DEPARTMENT OF HOMELAND SECURITY

U.S. Coast Guard

OFFICER SPECIALTY REQUIREMENTS (OSR)

Reference: COMDTINST M5300.3 (series)

SECTION I General Information

1. Specialty/Subspecialty Title (*Ex. Fixed Wing Aviation*)	2. Code (*Ex. CG-AVI11*)
Financial Management	CG-FIN10

3. Specialty/Subspecialty Description

Officers in the Financial Management specialty perform budget and financial analysis, budget formulation and execution, accounting operations, internal controls, audit readiness, supply and inventory management. Assignments are normally located at Headquarters, District offices, Bases, Training Centers, and Service Centers.

4. Change Justification

☐ Annual Review ☒ Annual Review w/changes ☐ Required *(change in policy, law, etc.)*

☐ Other *(briefly state reason):*

SECTION II Initial (*Apprentice*) Specialty/Subspecialty Requirements

Enter items needed for specialty designation *(Use block 10 for additional space or another CGHQ-5318 form)*

5. Required items: Must have one of the three listed certifications, marked with an *	Competency	Training	Education	License
Master's Degree in Accounting, Finance, or Business Administration	☐	☐	×	☐
	☐	☐	☐	☐
*Certified Government Financial Manager (CGFM)	×	×	☐	☐
*Certified Defense Financial Manager (CDFM)	×	×	☐	☐
*Certified Public Accountant (CPA)	×	×	☐	☐
	☐	☐	☐	☐
Principles of Appropriations Law Training	☐	×	☐	☐
DHS Acquisition Workforce Training or equivalent 32 hours	☐	☐	☐	☐
Simplified Acquisitions Procedures Training	☐	×	☐	☐
DHS Acquisition Workforce Training or equivalent 40 hours	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐

Notes: *(Required experience, in lieu of considerations...)*

- Prior to attaining the FIN-10 OSC, member shall have served in at least 18 months in a FIN10 coded billet.

- Experience in lieu of education requirement; members commissioned via F&S CWO to LT program or members with seven or more rated years as an SK who attend OCS or another commissioning source.

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Enter items desired for career broadening/specialization. *(Use block 10 for additional space or another CGHQ-5318 form)*

6. Desired items	Competency	Training	Education	License
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
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	☐	☐	☐	☐

Notes:

SECTION III Requirements to Maintain Specialty Designation

7. Designation Duration *(Ex. OSC expires 7 years after date last used, usually detachment from OSC coded billet)*

☐ No requirements to maintain designation

☒ Subject to deletion if -

Relieved for cause or relieved from primary duties in subject matter billet. OSC expires after seven consecutive years away from a FIN-10 billet.

Must remain current in, or must complete refresher training, or additional items as applicable, in the following	Competency	Training	Education	License
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐

Notes:

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SECTION IV Requirements to Advance: Journeyman/Master Levels (AJM)

☒ AJM IS NOT applicable for this specialty *(skip Section IV)*

☐ AJM IS applicable for this specialty *(Section II contains Apprentice requirements that must be met)*

Enter items needed for AJM designation *(Use block 10 for additional space or another CGHQ-5318 form)*

8. Journeyman *(in addition to block 5 items)* All items listed are required unless annotated with an *:	Competency	Training	Education	License
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐

Notes: *(Required experience, in lieu of considerations...)*

9. Master *(in addition to block 8 items)* All items listed are required unless annotated with an * :	Competency	Training	Education	License
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
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	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐

Notes: *(Required experience, in lieu of considerations...)*

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10. Additional Info:

General Career Progression:
- First tour assignment to a Headquarters Staff, a Service Center Staff, or District Budget Officer at the O3/O4 level. In these billets, potential FIN10 officers will learn/train under the supervision of a senior FIN10 officer, while completing their financial management certifications and training requirements.

-Following the successful completion of an initial tour and award of the FIN10 OSR, officers are eligible for supervisory FIN10 assignments to include Field Comptroller positions (Base or Training Center) and Headquarters Division Chief.

11. Specialty Manager *(SM)* / Sponsor Program	12. SM Phone Number	13. SM Email Address
CDR Shad Thomas, CG-81	202-372-3505	shad.a.thomas@uscg.mil

SECTION V Appropriate Approval Authority

14. Competent Authority as established by Assistant Commandant/Directorate *(Printed Name/Title/Grade)*

Shad A. Thomas, CG-81d, CDR

15. Signature	16. Date
THOMAS.SHAD.A.1186773752 Digitally signed by THOMAS.SHAD.A.1186773752 DN: c=US, o=U.S. Government, ou=DoD, ou=PKI, ou=USCG, cn=THOMAS.SHAD.A.1186773752 Date: 2016.10.11 07:50:59 -04'00'	11/14/2016

SECTION VI OPM-3 Review and Validation
Official once published by OPM-3

17. OPM-3 *(Printed Name/Title/Grade)*

CDR Katie Blanchard, CG-OPM-3 Branch Chief

18. Signature	19. Date
BLANCHARD.KATIE.R.1035992312 Digitally signed by BLANCHARD.KATIE.R.1035992312 DN: c=US, o=U.S. Government, ou=DoD, ou=PKI, ou=USCG, cn=BLANCHARD.KATIE.R.1035992312 Date: 2016.11.16 15:35:10 -05'00'	11/16/2016