

DEPARTMENT OF HOMELAND SECURITY  
U.S. Coast Guard  
**CRITICAL SKILLS RETENTION BONUS (CSRБ) AGREEMENT**

**Privacy Act Statement**

**Authorities:** Title 37, U.S.C., § 355  
Title 37, U.S.C., § 373

**Purpose:** To provide information necessary for the approval authority to determine if applicant meets all requirements for the award of officer or enlisted Critical Skills Retention Bonuses.

**Routine Uses:** For processing activities and approval authority to determine if applicant meets all eligibility requirements for the program. Use of the EMPLID is necessary to make positive identification of individual records.

**Disclosure is Voluntary:** If the applicant does not provide the information; however, no further action can be taken on the request, and all further processing terminates.

**Retention and Distribution:** Prepare an original and three copies of this form. The original shall be filed in the member's SPO PDR, one copy shall be placed in the Unit PDR (if *applicable*), one copy shall be mailed to Commander (CGPSC-psd-mr) for electronic imaging into the EI-PDR, and one copy will be given to the member.

1. Under Title 37 U.S.C., § 355 and in consideration of receiving a Critical Skills Retention Bonus (CSRБ) in the amount of \$ \_\_\_\_\_, I \_\_\_\_\_ Rank / Name / EMPLID agree to remain on active duty \_\_\_\_\_ years upon approval of this agreement by my commanding officer.
2. Conditions of agreement. I understand and agree that:
  - a. The effective date of this agreement will be \_\_\_\_\_,
  - b. Payment Conditions (*select one as authorized per ALCOAST*):
    - 1) On an annual lump sum basis, for the length of this agreement, I will receive a CSRБ payment in the following amount: \$ \_\_\_\_\_ or,
    - 2) In a single lump sum payment, upon approval date of this agreement, I will receive a CSRБ payment in the following amount prorated for newly obligated service months: \$ \_\_\_\_\_
  - c. My active duty service commitment (ADSC) under this agreement will be \_\_\_\_\_ years from the effective date of this agreement and my new completion of obligated service date will be \_\_\_\_\_. I will be obligated to complete the full ADSC regardless of which payment method (annual or lump sum) I elect.
  - d. A CSRБ may not be offered to a member who:
    - 1) Has completed more than 25 years of active duty or service in an active status in a reserve component; or
    - 2) Will complete their 25th year of active duty or service in an active status in a reserve component before the end of the period of active duty or service in an active status in a reserve component for which the bonus is being offered.
  - e. My entitlement to a Critical Skills Retention Bonus stops immediately if:
    - 1) I am permanently disqualified for service in the designated critical skill for medical or other reasons,
    - 2) I am dismissed or discharged for cause,
    - 3) I retire or separate for any reason authorized under any provision of law,
    - 4) I am released for training in any other competitive career categories,
    - 5) I lose my critical skill designator, or
    - 6) I receive an administrative disqualification.

f. Per 37 U.S.C. § 355, a member paid a bonus under this section who fails, during the period of service covered by this agreement, to remain qualified in the critical military skill or to satisfy other eligibility criteria for which the bonus was paid shall be subject to the repayment provisions of 37 U.S.C. § 373. Any unearned portion of CSRB paid me is considered a debt to the U.S. Government and will be recouped if my CSRB entitlement stops because:

- 1) I lose my critical skills designation and, or qualification due to misconduct or willful neglect,
- 2) I receive an administrative disqualification,
- 3) I am dismissed from the service,
- 4) I am discharged for cause or failure to maintain weight standards,
- 5) I am released for a non-critical skills related full-time Postgraduate or Advanced Education Opportunity,
- 6) I am separated after declining selective continuation,
- 7) I am voluntarily retired or separated before completing the ADSC, or
- 8) I retire or separate for any reason authorized under any provision of law.

g. Per Title 37 U.S.C., § 355 (g), a discharge in bankruptcy under Title 11 that is entered less than 5 years after the termination of this agreement does not discharge me from a debt arising under this agreement. Thus, the U.S. Government may recoup any unearned CSRB.

3. If I want to retire or separate before I complete my ADSC, Commander (CG PSC-opm) or (CG PSC-epm), based on service needs, must approve my request. Commander (CG PSC) will not be influenced by my offer to repay any CSRB.

4. The CSRB will be paid IAW ALCOAST \_\_\_\_\_. I understand the CSRB may be processed via a single lump sum payment or annual installments, paid on the payday after the anniversary date of the effective date of the retention bonus agreement, reenlistment contract or extension operative date. I also understand that I may request to receive an anniversary payment a maximum of one year in advance.

5. If paid by installments, I \_\_\_\_\_ request a first accelerated installment upon approval from Commandant (CG-133).

Accept       Decline

Member's Signature		Date
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Accept       Decline

Commanding Officer's Signature		Date
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Copy: Member  
Commander (CG PSC-psd-mr)