

AY13 Additional Guidance: Reserve Captain and Commander

1. The following information is provided for the benefit of reserve senior officers competing for AY13 assignments. Specific questions should be addressed to the appropriate Assignment Officer.
2. Failure to submit command concerns resulted in gapped billets during AY12. Senior Reserve Officers (SROs) and Reserve Force Readiness Staffs (RFRS) continue to be a valuable resource in aiding unit commanders in maximizing their reserve force capability, which may include PAL validation and command concerns. CG PSC-rpm encourages early and active engagement with unit stakeholders in an effort to minimize billet gaps.
3. Long-term active duty is defined as active duty other than training of more than 180 consecutive days. Reserve officers who were removed from their SELRES billet due to long-term ADOS or EAD, should plan on competing for a position through the AY13 assignment process and comply with all advertised deadlines, if they expect to be released from active duty anytime during FY13. Failure to do so will result in a transfer to the Individual Ready Reserve (IRR) until AY14, unless the officer competes successfully for an off-season assignment.
4. E-Resumes: When developing an e-resume, be concise. Situations involving exceptional personal requirements (i.e. co-locations, special needs, etc.), will be handled on a case-by-case basis to balance the needs of the Coast Guard and the individual. If you are married to an active duty service member, ensure that “dual military” is indicated at the top of the narrative section of your e-resume. A command endorsement by the unit Commanding Officer or his/her designee is required for all reserve officers requesting tour extensions or early rotation. When requesting an extension, always include other assignment options in the likely event the extension is not granted. In AY12, many e-resumes were submitted with fewer than three assignment choices, resulting in members being assigned to positions other than what they requested due to the limited assignment choices.
5. Reasonable Commuting Distance (RCD): Every effort will be made to comply with Reserve Policy Manual, Section 5.a.2 (COMDTINST M1001.28A). When this is not possible, members may voluntarily accept assignment to positions outside of their RCD or be subject to a change in Reserve Component Category (RCC) to the IRR, Standby Reserve, or Retired Reserve. Senior officers who desire continued SELRES affiliation often voluntarily accept assignments outside of RCD. When considering positions outside of a RCD, members will be subject to the requirements of paragraph 7.
6. Acceptance of assignment orders: When making assignment decisions, AOs consider many factors including service needs, command concerns, career development, member's desires, and RCD. Given these factors, and a limited number of reserve SELRES positions in some areas, members who decline assignment orders may be transferred to the IRR, Standby Reserve, request retirement or separation, as appropriate.

7. Assignment Guides: All members are encouraged to read the assignment guides located at <http://www.uscg.mil/rpm/rpm2>. These guides explain the assignment process, describe rules of engagement, and provide information to manage expectations, and serve as a resource for reserve officers. Additionally, officers contemplating active duty (long-term ADOS or EAD), shall coordinate with their reserve assignment officer early in the process. Unit commanders are reminded that requests for active duty must be approved by a member's parent command. CG PSC-rpm requests e-mail notification when members are approved for long-term ADOS or EAD contracts.

8. Off-season assignments: CG PSC-rpm will normally announce off-season assignments for unit Commanding Officer, Executive Officer, Senior Reserve Officer (SRO) and other critical reserve positions at major commands.