

U.S. Department of
Homeland Security

United States
Coast Guard



Commandant
United States Coast Guard

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1401
JUN 18 2013

MEMORANDUM

From: R. J. Papp, Jr.
CCG

To: P. V. Neffenger, VADM

Subj: PRECEPT CONVENING A RETENTION BOARD TO CONSIDER OFFICERS IN THE GRADE OF CAPTAIN OF THE UNITED STATES COAST GUARD RESERVE ON THE INACTIVE DUTY PROMOTION LIST FOR RETENTION IN AN ACTIVE STATUS IN THE UNITED STATES COAST GUARD RESERVE

Ref: (a) Section 741, Title 14, U.S. Code
(b) Officer Accessions, Evaluations, and Promotions, COMDTINST M1000.3

1. Pursuant to the authority provided by references (a) and (b), a Retention Board is appointed consisting of yourself as President and the following members:

Robert E. Day, RADM, USCG – Member
John C. Acton, RADM, USCGR – Member
Mike R. Seward, RADM, USCGR – Member
Kurt B. Hinrichs, RDML, USCGR – Member

Andrew R. Sheffield, CDR, USCGR – Non-voting Recorder

2. The Board shall convene at 0830, 1 July 2013, in suite 501, Coast Guard Personnel Service Center, or as soon thereafter as practicable, for the purpose of considering eligible officers in the grade of captain for retention in an active status. All Coast Guard Reserve captains who are on the Inactive Duty Promotion List (IDPL), who have 18 years or more of service for retirement, who will not complete 30 years of total commissioned service by 30 June 2014, and who will not reach 59 years of age by 01 July 2013 are eligible for retention. Members of the Board shall swear or affirm that they will, without prejudice or partiality and having in view both the special fitness of officers and the efficiency of the Coast Guard, perform the duties imposed upon them, and that they will not disclose their proceedings to any person not a member of the Board.

3. There is hereby established a retention zone of 34 captains on the IDPL consisting of the most senior officer in the grade of captain, namely, CAPT David J. Martin, USCGR and those 33 officers junior thereto, through and including CAPT Bill Travis, USCGR. The names and records of all officers to be considered for retention shall be furnished to the Board. The 24 best-qualified officers shall be recommended for retention.

Subj: PRECEPT CONVENING A RETENTION BOARD TO RECOMMEND 1401
CAPTAINS OF THE COAST GUARD RESERVE FOR RETENTION IN AN
ACTIVE STATUS

4. Prior to the date the Board submits its report, the Commander, Coast Guard Personnel Service Center, is authorized to add or delete the name of any officer from the IDPL for any reason. In the event any officer in the retention zone established herein is added to or removed prior to the date the Board submits its report, the Commander, Coast Guard Personnel Service Center will provide additional instructions. Any communications to the Board by any officer under consideration will be transmitted under separate cover.

5. The Board shall refer to the provisions of Sections 3.B.3.c, 5.A. and 6.A. of reference (b) and the enclosed Commandant's Guidance to PY14 Officer Selection Boards and Panels in your development of criteria for determining the officers recommended for retention. Of those officers eligible for retention, officers with less than three years of service in the grade of O-6 by 30 June 2013 should ordinarily be selected for retention unless their documented performance indicates retention is undesirable or inappropriate. A lack of documentation due to minimal time-in-grade, or performance indicating an appropriate period of adjustment to the responsibilities of a higher grade, should not be the sole factor in determining non-selection for retention of officers with less than three years of service in the grade of O-6. Additionally, section 6.A.3 of reference (b) provides four factors to consider in developing your criteria: performance, professionalism, leadership and education.

6. You should emphasize to the members of the Board the importance of their obligation to confine themselves to facts of record and not predicate judgments on rumor or hearsay. At the end of your deliberations, all members must be able to say that the officers recommended for retention are, in the opinion of at least a majority of the members if the board has five members, or in the opinion of at least two-thirds of the members if the board has more than five members, the best qualified to carry out the duties and responsibilities of the grade for which they are retained.

7. The Board shall submit a report in writing signed by all members of the Board. Except for the report of this Board, the proceedings of the Board shall not be disclosed to any person not a member of the Board. You will direct the members of the Board that their recommendation shall be kept confidential until the Commandant approves the report, and names of the officers selected for retention are released to the Service at large.

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Enclosure: (1) Commandant's Guidance to PY14 Officer Selection Boards and Panels

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Commander
United States Coast Guard
Personnel Service Center

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1401

JUN 28 2013

MEMORANDUM

From:  D. R. Callahan, RDML
CG PSC

Reply to: LT Eric R. Watson
Attn of: (703) 872-6519

To: P. V. Neffenger, VADM

Subj: AMENDMENT TO THE PRECEPT CONVENING A RETENTION BOARD TO
CONSIDER OFFICERS IN THE GRADE OF CAPTAIN OF THE UNITED STATES
COAST GUARD RESERVE ON THE INACTIVE DUTY PROMOTION LIST FOR
RETENTION IN AN ACTIVE STATUS IN THE UNITED STATES COAST GUARD
RESERVE

Ref: (a) CCG memo 1401 of 18 Jun 13
(b) Section 741, Title 14, U.S. Code

1. Per reference (a), prior to the date the Board submits its report, I am authorized to add or delete the name of any officer to the Inactive Duty Promotion List (IDPL) for any reason.
2. Paragraph 3 of reference (a) is hereby modified to read, "There is hereby established a retention zone of 49 captains on the IDPL consisting of the most senior officer in the grade of captain, namely, CAPT David J. Martin, USCGR, and those 48 officers junior thereto, through and including CAPT James M. Bradshaw, USCGR. The names and records of all officers to be considered for retention shall be furnished to the Board. The 39 best-qualified officers shall be recommended for retention."

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