DEPARTMENT OF HOMELAND SECURITY

U.S. Coast Guard

OFFICER SPECIALTY REQUIREMENTS (OSR)

Reference: COMDTINST M5300.3 (series)

SECTION I General Information

1. Specialty/Subspecialty Title (*Ex. Fixed Wing Aviation*)	2. Code (*Ex. CG-AVI11*)
External Affairs	CG-MGT13

3. Specialty/Subspecialty Description

Ensures coordination of External Affairs, executes the missions of Public Affairs and Governmental Affairs through planning and tactical direction from CG-092. Skilled practitioner in media relations, community relations, governmental relations, external engagement, and organizational communication programs.

4. Change Justification

☐ Annual Review ☐ Annual Review w/changes ☐ Required *(change in policy, law, etc.)*

☒ Other *(briefly state reason):* Form revision/annual update

SECTION II Initial (*Apprentice*) Specialty/Subspecialty Requirements

Enter items needed for specialty designation *(Use block 10 for additional space or another CGHQ-5318 form)*

5. Required items: Must have one of the two competencies (marked with *)	Competency	Training	Education	License
PA OFF, Public Affairs Officer	×			
GAO, Governmental Affairs Officer	×			
Master's degree; any academic discipline related to External Affairs			×	
IS-650, Building partnerships with Tribal Governments		×		
IS-702, NIMS Public Information Course		×		
IS-250, ESF #15/External Affairs		×		

Notes: *(Required experience, in lieu of considerations...)*

-The CG-MGT13 sub-specialty designation is assigned to officers who have been awarded any or all of the above listed competencies or who have had successful tours as a Public Affairs Officer or a Governmental Affairs Officer. Officers must have formal training and experience with External Affairs for incident response IAW ESF-15.

-Experience in lieu of education;
1. Successful tour as a Public Affairs Officer, Governmental Affairs Officer, External Affairs Officer, Congressional Affairs Staff, or Fellow.
2. CWO Public Information Specialist (INF) to LT.

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Enter items desired for career broadening/specialization. *(Use block 10 for additional space or another CGHQ-5318 form)*

6. Desired items	Competency	Training	Education	License
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
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	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐

Notes:

SECTION III Requirements to Maintain Specialty Designation

7. Designation Duration *(Ex. OSC expires 7 years after date last used, usually detachment from OSC coded billet)*

☒ No requirements to maintain designation

☐ Subject to deletion if -

Must remain current in, or must complete refresher training, or additional items as applicable, in the following	Competency	Training	Education	License
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	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
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	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐

Notes:

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SECTION IV Requirements to Advance: Journeyman/Master Levels (AJM)

☒ AJM IS NOT applicable for this specialty *(skip Section IV)*

☐ AJM IS applicable for this specialty *(Section II contains Apprentice requirements that must be met)*

Enter items needed for AJM designation *(Use block 10 for additional space or another CGHQ-5318 form)*

8. Journeyman *(in addition to block 5 items)* All items listed are required unless annotated with an *:	Competency	Training	Education	License
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
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	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐

Notes: *(Required experience, in lieu of considerations...)*

9. Master *(in addition to block 8 items)* All items listed are required unless annotated with an * :	Competency	Training	Education	License
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
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	☐	☐	☐	☐

Notes: *(Required experience, in lieu of considerations...)*

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10. Additional Info:

11. Specialty Manager *(SM)* / Sponsor Program	12. SM Phone Number	13. SM Email Address
CWO Barry Lane	202-372-4638	barry.lane@uscg.mil

SECTION V Appropriate Approval Authority

14. Competent Authority as established by Assistant Commandant/Directorate *(Printed Name/Title/Grade)*

Captain R.A. Hahn, CG-0922

15. Signature	16. Date
HAHN.RICHARD.A.1047115651 Digitally signed by HAHN.RICHARD.A.1047115651 DN: c=US, o=U.S. Government, ou=DoD, ou=PKI, ou=USCG, cn=HAHN.RICHARD.A.1047115651 Date: 2014.09.29 15:13:31 -04'00'	09/29/2014

SECTION VI OPM-3 Review and Validation
Official once published by OPM-3

17. OPM-3 *(Printed Name/Title/Grade)*

CDR Beth Naff, CG PSC-OPM-3 Branch Chief

18. Signature	19. Date
NAFF.BETH.A.1025993248 Digitally signed by NAFF.BETH.A.1025993248 DN: c=US, o=U.S. Government, ou=DoD, ou=PKI, ou=USCG, cn=NAFF.BETH.A.1025993248 Date: 2014.09.29 15:15:10 -04'00'	09/29/2014