACH FACTOR OBSERVED CHECK THE APPROPRIATE BOX TO INDICATE HOW THE OFFICER COMPARES WITH ALL OTHERS OF THE SAME RANK WHOSE PROFESSIONAL ABILITIES ARE KNOWN TO YOU PERSONALLY. DO NOT LIMIT THIS COMPARISON ONLY TO THE OTHERS NOW UNDER YOUR COMMAND. DO NOT HESITATE TO MARK "NOT OBSERVED" ON ANY QUALITY WHEN APPROPRIATE. NO ENTRY WHICH IS MADE IN THIS SECTION WILL BE CONSIDERED AN UNSATISFACTORY REPORT WHICH MUST BE REFERRED TO THE OFFICER FOR STATEMENT. ONLY ENTRIES DESIGNATED IN SECTIONS 8, 9, 11 AND 12 WILL BE SO CONSIDERED.

RATING FACTORS		Not Observed	Within Bottom 10%	Within Next 20%	Within Middle 40%	Within Next Top 20%	Within Top 10%
A. SEA OR ADVANCE BASE DUTY How does this officer compare in:	1. STANDING DECK WATCHES UNDERWAY?						
	2. ABILITY TO COMMAND?						
	3. PERFORMANCE IN PRESENT DUTIES AS DESCRIBED IN SECTION 2, ABOVE?						
	4. REACTIONS DURING EMERGENCIES?						
	5. PERFORMANCE AT BATTLE STATION OR IN BATTLE DUTIES?						
B. INITIATIVE AND RESPONSIBILITY How well does this officer:	1. ASSUME RESPONSIBILITY WHEN SPECIFIC INSTRUCTIONS ARE LACKING?	X					
	2. GIVE FRANK OPINIONS WHEN ASKED OR VOLUNTEER THEM WHEN NECESSARY TO AVOID MISTAKES?	X					
	3. FOLLOW THROUGH DESPITE OBSTACLES IN CARRYING OUT RESPONSIBILITIES ASSIGNED OR ASSUMED?	X					
C. UNDERSTANDING AND SKILL How well does this officer:	1. GRASP INSTRUCTIONS AND PLANS GIVEN TO HIM?	X					
	2. USE IDEAS AND SUGGESTIONS OF OTHERS?	X					
	3. RATE IN TECHNICAL COMPETENCE IN HIS SPECIALTY, IF ANY? (Name Specialty)	X					
D. LEADERSHIP How well does this officer:	1. INSPIRE SUBORDINATES TO WORK TO THE MAXIMUM OF THEIR CAPACITY?	X					
	2. EFFECTIVELY DELEGATE RESPONSIBILITY?	X					
	3. TRANSMIT ORDERS, INSTRUCTIONS, AND PLANS?	X					
	4. ORGANIZE HIS WORK AND THAT OF THOSE UNDER HIS COMMAND OR SUPERVISION?	X					
	5. MAINTAIN DISCIPLINE AMONG THOSE UNDER HIS COMMAND OR DIRECTION?	X					
E. CONDUCT AND WORK HABITS How does this officer compare in:	1. ABILITY TO WORK WITH OTHERS?	X					
	2. ABILITY TO ADAPT TO CHANGING NEEDS AND CONDITIONS?	X					
	3. MILITARY CONDUCT-BEARING, DRESS, COURTESY, ETC.?	X					

8. INDICATE YOUR ATTITUDE TOWARD HAVING THIS OFFICER UNDER YOUR COMMAND, WOULD YOU:	(Check one)	DEFINITELY NOT WANT HIM? (UNSATISFACTORY)	PREFER NOT TO HAVE HIM? (UNSATISFACTORY)	Not observed BE SATISFIED TO HAVE HIM?	BE PLEASED TO HAVE HIM?	PARTICULARLY DESIRE HIM?
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9a. CONSIDERING ALL OFFICERS OF THE SAME RANK WHOSE PROFESSIONAL ABILITIES ARE KNOWN TO YOU PERSONALLY, WOULD YOU PROMOTE HIM:	(Check one)	UNDER NO CIRCUMSTANCES? (UNSATISFACTORY)	IF 90% WERE TO BE PROMOTED?	IF 70% WERE TO BE PROMOTED?	IF 50% WERE TO BE PROMOTED?	IF ONLY 10% WERE TO BE PROMOTED?	9b. How many Officers are included in the group used for the comparison in 9a?
							10 OR LESS 10 TO 50 OVER 50

10. COMMENT IN SECTION 12 AND GIVE REFERENCE HERE TO ANY COMMENDABLE OR ADVERSE REPORTS THAT HAVE BEEN MADE ON THE OFFICER DURING THIS PERIOD.

11. HAVE YOU ANY ADVERSE COMMENTS TO MAKE REGARDING THIS OFFICER'S QUALITIES OR PERFORMANCE?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	If yes, explain in Section 12.	UNSATISFACTORY. Yes in either item of Section 11 constitutes an unsatisfactory report and must be referred to the officer for statement.
HAS HE ANY MENTAL OR MORAL WEAKNESS WHICH ADVERSELY AFFECTS HIS EFFICIENCY?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		

12. Give in this space a clear, concise appraisal of the officer reported on and his performance of duty, including any worthy of special mention. Include recommendations as to promotion. Any statements of unsatisfactory performance, ability, character, or conduct must be referred to the officer for statement. Statements of a constructive nature which refer to minor imperfections or lack of qualifications do not constitute an unsatisfactory report. For example: "This officer was a little slow in getting started but is now making good progress" or "This officer is well qualified in his present duties but has had no experience at sea" would not be unsatisfactory in nature.

Check one of these boxes - I CONSIDER THIS REPORT TO BE ☒ SATISFACTORY ☐ UNSATISFACTORY

This officer has been in training and has carried out his assignments in a satisfactory manner. As one of a large group, observation has been limited but this officer appears to have been well selected and is recommended for promotion. Detached to U. S. Naval Hospital, Oakland, California 9 April 1945. Subject officer has not seen this report.

SIGNATURE OF OFFICER REPORTED ON (Applies only to Sections 1 through 5)	SIGNATURE OF REPORTING OFFICER	HAVE YOU READ THE ATTACHED INSTRUCTION SHEET?
<i>[Signature]</i>	<i>[Signature]</i>	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO

