

Coast Guard Pay & Personnel Center Advancements Branch Newsletter



Winter 2010 Edition

Serving our customer needs in SWEs, Advancements, EERs & Personnel Data Corrections

ME Lateral

For background information on the new Maritime Enforcement Specialist rating, refer to:

- ALCGENL 127/08; Solicitation for ME MCPOs
- ALCOAST 348/09; Reserve Component Lateral Process for ME
- ALCOAST 410/09; ME Advancements for 2010 and Beyond
- ALCOAST 411/09; Reserve ME Advancements for 2010 and Beyond
- ALCOAST 445/09; Lateral Selection Process for ME and MLES
- ALCGENL 140/09; Active Duty ME Lateral Selection Process Update
- ALCGPSC 067/09; Announcement of Active Duty ME Selection Results
- ALCGPSC 068/09; Reserve PS Disposition and ME Lateral Panel Results
- ALCGPSC 195/09; ME Assignment Year 2010 SITREP 2

These messages should be able to answer your questions concerning the new rating.

PPC (ADV) has input all the ME lateral transactions in DA which processed on 1 January. 1,055 active duty and 1,127 reserve laterals were completed. Those who were eligible for advancement on current lists were placed on ME advancement lists which became effective on 1 January. Many members were both lateraled and ad-

vanced on that date.

ME SWE Eligibility: Those selected by the ME panel for lateral to ME will receive time in rate (TIR) credit for their legacy rating. The PDE for the upcoming May 2010 SWE, due for release in February, should reflect the members' original date of rank (DOR). If not, please contact PPC (ADV) for correction.

ME EOCTs for the next pay grade will be waived for the May 2010 SWE but will be required beginning with the November 2010 SWE.

Good luck to all the new MEs in their new career paths.

By: Doug Rose



New Chief on Board

Greetings to all! In the fall of 2009, I officially replaced YNCS Rony Harden as the Chief Advancement processor in the Advancements Branch. I would like to take this opportunity to thank him for his service to the department and for sharing a bit of his knowledge with me so that I may successfully fill his role. Senior Chief, your wisdom, dedication and patience has been greatly appreciated.

As far as my new responsibility goes, I feel this may be as challenging as any job I've had in the Coast Guard, if not more. The confirmation of eligibility data is crucial in my review process

prior to the release of each monthly advancement list message. The list itself will affect all advancing personnel for that month Coast Guard wide. This process requires unending attention on my part as well as unending and accurate input on your part to make it successful. That's asking quite a lot from both of us.

I ask all yeoman in the field to pay strict attention to your members' personnel info in Direct Access. Anything that affects advancement (i.e., weight, EERs, PDEs) should be kept up to date. Ultimately, the responsibility for an accurate PDE falls on the members themselves, because if an award point or sea time is missed, it is the member who will suffer, not the yeoman. However, a customer service-minded YN can help teach coworkers what they need to stay on top of their records in Direct Access. In turn, this will help me avoid any costly mistakes that might deny a member his/her advancement.

I look forward to my new job and ask that you feel free to contact me or the Advancement department any time you have a question. A quick phone call can clear up your issue or prevent a bigger issue from occurring. When dealing with a service members' potential advancement, there is no question that should go unasked or unanswered.

By: YNC Mickey Myers

Important Points for Reenlistment Contracts and Extension Agreements

Quite frequently we receive Trouble Ticket requests from our Customer Care Branch to correct contract dates in DA because the Reenlistment Contract Dates or Agreement to Extend/Re-extend Enlistment Dates are not correct. Here are some pointers to help you ensure effective dates are entered into DA.

Reenlistment Contracts

When approving Reenlistment contracts in Direct Access, you'll want to ensure the DD Form 4/1 ALWAYS shows the same date for Date of Enlistment/Reenlistment, item 5, and dates of signature in items 13c, 14f, 18b, and 18f.

Agreement to Extend/ Re-extend Enlistment

Follow the sequence of event dates when approving transactions, particularly when processing cancellations (deletions) to agreements to extend/re-extend enlistment. Why?

If you have already transmitted an approved reenlistment contract and then go back to delete an agreement to extend for a previous contract, you will find that the payroll system does not maintain the Expected AD Termination date from the latest reenlistment contract. In addition, it reverts the Expected AD Termination Date to the original expiration of enlistment. Many times that date is already past, and the payroll system will NOT pay the member until that is corrected. The easiest way to ensure this doesn't happen is to follow these key points:

1. Review previous contract data to ensure you have processed all Begin Extension/Re-Extension of Enlistment accordingly.
2. If you find that an Agreement to

Extend/Re-Extend Enlistment has not yet begun and the reenlistment is for a greater period, you should delete that Agreement to Extend/Re-Extend Enlistment prior to approving that re-enlistment contract.

3. If a member is reenlisting due to being within three months of End of Enlistment, then "Expiration of Enlistment" should be entered into the Reason Block.

SRBs: Important Points for Better Service!

When entering/approving contracts in DA you should:

- Understand PERSMAN, Article 3.C.5.6 and ensure when cancelling a previous Agreement to extend/re-extend in order to execute a longer extension or reenlistment, that the member is within three months of the original expiration of enlistment.

• Understand that Selective Reenlistment Bonus (SRB)



payments are based on newly acquired obligated service. For example, a member who cancels a 3-year extension to reenlist for 6 years will only be paid for the additional 3 years of service. An exception to that rule is made if the previous agreement was 2 years or less and the reason was for transfer, training, advancement or tuition assistance. Additionally, you should also understand that a member's SRB will be reduced by any unserved service obligation when the agreement was at the Request of the Individual.

- Ensure that on DD Form 4/1, the Date of Enlistment/Reenlistment, item 5, and dates of signature in items 13c, 14f, 18b, and 18f are ALWAYS the same date.

• Understand that in order to be considered a reenlistment AND be eligible for SRB, Reservists integrating into active duty from extended active duty

(EAD) must have previously served in the Regular Coast Guard for a period of at least 17 continuous months. If they have not previously served on Regular active duty, they must have served on extended active duty (EAD) for 12 months or more to be considered a reenlistment. They must have also served for a period of at least 17 continuous months of active duty (including EAD) to be eligible for an SRB.

- Understand that if a Reservist has obligated service remaining on his/her EAD, it is considered obligated service and is therefore deducted from the SRB.
- Know that Reservists integrating into active duty do not show up on a report to process SRB. If you have someone that meets the criteria for an SRB, please be sure to notify PPC Customer Care.

NOTE* *Three months does not always equal 90 days!

Please be aware that when you have a member reenlisting within three months of their original EOE, but their actual number of days totals more than 90 days, our systems currently require you to use the "Convenience of the Government" reason. This is a known system problem that will be addressed and remedied at a later date.

For SRB questions, please submit an online Trouble Ticket or contact PPC Customer Care at 785-339-2200. They'll refer your question to the MAS branch for a reply. For all extension, enlistment and reenlistment questions, please contact Ginger Farmer in the ADV branch directly by email, or call 785-339-3403.

By: Larry West
PPC (MAS)

SOCS = SWE Points

If you have prior military service or a break in service, you may not only be getting less longevity or sea pay than you deserve, but you may also not be getting all the points you deserve in your SWE final multiple score.

Your time in service (TIS) points are based on your Active Duty Base Date (ADBD) for active duty members, or your Pay Base Date (PBD) for reservists. These dates should include your prior military service. If they do not, you need a Statement of Creditable Service (SOCS) completed.

Points for sea time are awarded only for Coast Guard sea duty served on or after 1FEB94, and documented by sea pay segment 04s or 69s in JUMPS. If you have prior CG sea time that you're not getting credit for, you need a Statement of Creditable Sea Service (SOCSS).

Some ratings require sea time for advancement eligibility as per PERMSN 5.C.15.d. This sea time may include prior CG or other service sea time if documented in DA. Credit for sea time served in other military branches are approved on a case-by-case basis by PPC (ADV), upon request, but only following completion of a SOCSS. If you have prior other service sea time that you're not getting credit for, you first need a Statement of Creditable Sea Service (SOCSS).

Please visit the (SES) section of our PPC web page at: <http://www.uscg.mil/ppc/ses/socs.asp>. This section will give you guidance on how to initiate a Statement of Creditable Service (SOCS) and Statement of Creditable Sea Service (SOCSS).

In order for the member to receive credit for the cycle, it must be completed and posted in DA prior to the PDE correction deadline for the current SWE cycle. When SOCS are completed after the PDE correction deadline, PPC (ADV) will not go back and

change a member's placement on a current advancement list. The new point data will only be applied to future SWEs. The sooner the SOCS is initiated, the sooner the member can get the TIS and Sea Duty points s/he has earned.

Is there a way to get prior service credit for the SWE without waiting up to a year? Yes. The SES branch at PPC will complete what's called an "Interim SOCS," based on documents you provide. Their web page states:

"Because it sometimes takes so long to receive records from the National Personnel Records Center and from other Armed Services, we can offer the member an Interim Adjustment. This interim adjustment is based off the DD-214 provided PPC (SES/S4) by the member's SPO."

Please review their web page for details on requesting a SOCS, and an interim SOCS if needed now for SWE points. It's ultimately the member's responsibility to ensure their records are correct. Each SWE cycle we have to deny requests by members for TIS and Sea Time point adjustments because they do not have a current SOCS posted in DA.

By: Doug Rose

Verification of Advancement Documents in Direct Access and JUMPS

This one's for YNs who complete advancements. The Advance/Promote one member function in Direct Access is used to Advance, Reduce, Change Rate, or Add Designator, as appropriate. Since two of the choices are "personnel related" and two are "pay," it is vital that the correct one is selected, and if mistakes are made, PPC (ADV) is contacted immediately.

The "Advanced to" selection is used by typical SPO facilities to advance non-rated personnel, "A" school graduates, and where specifically directed by EPM/RPM or PPC only. "Reduced to"

is rarely used, if at all, and only applies where specifically directed by EPM/RPM or when a member is reduced due to performance probation. "Reduced to" is never used in conjunction with a mast or court memorandum. "Change in Rating" and "Add Designator" are used by "A" schools or PPC, and very infrequently used by a typical SPO unless specifically authorized and directed by EPM/RPM. "Change in Rating" and "Add Designator" are used only when a member's rating has changed, but not his rank/pay grade. When a member is advanced and has a change in rating, then the "Advance" option is used.

All four choices create a P555 (legacy document) in JUMPS and immediately upon saving in Direct Access, a JOB row is created. The JOB row created by any of these four actions update numerous DA fields and will affect all subsequent rows. Correction is lengthy, time consuming and can only be accomplished by a limited number of authorized personnel Coast Guard wide. The updated JOB row data will also update JUMPS SEG 00 in the field identified as "RANK." The DA update to JUMPS can make SEG 00 appear with a new rating, but the member will still retain the previous rank, i.e., pay grade/rank mismatch (E2/FN). If the incorrect document was submitted, excepted out on an error report, or possibly didn't except out at all, but processed with bad data, SEG 00 will be incorrect and additional verification must be used by checking the grade field in SEG 00, SEG 58, or the Recents component in JUMPS.

Only "Advanced to" and "Reduced to" will affect grade changes in JUMPS. "Change in Rate" and "Add Designator" will not affect grade in JUMPS, but will cause SEG 00 to reflect the new rating, even if the document failed or excepted out.

By: David Lynch

Supplemental/Striker Message Traffic Requests

The supplemental and striker request process relies upon Coast Guard message traffic to track and establish formal requests for the advancement process. Our office responds regularly to units requesting assistance and/or direction for their messaging process. It is the responsibility of the originating command to ensure their local processes for drafting, releasing and tracking their advancement-related traffic is consistent and reliable. ALCOAST 387/09 indicates a five day turnaround for requests and follow up by the originator. It is absolutely imperative that our office be notified immediately of any loss of communications ability or delay in traffic transmittal (if possible). Supplemental and striker placement is based upon the DTG of the message request, and backdating of requests is not authorized. Incorrect PLAs, connectivity, and CGMS application issues (local image hiccups with the Vista roll out) continue and remain our primary reasons for non-receipt. In the event you are unable to verify transmission or have not received a reply from us, please e-mail a copy of the released message and a short description directly to Mr. David Lynch to verify receipt. In the event we are not in receipt of your original message, we will request the originator initiate TRACER action. For underway or units with frequent issues, you need not wait the entire five days to follow up. Our normal turnaround is about one or two working days on supplemental/striker requests.

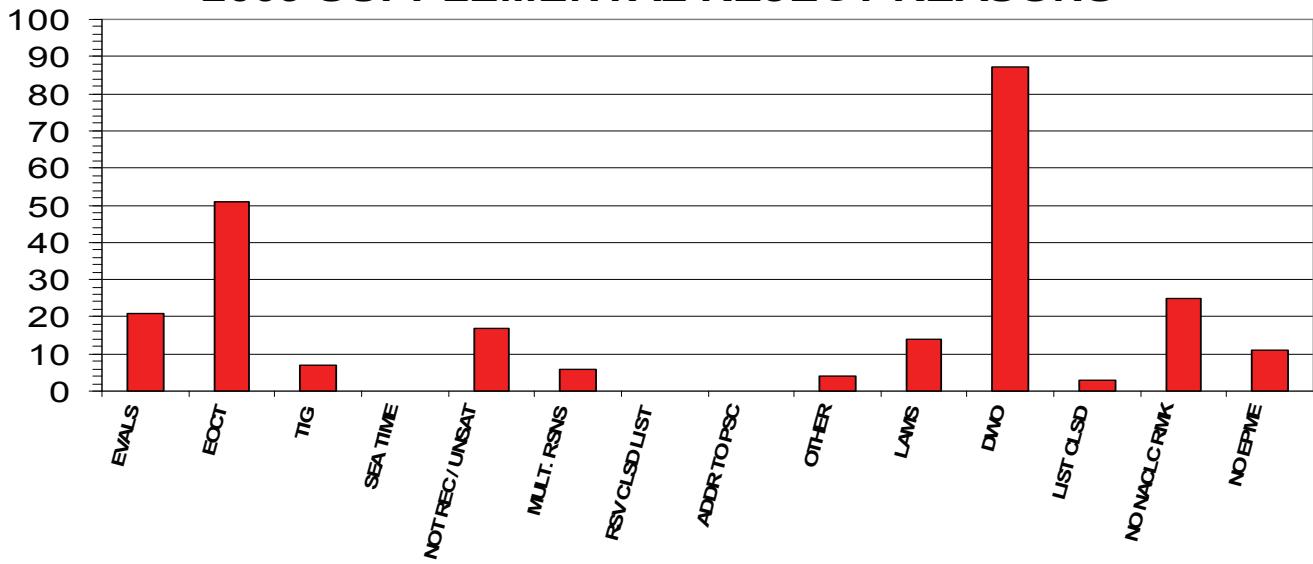
By: David Lynch

Supplemental/Striker Message Reasons for Rejection.

As 2009 finishes up, a review of the rejection rates for messages indicates that we've had to reject about 250 of 2078 supplemental/striker requests due to errors. This accounts for a 12.0% error or rejection rate. The graph below outlines type of errors. Some of the categories are rate specific. For instance, we process lots of BM rating requests. "DWO" is a common error, therefore it has the highest percentage. The "missing NACLAC" error applies to the GM, ET, IV and PA ratings. The "EOCT" error is elevated because many units submit their traffic before Direct Access is updated with the completed test. Many of these errors can be avoided by following a couple of quick checks. Verify Direct Access for course completions each time, even if you have an e-mail saying the test was passed. Review rating specific information on the latest Supplemental/Striker message and follow the proscribed message format examples. Encourage members interested in this advancement process to become familiar with the procedure from start to finish including reviewing the applicable Supplemental/Striker authorization message, our website, rating specific qualifications, and reviewing their request and our reply message.

By: David Lynch

2009 SUPPLEMENTAL REJECT REASONS



Statistical Summary - OCT09 SWE

Rating	Total Tested	Average Final Multiple	Average Raw Score	Average Marks Multiple	Average Award Points	Average TIS Points	Average TIR Points
BMC	56	119.3082	71	42.0317	6.28	13.4001	7.55
BMCM	9	126.6166	84	43.1644	9	19.8055	4.64
BMCS	6	131.8483	94	43.895	9	18.8633	6.94
DC1	4	122.285	88	40.5	5.5	13.73	10
DC2	2	118.74	92	40.865	2	15.875	10
DCC	20	121.178	82	41.4185	5.7	16.687	8.65
DCCS	2	131.415	85	41.915	9.5	20	10
EM1	2	121.36	71	40.655	4.5	16.205	10
EM2	1	101.94	51	37.19	1	5.58	8.17
EMC	15	121.45	63	40.8466	4.66	16.9386	9
EMCM	1	125.83	98	44.33	5	20	6.5
EMCS	1	131.15	91	44.65	10	20	6.5
ET1	3	109.5333	85	39.2233	2.66	9.4166	8.22
ET2	9	102.9011	70	37.3533	1.33	7.8244	7.14
ETC	18	121.6433	70	40.1127	4.83	18.0688	8.63
ETCM	2	126.665	60	41.08	9.5	20	6.08
ETCS	1	119.82	78	39.82	4	20	6
FS1	1	113.63	68	43.21	4	9.92	6.5
FSC	11	118.8236	61	40.6718	4.45	14.7727	9.24
GM2	8	108.4075	69	38.345	2.87	8.645	8.12
GMC	5	122.604	69	41.656	5.6	17.782	7.56
HS1	3	110.5866	79	41.92	2.66	10.7233	5.27
HS2	2	110.845	66	38.555	4	9.625	8.66
HSC	7	113.6871	62	40.3414	3.14	13.06	7.14
HSCM	1	125.18	69	41.18	10	20	4
IS1	4	112.0525	65	41.365	3.25	11.48	5.95
IS2	3	93.2	63	36.84	0	4.5833	1.77
ISC	2	124.125	55	43.21	9	15.25	6.66
ISCM	1	124.18	65	41.18	9	20	4
ISCS	1	115.83	73	43.91	6	11.92	4
IT1	6	114.8233	69	40.92	4.33	11.8733	7.69
IT2	11	99.439	74	39.29	1	4.4372	4.71
ITC	16	121.905	70	40.5512	6	15.6768	9.67
ITCM	1	126.28	69	43.28	7	20	6

Statistical Summary - OCT09 SWE

Rating	Total Tested	Average Final Multiple	Average Raw Score	Average Marks Multiple	Average Award Points	Average TIS Points	Average TIR Points
IV1	6	112.2483	101	42.1633	2.33	11.0283	6.61
IVC	19	122.35	89	42.5673	4.94	16.311	7.86
IVCM	1	127.13	87	42.13	10	20	5
IVCS	4	127.5475	87	42.5475	6.25	20	8.75
MKC	48	119.2512	64	41.1391	5.04	14.6908	7.89
MKCM	9	126.8144	79	43.1288	8.44	19.1488	6.09
MKCS	7	123.3114	85	41.5414	7.28	17.3928	7.09
MST2	51	98.9117	76	37.6615	0.94	4.8937	5.41
MSTC	31	119.44	81	41.4164	5.16	14.4867	8.37
MSTCM	3	123.45	96	41.11	9	19.1666	4.17
MSTCS	8	129.5912	78	42.85	8.75	18.5937	9.39
OS1	8	106.6762	70	40.2725	3.12	7.1987	6.08
OS2	10	104.227	65	39.479	1.4	6.616	6.73
OSC	11	118.5509	68	42.4145	5.36	12.69	7.95
OSCM	1	126.94	79	43.6	9	19.17	5.17
OSCS	2	128.86	62	42.86	7	19	10
PA1	2	115.755	97	41.13	2	13.96	8.66
PAC	6	120.1966	104	41.32	6.16	13.71	9
PACM	1	120.45	83	38.45	8	20	4
PACS	1	128.66	75	38.66	10	20	10
PS1	75	108.0144	78	40.6248	3.01	8.5089	5.91
PS2	193	100.5289	69	38.1645	1.11	5.1976	5.99
PSC	124	118.4047	74	41.3567	4.49	13.9489	8.55
PSCM	5	128.422	99	44.374	9	19.616	5.43
PSCS	7	125.5414	85	42.2685	7.57	17.6785	8.02
SK1	17	111.7352	76	41.0835	4.17	9.4464	7.02
SK2	18	97.9783	67	37.575	0.44	4.875	5.08
SKC	18	123.2377	63	41.5716	7.05	16.5	8.11
SKCS	1	124.61	85	42.44	8	20	4.17
YN1	15	113.8826	64	41.676	4.86	9.2393	8.1
YN2	21	104.4061	51	38.96	1.8	6.9604	6.67
YNC	52	121.5444	60	42.0561	6.9	14.9598	8.05
YNCM	3	131.49	80	44.2733	10	20	7.22
YNCS	8	130.8362	74	44.3662	9	19.0937	7.7

Statistical Summary - NOV09 SWE

Exam	Total Tested	Average Final Multiple	Average Raw Score	Average Marks Multiple	Average Award Points	Average TIS Points	Average TIR Points	Average Sea Time Points
AET1	68	110.2166	67	40.6389	2.98	7.7923	7.48	0.92
AET2	52	99.2207	60	37.6665	1.15	4.8203	5.56	0.99
AMT1	186	119.0815	79	41.8616	5.8	11.6318	8.25	1.56
AMT2	143	104.5904	73	38.4265	2.06	6.2139	6.81	1.34
AST1	54	122.9887	73	41.9803	7.96	11.552	8.49	1.49
AST2	47	107.9738	70	39.3393	3.4	6.2689	6.99	1.21
DC1	46	123.7452	93	41.5613	5.19	9.7923	8.38	7.65
DC2	49	103.77	87	39.3908	1.22	4.9338	4.97	3.29
EM1	26	118.2803	74	41.6953	4.46	8.0346	7.95	5.85
EM2	36	104.8	61	39.083	1.52	4.9422	6.13	3.2
ET1	141	111.1185	87	40.4878	2.85	7.7848	7.05	3.29
ET2	147	100.3777	75	38.8894	0.9	4.4082	4.97	0.94
FS1	76	118.4486	72	40.6861	3.82	8.99	7.62	7.29
GM1	35	112.5337	77	41.1008	4.11	8.4951	6.41	3.01
HS1	63	115.9395	78	41.8174	4.69	9.4355	7.57	2.41
HS2	43	106.3	74	39.7979	1.81	6.0893	5.96	2.12
IS1	11	110.229	65	41.439	2.9	6.5309	5.77	3.3
IS2	26	98.2215	69	39.0153	0.92	4.078	3.44	0.75
IT1	78	110.6328	86	40.9538	2.88	7.701	6.47	2.44
IT2	45	96.5826	73	37.624	0.31	3.9411	3.24	1.44
MK1	201	118.8247	82	41.5894	4.82	8.9109	7.88	5.56
MK2	352	104.8726	69	39.3945	1.42	5.2467	6.36	2.58
MST1	87	110.7579	98	41.9152	4.45	7.8591	5.08	1.35
MST2	193	99.4941	92	39.0607	1.06	4.1655	4.05	1.25
OS1	92	107.1095	77	40.305	2.11	5.9113	5.66	3.23
OS2	95	98.507	67	38.0302	0.46	3.7737	4.33	1.82
PA1	6	113.7516	104	43.0033	4.33	8.1383	8.14	0.13
PA2	15	102.5213	104	39.626	1.73	4.8866	4.96	1.31
SK1	164	112.331	82	41.2598	3.29	7.6262	6.7	2.61
SK2	146	100.986	67	38.883	0.82	4.8284	4.46	1.85
YN1	145	115.4334	65	42.1215	4.74	8.8341	7.6	1.89
YN2	148	103.2806	57	40.1048	1.36	5.1271	5.63	1.35

Retained Beyond Normal Expiration of Enlistment Transaction in DA

When authorized, this transaction will retain a member beyond the original contract term date. Upon entering this action into Direct Access and saving the Expected End Date, it will frequently set the effective date to the day prior to the actual effective date of the RET. This causes problems in a member's JUMPS account and may cause the member's pay to close. If the RET contract did not save correctly, the SPO will not be able to enter any other contracts to extend a member's service time, at a later date, with the correct information. The SPO must verify the dates on the Service Dates tab as well as the Expected End Date. If the dates are wrong, the SPO cannot change this information and must submit a trouble ticket along with the authorization and contract that is being corrected in Direct Access. PPC will correct the dates and notify the SPO once these dates have been adjusted.

By: Pam Flewelling

Returning SWE Answer Sheets to PPC

The past two SWE cycles (OCT/NOV) we received numerous answer sheets that were returned by regular mail. Not only does the regular mail take longer to get here, but it is also not traceable in case of being lost in transit. Please follow closely the shipping procedures in our "Instructions for the Administration of Coast Guard Service Side Examinations" booklet which is mailed with exams. It can also be found on our PPC (ADV) web page .



There were also numerous exam booklets returned to us with answer sheets. Exam booklets should be shredded by the SWE Officer within 10 days of administration. Booklets should only be returned to us if there is a print error or the booklet is classified.

Finally, there were some SWE Officers who did not stack the answer sheets in the order shown on the shipping list(s). We check each answer sheet received against the shipping list. Having them in the same sequence saves us processing time and helps us to grade exams sooner, especially for large units with many answer sheets.

The majority of ESOs and SWE Officers are doing an outstanding job and we thank you for it. If you ever have questions on SWE handling procedures, please don't hesitate to call me. Thanks.

By: Carolyne McInnes

Incorrect Award Codes Being Inputted Into DA

The PDEs for the May 2010 SWE will be made available in Direct Access in February. Remember, the correction deadline date is 1 April.



One of the problems we saw during the November 2009 SWE PDE correction period was awards entered into DA, but not appearing on the PDE. This was due to new honor/award codes that were added in DA, which are meant for PHS officers only. Regrettably, the codes were added to DA using the prefix of "CG," just like the existing codes meant for CG members. Please be sure that you use the right award codes when entering awards for CG members.

- Do not use: CG175-Commendation Medal; CG195-Achievement Medal; CG3525-Good Conduct Medal.
- Do use: CGFC-Coast Guard Commendation Medal; CGHC-CG Achievement Medal; CGSD-CG Good Conduct Medal.
- If your record has the generic codes in it, you should get them changed immediately.

By: YNCM Terrilee Brown

PPC ADV STAFF

Bill Patterson: Advancements Branch Chief (ADV)
Doug Rose: Assistant Branch Chief, Servicewide Exams (SWE)
YNCM Terrilee Brown: Servicewide Exams and SWE Waivers (SWE)
YNC Mickey Myers: Monthly EPAA/ERAA (ADV)
Pamela Flewelling: Personnel Data Integrity (PDI)
David Lynch: Supplemental Advancements (SUP)
Carolyne McInnes: Servicewide Exams (SWE)
YN1 Stacey Newsome: Enlisted Employee Reviews (EER)
Ginger Farmer: Personnel Data Integrity (PDI)

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ADV on the WEB:

<http://cgweb.ppc.uscg.mil/adv/>
Check out our helpful information on our web page including:

- SWE Advancement Lists
- Supplemental Advancement Lists
- Striker Lists
- Advancement Statistics
- EER Documentation and Worksheets
- SWE Marks Factor Computation Form
- Advancement Requirements for each Rating
- Links to Advancement Instructions/Notes/Pubs
- Previous ADV Newsletters

Letters to the Editor:

If you have comments concerning the contents of this newsletter, or suggestions on future content, please send them to:
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