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FM COMDT COGARD WASHINGTON DC//CG-13//

TO ALCOAST

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ALCOAST 411/15

COMDTNOTE 1570

SUBJ: FY16 NEW RESERVE DRILL SCHEDULING REQUIREMENTS

A. Reserve Policy Manual, COMDTINST M1001.28(Series)

B. FM COMDT COGARD WASHINGTON DC 131800Z OCT 15/

ALCGFINANCE 044/15

1. Inactive Duty Training (IDT) drill execution costs are the most volatile facet of the Reserve Training (RT) appropriation; therefore, closely controlling the scheduling and execution of these drills is essential to improving the management of RT resources. This message announces key dates reservists and their commands must use when scheduling paid IDT drills in FY16. Limiting the number of paid IDT drills available for execution during the latter half of September will provide RT funds managers more time to address actual and potential IDT pay liabilities prior to the end of the fiscal year.

2. Commands must schedule and approve IDT drills as outlined in chapter 2.B.1 of REF (A). This responsibility encompasses both the entry of authorized IDT drill periods into Direct Access as well as the provision of written orders in advance of IDT drill performance as described in chapter 2.C.2 of REF (A).

3. Effective immediately, paid IDT must be scheduled in Direct Access for FY16 as follows:

a. 15 JUL 2016: Deadline for scheduling all paid IDT drills as announced in REF (B).

b. 01 AUG 2016: Deadline to submit waivers to perform paid IDT drills 05-30 SEP.

c. 04 SEP 2016: Last day to perform paid IDT drills.

d. 05-30 SEP 2016: No paid IDT should be scheduled during this period. Reservists and units desiring to drill in the month of September must schedule all paid IDT drills prior to 05 SEP 2016.

4. Reservists with an articulated Service need to conduct paid IDT drills 05-30 SEP must submit a waiver request through their chain of command to Commandant (CG-131). Waivers shall identify the unique training opportunities that can only be gained by performing paid IDT during that period. When more than one waiver is required from a particular unit, they should be consolidated and prioritized to facilitate review.

5. The 05-30 SEP 2016 period will provide DXRs, DOL-1, Areas, and Commandant (CG-131) the opportunity to execute approved waivers that meet the highest operational priorities of the Coast Guard. It also affords Commandant (CG-131) time to perform critical FY16 budget closeout activities and redirect remaining funds.

6. Each command with Reserve management responsibilities must validate IDT in Direct Access on at least a quarterly basis. Validation ensures IDT has been finished and paid or that IDT duty not performed by members is rescheduled or cancelled.

7. To ensure IDT drills are scheduled and approved in Direct Access prior to paid IDT being performed, follow the Reserve Activities User Guide for Direct Access Global Payroll:

https://cg.portal.uscg.mil/units/ppc/RoboHelp/DAGP/ReserveSpecificSPO/Reserve_Activities_User_Guide.aspx

8. Commandant (CG-131) POCs are CDR Alexander Foos at (202)475-5430 or Mr. James Redd, at (202)475-5435.

9. RADM Kurt B. Hinrichs, Acting Director of Reserve and Military Personnel, sends.

10. Internet release is authorized.

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