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FM COMDT COGARD WASHINGTON DC
TO ALCOAST
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ALCOAST 303/24

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SUBJ: 2024 RESERVE MASTER CHIEF ADVANCEMENT PANEL ANNOUNCEMENT

A. Enlistments, Evaluations, and Advancements, COMDTINST M1000.2C

B. Leadership Development Framework, COMDTINST 5351.3A

C. Coast Guard Military Human Resource Record (CGMHRR) System,
COMDTINST 1080.10J

D. Reserve Policy Manual, COMDTINST M1001.28D

1. This ALCOAST announces eligibility requirements for the Reserve Master Chief Advancement Panel (R-MCAP) for advancement to E-9 in the Reserve Component. The R-MCAP convenes annually to select eligible Senior Chief Petty Officers (SCPOs) in the Reserve Component, including members of the Selected Reserve (SELRES) and Individual Ready Reserve (IRR), Active Status List (ASL), and reservists on Extended Active Duty (EAD), for advancement to Master Chief Petty Officer for all ratings. This advancement panel serves as a talent management tool that strengthens the senior enlisted corps by incorporating qualitative information found in a member's record, with a focus on professionalism, leadership, and performance. COs and OICs must ensure dissemination of this message to all Reserve SCPOs within their commands. SCPOs must be aware of the eligibility requirements outlined below and familiarize themselves with the contents of REFs (A) and (D).

2. This panel replaces the E-9 Reserve Servicewide Exam, outlined in Chapter 3.A.3 of REF (A). All other paygrades remain unchanged. All members who have completed eligibility requirements for advancement to E-9 will be reviewed by the panel, regardless of intention to compete for advancement. Current eligibility requirements, as outlined in REFs (A) and (D) remain in effect and are used by CG PSC-RPM to determine eligibility. All eligibility requirements must have been completed by the Servicewide Eligibility Date of 01 July 2024, now referred to as the Panel Eligibility Date (PED). Members will be able to verify their eligibility utilizing the Personal Data Extract (PDE) generated in Direct Access in July 2024.

3. Command and Candidate Responsibilities.

a. Command Responsibilities. The most common reason for member ineligibility is a missing Enlisted Employee Review (EER). Per Chapter 3.A.7 of REF (A), each candidate must have a current EER with CO's recommendation.

(1) The EER must be dated after 01 July 2023 and NLT 01 July 2024. If an EER was not completed due to reasons listed in Chapter 4.C.1.b(4) of REF (A), commands must complete a "SWE-EER" with an effective date after 01 July 2023 and NLT 01 July 2024. SWE-EERs must be submitted NLT 01 September 2024 PDE correction deadline date. SWE-EERs cannot be submitted to change a CO recommendation per article 3.A.7.c of REF (A).

(2) If the CO wishes to change an advancement

recommendation, the command must submit a CO's recommendation change (CORC EER) and it must be submitted IAW Chapter 4.D.3.i of REF (A). Changes of CO's recommendation must be dated after 01 July 2023 and NLT 01 July 2024 and must be received NLT the 1 September 2024 PDE correction deadline.

(3) If a candidate on the R-MCAP eligibility list receives a mark of Not Ready or Not Recommended between the 1 July 2024 PED and R-MCAP, commands must notify PSC-RPM-1 at HQS-SMB-CGPSC-RPM-1-Status@uscg.mil. The email must include R-MCAP in the subject line and must include the candidates name, EMPLID, rank, and date of EER that changed the candidates mark of ready or recommended. As a result, the candidate will be removed from the 2024 R-MCAP. If a member is otherwise eligible for the 2024 R-MCAP, but does not desire to be considered for advancement, they should be given a mark of Not Ready.

b. Candidate Responsibilities. It is the candidate's responsibility to ensure their online PDE shows a status of Eligible in order to be reviewed by the R-MCAP. The PDE for the upcoming R-MCAP must be verified. Candidates expecting extended time away from their unit (e.g. extensive C school, deployments, TDY, maternity leave, etc.) between the PED and the end of the correction period should make alternate arrangements to verify their PDE. Report incorrect PDE data to the unit Admin or Servicing Personnel Office (SPO). After reporting incorrect data, candidates must verify PDE corrections were made by reviewing their online PDE prior to the 01 September 2024 PDE correction deadline. If the online PDE was not corrected, the candidate must submit a Trouble Ticket prior to 01 September 2024 to PPC by e-mail to PPC-DG-CustomerCare@uscg.mil. PDE corrections must be visible on the online PDE and completed NLT 01 September 2024. Failure to report and verify online PDE corrections by the deadline will result in a Not Eligible status for the R-MCAP.

c. It is essential that all SCPOs review and update their personnel records, to include their Coast Guard Military Human Resource Record (CGMHRR), their Employee Summary Sheet (ESS), and their EERs in preparation for this advancement panel. SCPOs should review their CGMHRR via the interactive Personnel Electronic Records Management System (iPERMS) within the guidelines outlined in REF (C) and work with their servicing administrative staff as soon as possible to allow for ample correction time.

iPERMS link:

(Copy and Paste URL Below into Browser)

<https://iperms.mymilrecord.uscg.mil/login/>

d. All Reserve E-9 billets have transitioned from rating-specific to universal master chief leadership assignments. The R-MCAP results will be published as an integrated list of ratings, rank ordered by advancement recommendation. Members will then be advanced to vacancies at any available E-9 position. Reserve Assignment Officers will play a key role in determining best placement for the needs of the service, member, and unit. This significant change allows for the advancement of our best qualified Reserve senior enlisted leaders, regardless of rating-specific limitations outside of the

member's control such as retirements.

4. Additional details, including how to view your CGMHRR, FAQs, and reference material, are available on the CG PSC-EPM-1 Master Chief Advancement Panel SharePoint site:
(Copy and Paste URL Below into Browser)

https://uscg.sharepoint-mil.us/sites/psc_spo/psc-epm/epm-1/Boards%20and%20Panels/SitePages/Master-Chief-Advancement-Panel.aspx

5. Timeline of Events:

- a. Panel Eligibility Date: 01 July 2024
- b. PDE Correction Date: 01 September 2024
- c. Scheduled Dates for 2024 R-MCAP: 14-18 October 2024

6. CG PSC-RPM-1 POCs: LCDR Josue Roman, RPM-1 Branch Chief, (202) 795-6525; and LCDR Joshua Denney, RPM-1 Boards and Panels Section Chief, (202) 795-6507.

7. Policy questions may be directed to Office of Military Personnel Policy (CG-1M11) at: HQSPolicyandStandards@uscg.mil.

8. These changes will be made to the next revision of REF (A), which will be released within the next year.

9. This message will be cancelled on 07 AUG 2025.

10. RADM M. W. Raymond, Assistant Commandant for Military Personnel (CG-1M), sends.

11. Internet release is authorized.