

CRITICAL SKILLS RETENTION BONUS (CSRB) AGREEMENT

Privacy Act Statement

Authority: Title 37, U.S.C., Section 323

Purpose: To provide information necessary for the approval authority to determine if applicant meets all requirements for the award of officer or enlisted Critical Skills Retention Bonuses.

Routine Uses: for processing activities and approval authority to determine if applicant meets all eligibility requirements for the program. Use of SSN is necessary to make positive identification of individual records.

Disclosure is Voluntary: if the applicant does not provide the information, however, no further action can be taken on the request and all further processing terminates.

Retention and Distribution: An original and three copies of this form shall be prepared. The original shall be filed in the member's SPO PDR, one copy shall be placed in the Unit PDR (if applicable), one copy shall be mailed to Commander (CG PSC-psd-mr) for electronic imaging into the EI-PDR, and one copy will be given to the member.

1. Under Title 37 U.S.C., Section 323 and in consideration of receiving a Critical Skills Retention Bonus (CSRB) in the amount of _____ (fill in the dollar amount from the ALCOAST announcing the CSRB program) annually, I, _____ (Rank/Name) agree to remain on active duty (fill in the years) years upon approval of this agreement by my commanding officer.
2. Conditions of agreement. I understand and agree that:
 - a. The effective date of this agreement will be _____. (announced in the notifying ALCOAST).
 - b. On an annual basis, for the length of this agreement, I will receive a CSRB payment in the following amount: _____ (fill in the dollar amount from the ALCOAST announcing the CSRB program).
 - c. My active duty service commitment (ADSC) under this agreement will be _____ (fill in the number of years newly obligated service) from the effective date of this agreement and my new completion of obligated service date will be _____. If I have an approved voluntary separation date earlier than my ADSC date, I will take action to withdraw my request for voluntary separation.
 - d. My entitlement to a Critical Skills Retention Bonus stops immediately if:
 - (1) I am permanently disqualified for service in the designated critical skill for medical or other reasons,
 - (2) I am dismissed or discharged for cause,
 - (3) I retire or separate for any reason authorized under any provision of law,
 - (4) I am released for training in any other competitive career categories,
 - (5) I lose my critical skill designator, or
 - (6) I receive an administrative disqualification.
 - e. Any unearned portion of CSRB paid me is considered a debt to the U.S. Government and will be recouped if my CSRB entitlement stops because:
 - (1) I lose my critical skills designation due to misconduct or willful neglect,
 - (2) I am dismissed,

- (3) I am discharged for cause,
- (4) I am separated after declining selective continuation, or
- (5) I am voluntarily retired or separated before completing the ADSC.

f. Per Title 37 U.S.C. 323(g), a discharge in bankruptcy under Title 11 that is entered less than 5 years after the termination of this agreement does not discharge me from a debt arising under this agreement. Thus, the U.S. Government may recoup any unearned CSRB. If my CSRB entitlement stops for any other reason, the U.S. Government will not recoup previous payments. For example, money will not be recouped based on a reduction in force (RIF).

- 3. If I want to retire or separate before I complete my ADSC, Commander (CG PSC-opm) or (CG PSC-epm), based on service needs, must approve my request. Commander (CG PSC) will not be influenced by my offer to repay CSRB.
- 4. Election of CSRB Installments. I understand that CSRB installments will be paid on an annual basis on the anniversary of the effective date of the retention bonus agreement, reenlistment contract or agreement to extend enlistment. I also understand that I may request to receive an anniversary payment a maximum of one year in advance.
- 5. I do (or do not) request that my first installment be paid in advance.

Accept/Decline

Approved/Disapproved

Member's Signature

Commanding Officer's Signature

Date

Copy: Member
Commander (CG PSC-psd-mr)