

Department of Homeland Security U. S. Coast Guard CG PSC-2001 (6/03)	<h2 style="margin: 0;">DEPARTING TDY OR PCS/TEMDUINS TO "A" SCHOOL WORKSHEET</h2>
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EMPLID	SSN	Name (Last, First, MI)	Permanent Unit
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Date Departing	"A" School Departing To	"A" School OPFAC
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PURPOSE: Use this form for member's ordered to class "A" school in addition to the form CG PSC-2000

MEMBER'S UNIT (Part 1)

Step	Verify	Completed
1	Does member have a disqualifying condition (NJP, Court-Martial or Civil conviction, indebtedness)?	<input type="checkbox"/> Yes <input type="checkbox"/> No
2	Has member failed or refused a urinalysis drug test?	<input type="checkbox"/> Yes <input type="checkbox"/> No
3	Has member received a Conduct mark of "Unsatisfactory", or a characteristic average less than 3 in any dimension?	<input type="checkbox"/> Yes <input type="checkbox"/> No
4	Is member physically qualified for transfer?	<input type="checkbox"/> Yes <input type="checkbox"/> No
5	Does member meet Coast Guard weight standards?	<input type="checkbox"/> Yes <input type="checkbox"/> No
6	Does member meet obligated service requirements (if no, complete and attach a Career Intentions Worksheet (CG PSC-2045)?	<input type="checkbox"/> Yes <input type="checkbox"/> No
7	Is a performance evaluation needed and been completed?	<input type="checkbox"/> Yes <input type="checkbox"/> No
8	Has the member been counseled on and received appropriate travel funds?	<input type="checkbox"/> Yes <input type="checkbox"/> No
9	Has member been counseled on entitlements for shipment of household goods as set forth in JFTR Chapters 4 & 5?	<input type="checkbox"/> Yes <input type="checkbox"/> No

MEMBER'S SPO (Part 2)

10	Change BAH (P606) if member terminates government quarters (to be input by member's permanently assigned PERSRU)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
11	Mailing Address Change (Member self-service by member's permanently assigned PERSRU)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
12	Allotment Address Change (Member self-service by member's permanently assigned PERSRU)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
13	Payment Option Change (Member self-service by member's permanently assigned PERSRU)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
14	Obligated Service (Expiration of Enlistment/End of Service Event) (to be input by member's permanently assigned PERSRU)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
15	Depart/Report ADT (R990) for Reserve members on active duty less than 140 days (to be input by member's permanently assigned PERSRU)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
16	PCS Departing Event (L68B) for Reserve members on active duty 140 days or more (to be input by member's permanently assigned PERSRU)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
17	Administrative Change of PERSRU (D100/VDE 47) for TDY orders over 60 days (to be input by member's permanently assigned PERSRU)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
18	TDY Event (P620) upon departure for TDY over 60 days (to be input by member's permanently assigned PERSRU)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
19	Family Separation Allowance (CGHRMS) FSA-T after departure for TDY over 60 days (to be input by member's permanently assigned PERSRU)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
20	Leave Authorization (L63B) for TDY over 60 days to record leave enroute to "A" School (to be input by member's permanently assigned PERSRU)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
21	Stop Pay and Allowances (P625) to stop sea or hardship duty pay-location on 31 st day of TDY (to be input by member's permanently assigned PERSRU.)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
22	Advancement/Adding Designator (P555) (TRACEN PERSRU)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
23	TDY Event (P620) upon return from TDY (to be input by member's permanently assigned PERSRU)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
24	Family Separation Allowance (CGHRMS) (stop FSA-T upon return from TDY, if applicable.) (to be input by member's permanently assigned PERSRU)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
25	PCS Departing Event (L68B) for transfer to member's new unit (TRACEN PERSRU)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
26	Review and Mail PDR for member's TDY over 60 days only	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA

Command/Unit Approval (Part 1 verified and complete)	Date
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PERSRU Auditor Signature (Part 2 Review and Approval of transactions verified and complete)	Date
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