

U.S. DEPARTMENT OF HOMELAND SECURITY U.S. COAST GUARD CG-3512 (Rev. 6-04)		PHYSICAL EVALUATION BOARD CHECK LIST			TYPE OF HEARING <i>(Check one)</i> <input type="checkbox"/> FORMAL <input type="checkbox"/> MODIFIED	
NAME		GRADE OR RATE	SERVICE NO.	COMPONENT		
NOTE: Check each item as action is completed. Use either block B or C, according to type of hearing.						
A. RECORDS RECEIVED AND ASSEMBLED	DESCRIPTION		ACTION TAKEN <i>(Check)</i>			COMMENT
			YES	NO	NOT APPL.	
	1. COPY OF PRECEPT ATTACHED					
	2. COPY OF APPOINTMENT OF MEDICAL MEMBER ATTACHED					
	3. STATEMENT OF SERVICE ATTACHED <i>(When required)</i>					
	4. ABSTRACT OF MEDICAL HISTORY ATTACHED <i>(When required)</i>					
5. COPY OF EVALUEE'S ORDERS TO DUTY ATTACHED <i>(If a reservist)</i>						
6. COPY OF EVALUEE'S ORDERS TO APPEAR BEFORE BOARD ATTACHED <i>(Including endorsement)</i>						
B. MODIFIED HEARING	1. COPY OF TENTATIVE FINDINGS GIVEN TO EVALUEE					
	2. STATEMENT OF RIGHTS GIVEN TO EVALUEE					
	3. EVALUEE WAS INFORMED OF ASSIGNED COUNSEL AND COPY OF APPOINTMENT IS ATTACHED					
	4. RECORDS MADE AVAILABLE TO EVALUEE FOR INSPECTION DURING 48 HOUR PERIOD					
	5. EVALUEE'S SIGNED ACCEPTANCE OF TENTATIVE FINDINGS ATTACHED					
C. FORMAL HEARING	1. EVALUEE EXECUTED STATEMENT OF RIGHTS					
	2. EVALUEE REQUESTED CG COUNSEL					
	3. CG COUNSEL APPOINTED AND COPY ATTACHED					
	4. NOTIFICATION OF DATE OF FORMAL HEARING ALSO INCLUDED NAMES OF BOARD MEMBERS					
	5. COUNSEL NOTIFIED OF HEARING DATE					
	6. RECORDS MADE AVAILABLE FOR INSPECTION BY EVALUEE OR COUNSEL PRIOR TO HEARING					
D. PREPARATION OF RECORD	1. ITEMS 1 THROUGH 10 OF CG-3511 AND ITEMS 11 THROUGH 14 OF CG-3511A COMPLETED					
	2. FINDINGS SIGNED BY MEMBERS					
	3. COPY OF RECORD FURNISHED TO EVALUEE					
	4. RECEIPT SIGNED BY EVALUEE					
	5. ITEM 18 OF CG-3511A COMPLETED <i>(Formal hearing only)</i>					
	6. REBUTTAL, IF ANY, ATTACHED <i>(Formal hearing only)</i>					
DATE		TYPED NAME AND GRADE OF RECORDER			SIGNATURE	