

## ASSIGNMENT YEAR 2013 – TRAVEL CEILING IMPACTS – ALCGPSC 164/12

### Frequently Asked Questions (FAQs)

**Q: Is this change for Assignment Year (AY) 13 only or from now on?**

A: This change is for "AY13 and beyond." AY13 is well underway and many assignments have already been made. Assignment Officers will continue to look for low-cost assignment options for members and attempt to align the interests of the Service, unit, and member. More detailed guidance will be provided to the field prior to the start of AY14 to ensure all transferring members have the information necessary to craft a realistic e-resume in AY14.

**Q: Why doesn't the Coast Guard just do away with enlisted Assignment Priority (AP) and issue orders based purely on service needs?**

A: APs are a benefit to those serving in arduous duty assignments and ensure the Coast Guard has sufficient numbers of motivated candidates willing to accept the challenges associated with arduous duty assignments. It is important to remember that AP is only one of 14 assignment factors.

**Q: Does this mean that a member with an AP of 5 will bear the brunt of this initiative?**

A: No, as per COMDTINST M1000.8 Section 1.B.1.g, Assignment Officers take into account 14 factors when assigning enlisted members. Assignment Priority is only one of those factors. The other factors are: service need, commanding officer's recommendation, performance history, member's desires, time at present unit, time in present geographic area, previous assignment history (isolated, ashore, afloat, OUTCONUS and INCONUS), advancement or promotion status and leadership potential, service remaining in original enlistment, qualification codes, service remaining before approved retirement date, willingness to obligate service for transfer, and physical condition. The AP system is a valuable tool to ensure the Service has highly motivated and qualified members seeking assignment to more arduous and challenging assignments, and the integrity of the system will be maintained despite these fiscal constraints.

**Q: If I am an AP5 and an AP1 gets ordered into my billet does that mean I will get orders ahead of everyone else?**

A: No, the issuance of orders for your replacement has no bearing on when you will get your orders.

**Q: How are you going to equitably distribute the Travel Ceiling financial pain throughout the AP categories?**

A: Assignment Officers will take a holistic view of the 14 assignment factors as they normally would, but will also be looking for opportunities to reduce AFC-20 costs through low/no-cost orders while carefully balancing the Service, unit, and member's needs.

**Q: What if I accepted an assignment to a particularly arduous unit or duty location to earn a higher priority? Will I be forced to stay in this geographic location because of these fiscal concerns?**

A: Assignment Officers will take many factors into account when slating members for new assignments. In most cases, members that completed a successful tour and earned a high AP will be able to earn a follow on assignment consistent with their desires and higher AP.

**Q: I have wanted to stay in a specific geographic area for years, but the Assignment Officer keeps telling me I need to leave. Why the discrepancies and disconnect?**

A: The fiscal challenges facing the Coast Guard, and the entire country, have placed significant strain on the Service and we all must do what we can to limit spending. Additionally, Assignment Officers play a vital role in the career development of all Coast Guard officer and enlisted members by ensuring they are provided guidance and assignment opportunities at various units and operational environments so that as senior enlisted leaders, they have the skills and experience necessary to lead the next generation of young Coast Guard men and women. Assignment Officers will continue to ensure members are afforded opportunities to diversify their careers through new assignments that continue to develop necessary skills and experience. Lastly, in order to maintain the effectiveness of the AP system, it is necessary to transfer personnel out of highly desirable units and geographic areas. In doing so, members that volunteer for more challenging assignments

have an opportunity to be rewarded for their service at a new duty location that may be in a more appealing geographic location.

**Q: I have already submitted my e-resume and followed the previous guidance by including geographically diverse picks, but I would really like to remain in my current location. What can I do?**

A: In light of this new guidance, any member that desires to resubmit an e-resume listing different assignments closer to their geographic location may do so. The assignment and slating season is well underway, and there is a chance the Assignment Officers have already reviewed your e-resume and slated you for an assignment. However, members are permitted to resubmit and update their e-resumes as the AY progresses. The guidance in ALCGPSC 164/12 pertaining to low-cost reassignments will be fully implemented by AY14 and more specific and detailed guidance will be promulgated to the field as AY14 approaches.

**Q: Do these changes impact me if I already have an approved retirement letter?**

A: No, your currently approved retirement letter and date will remain in effect.

**Q: I have been identified by the 2012 Career Retention Screening Panel for involuntary retirement. Does this apply to me?**

A: No, your retirement date will remain NLT 01 December 2013 unless otherwise authorized by EPM-1.

**Q: If I elect to RILO/SILO, can I separate beyond 01 August?**

A: No, if you decline PCS orders and elect to separate or retire, the effective date will be NLT 01 August.

**Q: When will I get my retirement orders?**

A: Retirement orders and TONO will normally be issued 6 months prior to effective retirement date.

**Q: What if I need to retire outside the newly established retirement window for a potential job or what if am not eligible until outside the newly established window? Will EPM or OPM approve my retirement request?**

A: EPM and OPM will consider retirement requests outside the newly established window on a case-by-case basis for unique and immediate circumstances and mandatory/eligibility dates. Commands must also address potential gaps and impacts to the unit if a retirement request outside the newly established retirement window is favorably endorsed.

**Q: How should I submit my retirement request?**

A: The preferred method of submitting a voluntary retirement request is by sending a scanned command endorsed memo with all signatures visible via electronic mail to [arl-pf-cgpsec-epm-1-retirements@uscg.mil](mailto:arl-pf-cgpsec-epm-1-retirements@uscg.mil) for enlisted retirements or [ARL-PF-CGPSC-opm-1-Separations@uscg.mil](mailto:ARL-PF-CGPSC-opm-1-Separations@uscg.mil) for officer retirements. Requests submitted via e-mail do not require separate paper-copy sent by mail.

**Q: Can I submit a retirement request without a command endorsement directly to CG PSC?**

A: No, all requests and amendments require command endorsement.

**Q: A retirement date of 01 May could potentially create a gap of 6 months at my unit. Will EPM-2 or OPM-2 be transferring a replacement in during the offseason?**

A: No, units should relay potential impacts and gap concerns on the Command Endorsement. Commands should be aware that allowing a member to depart on terminal leave and administrative absence in February could leave the billet empty until the newly assigned member arrives.

**Q: Does this timeline cover all separation requests such as Temporary Separations and Resignations?**

A: No, retirement requests are only covered under this timeframe. Resignations and Temporary Separations are considered throughout the year.