

R 301321Z AUG 24 MID600117588358U
FM COMCOGARD PSC WASHINGTON DC
TO ALCGRSV

BT

UNCLAS

ALCGRSV 052/24

SUBJ: RESERVE CAPTAIN AND COMMANDER ASSIGNMENT YEAR 2025
(AY25) KICKOFF ANNOUNCEMENT

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

1. This message announces the AY25 Reserve assignment season kickoff and provides important guidelines and information for Reserve Captains and Commanders competing for assignment, their command cadre or supervisors and the Reserve officer corps at large.

Supplemental information on the assignment process, including the Reserve Captain Assignment Guide and the Reserve Commander Assignment Guide, are available on the PSC-RPM website:

<https://www.dcms.uscg.mil/Our-Organization/Assistant-Commandant-for-Human-Resources-CG-1/Personnel-Service-Center-PSC/Reserve-Personnel-Management-PSC-RPM/RPM-2/Assignments/AY25/>.

2. Shopping lists: PSC-RPM is developing and validating AY25 shopping lists, which will identify anticipated billet vacancies.

Updates will be published on the PSC-RPM website.

a. Validation: Unit commanders must verify the accuracy and status of each Reserve position on their PAL as reflected in Direct Access (DA), along with anticipated vacancies. The Command Concerns Process Guide is located on the PSC-RPM website denoted in paragraph 1. Select the "Command Concerns" link under the "AY25 Assignment Guides/Templates" section. Submit discrepancies or comments to the appropriate PSC-RPM Central Assignment Coordinator (CAC) via Command Concerns by 31 Oct 24.

b. Availability: Shopping lists will be released by 04 Nov 24.

3. AY25 Captain and Commander Assignment Candidate Pool:

a. The primary candidate pool consists of Captains and Commanders reported in DA as tour complete in 2025, Commanders selected for Captain, Lieutenant Commanders selected for Commander, members who will change Reserve Component Category (RCC) to Selected Reserve (SELRES), members filling positions in which a paygrade mismatch exists between member and billet, members in reprogrammed positions, and members projected to be released from active duty. This includes senior officers (O5-O6) serving on long-term Active Duty for Operational Support (ADOS) who desire a SELRES assignment following their release from active duty. PSC-RPM will track additions and deletions to candidate pools created by promotions, screening panels, separations, position reprogramming and other actions. Members who do not apply

for assignment will be transferred to the Individual Ready Reserve (IRR) and may participate in the AY26 assignment cycle.

b. PSC-RPM will adhere to tour completion dates when considering assignments. Members generally will not rotate prior to completion of their tours. However, early rotations are sometimes necessary to meet Service needs. Selection for promotion or existing position rank mismatches automatically trigger new assignment consideration regardless of tour completion date.

4. Reasonable Commuting Distance (RCD): REF A, Article 5.C describes policy regarding RCD. As a member becomes more senior, assignment opportunities within RCD become increasingly scarce. If a member wants to continue to serve in a SELRES status, the member must consider assignments beyond RCD.

5. Members who decline orders will be transferred to the IRR, Standby Reserve, or may request retirement or separation, IAW REF A, Article 5.A.10. Members who do not successfully compete for an AY25 assignment, or members who do not submit an e-resume IAW paragraph 8, will be transferred to the IRR and may compete for assignment in AY26.

6. For e-resume and assignment guidance, refer to the PSC-RPM website denoted in paragraph 1. To ensure that an e-resume endorsement is completed on time, members must notify their command when an e-resume requiring command endorsement has been submitted.

7. For Captain assignments only: All applicants must submit a one-page biography. Requirements and template are available in the Reserve Captain Assignment Guide.

8. AY25 SELRES Captain and Commander timeline:

- a. 01 Sep 24 - 09 Dec 24: Assignment counseling.
- b. 01 Oct 24: Potential shopping lists available for review and command validation on RPM website denoted in paragraph 1.
- c. 31 Oct 24: Command Concerns and shopping list validations due to PSC-RPM.
- d. 04 Nov 24: Shopping lists released and available in DA.
- e. 18-22 Nov 24: Reserve Senior Command Screening Panel.
- f. 09 Dec 24: Deadline for Captain and Commander e-resumes; deadline for Captains to submit biography to RPM as per the Reserve Captain Assignment Guide.
- g. 24-28 Feb 25: Captain and Commander Assignment Panels.
- h. 14 Mar 25: Deadline for requests to retire or separate in lieu of orders due to PSC-RPM.
- i. 01 Oct 25: Effective date for AY25 assignments.

9. Central Assignment Coordinators:

- a. For CAPTs, contact CAPT Troy Fryar, (202) 795-6499, or Troy.E.Fryar@uscg.mil.
- b. For CDRs, contact CDR Jesse Webster, (202) 795-6501, or

Jesse.D.Webster@uscg.mil.

10. CAPT T.E. Fryar, Chief, CG PSC-RPM, sends.

11. Internet release authorized.