

U.S. Department of  
Homeland Security

United States  
Coast Guard



Commander  
United States Coast Guard  
Personnel Command

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**SEP 17 2007**

## MEMORANDUM

From: B. E. Viekman, CAPT  
CGPC (c)

A handwritten signature in cursive script, appearing to read "B. E. Viekman".

To: S. T. Penn, CAPT  
CGD THIRTEEN (sr)

Subj: AMENDMENT TO THE CY08 RESERVE WAR AND STAFF COLLEGE COURSES  
SELECTION PANEL PRECEPT

Ref: (a) COMCOGARD PERSCOM Arlington VA 131929Z Sep 07/ALCGRSV 035/07  
(b) My memo 1520 of 10 Sep 07

1. National Defense University cancelled the 21-25 July 2008 Joint and Interagency Security Course (JISC) as announced in reference (a).
2. Paragraph 3 of reference (b) is amended to read: "There are 4 courses and 54 quotas at pay grades specified in reference (a)."

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1520

SEP 10 2007

## MEMORANDUM

From: CAPT B. E. VIEKMAN  
CGPC (c)

A handwritten signature in black ink, appearing to read "B. E. Viekman".

To: CAPT S. T. PENN  
CGD THIRTEEN (sr)

Subj: PRECEPT CONVENING A SELECTION PANEL TO RECOMMEND MEMBERS OF  
THE COAST GUARD RESERVE TO ATTEND THE CY08 RESERVE WAR AND  
STAFF COLLEGE COURSES

Ref: (a) COMCOGARD PERSCOM Arlington VA 301802Z JUL 07/ALCGRSV 027/07  
(b) Personnel Manual, COMDTINST M1000.6A

1. In accordance with reference (a), a Selection Panel is appointed consisting of yourself as President and the following additional members:

CDR John J. Ancellotti, USCGR – Member  
CDR Martha J. Laguardia, USCGR – Member  
LT Robert R. Pence, USCGR – Non-voting member/Recorder

2. The Panel shall convene at 0830, 17 September 2007, in Suite 501, Coast Guard Personnel Command, or as soon thereafter as practicable, for the purpose of recommending members for assignment to the CY08 War and Staff College courses listed in reference (a).

3. There are 5 courses and 59 quotas at pay grades specified in reference (a).

4. The Panel shall recommend selectees based on the eligibility criteria and prerequisites identified in reference (a). The Panel shall refer to the provisions of Section 14.A of reference (b) and the Commandant's Guidance to PY08 Officer Selection Boards, enclosed, in the development of evaluation criteria for determining the officers recommended for selection. Panel members should be aware that they are selecting Reserve officers to attend courses of study designed to prepare them for expanded leadership roles in the Coast Guard Reserve. These courses include significant interaction with Defense and Public policy leaders, and the officers selected must be capable of successfully completing an intellectually rigorous short term course of study, and representing the Coast Guard well in a demanding joint service environment.

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5. At the end of your deliberations, the Panel must be able to say that the applicants recommended are, in the opinion of a majority of the Panel members, the best qualified applicants to attend the course. If the Panel identifies alternate selectees, they must be listed in order of preference determined by the Panel. You should emphasize to the members of the Panel the importance of the obligation they have assumed by serving on this Selection Panel. Each member is obligated to evaluate the fitness of all eligible officers without prejudice or partiality. You should emphasize to the members of the Panel the importance of the obligation to confine themselves to facts of record and not predicate judgments on rumor or hearsay.

6. The Panel shall submit a report in writing signed by all members of the Panel to Commander Coast Guard Personnel Command. The Panel shall be sworn, and except for the report of this Panel, the proceedings of the Panel shall not be disclosed to any person not a member of the Panel. You will direct the members of the Panel that their recommendations shall be kept confidential until the report has been approved and the names of the officers selected are released to the service at large.

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Enclosure: Commandant's Guidance to PY08 Officer Selection Boards