

On 11 August 2011, PSC released the results of the Captain Selection Board via ALCGPSC 104/11. US Code may mandate the retirement of those Commanders twice non-selected for Captain. After a thorough review of our records, we have determined that you are required by law to retire. We are extremely grateful for your selfless service and devotion to duty over the years and we recognize that this can be a very difficult time. The following information is provided to summarize the administrative action OPM will take to process your retirement and to assist you with retirement planning. If you feel that we have made an error in the determination of your status, please do not hesitate to contact the OPM-1 Separations Section at 202-493-1622.

Timeline - Mandatory Separation Processing at OPM

- Immediately following report of the board: OPM-1 Separations compiles necessary elements of each officer's record for review of applicable law/policy. Per COMDTINST M1000.6, Officers faced with mandatory retirement, for any reason, need not request retirement. OPM will issue the separation authorization in accordance with this timeline.
- Week 2: Finalize preliminary research on each officer non-selected.
- Weeks 4-6: Final OPM approval of all mandatory retirements.
- Weeks 6-8: Issue Retirement Authorization via personalized email to you. In conjunction with the email, your SPO will receive a copy of the retirement authorization through Airport Terminal in Direct Access. You will work with your SPO to execute the authorization with PPC.

Pertinent Law/Policy: These are the references most commonly employed by OPM in managing Commander separations

- 14 USC 285 - Regular lieutenant commanders and commanders; retirement for failure of selection for promotion
- 14 USC 287 – Separation for failure of selection for promotion or continuation; time of.
- 14 USC 284 - Regular Coast Guard; officers serving under temporary appointments
- 14 USC 286 - Discharge in lieu of retirement; separation pay
- COMDTINST M1000.6, 12.A.13 - Failing Selection for Promotion or Continuation
- COMDTINST M1000.6, 12.C.5.e - Retirement of Commanders and Lieutenant Commanders for Failure of Selection for Promotion

Summary of Commander Mandatory Separation Law/Policy:

Separation for Failure of Selection for Promotion

1. In accordance with 14 USC 285, Commanders twice non-selected for Captain in PY 2012, shall be mandatorily separated.

- a. Those Commanders who have completed at least 20 years of active service on 30 June 2012 shall be retired on that date.
 - b. Commanders with greater than 18 (but less than 20) years of active service shall be retired on the last day of the month in which they reach 20 years of service.
2. Commanders completing a Continuation Agreement in PY 2012, who are non-selected for Captain, will be separated upon completion of the Continuation Agreement. Continuation Agreements are not being offered to Commanders in PY 2012.
 3. Your DD-214 code will be RBD – Sufficient Service for Retirement.

Planning Checklist

- Confirm your final OER requirements with OPM-3.
<http://www.uscg.mil/psc/opm/Opm3/opm-3.asp>
- Physical – Schedule your retirement physical as early as possible to allow processing time for any claims you may make with the Department of Veterans Affairs.
- Make a copy of your health record prior to retirement.
- Complete the Career Intentions Worksheet (CG-2045). This worksheet helps to capture important medical, leave, and final move data. The worksheet can be found at:
http://www.uscg.mil/forms/cg/cg_2045.pdf
- The Pay and Personnel Center (PPC) Separations Entitlements Service (SES) branch monitors your final active duty payments. If you have questions concerning your final active duty pay, LES or W-2, the PPC Customer Care numbers are (785) 339-2200 or (866) 772-8724.
- PPC's Retirement and Annuity Services (RAS) establishes your pay account. Complete form CG-4700 as soon as possible to avoid delays.
http://www.uscg.mil/forms/cg/cg_4700.pdf This form must be witnessed and notarized. RAS can be reached at: (800) 772-8724 or (785) 339-3415.
- An estimate of your pay in retirement can be calculated here:
<http://www.uscg.mil/ppc/ras/retirementEst.asp>
- PPC's Travel branch processes your final travel claim once received. You can reach them at (785) 339-2200 or (866) 772-8724.

- Retirement Certificates and Pin – Will be mailed by PPC (RAS) to your unit up to 6 months prior to your retirement date. Contact (785) 339-3415 to confirm.
- Survivor Benefit Plan (SBP) – The only way a retiree’s survivor can receive any monthly annuity payment from the Coast Guard is if the retiree purchases coverage under (SBP). Visit PPC’s RAS website for greater detail. <http://www.uscg.mil/ppc/ras/retpack.pdf>

Useful Links

1. SPO Checklist for Retirements: <http://www.uscg.mil/ppc/pppm/CHAP03.pdf>
2. PPC RAS Retirement Package: <http://www.uscg.mil/ppc/ras/retpack.pdf>
3. OPM-1 Separations: <http://www.uscg.mil/psc/opm/Opm1/opm-1Separations.asp>
4. OPM-3 OER Requirements: <http://www.uscg.mil/psc/opm/Opm3/opm-3.asp>