

**OFFICER EVALUATION REPORT**

For use of this form, see AR 623-105; the proponent agency is ODCSPER

SEE PRIVACY ACT STATEMENT ON DA FORM 67-9-1

**PART I - ADMINISTRATIVE DATA**

a. NAME (Last, First, Middle Initial) HELIXON, WILLIAM M.			b. SSN [REDACTED]		c. RANK CPT	d. DATE OF RANK Year: 1999, Month: 01, Day: 01			e. BRANCH JA	f. DESIGNATED SPECIALTIES / PMOS (WO) 55A	
g. UNIT, ORG., STATION, ZIP CODE OR APO, MAJOR COMMAND HHC, USAG, FORT POLK, LOUISIANA 71459, FORSCOM							h. REASON FOR SUBMISSION 03 Change of Rater				
i. PERIOD COVERED						j. RATED MONTHS 3		k. NONRATED CODES		l. NO. OF ENCL 0	
m. RATED OFFICER COPY (Check one and date)						n. PSB INITIAL [Signature]		o. CMD CODE FC		p. PSB CODE FS14	
FROM		THRU									
Year	Month	Day	Year	Month	Day						
1999	11	21	2000	02	24						

**PART II - AUTHENTICATION (Rated officer's signature verifies officer has seen completed OER Part I)**

a. NAME OF RATER (Last, First, MI) Y [REDACTED], S [REDACTED]	SSN [REDACTED]	RANK MAJ	POSITION DEPUTY SJA	DATE 000225
b. NAME OF INTERMEDIATE RATER (Last, First, MI)	SSN	RANK	POSITION	DATE
c. NAME OF SENIOR RATER (Last, First, MI) M [REDACTED], C [REDACTED]	SSN [REDACTED]	RANK COL	POSITION SJA	DATE 000225
SENIOR RATER'S ORGANIZATION HHC, USAG FORT POLK, LA 71459		BRANCH JA	SENIOR RATER TELEPHONE NUMBER [REDACTED]	DATE 000225
d. This is a referred report, do you wish to make comments? <input type="checkbox"/> No, comments are not attached <input type="checkbox"/> Yes, comments are attached				DATE 000225

**PART III - DUTY DESCRIPTION**

a. PRINCIPAL DUTY TITLE Chief, Administrative Law Division	b. POSITION ADC/BR 55A00
c. SIGNIFICANT DUTIES AND RESPONSIBILITIES. REFER TO PART IVa, DA FORM 67-9-1 Supervise three attorneys and one support personnel. Serve as ethics and labor counselor. Advise over 80 commanders, 8 directorates, 6 special staff officers and their staffs, and all supported activities at Fort Polk, a military community of more than 12,500 assigned personnel and civilian employees. Ensure representation and delivery of legal services in the administrative and civil law areas including commercial activities, operational law, environmental law, labor law, contracts, military personnel, community relations, investigations, ethics, command policy, and general administrative law. Supervise the installation bar letter program. Legal advisor for investigating and summary court-martial officers and administrative separation boards.	

**PART IV - PERFORMANCE EVALUATION - PROFESSIONALISM (Rater)**

**CHARACTER** Disposition of the leader: combination of values, attributes, and skills affecting leader actions

a. ARMY VALUES (Comments mandatory for all "NO" entries. Use PART Vb.)	Yes	No	Yes	No
1. HONOR: Adherence to the Army's publicly declared code of values	<input checked="" type="checkbox"/>	<input type="checkbox"/>	5. RESPECT: Promotes dignity, consideration, fairness, & EO	<input checked="" type="checkbox"/>
2. INTEGRITY: Possesses high personal moral standards; honest in word and	<input checked="" type="checkbox"/>	<input type="checkbox"/>	6. SELFLESS-SERVICE: Places Army priorities before self	<input checked="" type="checkbox"/>
3. COURAGE: Manifests physical and moral bravery	<input checked="" type="checkbox"/>	<input type="checkbox"/>	7. DUTY: Fulfills professional, legal, and moral obligations	<input checked="" type="checkbox"/>
4. LOYALTY: Bears true faith and allegiance to the U.S. Constitution, the Army, the unit, and the soldier	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input checked="" type="checkbox"/>

**b. LEADER ATTRIBUTES / SKILLS / ACTIONS:** First, mark "YES" or "NO" for each block. Second, choose a total of six that best describe the rated officer. Select one from ATTRIBUTES, two from SKILLS (Competence), and three from ACTIONS (LEADERSHIP). Place an "X" in the appropriate numbered box with optional comments in PART Vb. **Comments are mandatory in**

b.1. ATTRIBUTES (Select 1) Fundamental qualities and characteristics	1. MENTAL Possesses desire, will, initiative, and discipline	2. PHYSICAL Maintains appropriate level of physical fitness and military bearing	3. EMOTIONAL Displays self-control; calm under pressure
b.2. SKILLS (Competence) (Select 2) Skill development is part of self-development; prerequisite to action	1. CONCEPTUAL Demonstrates sound judgment, critical/creative thinking, moral reasoning	2. INTERPERSONAL Shows skill with people: coaching, teaching, counseling, motivating and empowering	3. TECHNICAL Possesses the necessary expertise to accomplish all tasks and functions
b.3. ACTIONS (LEADERSHIP) (Select 3) Major activities leaders perform: influencing, operating, and improving	4. TACTICAL Demonstrates proficiency in required professional knowledge, judgment, and warfighting		
INFLUENCING Method of reaching goals while operating / improving	1. COMMUNICATING Displays good oral, written, and listening skills for individuals / groups	2. DECISION-MAKING Employs sound judgment, logical reasoning and uses resources wisely	3. MOTIVATING Inspires, motivates, and guides others toward mission accomplishment
OPERATING Short-term mission accomplishment	4. PLANNING Develops detailed, executable plans that are feasible, acceptable, and suitable	5. EXECUTING Shows tactical proficiency, meets mission standards, and takes care of people/resources	6. ASSESSING Uses after-action and evaluation tools to facilitate consistent improvement
IMPROVING Long-term improvement in the Army its people and organizations	7. DEVELOPING Invests adequate time and effort to develop individual subordinates as leaders	8. BUILDING Spends time and resources improving teams, groups and units; fosters ethical climate	9. LEARNING Seeks self-improvement and organizational growth; envisioning, adapting and leading

c. APFT: Profile	DATE: NOV 1998	HEIGHT: 71	WEIGHT: 210	YES
d. JUNIOR OFFICER DEVELOPMENT - MANDATORY YES OR NO ENTRY FOR RATERS OF LTs AND WO1s.				YES <input type="checkbox"/> NO <input type="checkbox"/> NA <input checked="" type="checkbox"/>
WERE DEVELOPMENTAL TASKS RECORDED ON DA FORM 67-9-1a AND QUARTERLY FOLLOW-UP COUNSELINGS CONDUCTED?				

17 MAY 2000

NAME HELIXON, WILLIAM M. SSN [REDACTED] PERIOD COVERED 19991121 - 20000224

PART V - PERFORMANCE AND POTENTIAL EVALUATION (Rater)

a. EVALUATE THE RATED OFFICER'S PERFORMANCE DURING THE RATING PERIOD AND HIS/HER POTENTIAL FOR PROMOTION

[X] OUTSTANDING PERFORMANCE, MUST PROMOTE [ ] SATISFACTORY PERFORMANCE, PROMOTE [ ] UNSATISFACTORY PERFORMANCE, DO NOT PROMOTE [ ] OTHER (Explain)

b. COMMENT ON SPECIFIC ASPECTS OF THE PERFORMANCE AND POTENTIAL FOR PROMOTION. REFER TO PART III, DA FORM 87-9 AND PART IVa, b, AND c DA FORM 87-9-1.

CPT Helixon was assigned as the Chief of Administrative Law on the strength of his proven record of exemplary performance and varied abilities. As the Chief of Administrative Law, he continued to excel despite assuming the position during a period of major personnel transition. During his brief tenure, CPT Helixon showcased exceptional litigation skills while successfully representing the command in more than seven cases before the EEOC and the MSPB. He also exhibited an immense talent for legal research and writing as evidenced by drafting Agency responses in two MSPB appeals, a litigation report for a federal lawsuit regarding the Financial Right to Privacy Act, and numerous legal opinions ranging from ethics to Government Information Practices. As an advisor to senior commanders, CPT Helixon performed brilliantly, as an active, vocal, and sought after member of the Installation Juvenile Review Board and the Armed Forces Disciplinary Control Board. Through hands-on participation in the Provost Marshal's save-a-life checkpoint program, CPT Helixon developed excellent rapport with the Provost Marshal's office and succeeded in implementing constitutional and procedural safeguards to improve MP search techniques during vehicle searches. Senior commanders routinely praised his performance. As a teacher and trainer CPT Helixon once again surpassed expectations, displaying outstanding oral presentation and briefing skills while teaching classes on Code of Conduct, Standards of Conduct, Law of War, and ROE. In addition to his legal skills, CPT Helixon is also a leader. Despite inheriting a division short an attorney and staffed with a new lieutenant and a novice legal clerk, he continued to produce high quality legal support to the command and rapidly organized and trained his new personnel. CPT Helixon possesses integrity, military bearing, and athleticism. He is a deep well of talent and should be assigned to positions of increased supervisory responsibility immediately.

c. IDENTIFY ANY UNIQUE PROFESSIONAL SKILLS OR AREAS OF EXPERTISE OF VALUE TO THE ARMY THAT THIS OFFICER POSSESSES. FOR ARMY COMPETITIVE CATEGORY CPT THROUGH LTC, ALSO INDICATE A POTENTIAL CAREER FIELD FOR FUTURE SERVICE.

PART VI - INTERMEDIATE RATER

PART VII - SENIOR RATER

a. EVALUATE THE RATED OFFICER'S PROMOTION POTENTIAL TO THE NEXT HIGHER GRADE

[X] BEST QUALIFIED [ ] FULLY QUALIFIED [ ] DO NOT PROMOTE [ ] OTHER (Explain below)

I currently senior 5 officer(s) in this grade. A completed DA Form 87-9-1 was received with this report and considered in my evaluation and review. [X] YES [ ] NO (Explain in c)

b. POTENTIAL COMPARED WITH OFFICERS SENIOR RATED IN SAME GRADE (OVERPRINTED BY DA) HQDA COMPARISON OF THE SENIOR RATER'S PROFILE AND BOX CHECK AT THE TIME THIS REPORT PROCESSED

CENTER OF MASS

RO: CPT HELIXON WILLIAM M

SR: COL

DATE: 2000 05 17

TOTAL RATINGS: 25

RATINGS THIS OFFICER: 3

c. COMMENT ON PERFORMANCE/POTENTIAL

Continued outstanding performance. Still unlimited potential. For 3 months, Captain Will Helixon expertly managed the labor law docket and effectively led the administrative law division. In superb fashion, he consistently protected the interest of the government at a dozen labor law hearings. His administrative law opinions were superior--always well researched and well written. Selflessly he continued to assist the Criminal Law Division and served as the section's operational law officer. A gifted speaker, he presented well received classes on the law of war and standards of conduct. Having volunteered for service in the Balkans, he will serve in Hungary. Will is rapidly developing into the broad based judge advocate upon which we all rely. Select for career status. Carefully assign this promising officer-lawyer with the most challenging of assignments.

d. LIST 3 FUTURE ASSIGNMENTS FOR WHICH THIS OFFICER IS BEST SUITED. FOR ARMY COMPETITIVE CATEGORY CPT THROUGH LTC, ALSO INDICATE A POTENTIAL CAREER FIELD FOR FUTURE SERVICE.

Trial counsel or Defense Counsel; Operational Law Attorney; Branch Office OIC