

Officer Evaluation System – Summary of Changes

- Notable changes to Chapter 5 of COMDTINST M1000.3 Officer Accessions, Promotions, and Evaluations Manual
 - Separates ‘policy’ from ‘procedures’.
 - Policy remains within COMDTINST M1000.3.
 - Created PSCINST M1611.1 – OES Procedures Manual – published and maintained by PSC
- Notable changes with COMDTINST M1000.3:

Change	Type of Change	Reference
ROO must submit their Employee Summary Sheet with their OSF.	New – was published in OSMS Manual COMDTINST 5300.3	Art. 5.A.2.d(1)(e)
ROO notifies PSC-OPM/RPM if 6-months have elapsed and they have not received their validated OER.	Change - use to be 90-days	Art 5.A.2.d(1)(g)
No waivers can be granted to exceed 30/18/12-month period of report.	Clarification	Art 5.A.3.a(1) and 5.A.7.d
Deleted need for waivers for intervening occasions of report when a Continuity OER applies.	Change – waivers were previously required	Art 5.A.3.b(5)
DUINS reports are annual for all officers including O-1 and O-2.	Change – eliminated semi-annual requirement.	Art 5.A.5.a(1) and (3)
Set standards and required comments for drug and alcohol incidents and non-compliance with body-fat and weight standards	New – was published in ALCGPSC 034/13	Art 5.A.7.g

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- New PSCINST M1611.1 – OES Procedures Manual
 - Available via PSC-OPM websites:
<http://www.uscg.mil/PSC/opm/Opm3/opm-3.asp>
 - Places into service new OER forms
 - Optional 1-page Concurrent OER (Forms CG-5310H thru L); rating chain *may* use this form in lieu of the traditional 3-page OER forms
 - New DUINS OER (Form 5310F for all paygrades)
 - 1-page form
 - 1-person rating chain
 - New Continuity OER (Form CG-5310G for all paygrades)
 - 1-page form
- Notable changes with PSCINST M1611.1:

Change	Type of Change	Reference
Leave Date Submitted block blank on OER Section 1	New	Art. 2.D.2.m
Date Reported block correlates to PRIMARY DUTY block	New – use to reflect date reported to unit	Art. 2.D.2.d
Prohibits Reviewer Comments page when the RO and the Reviewer are the same person.	New	Art. 3.B.3.d
Provides specific guidance for completing a Special OER	New	Art. 4
Introduces the optional 1-page Concurrent OER forms	New	Art. 7
Introduces the new DUINS form	New	Art 8
Introduces the new Continuity OER form	New	Art 9
Additional guidance on how to submit an OER	New	Art 10.A