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FM COMDT COGARD WASHINGTON DC//CG-13//  
TO ALCOAST

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UNCLAS //N01500//

ALCOAST 374/06

COMDTNOTE 1500

SUBJ: BOARDING OFFICER QUALIFICATION SUPPORT PROGRAM (BOQSP) UPDATE  
AND INACTIVE DUTY TRAINING (IDT) DRILL POLICY FOR BOQSP  
PARTICIPANTS

A. COMDT COGARD WASHINGTON DC 291858Z DEC 05/ALCOAST 647/05

B. RESERVE POLICY MANUAL, COMDTINST M1001.28(SERIES)

1. THIS ALCOAST SERVES TWO PURPOSES. FIRST IT PROVIDES AN UPDATE  
TO REF A INCLUDING SPECIFIC GUIDANCE ON THE USE OF ACTIVE DUTY FOR  
TRAINING (ADT) PERIODS AND FY07 BOQSP ENROLLMENT POLICY. SECONDLY,  
IT ANNOUNCES IMPLEMENTATION OF LIMITED AUTHORITY FOR THE  
INCREMENTAL ACCRUAL OF IDT DRILLS IN SUPPORT OF THE BOQSP.

2. BOQSP IMPLEMENTATION UPDATE:

A. AS ANNOUNCED IN REF A, THE BOQSP IS COMPRISED OF THREE  
COMPONENTS TO ASSIST PERSONNEL IN THE BOARDING OFFICER  
QUALIFICATION PROCESS:

(1) INTRODUCTION TO MARITIME LAW ENFORCEMENT COURSE (E-  
LEARNING): THIS WEB-BASED COURSE CONSISTS OF SIX MODULES. THIS  
COURSE IS AVAILABLE ON DEMAND FROM THE COAST GUARD LEARNING  
MANAGEMENT SYSTEM TO ALL PERSONNEL, BUT SPECIFICALLY SERVES THOSE  
ASSIGNED TO FOLLOW-ON RESIDENT TRAINING AT THE MARITIME LAW  
ENFORCEMENT ACADEMY (MLEA). IT WILL TAKE APPROXIMATELY 24 DRILL  
PERIODS FOR PERSONNEL TO COMPLETE THIS E-LEARNING PREREQUISITE AND  
PASS THE COMPREHENSIVE EXAM.

(2) BOARDING OFFICER PRACTICAL COURSE (BOPC): A 2-WEEK RESIDENT  
COURSE AT MLEA, THE BOPC WILL PROVIDE A PRACTICAL COURSE OF  
INSTRUCTION AS A FOLLOW-ON TO THE PRE-REQUISITE E-LEARNING COURSE.  
INITIAL CONVENINGS WILL TARGET SELRES MEMBERS TO CLOSE THE  
CONTINGENCY PERSONNEL REQUIREMENTS LIST (CPRL) QUALIFICATION GAP.  
ONE CLASS WILL BE CONDUCTED DURING FY06 WITH A SMALL GROUP OF  
VOLUNTEERS WHO WERE SELECTED IAW REF A, AND A SECOND CONVENING IS  
SCHEDULED FOR DEC 07. QUOTAS ARE STILL AVAILABLE FOR THE DEC  
CLASS, AND THERE IS STILL TIME TO COMPLETE THE E-LEARNING PORTION  
OF THE COURSE PRIOR TO CONVENING.

(3) QUALIFICATION/CERTIFICATION: A BOQSP USERS GUIDE HAS BEEN  
DEVELOPED TO PROVIDE DETAILS ON THE E-LEARNING AND RESIDENT COURSE,  
INCLUDING ENROLLMENT AND COMPLETION REQUIREMENTS, AS WELL AS THE  
PROCESS FROM ENROLLMENT TO FINAL COMPLETION OF ALL MLE PQS TASKS,  
AND WILL BE POSTED TO THE WEBSITE BY THE END OF JULY 2006. IN THE  
INTERIM, UNITS WITH SELRES MEMBERS THAT PLAN TO PARTICIPATE IN THE  
BOQSP DURING FY07 SHOULD FOLLOW THE INSTRUCTIONS FOUND AT  
[HTTP://WWW.USCG.MIL/HQ/G-W/TRAINING/LEARNING/MLEBO.HTM](http://www.uscg.mil/hq/g-w/training/learning/mlebo.htm). THIS  
INTERNET SITE WILL BE ROUTINELY UPDATED WITH THE MOST CURRENT  
INFORMATION, INCLUDING THE USERS GUIDE AND FY07 BOPC CONVENING  
DATES WHEN THEY ARE AVAILABLE. GUIDANCE CONCERNING STEADY STATE  
OPERATION OF THE BOQSP WILL BE PROVIDED AS SOON AS IT IS DEVELOPED.

B. RESERVISTS PARTICIPATING IN THE BOQSP WILL CONDUCT THEIR  
ANNUAL TRAINING (ADT-AT) IN THE BOPC. RESERVISTS SHOULD SUBMIT  
ADT-OTD REQUESTS TO THEIR SERVICING INTEGRATED SUPPORT COMMAND IF  
ADDITIONAL ADT IS REQUIRED TO MEET ON-THE-JOB TRAINING (OJT),  
POSITION/RATING SPECIFIC TRAINING REQUIREMENTS, OR COMPLETION OF

OTHER PERFORMANCE QUALS. POLICY RELATED TO THE APPROPRIATE USE OF ADT-OTD IS FOUND IN CHAPTER 3.A.3.C OF REF B.

C. IN ORDER TO PROVIDE SUFFICIENT TRAINING RESOURCES AT MLEA TO SUPPORT THE BOQSP THERE WILL BE NO RESERVE QUOTAS FOR BTM SCHOOL DURING FY07. ALL 100 QUOTAS NORMALLY HELD FOR RESERVISTS HAVE BEEN REPROGRAMMED TO SUPPORT THE 170 QUOTAS REQUIRED FOR THE BOPC. RESERVISTS WITH A BTM MOBILIZATION REQUIREMENT WILL BE REQUIRED TO COMPLETE PQS THROUGH OJT AT THEIR ASSIGNED UNIT. SUFFICIENT RESOURCES WILL BE AVAILABLE IN FY08 TO RESTORE RESERVE QUOTAS IN BTM SCHOOL. QUOTAS ARE AVAILABLE IN FY06 FOR THE BOARDING TEAM MEMBER (BTM) C-SCHOOL (COURSE CODE 341095). TO DATE, ONLY 39 OF 100 QUOTAS ALLOCATED TO THE RESERVE HAVE BEEN ASSIGNED. UNIT COMMANDING OFFICERS OR OFFICERS IN CHARGE (CO/OINC) ARE HIGHLY ENCOURAGED TO SUBMIT TRAINING REQUESTS TO THE TRAINING QUOTA MANAGEMENT CENTER (TQC) ASAP TO ENSURE ENROLLMENT IN DESIRED TRAINING SESSIONS FOR PERSONNEL WHO REQUIRE THIS TRAINING AND ARE NOT ALREADY ENROLLED IN THE BOQSP. MEMBERS ATTENDING BTM SCHOOL IN LIEU OF COMPLETING ADT-AT AT THEIR UNIT SHALL UTILIZE ADT-AT ORDERS. IF ADT-AT HAS ALREADY BEEN CONDUCTED, OR IS ALREADY SCHEDULED, UNITS SHOULD SUBMIT ADT-OTD REQUESTS TO THEIR SERVICING ISC.

3. INCREMENTAL ACCRUAL OF IDT DRILL POLICY: THE FOLLOWING POLICY APPLIES ONLY TO RESERVISTS PARTICIPATING IN THE BOQSP.

A. RESERVISTS MAY COMPLETE REQUIRED E-LEARNING MODULES AWAY FROM THEIR ASSIGNED UNITS, AND INCREMENTALLY ACCRUE THE TIME REQUIRED TO SUBMIT FOR A SINGLE IDT DRILL. DRILL TIME MUST BE ACCOUNTED FOR IN HOUR INCREMENTS, ROUNDED DOWN TO THE NEAREST WHOLE HOUR, UNTIL FOUR HOURS HAVE BEEN ACCRUED (EXCLUDING MEALS AND BREAKS). TIME SPENT ON BOQSP USER GUIDE TASKS, PHYSICAL FITNESS TRAINING, ETC, ARE NOT AUTHORIZED FOR USE WITH THIS POLICY.

B. PRECISE DOCUMENTATION AND MONITORING IS ESSENTIAL TO THE SUCCESS OF THIS PROGRAM. THE INDIVIDUAL MONTHLY IDT TRACKING WORKSHEET (PSC FORM: PSC-1570) SHALL BE COMPLETED BY THE MEMBER AND FORWARDED THROUGH THE CHAIN OF COMMAND TO DOCUMENT INCREMENTAL IDT PERIODS. THE TRACKING WORKSHEET CAN BE FOUND AT [HTTP://WWW.USCG.MIL/HR/PSC/FORMS/PSC1570.PDF](http://www.uscg.mil/hr/psc/forms/psc1570.pdf).

C. PRIOR TO CONDUCTING DRILLS IAW THIS POLICY, MEMBERS MUST FIRST RECEIVE WRITTEN AUTHORIZATION FROM THEIR UNIT CO/OINC INCLUDING THE LOCATION(S) WHERE IDT DRILLS WILL BE CONDUCTED AND CERTIFICATION THAT THE MEMBER HAS BEEN MADE AWARE OF THE REQUIREMENTS OF THIS ALCOAST. BOQSP PARTICIPANTS NOT AUTHORIZED BY THEIR CO/OINC TO UTILIZE THIS POLICY WILL CONDUCT IDT DRILLS IAW CHAPTER 2 OF REF B.

D. COMPLETED/APPROVED PSC-1570S MAY BE PROCESSED BY EITHER THE UNIT SPO OR BY UNIT ADMIN (IF AUTHORIZED TO ENTER/APPROVE RESERVE DRILLS). IN ANY CASE, PSC-1570S WILL BE PROCESSED IN THE FOLLOWING MANNER:

(1) VERIFY COMPLETION OF THE PSC-1570 INCLUDING ALL REQUIRED SIGNATURES.

(2) SCHEDULE AND APPROVE THE NUMBER OF DRILLS INDICATED ON THE ENDORSED PSC-1570 IN DIRECT ACCESS. FOR ACCOUNTING PURPOSES, THE DATE TO BE USED TO SCHEDULE/APPROVE THE IDT DRILL SHALL BE THE LAST DATE OF INCREMENTAL DUTY PERFORMED AS INDICATED FOR EACH INDIVIDUAL IDT DRILL ON THE PSC-1570.

(3) COMPLETE DIRECT ACCESS TRANSACTIONS FOR PAYMENT AS NECESSARY WITHIN THREE BUSINESS DAYS OF RECEIVING THE ENDORSED PSC-1570.

(4) MEMBERS SHOULD RETAIN A COPY OF THE APPROVED PSC-1570 FOR THEIR RECORDS.

E. THIS POLICY WILL BE EVALUATED DURING FY06 TO DETERMINE ITS SUCCESS IN SUPPORTING THE E-LEARNING ELEMENTS OF THE BOQSP.

4. HQ POINTS OF CONTACT ARE LCDR PATRICK MCMAHON (CG-132) AT 202-267-1415 OR PMCMAHON(AT)COMDT.USCG.MIL FOR BOQSP PROGRAM ISSUES AND LCDR JENNIFER GRZELAK-LEDOUX (CG-131) AT 202-267-0561 OR JGRZELAK(AT)COMDT.USCG.MIL FOR RESERVE POLICY ISSUES. MLEA BOQSP MANAGER AND POINT OF CONTACT IS ENS PAUL TURNER AT 843-740-6601 OR PETURNER(AT)MLEACADEMY.USCG.MIL.

5. INTERNET RELEASE AUTHORIZED.

6. CAPT F. A. DUTCH, ACTING DIRECTOR OF RESERVE AND TRAINING, SENDS.

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