

CAREER RETENTION SCREENING PANEL (CRSP) FAQ's

1. What was the goal of CRSP?

Answer: In response to historically high workforce retention rates, which had the potential to cause an overall workforce imbalance, the Coast Guard implemented CRSP to ensure a consistent workforce flow, and to return A-school, accessions at Cape May and advancement opportunities to adequate levels. Under current policy, once enlisted members pass 10 years TIS, their next enlistment will be an indefinite contract. This indefinite enlistment provides members the ability to remain in the service without review up to 30 years, leaving the service no means to manage its senior enlisted workforce. Due to the current high retention rate, the existing policy has caused a reduction in advancement flow for our junior petty officers and non-rates seeking advancement through technical schools. Flow is defined as personnel movement within the enlisted workforce structure from entrance to exit as measured by retention rates, loss rates, time in service and time in grade. Flow measurements track movement within and out of the system. Movement is comprised of both controllable actions (retirements, advancements, loss of enlisted members to the officer corps) and uncontrollable actions (voluntary losses, involuntary losses). System inputs (accessions) are added in direct response to forecasted system out flows (exits). CRSP will increase flow and provide greater opportunity for advancement of high performing junior enlisted members.

2. When was the CRSP held?

Answer: The panel was held 27 September – 7 October 2010.

3. Who was a CRSP candidate?

Answer: Retirement eligible active duty enlisted personnel E6 & below over 20-years service as of 1 September 1 2010 and E7 & above with over 20-years service and three or more years time in grade (TIG) as of 1 September 2010.

4. How many people were reviewed by CRSP?

Answer: The records of 1,181 enlisted members were reviewed by CRSP.

5. Who was excluded from CRSP?

Answer:

- a. Personnel in the MU rating.
- b. Enlisted personnel serving in the Navy Special Operations programs.
- c. Personnel being evaluated by the physical disability evaluation system (PDES) were considered by the CRSP but the panel's decision will be held in abeyance until adjudication/completion of the PDES process.
- d. Personnel with approved retirement dates prior to 1 December 2012.
Note: Retirement date must have been approved by EPM-1 prior to the release of ALCOAST 408/10.
- e. Any personnel selected for an officer accession program or appointment, i.e., Officer Candidate School, or above the cutoff for Chief Warrant Officer.
- f. All reserve personnel including any on active duty orders, including EAD, ADT, ADOT, IADT, ADT-AT, ADT-OTD, and Title 10 orders.

6. How many people were selected for involuntary retirement? Was this more than expected?

Answer: The CRSP recommended 377 people for involuntary retirement with an average TIS of 24.1 years and an average TIG of 7.0 years. There was no expectation of how many members would be selected for involuntary retirement. There was no established opportunity of selection (OOS).

7. What were the demographics of those selected for retention on action duty?

Answer: The demographics can be viewed on the results message:
<http://www.uscg.mil/psc/epm/EPM1default.asp>

8. Assuming the involuntary retirements do create advancements, when will the workforce see these advancements?

Answer: Over 1,000 advancements are projected to occur as a result of the CRSP. The workforce will see the advancements resulting from CRSP after CRSP retirements begin on September 1, 2011.

9. Were any critical ratings hurt by CRSP?

Answer: Members in critical ratings were involuntarily retired based on the performance measures determined by CRSP. The rating of the individual was not a factor in retention or involuntary retirement. An analysis was completed after the panel's recommendations to determine if any rating or specialty was significantly impacted causing a lack of mission capability. Those ratings that were critical prior to CRSP remain critical, and no other ratings were put in jeopardy by the results of CRSP.

10. Will the CRSP be held next year?

Answer: The Coast Guard is planning to hold a panel in 2011. More information will be published using Workforce Management SITREP message traffic as it becomes available.

11. If I was selected for retention this year, will my record be reviewed again next year if a CRSP is held?

Answer: The candidate pool has not yet been determined for next year's CRSP. More information will be published outlining the specifics of the 2011 CRSP at a later date.

12. Who were the panel members of the Career Retention Screening Panel?

Answer: The panel consisted of 1 O-6 President, 2 O-5s, 2 O-4s, and 4 E-9 voting members, MCPOCG participated as a non-voting member. A CG PSC panel vetted the records of numerous potential enlisted panel members prior to conducting the CRSP. Names of the panel members may be found on the results message: <http://www.uscg.mil/psc/epm/EPM1default.asp>

13. What factors did the CRSP use to determine who was considered for involuntary retirement?

Answer: Each record was reviewed for the performance factors listed below within the last five years, or since the member's advancement to their current grade (E5/E6/E7/E8/E9), whichever timeframe was longer (e.g., if a member was advanced to their current rank seven years ago, the last seven years of performance was reviewed; if the member advanced one year ago, the last five years of performance was reviewed). The list is not all inclusive; the panel was permitted to add additional factors to the list. If one or more of these factors was found, then the member's entire record was evaluated for leadership, accomplishment, performance, discipline, professional skills and adherence to our Core Values. The panel recommended involuntary retirement of members that at least two-thirds of the panel members determined did not meet appropriate performance levels required of their grade and assigned duties. Performance factors considered include:

- a. Substandard performance of duty to include receipt of a not recommended for advancement based on an unsatisfactory conduct mark or declining performance with the same approving official in the rating chain.
- b. Receipt of an enlisted evaluation report (EER) with a minimum average characteristic marks of 3.5 or below.
- c. Moral or professional dereliction, such as Relief for Cause.
- d. Failure to meet service norms or regulations concerning alcohol use and body fat standards.
- e. Documented misconduct involving violation of the UCMJ, e.g., non-judicial punishment, or conviction by military court-martial; conviction by a civilian court.
- f. Other documented adverse information clearly indicating the CRSP candidate's retention may be inconsistent with National Security interest or may otherwise not be in the best interest of the Coast Guard, such as losing one's security clearance.
- g. Financial irresponsibility; such as failure to pay just debts or a pattern of government credit card delinquency, including revocation of the government credit card due to misuse or failure to pay outstanding balance.
- h. A candidate on performance probation who does not demonstrate progress during the probationary period in overcoming the deficiency.
- i. Failure to demonstrate upward mobility by not qualifying or participating in the service wide exam.

14. Was a quota given to the panel regarding the number of people to select for involuntary retirement?

Answer: There was no pre-set Opportunity of Selection (OOS) for the CRSP. As with all boards and panels, a precept was provided with general guidance to the panel. The panel could recommend retention of any members they determined met the guidance defined in the CRSP precept. No ratings, except for MU, were excluded from the CRSP candidate pool. In keeping with the general guidance provided by the precept, the panel members could develop their own specific criteria for a detailed review of candidates similar to other boards and panels. Those that were not recommended for retention were selected for involuntary retirement by at least a two-thirds vote of the panel. The precept can be viewed at EPM's website:

<http://www.uscg.mil/psc/epm/EPM1default.asp>

15. If my unit has a member selected for involuntary retirement by CRSP, when will the billet be filled?

Answer: Commands can expect that PSC-EPM-2 will backfill vacancies incurred by CRSP in Assignment Year 2011 (AY11).

16. What is the command's responsibility?

Answer: Commands are responsible for ensuring members involuntarily retired are properly counseled on their retirement dates and benefits. To prepare for any potential future panels, commands must ensure proper documentation for the entire workforce is submitted in a timely manner. EERs should be completed on time, the marks given must be supported, and adverse events should be properly documented.

17. What information was provided to members identified for involuntary retirement?

Answer: Each command received a package that included:

- a. Guidance to commanding officers on how to personally conduct notifications with honor
- b. A sample memo of an CRSP involuntary retirement notification
- c. An enclosure explaining retirement benefits and links to available information
- d. A memo template for the member to complete their request for a specific retirement date within the CRSP retirement period of 1 September – 1 December 2011
- e. A memo template for the member to request a waiver for a retirement date outside the CRSP retirement period of 1 September- 1 December 2011
- f. A memo template for the member if the member desires to appeal the panel's decision

18. Why were the names of those selected for retention/involuntary retirement not published?

Answer: A person in the member's direct Chain of Command notified each member selected for involuntary retirement. All members, whether selected for retention or involuntary retirement will receive personal memos indicating their individual results.

19. Why did the number reviewed by the panel differ from the number on the previously published CRSP candidate list?

Answer: The enlisted workforce management system is a dynamic system. A tremendous amount of activity occurred since the CRSP candidate list was published up to the release of the CRSP retention message. This activity included advancements prior to 1 Sep 2010, CWO promotions, voluntary retirements, Retirement in Lieu of CRSP, medical retirements, and statement of credible service validations.

20. What assistance is available from Work-Life?

Answer: The Coast Guard is committed to ensuring we provide those members being involuntarily retired with the utmost personal assistance in their transition to retirement. Involuntary retirement will potentially be very stressful for our members, family and shipmates. The CG offers numerous individual and family support resources to help members, including:

- a. CG Employee Assistance Program - provides confidential counseling sessions by phone or in person. Call 800-222-0364 or go to http://www.uscg.mil/worklife/employee_assistance.asp
- b. CG WorkLife4You resource and referral service – provides assistance with a myriad of issues including family, health, wellness, education, financial, legal, and daily life issues. Call 800-222-0364 or go to <http://www.uscg.mil/worklife/worklife4you.asp>

- c. CG medical clinics, CG regional Health, Safety, and Work-Life (HSWL) field offices, and TRICARE behavioral health care. Links to contact information for these services can be found under “resources” at: http://www.uscg.mil/worklife/suicide_prevention.asp

In cases where individuals are feeling desperate, alone, or hopeless, help is also available from the national suicide prevention lifeline. Call 800-273-talk (8255) to obtain assistance. Additional information and help is available at their website at www.suicidepreventionlifeline.org

For complete access to resources available from the CG Work-Life Program, go to: <http://www.uscg.mil/worklife>

Information for those selected for Involuntary Retirement (IR)

21. Where can I find information about retirement?

Answer: Information about retirement can be found at PPC’s website: <http://www.uscg.mil/ppc/ras/>

22. Can I be told what item in my EI-PDR caused my selection for involuntary retirement?

Answer: No. The CRSP proceedings and deliberations are confidential.

23. If I was selected for involuntary retirement, can I request to retire earlier than the 1 September through 1 December, 2011 retirement selection period?

Answer: Yes. A member may request to retire earlier than the CRSP IR period; however, retiring outside the CRSP retirement selection period of 1 September through 1 December, 2011, may result in the billet gap. Use the retirement request template located at the CG PSC-epm-1 website. As always, command endorsements for an early retirement should address if they can accept the billet being gapped until a replacement can be assigned.

24. If I am on the advancement list, above or below the cut, will I be able to advance before I involuntarily retire?

Answer: Yes. A member will be allowed to advance prior to the date of retirement. Example: You are on the MKCS list and elect to IR on 1 December 2011, the EPAA is released in October 2011 and your standing is selected for advancement 1 November 2011, you will be allowed to advance to MKCS. Remember your advancement position, whether above the cut or below must be reached in order to advance and you must maintain your commanding officers recommendation for advancement.

25. If I advance just before retirement, how will my retirement pay be calculated?

Answer: Retirement pay will be calculated based on statutory authority established under 10 U.S.C. 1406 (Active Duty Base Date of 8 September 1980 or before, retired pay based on grade at retirement) or 10 U.S.C. 1407 (Active Duty Base Date after 8 September 1980, retired based on average high 36 months).

26. Will those members selected for involuntary retirement be allowed to appeal the panel's decision?

Answer: As outlined in ALCGENL 140/10, appeals will be allowed to address material error, newly discovered evidence, or presence of improper documents in the member's EI-PDR if the presence of such information, or lack thereof, may have negatively affected or influenced the panel's decision. Documents can be removed from a personnel file only through a ruling from the Board for Correction of Military Records (BCMR) in accordance with procedures established in article 14.B.7 of the CG Personnel Manual, COMDTINST M1000.6 (series). An appeal based on an applicant's opinions and allegations, without independent supporting evidence, will not be sufficient to overcome the presumption of regularity.

27. If I was selected for involuntary retirement, can I qualify for unemployment benefits?

Answer: No. IR will result in receiving a pension (retired pay), which is considered income. The Department of Labor website (www.dol.gov) may be visited to research state laws regarding unemployment benefits for retired military personnel. Because each state is different, a thorough review of a perspective state(s) unemployment benefits is highly recommended. A brief example provided by the Department of Labor regarding retired military personnel applying for unemployment benefits indicates a scenario in which a retired military member has lost his/her job after retirement (i.e., as a civilian) and applied for unemployment benefits. The unemployment benefits calculator will "offset and/or deduct" the military retired salary to establish unemployment entitlement.

28. If I was selected for involuntary retirement, will I receive precedence to attend TAPS class?

Answer: TAPS availability is established by completing DD Form 2648 (Pre-separation Counseling Checklist for Active Component Service Members). Completing this form in a timely manner and submitting it to your respective Transition Relocation Manager (TRM) will assist you in scheduling a TAPS class prior to retirement. While TAPS is not required for those members separating or retiring from the Coast Guard, attendance is highly desired and beneficial to those leaving active duty.

29. What will be the driving factors in obtaining approval of a waiver request to retire beyond the 1 December 2011 retirement date?

Answer: Each waiver submission will be assessed based on the facts surrounding the extension and matched against service need. This is consistent with all waiver requests currently processed at PSC-epm.

30. If I was selected for involuntary retirement and now have a condition that meets the requirements of a medical board, will the medical board stop my involuntary retirement?

Answer: No. The law that provides for disability retirement or separation (10 U.S.C. 61) is designed to compensate a member whose military service is terminated due to a physical disability that has rendered him or her unfit for retention. The disability evaluation system should not be used to provide compensation benefits for those who are separating and have drawn pay and allowances, received promotions, and remained on unlimited active duty status while tolerating physical impairments that have not actually precluded CG service. Reference article 2.C.2.b of the CG Physical Disability Evaluation System, COMDTINST M1850.2D. Personnel who were in the PDES (medical board) prior to the convening of CRSP will remain on active duty until their medical board is adjudicated.

31. May I contact a member of the CRSP panel to discuss my selection for involuntary retirement?

Answer: Yes. You are encouraged to speak to a panel member, however specific aspects regarding a person's selection for IR may not be disclosed by any panel member as the actual proceedings and deliberations of the panel are confidential.

32. When will involuntary retirement orders be issued?

Answer: All CRSP retirement orders will be issued NLT 15 January 2011.

33. If I have been selected for involuntary retirement and elected the Career Status Bonus (CSB), which paid me a \$30K bonus in exchange for a different (lower) retired pay computation under the 1986 Military Retirement Reform Act (1986 MMRA, also called REDUX), will I be required to repay the CSB?

Answer: No. The designation of IR safeguards against any repayment of a bonus or prevents a person from being disadvantaged from Post 911/GI Bill benefits. The lower retirement multiplier will remain in effect as part of the CSB.

34. If I was selected for involuntary retirement, how will my Certificate of Release or Discharge from Active Duty, DD Form 214 be coded?

Answer: The Separation Program Designator (SPD code – Block 26), differs slightly between voluntary and involuntary retirements. The SPD code in block 26 of the DD 214 for IR will reflect "LBD" indicating sufficient service for retirement, involuntary retirement. The SPD code for voluntary retirement will reflect "RBD" indicating sufficient service for retirement, voluntary retirement. Members selected for involuntary retirement by the CRSP accrue the same benefits as members who retire pursuant to a voluntary request after completion of 20 or more years of active military service. The only discernible differences between voluntary and involuntary CRSP retirement will be in the content of block 26 of the DD Form 214. All IR members will be given the "choice" to elect voluntary retirement should they desire to not have the SPD code that illustrates involuntary retirement. The most important item on the DD Form 214 is block 24, Character of Service, and this block will indicate "Honorable."

35. If I have questions or comments, is there someone I can contact for more information?

Answer: Yes. Please send all questions, comments, or concerns via email to the following address: ARL-PF-CGPSC-EPM-1-Career-Retentions@uscg.mil

Service-wide (SWE) Eligibility Post-CRSP

36. What is the difference between electing voluntary retirement versus the involuntary retirement?

Answer: An involuntary retirement (IR) protects your eligibility standing on the SWE. If you are on the May 2010 Service-wide eligibility list and you involuntarily retire, you will remain on the eligibility list and could advance up until the day before retirement.

If you elect to voluntarily retire, you will be removed from the eligibility list once your retirement is approved. If you prefer to remain eligible for advancement, it is in your best interest to select IR.

37. What happens if I do not select a retirement date, within the CRSP timeframe of 1 September – 1 December 2011, before 15 January 2011?

Answer: If your retirement request is not received by 15 January 2011; on 18 January 2011, you will be issued IR orders effective 1 September 2011.

38. If a member elects a voluntary retirement, will the requested date be changed to an earlier date, not of their choosing?

Answer: No. EPM does not and will not change an approved, elected retirement date. The only instances are in some cases involving military justice.

39. What if a member selected for IR has an approved retirement date but needs to change it to an earlier date, is that permitted?

Answer: A member selected for IR with an approved retirement date that needs the date accelerated or changed; will have his/her new retirement request paneled for approval of the new date.

Example: A CRSP IR member previously elected 1 December 2011 as his/her retirement date. A job opportunity arises that would require an earlier retirement date. The new submission should contain a command endorsement that speaks to the units' ability to absorb the potential temporary gap. This would enhance the probability of approval for the accelerated, changed retirement date.