



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. EAD contracts are for a MINIMUM OF 24 MONTHS and a MAXIMUM OF 48 MONTHS. Reservists desiring to come on active duty must submit a request for Extended Active Duty (EAD) to CG PSC-epm-1 through their command. 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 command in the "First Endorsement" block. 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 CG PSC-epm-1, PSC-epm-1 will obtain the "Second Endorsement" from PSC-rpm-1. Once properly endorsed, the CG-3472 will be placed into the decision process. During this process, 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. Therefore, members and commands should plan accordingly.

All EAD requests, with supporting documentation as appropriate, shall be submitted in accordance with ALCGENL 059/11 - specifically to PSC-epm-1's e-mail portal ARL-PF-CGPSC-EPM-1-Career-Retentions@uscg.mil which can be found in global.

For additional information or guidance, contact Mr. Eagerton at the number above or submit your inquiry to the e-mail portal provided above.