

On 26 July 2011, the Commandant released the results of the Rear Admiral Selection Board via ALCOAST 348/11 while PSC released the results of the Captain Continuation Board via ALCGPSC 101/11 on 04 August 2011. US Code may mandate the retirement of those Captains non-selected for Rear Admiral or for Continuation. After a thorough review of our records, we have determined that you are required by law to retire. We are extremely grateful for your selfless service and devotion to duty over the years and we recognize that this can be a very difficult time. The following information is provided to summarize the administrative action OPM will take to process your retirement and to assist you with retirement planning. If you feel that we have made an error in the determination of your status, please do not hesitate to contact the OPM-1 Separations Section at 202-493-1622.

### **Timeline - Mandatory Retirement Processing at OPM**

- Immediately following report of the board: OPM-1 Separations compiles necessary elements of each officer's record for review of applicable law/policy.
- Week 2: Finalize preliminary research on each officer non-selected.
- Weeks 4-6: Final OPM approval of all mandatory retirements.
- Weeks 6-8: Issue Retirement Authorization via personalized email to you. In conjunction with the email, your SPO will receive a copy of the retirement authorization through Airport Terminal in Direct Access. You will work with your SPO to execute the authorization with PPC.

### **Pertinent Law/Policy: These are the references most commonly employed by OPM in managing Captain retirement**

- 14 USC 288: Regular captains; retirement
- 14 USC 289: Captains; continuation on active duty; involuntary retirement
- 14 USC 291: Voluntary retirement after twenty years' service
- 14 USC 292: Voluntary retirement after thirty years' service
- COMDTINST M1000.6, 12.A.13.g: Failing Selection for Promotion or Continuation
- COMDTINST M1000.6, 12.C.9: Procedures for Officers' Retirement
- COMDTINST M1000.6, 12.C.5.d: Retirement of Regular Captains

### **Summary of Captain Mandatory Retirement Law/Policy:**

#### **30-Year Mandatory Retirement**

1. In accordance with 14 USC 288, Captains who reach 30 years of commissioned service in promotion year (PY) 2012 and not selected for promotion will be retired on 30 June 2012. The last day on active duty will be 30 June 2012 followed by first day of retirement – 1 July 2012.

2. Your DD-214 code will be SBC – Maximum Service or Time in Grade.

### **Non-Continuation Mandatory Retirement**

1. In accordance with 14 USC 289, Captains who are not selected for continuation in PY 2012, shall be retired on 30 June 2012. The last day on active duty will be 30 June 2012 followed by first day of retirement – 1 July 2012.
2. Captains completing a Continuation Agreement, who are again not selected, shall be retired upon completion of the Continuation Agreement.
3. Your DD-214 code will be RBD – Sufficient Service for Retirement.

### **Planning Checklist**

- Confirm your final OER requirements with OPM-3.  
<http://www.uscg.mil/psc/opm/Opm3/opm-3.asp>
- Physical – Schedule your retirement physical as early as possible to allow processing time for any claims you may make with the Department of Veterans Affairs.
- Make a copy of your health record prior to retirement.
- Complete the Career Intentions Worksheet (CG-2045). This worksheet helps to capture important medical, leave, and final move data. The worksheet can be found at:  
[http://www.uscg.mil/forms/cg/cg\\_2045.pdf](http://www.uscg.mil/forms/cg/cg_2045.pdf)
- The Pay and Personnel Center (PPC) Separations Entitlements Service (SES) branch monitors your final active duty payments. If you have questions concerning your final active duty pay, LES or W-2, the PPC Customer Care numbers are (785) 339-2200 or (866) 772-8724.
- PPC's Retirement and Annuity Services (RAS) establishes your pay account. Complete form CG-4700 as soon as possible to avoid delays.  
[http://www.uscg.mil/forms/cg/cg\\_4700.pdf](http://www.uscg.mil/forms/cg/cg_4700.pdf) This form must be witnessed and notarized. RAS can be reached at: (800) 772-8724 or (785) 339-3415.
- An estimate of your pay in retirement can be calculated here:  
<http://www.uscg.mil/ppc/ras/retirementEst.asp>

- PPC's Travel branch processes your final travel claim once received. You can reach them at (785) 339-2200 or (866) 772-8724.
- Retirement Certificates and Pin – Will be mailed by PPC (RAS) to your unit up to 6 months prior to your retirement date. Contact (785) 339-3415 to confirm.
- Survivor Benefit Plan (SBP) – The only way a retiree's survivor can receive any monthly annuity payment from the Coast Guard is if the retiree purchases coverage under (SBP). Visit PPC's RAS website for greater detail. <http://www.uscg.mil/ppc/ras/retpack.pdf>

### **Useful Links**

1. SPO Checklist for Retirements: <http://www.uscg.mil/ppc/pppm/CHAP03.pdf>
2. PPC RAS Retirement Package: <http://www.uscg.mil/ppc/ras/retpack.pdf>
3. OPM-1 Separations: <http://www.uscg.mil/psc/opm/Opm1/opm-1Separations.asp>
4. OPM-3 OER Requirements: <http://www.uscg.mil/psc/opm/Opm3/opm-3.asp>