



## EXTENDED ACTIVE DUTY (EAD)

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### **EAD General Information:**

#### **REFERENCE: COMDTINST 1141.3B RECALL OF ENLISTED RESERVISTS TO EXTENDED ACTIVE DUTY**

**PURPOSE:** The purpose of the Extended Active Duty Program is to help fill gaps in the enlisted workforce where critical or hard to fill positions would otherwise go unfilled due to no active duty members available to fill those positions. All EAD contracts are for active duty positions only and the doubling up or over manning an active duty position is strictly prohibited.

Reservists desiring to come on active duty must submit a request for Extended Active Duty (EAD) to CGPC-epm-1 through their Command and servicing ISC(fot). Requests must be submitted on CG-3472. This form is available at your local unit or on Adobe Forms on the CG Standard Workstation.

The CG-3472 must be endorsed by the member's unit and the servicing ISC (fot). In addition, the member's command must indicate if the member is in compliance with the Coast Guard Weight Standards **and** is physically qualified for active duty. Also, if the reserve member is serving on Title 10 or ADSW orders, an expiration date of those orders must be included on the CG-3472 in the remarks block. Any other information the member may want to include in the Remarks block should also be submitted such as duty assignments or geographical preferences.

Once the CG-3472 is received by CGPC-epm-1, the member's Assignment Officer (AO) will usually call the member to discuss assignment options that are available provided the AO determines there is a Service need for an EAD contract. If the member and the AO can agree on an assignment and if the request is approved, a message will be sent to the member's command authorizing the EAD and will also indicate when the EAD will start

and end with the unit and the position number the member will be assigned to. The average processing time for an EAD contract is approximately 2 to 4 weeks but can be longer depending on the Assignment Season.

For additional information, please refer to COMDTINST 1141.3B and the FAQ section on CGPC-epm-1's website or contact Mr. Howard at the above number.

## INTEGRATION

### **Integration General Information:**

There are three avenues available for Reservists integrating to active duty. Reservists can be integrated from an **EAD** contract, **Title 10** orders or **ADSW** orders.

### **Integrating from an Extended Active Duty (EAD)**

When a reservist completes a minimum of 12 months of an Extended Active Duty contract they can request to terminate their contract for the purpose of integrating to active duty.

The procedure is basically the same as requesting EAD. Form CG-3472 must be submitted. At the top of the form, cross out the words "Request For Extended Active Duty" and handwrite in "Integration". Fill out the form according to the instructions. In the block "Reason For Request", the reservist must indicate they are currently serving on an EAD contract and the date the EAD expires. The form must be signed by the member and the Command can write their recommendation in the first endorsement block. The second block is reserve for the ISC(fot) endorsement. The ISC will mail/fax the form to CGPC-epm-1 for processing.

If the member's request is approved the reservists has the option of integrating for a period of 3, 4, 5 or 6 years.

### **Integrating from Title 10 Orders**

The process for the reservists on Title 10 is the same as above. However, if there is a Service need for a particular rated Reservist; CGPC-epm-1 will recommend approval of the request and send it over to Commandant (CG-12A) for final approval. If Commandant (CG-12A) concurs with CGPC-epm's recommendation, the integration will be authorized.

If the member's request is approved the reservist first enlistment contract will be for a period of 4 four years.

### **Integrating from ADSW Orders**

### **Fast Track Program**

The Fast Track Program is a program envisioned by the Coast Guard Recruiting Command (CGRC) to find a rapid way to bring reservist to active duty without going through the normal recruiting office "red tape". The Program is very simple in scope and the only requirements are for the Reservist is to have been on any type of active duty within the last 12 month period prior to integrating. Although technically any reservists on Title 10 can use this avenue, it allows the integration from ADSW status which is not normally authorized. The Fast Track Program is coordinated between the Recruiting Office, the Assignment Officer (CGPC-epm-2) and CGRC. CGPC-epm-1 does not normally get involved with the Fast Track Program although we can and do answer questions about it from Reservists and point them in the right direction. For more information concerning the Fast Track Program please contact the Coast Guard Recruiting Command at (703) 235-1720.