

U.S. Department of
Homeland Security

United States
Coast Guard



Commander
United States Coast Guard
Personnel Service Center

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1401

MEMORANDUM

SEP 28 2011

From:  D. R. May, RADM
CG PSC

Reply to LTJG Dana M. Pieper
Attn of: (202) 493-6912

To: RADM S. E. Day, USCGR
Board President

Subj: PRECEPT CONVENING A RESERVE COMMAND SCREENING PANEL (RCSP)
FOR THE SELECTION OF RESERVE CAPTAINS AND COMMANDERS BEST
QUALIFIED FOR COMMAND POSITIONS DURING THE ASSIGNMENT YEAR
2012

Ref: (a) Schedule of Active Duty Promotion List (ADPL) and Inactive Duty Promotion List
(IDPL) Officer Personnel Boards and Panels, PSCINST M1401.5
(b) Personnel Manual, COMDTINST M1000.6A

1. Pursuant to the authority provided by references (a) and (b), a Screening Panel is appointed consisting of yourself as President and the following members:

CAPT Francis S. Pelkowski, USCGR – Member
CAPT Jeffrey P. Novotny, USCG – Member
CDR Virginia J. Kammer, USCG – Member
CDR Paul J. Smith, USCGR – Member

LT Jesse D. Webster, USCGR – Non-voting Recorder

CAPT Stephen B. Nye and CDR Robert T. Hanley will serve as advisers to the Panel and may appoint additional Reserve Personnel Management Division (CG PSC-rpm) staff members to assist the Panel as required.

2. The RCSP shall convene at 0830, 1 November 2011, in suite 501, Coast Guard Personnel Service Center, or as soon thereafter as practicable, for the purpose of screening Captains and Captains (select) to command Coast Guard Reserve Units (CGRUs) augmenting U.S. Combatant Commands (COCOMS) and Commanders and Commanders (select) for assignment to command Port Security Units (PSUs).
3. Any communications to the panel by any officer under consideration should be prepared as outlined per paragraph 5.e of reference (a) and will be transmitted under separate cover.
4. RCSP eligibility criteria for COCOM CGRU command: The panel will consider Captains and Captains (select) with:

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- a. Command Cadre experience (Commanding Officer [CO] or Executive Officer [XO] at a PSU, Navy Maritime Expeditionary Security Squadron (MSRON), Navy Maritime Expeditionary Security Group (MESGRU) or at a COCOM CGRU.
 - b. Any joint duty (PSU, MSRON, MSGRU, COCOM CGRU, Joint Staff, etc.) and completion of a minimum of two courses of Joint Professional Military Education (JPME). Examples of qualifying JPME include Reserve Senior Service Schools, Naval War College Fleet Seminar courses, Command and Staff college coursework.
 - c. Any Area, District or Sector SRO assignment and a minimum of two JPME courses.
 - d. Any joint duty (PSU, MSRON, MESGRU, COCOM CGRU, joint staff, etc.) or area/district/sector/SRO.
5. RCSP eligibility criteria for PSU command: The panel will consider Commanders and Commanders (select) with:
- a. Command Cadre Experience (CO, XO or Operations Officer [OPS]) at a PSU.
 - b. Department head experience at a MSRON, MESGRU or COCOM CGRU.
 - c. Command cadre, department head, or SRO experience at any Coast Guard command and as least one year of Selected Reserve (SELRES) experience at a PSU, MSRON, or MESGRU.
 - d. Command cadre experience (CO, XO or OPS) at any Coast Guard command.

Except as noted in paragraph 5.c above, there is no minimum length of time in which an officer being considered should have served in the assignments listed above. The Panel, however, shall carefully consider each officer's experience and performance of duty, as documented in official records, when evaluating suitability to command a PSU.

6. The Panel shall refer to the provisions of Section 14.A of reference (b) and the enclosed Commandant's Guidance to PY12 Officer Selection Boards and Panels in your development of criteria for determining the officers recommended for Command positions. Section 14.A.3 of reference (b) provides four factors to consider in developing your criteria: performance, professionalism, leadership, and education. Enclosure (2) contains programmatic input on screening criteria.
7. You should emphasize to the members of the Panel the importance of their obligation to confine themselves to facts of record and not predicate judgments on rumor or hearsay. At the end of your deliberations, all members must be able to say that the officers recommended for command positions are, in the opinion of at least a majority of the

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members if the panel has five members, or in the opinion of at least two-thirds of the members if the panel has more than five members, the best-qualified to carry out the duties and responsibilities of commands for which they are selected.

8. The Panel shall submit a report in writing signed by all members of the Panel to Commander, Coast Guard Personnel Service Center. The Panel shall be sworn, and except for the report of this Panel, the proceedings of the Panel shall not be disclosed to any person not a member of the Panel. You will direct the members of the Panel that their recommendations shall be kept confidential until the names of officers selected for command are released to the service at large.

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Enclosure: (1) Commandant's Guidance to PY12 Officer Selection Boards and Panels.
(2) Schedule of Active Duty Promotion List (ADPL) and Inactive Duty Promotion List (IDPL) Officer Personnel Boards and Panels, PSCINST M1401.5