



RETIREE SERVICES DESK –  
Active Duty Coordinator Training Tracker

Active Duty Coordinator Name: \_\_\_\_\_

RSP Program Manager: \_\_\_\_\_

| Training Unit   | Date Completed | Score | RSP Program Manager Initial |
|---|----------------|-------|-----------------------------|
| Unit #1 Coast Guard Retiree Services Program  |                |       |                             |
| Unit #2 Retiree Services Desks  |                |       |                             |
| Unit #3 Active Duty Retiree Services Coordinator  |                |       |                             |
| Unit #4 Retiree Volunteer Director  |                |       |                             |
| Unit #5 Retiree Services Volunteer Staff  |                |       |                             |
| Unit #6 Standard Operating Procedures   |                |       |                             |
| Unit #7 Acronyms  |                |       |                             |
| PII Training Review   |                |       |                             |
| Reading Assessment – Pay & Personnel Center<br>(Information for Survivors of USCG, USCGR, and<br>NOAA Retirees) |                |       |                             |
| Orientation   |                |       |                             |