

RESTORATION IN RATE

Here is a summary on how a Restoration in Rate (RIR) request should be submitted by the Commanding Officer to PSC-epm-1 for consideration and how it is processed.

Some of the following information is taken directly from Chapter 3.A.27.b of the Enlisted Accessions, Evaluations, and Advancements Manual, COMDTINST M1000.2; the CG's policy on advancement after reduction, commonly referred to as Restoration in Rate (RIR). Members reduced in rate are subject to the normal advancement system. However, a Commanding Officer (CO) may consider an enlisted member who was previous reduce in rate, resulting from a disciplinary action, to be deserving of restoration to their formerly held rate. One thing to keep in mind is that the recommendation for RIR has to come from a Commanding Officer (commission officer). If the request is from an Officer in Charge (OIC), it is submitted to the next level of that OIC's chain of command, a commission officer, for the RIR recommendation, before submitting to CG PSC-epm-1 for a decision. The limitations of an OIC regarding enlisted advancements is set forth in USCG Regulations, Chapter 4.3.3.A.(2), and the Enlisted Accessions, Evaluations, and Advancements Manual, Chapter 3.A.27.b.

When a CO makes such a RIR recommendation, the recommendation shall set forth in detail a full justification for the RIR based upon of at least 5, not more than 36, months of observation of the member's performance since member's reduction in rate. This observation period need not be totally at the present unit, but must take place within member's same period of enlistment. Members who have been reduced from E-7 and above, to E-5 or below, may be recommended for RIR up to E-6. However to advance to E-7 or above, a member must re-compete in a SWE when they are fully qualified in accordance with CG policy.

Restorations are not retroactive nor are they guaranteed. When PSC-epm-1 receives a RIR request, the request is reviewed by a number of offices within epm. They include epm-1's Enlisted Manpower & Statistics' office, epm-1's Branch Chief, member's assignment officer (AO) in epm-2, the assignment officer's central assignment coordinator (CAC) in epm-2, epm-2's Branch Chief, and the Chief of epm, who makes the final decision.

When a RIR request is received, there are a number of factors that are looked at as it goes thru the decision process. Some of those factors are:

- Is this RIR in the best interest of the service?
- Has the member received a CO's recommendation for advancement on their last EER in Direct Access? **Note: If not, member is not eligible for restoration.**
- What is member's past performance record?

- Is the CO's justification for RIR reflected in the member's last EER in Direct Access?
- What effect would member's restoration have on others on the advancement list?
- What is the health of member's rating?
- What was the severity of the offense that resulted in the disciplinary action and subsequent reduction?
- Was member's reduction in rate suspended for a number of months but subsequently vacated due to another disciplinary incident within the suspended months?
- What was the total period of observation since member's reduction in rate?

Although these are not all the factors to be considered, they are very important ones that must be considered. PSC-epm-1's process is a thorough process that requires significant vetting before a decision is achieved.

Once the Commanding Officer decides a member is deserving of RIR and all of the conditions above are met, the request, including any supporting documentation, can be scanned and sent to PSC-epm-1's portal: ARL-PF-CGPSC-EPM-1-Career-Retentions@uscg.mil. In regards to the scanned copy, please ensure that all the information is legible before it is sent. There is no need to send the original via U. S. Mail when the requests are sent electronically. The scanned copy is all that is needed for processing the request. Once PSC-epm-1 receives the RIR request, it will then be placed into the decision process. This decision process can take anywhere from two to three weeks from start to finish. We are working to lessen the time frame but in some cases, additional information from the reviewers has to be obtained from the member's command.

If you have any questions or concerns on the RIR process which I may have not covered in the above information, please feel free to give me a call at (202) 493-1296 or drop me an e-mail.

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