



MLCLANTINST 1300.1

DEC 3 1998

MAINTENANCE AND LOGISTICS COMMAND ATLANTIC INSTRUCTION 1300.1

Subj: ASSIGNMENT POLICIES FOR SENIOR RESERVE OFFICERS

Ref: (a) Reserve Personnel Allowance List (RPAL), COMDTINST 5320.1  
(b) Reserve Policy Manual, COMDTINST M1001.28

1. PURPOSE. This Instruction describes assignment policies and procedures for senior reserve officers (O-5 and O-6) for assignment to Reserve Personnel Allowance (RPAL) billets within the Atlantic Area (LANTAREA).
2. ACTION. Commander, Maintenance and Logistics Command (MLCLANT), as delegated by the Commander, Coast Guard Atlantic Area (LANTAREA), shall manage the assignment process in accordance with the policies and procedures described in this Instruction. All Coast Guard District commanding officers and commanding officers of MLCLANT, LANTAREA, and Headquarters units within the LANTAREA boundaries having RPAL billets and/or Inactive Duty Promotion List (IDPL) officers shall follow the applicable policies and procedures described in this Instruction. These commands shall ensure that all assigned IDPL senior officers get a copy of this Instruction.
3. DIRECTIVES AFFECTED. None.
4. DISCUSSION.
  - a. The RPAL delineates the senior reserve officer billets within the LANTAREA area of responsibility (AOR). Enclosure (1) provides a listing of these RPAL billets as of June 1998. See reference (a) for additional information on managing and using the RPAL.

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	a	b	c	d	e	f	g	h	i	j	k	l	m	n	o	p	q	r	s	t	u	v	w	x	y	z
A																										
B	4	8	10*		1	2	4	2	2		2			5			2			1						
C	1	1		1	2	1	1				10			2										1		
D				1	2																					
E																										
F																	2	1	1							
G			2	2	2																					
H																										

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- b. Coast Guard Personnel Command (CGPC) annually initiates the senior reserve officer assignment process with an All Coast Guard Personnel Command (ALCGPERSCOM) message that tasks the respective Area Commanders with managing the process for all units in their geographic AOR. This message provides general policy guidance, e.g., normal tour length, priority of assignments, etc. The message empowers the Area Commanders to further delegate the ownership of the process.
- c. The Force Optimization Training Branches (pf) at the LANTAREA Integrated Support Commands (ISCs) are the linchpins in the assignment process. The ISCs serve as the assignment officer for the billets in their AOR. In this role, they are responsible to both meet the command needs for qualified personnel and for the career development needs of the reserve officer corps. In recommending assignments to senior officer billets, the ISCs must balance the needs of these two sets of customers.
- d. The key goals of the assignment process, described in enclosure (2), are to ensure that billets are filled with qualified officers and that each officer is provided the opportunity to compete for all billets.
- e. Enclosure (2) describes assignment procedures for senior reserve officers. Enclosure (3) provides a list of addresses and telephone numbers of ISC (pf)'s and enclosure (4) provides a flowchart that outlines the senior reserve officer assignment process.

5. POLICY.

- a. MLCLANT (pf) will coordinate the senior reserve officer process within the LANTAREA AOR.
- b. An area-wide assignment process will be used to assign senior reserve officers. This process best addresses a reserve officer corps that has demonstrated a willingness to accept billets well beyond the boundaries of a single district. The regional process ensures that all officers receive fair consideration for each of the billets they have applied for, while giving due consideration to the desires of the commands where these billets are located.
- c. MLCLANT (m) is the convening authority for the senior officer assignment panel and is the final approval authority for all senior reserve officer assignments within the LANTAREA geographic boundaries (including those to Headquarters units).
- d. In keeping with the Coast Guard's core values, all assignments to RPAL billets will be made without prejudice or partiality.

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- e. Per reference (a), all Naval Coastal Warfare Units, Port Security Units, and Transportation Command (TRANSCOM) will be maintained at full-strength to ensure their continued operational readiness. Assignments will be made accordingly.
- f. Assigning members to units within a reasonable commuting distance (RCD) is preferred to requiring a lengthy commute. RCD is defined in reference (b) as a 100-mile radius or 3 hours driving time where government meals and quarters are provided; or a 50-mile radius or 1 ½ hours driving time where government meals and quarters are not available. However, reserve officers may choose to apply for billets beyond the RCD. They may do so for reasons of professional development or to enhance their opportunity for assignment if they live in an area where there are few, if any, appropriate billets. Officers from outside the RCD who apply for such billets will be given equal consideration in the assignment process as those who live in close proximity to the billet.
- g. In general, senior reserve officer assignments will be effective 1 July of each year.



E. M. BROWN  
Rear Admiral

- Encl: (1) Senior Reserve Officer RPAL Billets within LANTAREA  
(2) Assignment Procedures for Senior Reserve Officers  
(3) CG Integrated Support Commands  
(4) Senior Reserve Officer (SRO) Assignment Process Flowchart

**CAPTAIN BILLET LISTING  
AS OF 30 JUNE 1998**

Enclosure (1) to  
MLCLANTINST 1300.1  
3 DEC 98

<b>AO</b>	<b>BCN</b>	<b>ATU</b>	<b>OPFAC</b>	<b>Unit Name</b>	<b>EIC</b>	<b>Billet Title</b>
01	B012645	01	71101	CGD ONE	73	COMMAND STAFF
01	B012649	01	83201	HDCU 201	70	COMMAND CADRE/STAFF
01	B013049	01	73136	CG ACT NEW YORK	70	COMMAND STAFF
02	B011412	08	87149	CGRU JTRU US TRANSCOM	42	COMMAND STAFF
02	B011533	08	2669	CG DWRO DETACH ST LOUI	70	COMMAND STAFF
05	B003798	20	75120	CG LANTAREA (ACS)	42	COMMAND STAFF
05	B012475	20	75120	CG LANTAREA (AO)	70	ASST CHIEF (O)
05	B012477	20	83100	NCW GROUP 2	73	COMMAND CADRE/STAFF
05	B010014	98	2096	COMMANDANT (G-OPD)	73	TEAM CHIEF
05	B010015	98	2096	COMMANDANT (G-O-2)	73	PLANS & OPS OFFICER
05	B010016	98	2096	COMMANDANT (G-WTR)	70	RESERVE AFFAIRS
05	B010572	05	83205	HDCU 205	70	COMMAND CADRE/STAFF
07	B009009	07	83206	HDCU 206	73	CGRU CO & HDCU
07	B009010	07	83207	HDCU 207	73	CGRU CO & HDCU
07	B009036	07	71107	CGD SEVEN (M)	42	COMPLIANCE MANAGE
07	B009037	07	71107	CGD SEVEN (DCS)	70	COMMAND STAFF
08	B013997	98	3424	CGLO COMNAVSURFRESFOR	73	LIAISON
08	B003420	08	83208	HDCU 208	70	CGRU CO & HDCU
08	B008171	08	71108	CGD EIGHT (O)	70	ASST CHIEF (O)
08	B008172	08	71108	CGD EIGHT (M)	40	ASST CHIEF (M)
09	B007306	09	71109	CGD NINE (O)	73	ALTERNATE (O)

Enclosure (1) to  
MLCLANTINST 1300.1  
3 DEC 98

**COMMANDER BILLET LISTING  
AS OF 30 JUNE 1998**

AO	BCN	ATU	OPFAC	Unit Name	EIC	Billet Title
01	B012281	32	47000	CG ISC BOSTON	70	COMMAND STAFF
01	B004004	01	36229	CG GP/MSO LONG ISLAND	40	COMMAND STAFF
01	B004012	01	36215	CG GP WOODS HOLE	70	COMMAND STAFF
01	B012399	01	73136	CG ACT NEW YORK	70	AUG-ADMIN
01	B012646	01	71101	CGD ONE	41	AUG-M DIV
01	B012648	01	71101	CGD ONE	73	AUG-O DIV
01	B012650	01	83201	HDCU 201	73	CMD STAFF-CGRU XO
01	B012837	01	36225	CG GP MORICHES	70	COMMAND STAFF
01	B012865	01	73136	CG ACT NEW YORK	50	AUG-WTRWAYS MGMNT
01	B013050	01	73136	CG ACT NEW YORK	70	AUG-PREVENT/COMP
01	B013139	01	36212	CG GP PORTLAND	70	COMMAND STAFF
01	B013178	01	36202	CG GP BOSTON	70	COMMAND STAFF
01	B013218	01	33286	CG MSO PROVIDENCE	40	COMMAND STAFF
01	B013228	01	33285	CG MSO PORTLAND	40	COMMAND STAFF
01	B013279	01	33200	CG MSO BOSTON	42	COMMAND STAFF
01	B013745	01	73136	CG ACT NEW YORK	70	AUG-MARINE RESP
02	B003853	08	87149	CGRU JTRU US TRANSCOM	70	OPERATIONS
02	B004336	08	87149	CGRU JTRU US TRANSCOM	70	PORT OPS
02	B004462	08	87149	CGRU JTRU US TRANSCOM	30	PORT SAFETY
02	B004486	08	33206	CG MSO PITTSBURGH	42	COMMAND STAFF
02	B004492	08	2669	CG DWRO DETACH ST LOUI	42	COMMAND
02	B004500	08	87149	CGRU JTRU US TRANSCOM	49	OPERATIONS
02	B004613	08	87149	CGRU JTRU US TRANSCOM	42	PORT OPS
02	B011413	08	87149	CGRU JTRU US TRANSCOM	40	OPERATIONS
02	B011414	08	87149	CGRU JTRU US TRANSCOM	42	OPERATIONS
02	B011415	08	87149	CGRU JTRU US TRANSCOM	42	OPERATIONS
02	B011416	08	87149	CGRU JTRU US TRANSCOM	42	OPERATIONS
02	B011417	08	87149	CGRU JTRU US TRANSCOM	49	PORT OPS
02	B011535	08	2669	CG DWRO DETACH ST LOUI	42	COMMAND STAFF
02	B011618	08	33209	CG MSO LOUISVILLE	42	COMMAND STAFF
02	B011655	08	33207	CG MSO HUNTINGTON	42	COMMAND STAFF
02	B011722	08	33205	CG MSO PADUCAH	42	COMMAND STAFF
02	B011781	08	33204	CG MSO MEMPHIS	42	COMMAND STAFF
02	B011842	08	33201	CG MSO ST LOUIS	42	COMMAND STAFF
05	B003358	20	75120	CG LANTAREA (AOO)	70	PROJECT OFFICER
05	B005855	20	93306	CG PSU 305 - FORT EUST	70	COMMANDING OFFICER
05	B010575	20	75120	CG LANTAREA (AOFB)	73	ASST SECT CHIEF
05	B010576	20	75120	CG LANTAREA (ARP)	21	STRATEGIC PLANNER
05	B012455	20	75120	CG LANTAREA (AOFC)	79	ASST SECT CHIEF
05	B012478	20	83100	NCW GP TWO	70	COMMAND CADRE/STAFF
05	B012479	20	75120	CG LANTAREA (APX)	73	EXERCISE PLANNER
05	B012480	20	75120	CG LANTAREA (APG)	73	CONTINGENCY PLAN
05	B012481	20	75120	CG LANTAREA (ACC)	70	SENIOR WATCH OFFICER
05	B012482	20	75120	CG LANTAREA (AI)	76	INTELLIGENCE OFFICER
05	B010259	32	73001	CG FDCC ATLANTIC	55	STAFF ENGINEER
05	B012251	32	75130	CG MLCLANT (MDL)	73	PROJECT OFFICER
05	B004531	72	74100	CG NPFC ARLINGTON	42	CASE MGT OFFICER

**COMMANDER BILLET LISTING  
AS OF 30 JUNE 1998**

Enclosure (1) to  
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AO	BCN	ATU	OPFAC	Unit Name	EIC	Billet Title
05	B004320	75	63100	CG RESTRACEN YORKTOWN	15	ASST TO
05	B010108	75	63100	CG RESTRACEN YORKTOWN	70	ALTERNATE XO
05	B003273	98	47850	CG HQ SUPPORT COMMAND	70	ALTERNATE XO
05	B003744	98	2154	COMMANDANT (G-LPD)	70	STAFF ATTORNEY
05	B004317	98	70098	COMMANDANT (G-OCS)	26	PROJECT OFFICER
05	B004319	98	70098	COMMANDANT (G-MOC)	42	PROGRAM ANALYST
05	B009986	98	70098	COMMANDANT (G-OPD)	71	PLANNING OFFICER
05	B009988	98	2096	COMMANDANT (G-OPD)	73	ASST TEAM CHIEF
05	B009989	98	2096	COMMANDANT (G-O-2)	42	ACTION OFFICER
05	B009992	98	70098	COMMANDANT (G-MOC)	40	ASST BRANCH CHIEF
05	B003800	05	33225	CG MSO WILMINGTON	43	COMMAND STAFF
05	B010573	05	83205	HDCU 205	73	COMMAND CADRE/STAFF
05	B010736	05	73133	CG ACT BALTIMORE	70	QUAL PERF LEADER
05	B010811	05	36219	CG GP CAPE MAY	70	COMMAND STAFF
05	B010812	05	36219	CG GP CAPE MAY	55	ASST GP ENG OFF
05	B010920	05	73133	CG ACT BALTIMORE	40	COMMAND STAFF
05	B010989	05	33220	CG MSO HAMPTON ROADS	42	PLANNING OFFICER
05	B011074	05	33211	CG MSO PHILADELPHIA	42	COMMAND STAFF
05	B003961	20	75120	CGLANTAREA (APG)	73	CONTINGENCY PLANNER
07	B013625	20	93310	CG PSU 307	70	COMMANDING OFFICER
07	B003633	32	46900	CG ISC MIAMI BEACH	10	COMMAND STAFF
07	B009015	32	51281	CG CEU MIAMI	70	CIVIL ENGINEER
07	B003646	07	33233	CG MSO CHARLESTON	42	COMMAND STAFF
07	B008996	07	71107	CGD SEVEN (DL)	4	LEGAL OFFICER
07	B009007	07	71107	CGD SEVEN (M)	70	COMMAND STAFF
07	B009011	07	83206	HDCU 206	70	COMMAND STAFF
07	B009012	07	83207	HDCU 207	70	COMMAND STAFF
07	B009022	07	71107	CGD SEVEN (OI)	42	COMMAND STAFF
07	B009026	07	36298	CG GP KEY WEST	70	COMMAND STAFF
07	B009038	07	71107	CGD SEVEN (DL)	4	LEGAL OFFICER
07	B009066	07	36295	CG GP MIAMI	70	COMMAND STAFF
07	B009102	07	36293	CG GP ST PETERSBURG	70	COMMAND STAFF
07	B009137	07	36289	CG GP CHARLESTON	70	COMMAND STAFF
07	B009353	07	71107	CGD SEVEN (SQS)	70	COMMAND STAFF
07	B009377	07	33231	CG MSO JACKSONVILLE	42	COMMAND STAFF
07	B009461	07	33230	CG MSO TAMPA	40	COMMAND STAFF
07	B009508	07	33215	CG MSO MIAMI	40	COMMAND STAFF
08	B005377	20	93309	CG PSU 308	70	COMMANDING OFFICER
08	B008105	32	47710	CG ISC NOLA	55	COMMAND STAFF
08	B003438	08	36243	CG GP GALVESTON	70	COMMAND STAFF
08	B008174	08	83208	HDCU 208	73	PLANNING (N-5)
08	B008175	08	71108	CGD EIGHT (DPL)	21	COMMAND STAFF
08	B008176	08	71108	CGD EIGHT (DL)	4	D8 LEGAL OFFICER
08	B008264	08	36249	CG GP CORPUS CHRISTI	70	COMMAND STAFF
08	B008327	08	71108	CGD EIGHT	70	OPERATIONS
08	B008340	08	36239	CG GP MOBILE	70	COMMAND STAFF
08	B008392	08	33292	CG MSO NEW ORLEANS	40	COMMAND STAFF

Enclosure (1) to  
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**COMMANDER BILLET LISTING  
AS OF 30 JUNE 1998**

<b>AO</b>	<b>BCN</b>	<b>ATU</b>	<b>OPFAC</b>	<b>Unit Name</b>	<b>EIC</b>	<b>Billet Title</b>
08	B008475	08	33244	CG MSO HOUSTON-GALVEST	40	COMMAND STAFF
08	B008540	08	33241	CG MSO PORT ARTHUR	40	COMMAND STAFF
08	B008563	08	33240	CG MSO CORPUS CHRISTI	40	ASST CHF, PORT OP
08	B008641	08	33214	CG MSO MOBILE	40	COMMAND STAFF
09	B007179	20	93307	CG PSU 309 - PORT CLIN	70	COMMANDING OFFICER
09	B007308	09	71109	CGD NINE (DL)	4	LEGAL OFFICER
09	B007409	09	36255	CG GP MILWAUKEE	70	OPS GENERAL
09	B007443	09	36250	CG GP DETROIT	70	ALT GP/DEP CDR
09	B007507	09	33254	CG MSO BUFFALO	42	PORT SAFETY/ENVIRONMENT
09	B007669	09	33247	CG MSO CHICAGO	42	PORT SAFETY/ENVIRONMENT

## ASSIGNMENT PROCEDURES FOR SENIOR RESERVE OFFICERS

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### **MLCLANT RESPONSIBILITIES**

Collate information from the Integrated Support Commands (ISCs) on projected senior officer billet vacancies for the coming assignment season.

Provide process guidance, e.g., due dates for respective actions, coordinate panel support functions (site, berthing, etc.).

Select a President for the Atlantic Area Senior Reserve Officer Assignment Panel; secure one O-6 as a voting member from each of the LANTAREA districts. Ensure proper mix of active duty and reserve officers on the panel.

Prepare a precept to the President of the Panel providing guidance on how to apply the selection criteria contained in the Personnel Manual (COMDTINST M1000.6A), Articles 14-A-3 and 14-A-4.

Immediately prior to the Panel, coordinate an ISC (pf) telephone conference to identify/resolve any instances where two ISCs have selected the same officer for different billets. The reserve officer's preferences and the need to fill priority billets will be taken into consideration when resolving these issues.

Provide a senior officer to serve on the Panel as a recorder/reporter.

Review/approve the Senior Reserve Officer Panel recommendations.

Issue a message publishing the names of senior reserve officers selected for assignment to RPAL billets.

Coordinate off-season assignments as needed.

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### **SENIOR RESERVE OFFICER RESPONSIBILITIES**

Submit CG-3698A (Assignment Data Card) and CG-5481 (Reserve Officer Resume) to their servicing ISC (pf) within the timeframe specified by Commander, Coast Guard Personnel Command (CG PC). See enclosure (3) for addresses of ISC (pf) offices.

Officers requesting to extend in their current billet or rotate early out of their current billet will submit their request to the servicing ISC via the command. The command endorsement must be substantive and clearly state whether the command desires to continue the officer in the billet. Officers requesting extension should also include alternative choices on their Assignment Data Card since extensions are rare and will only be granted where they clearly meet the needs of the Service.

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## **ASSIGNMENT PROCEDURES FOR SENIOR RESERVE OFFICERS**

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**ISC (PF)  
RESPONSIBILITIES**

Develop an inactive duty 05/06 officer projected vacancy list using the RPAL list as a reference. Forward the list electronically to MLCLANT (pf). The list will include:

- District
- OPFAC
- Unit
- Billet Description (no more than four words)
- Billet Rank
- Billet Control Number (BCN)
- Officer Billet Code (OBC)

Develop the Senior Reserve Officer Assignment Slate for all projected senior officer RPAL vacancies in their AOR. ISC's will work closely with their supported commands to ensure the slates reflect Service needs, command desires, and the career development and desires of the individual reserve officers. Attend pre-Panel telephone conference to identify/resolve any instances where an officer is slated for multiple billets.

Provide copies of OER's to appropriate ISC's for officers applying for billets outside of "home" ISC AOR.

Provide a non-voting member to the Panel who will ensure that all required pertinent information is available, such as, Assignment Data Cards, resumes, or other communications to the Panel and will present slate to the Panel.

Coordinate issuance of orders to officers assigned to billets in their AOR through this process.

Coordinate off-season assignments with the commands and MLCLANT (pf).

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**UNIT  
RESPONSIBILITIES**

Provide recommendations on assignment of senior reserve officers to the supporting ISC. While command recommendations are vital, this input must be balanced with both Service needs (when more than one command is interested in an officer) and the career development needs of the reserve officer corps.

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## ASSIGNMENT PROCEDURES FOR SENIOR RESERVE OFFICERS

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### ASSIGNMENT DATA CARD (ADC) (CG-3698A)

The ADC is considered the primary means of communication with the ISC Assignment Officer(s). In addition, reserve officers should ensure that a Reserve Officer Resume (CG 5481) or equivalent, including both civilian and military experience, is submitted to the ISC (pf) Assignment Officer. The Assignment Officer will use resumes to assist in matching officers to billets and may routinely provide copies to commands for assignment consideration.

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### TOUR LENGTHS AND CONSIDERATIONS

The standard tour length for senior reserve officers assigned to an RPAL billet is three years.

Extensions may be granted only if it is in the best interest of the command and other qualified officers for the billet are not available. When approved, extensions are granted for only one year.

Tour lengths at joint commands may vary from the three-year standard. Tour lengths at these units, e.g., TRANSCOM, are established by the joint command.

**NOTE:** Officers should consider their professional development and career goals before requesting an extension.

Overbilleted officers are assigned in one-year increments. This restriction is to ensure they compete and are considered for assignment to an RPAL billet.

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### REASONABLE COMMUTING DISTANCE (RCD)

Reasonable commuting distance (RCD) is one of several assignment considerations. RCD is defined as a 90-minute one-way commute or 50-mile radius if berthing isn't available and a 3-hour commute or 100-mile radius if berthing is available. If a reserve officer lives in an area with limited assignment options, the officer significantly improves his/her assignment opportunity by requesting billets beyond the RCD. No officer will be required to accept an assignment to a billet beyond the RCD.

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### FROCKING

ISC's are authorized to frock any inactive duty Reserve officer who has been selected for the next higher grade when the officer is assigned to a SELRES billet of the higher grade and the requirements of paragraph 7.A.15 of reference (b) are met.

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## **ASSIGNMENT PROCEDURES FOR SENIOR RESERVE OFFICERS**

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### **EFFECT OF PROMOTIONS**

An officer who is promoted to a grade senior to his or her RPAL billet will complete that year in the current assignment and then compete for billets in his or her new pay grade in the next assignment cycle.

Officers selected for promotion to the next higher pay grade may be assigned to billets identified by the higher pay grade; however, they may also be assigned to billets of their current grade.

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### **OUT-OF-SEASON ASSIGNMENTS**

Out-of-season officer assignments occur for various reasons. When this occurs, the servicing ISC shall notify MLCLANT of the projected vacancy. MLCLANT shall then advertise the billet vacancy nationwide and direct applicants to submit requests to that ISC. That ISC shall convene a panel (typically the ISC detailee and a senior member of the affected command) to review the applicants and recommend an officer for assignment. The ISC shall then forward the recommended assignment to the MLCLANT for approval.

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### **ASSIGNED IN EXCESS TO A UNIT'S RPAL**

Reserve officers may be overbilled (assigned above a unit's authorized RPAL strength) if both of the following conditions are met:

- No RPAL billet is available within the RCD for which the officer qualifies; and
  - The assignment meets the needs of the command.
  - Reserve officers who turn down assignment to a billet within an RCD will not be placed in an overbilled status.
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### **OVERBILLED OFFICERS**

Overbilled officers:

- Will be paid for IDT and/or ADT only if funds are available. This determination is made by Commandant (G-WTR) and is usually done on a quarter by quarter basis.
  - May compete for assignment to an RPAL billet every rotation cycle and for out-of-season assignments. Overbilled officers are not guaranteed an assignment to an RPAL billet, but will compete on equal terms with all officers seeking assignment.
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## COAST GUARD INTEGRATED SUPPORT COMMANDS

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COMMANDING OFFICER  
CG INTEGRATED SUPPORT COMMAND (PF)  
427 COMMERCIAL STREET  
BOSTON, MA 02109-1027  
PHONE: (617) 223-3470

COMMANDING OFFICER  
CG INTEGRATED SUPPORT COMMAND (PF)  
1222 SPRUCE STREET  
ST LOUIS, MO 63103-2832  
PHONE: (314) 539-3900 X 227

COMMANDING OFFICER  
CG INTEGRATED SUPPORT COMMAND (PF)  
4000 COAST GUARD BLVD  
PORTSMOUTH, VA 23703-2199  
PHONE: (757) 483-8579

COMMANDING OFFICER  
CG INTEGRATED SUPPORT COMMAND (PF)  
100 MACARTHUR CAUSEWAY  
MIAMI, FL 33139-5101  
PHONE: (305) 535-7582

COMMANDING OFFICER  
CG INTEGRATED SUPPORT COMMAND (PF)  
4640 URQUHART STREET  
NEW ORLEANS, LA 70117-4698  
PHONE: (504) 942-4066

COMMANDING OFFICER  
CG INTEGRATED SUPPORT COMMAND (PF)  
1240 EAST 9<sup>TH</sup> STREET  
CLEVELAND, OH 44199-2060  
PHONE: (216) 902-6385

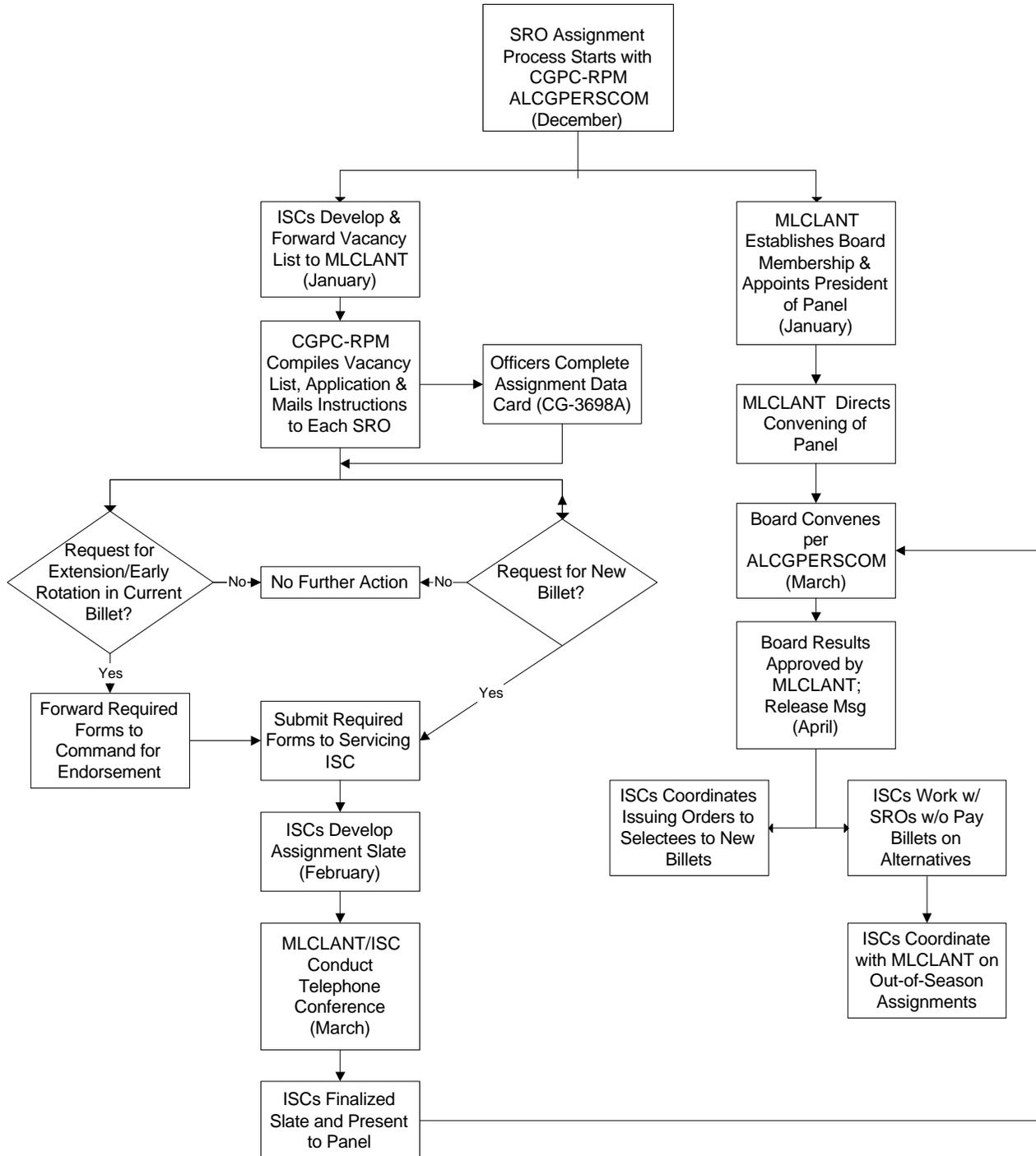
COMMANDING OFFICER  
CG INTEGRATED SUPPORT COMMAND  
1519 ALASKAN WAY SOUTH  
SEATTLE, WA 98134-1192  
PHONE: (206) 217-6322

COMMANDING OFFICER  
CG INTEGRATED SUPPORT COMMAND  
AREA 4, SAND ISLAND ACCESS ROAD  
HONOLULU, HI 96819-4398  
PHONE: (808) 541-1507

COMMANDING OFFICER  
CG INTEGRATED SUPPORT COMMAND  
KETCHIKAN-JUNEAU STAFF  
JUNEAU, AK 99802-5517  
PHONE: (907) 463-2103

COMMANDING OFFICER  
CG INTEGRATED SUPPORT COMMAND (PF)  
BUILDING 21, COAST GUARD ISLAND  
ALAMEDA, CA 94501-5100  
PHONE: (510) 437-5352

## SENIOR RESERVE OFFICER (SRO) ASSIGNMENT PROCESS FLOWCHART



*(Months indicated above are approximate dates)*  
(Reverse Blank)