

Reserve Member Balances

Introduction This guide provides the procedures for viewing and printing a member's Reserve Member Balances statement from Direct Access (DA).

Information The Reserve Member Balances statement is one of the most important documents for a Reservist. Reservists should review the statement regularly and report any discrepancies immediately to their command.

Corrections If any discrepancy is discovered on the statement, submit a request for correction with supporting documents via the chain of command to the SPO. In cases where the SPO cannot resolve the issue, the SPO shall provide meaningful endorsement with any additional supporting documents available and forward the request to PPC Customer Care. Complete information for requesting corrections can be found at [Reserve Retirement Point Corrections](#).

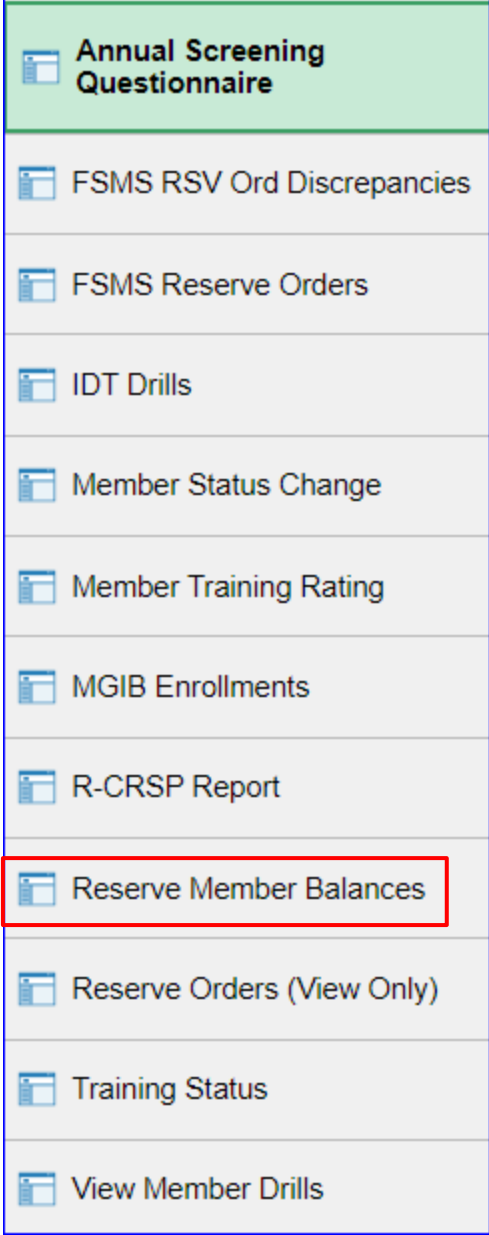
Procedures See below.

Step	Action
1	Click on the Reserve Administration tile.  The image shows a rectangular tile with a blue border. At the top, the text "Reserve Administration" is written in blue. Below the text is an icon consisting of a blue person figure holding a yellow document, with a red location pin and a map fragment below it.

Continued on next page

Reserve Member Balances, Continued

Procedures,
continued

Step	Action
2	<p>Select the Reserve Member Balances option.</p>  <p>The screenshot shows a vertical list of menu items, each with a small icon to its left. The items are: Annual Screening Questionnaire (highlighted in green), FSMS RSV Ord Discrepancies, FSMS Reserve Orders, IDT Drills, Member Status Change, Member Training Rating, MGIB Enrollments, R-CRSP Report, Reserve Member Balances (highlighted with a red border), Reserve Orders (View Only), Training Status, and View Member Drills.</p>

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Reserve Member Balances, Continued

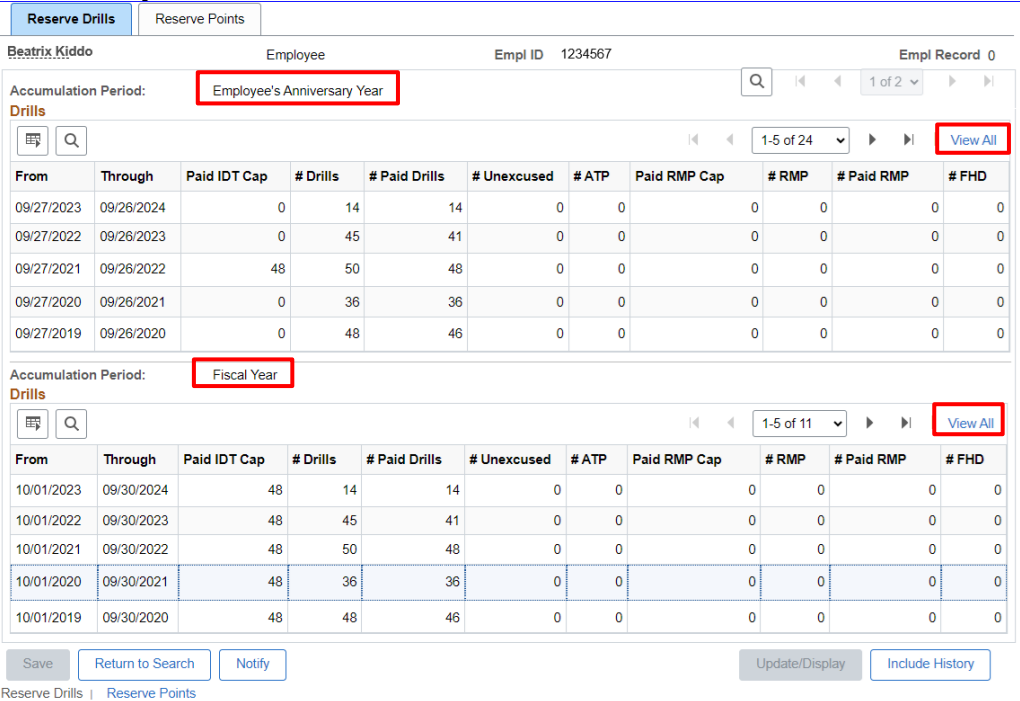
Procedures,
continued

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3	<p>Enter the member's Empl ID and click Search. Include History is auto-checked.</p> <div data-bbox="338 528 1366 967" style="border: 1px solid blue; padding: 5px;"> <p>Cg Rsv Accum</p> <p>Enter any information you have and click Search. Leave fields blank for a list of all values.</p> <p style="text-align: center;">Find an Existing Value</p> <hr/> <p>▼ Search Criteria</p> <p>Search by: <input type="text" value="Empl ID"/> begins with <input style="border: 2px solid red;" type="text" value="1234567"/></p> <p><input checked="" type="checkbox"/> Include History</p> <p><input style="border: 2px solid red;" type="button" value="Search"/> Advanced Search</p> </div>																																																																																																																																				
4	<p>The Reserve Member Balances statement will display. Two tabs, Reserve Drills and Reserve Points are available.</p> <div data-bbox="338 1077 1366 1780" style="border: 1px solid blue; padding: 5px;"> <p>Reserve Drills Reserve Points</p> <p>Beatrix Kiddo Employee Empl ID 1234567 Empl Record 0</p> <p>Accumulation Period: Employee's Anniversary Year</p> <p>Drills</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>From</th> <th>Through</th> <th>Paid IDT Cap</th> <th># Drills</th> <th># Paid Drills</th> <th># Unexcused</th> <th># ATP</th> <th>Paid RMP Cap</th> <th># RMP</th> <th># Paid RMP</th> <th># FHD</th> </tr> </thead> <tbody> <tr><td>09/27/2023</td><td>09/26/2024</td><td>0</td><td>14</td><td>14</td><td>0</td><td>0</td><td>0</td><td>0</td><td>0</td><td>0</td></tr> <tr><td>09/27/2022</td><td>09/26/2023</td><td>0</td><td>45</td><td>41</td><td>0</td><td>0</td><td>0</td><td>0</td><td>0</td><td>0</td></tr> <tr><td>09/27/2021</td><td>09/26/2022</td><td>48</td><td>50</td><td>48</td><td>0</td><td>0</td><td>0</td><td>0</td><td>0</td><td>0</td></tr> <tr><td>09/27/2020</td><td>09/26/2021</td><td>0</td><td>36</td><td>36</td><td>0</td><td>0</td><td>0</td><td>0</td><td>0</td><td>0</td></tr> <tr><td>09/27/2019</td><td>09/26/2020</td><td>0</td><td>48</td><td>46</td><td>0</td><td>0</td><td>0</td><td>0</td><td>0</td><td>0</td></tr> </tbody> </table> <p>Accumulation Period: Fiscal Year</p> <p>Drills</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>From</th> <th>Through</th> <th>Paid IDT Cap</th> <th># Drills</th> <th># Paid Drills</th> <th># Unexcused</th> <th># ATP</th> <th>Paid RMP Cap</th> <th># RMP</th> <th># Paid RMP</th> <th># FHD</th> </tr> </thead> <tbody> <tr><td>10/01/2023</td><td>09/30/2024</td><td>48</td><td>14</td><td>14</td><td>0</td><td>0</td><td>0</td><td>0</td><td>0</td><td>0</td></tr> <tr><td>10/01/2022</td><td>09/30/2023</td><td>48</td><td>45</td><td>41</td><td>0</td><td>0</td><td>0</td><td>0</td><td>0</td><td>0</td></tr> <tr><td>10/01/2021</td><td>09/30/2022</td><td>48</td><td>50</td><td>48</td><td>0</td><td>0</td><td>0</td><td>0</td><td>0</td><td>0</td></tr> <tr><td>10/01/2020</td><td>09/30/2021</td><td>48</td><td>36</td><td>36</td><td>0</td><td>0</td><td>0</td><td>0</td><td>0</td><td>0</td></tr> <tr><td>10/01/2019</td><td>09/30/2020</td><td>48</td><td>48</td><td>46</td><td>0</td><td>0</td><td>0</td><td>0</td><td>0</td><td>0</td></tr> </tbody> </table> <p style="text-align: right;"> <input type="button" value="Save"/> <input type="button" value="Return to Search"/> <input type="button" value="Notify"/> <input type="button" value="Update/Display"/> <input type="button" value="Include History"/> </p> <p>Reserve Drills Reserve Points</p> </div>	From	Through	Paid IDT Cap	# Drills	# Paid Drills	# Unexcused	# ATP	Paid RMP Cap	# RMP	# Paid RMP	# FHD	09/27/2023	09/26/2024	0	14	14	0	0	0	0	0	0	09/27/2022	09/26/2023	0	45	41	0	0	0	0	0	0	09/27/2021	09/26/2022	48	50	48	0	0	0	0	0	0	09/27/2020	09/26/2021	0	36	36	0	0	0	0	0	0	09/27/2019	09/26/2020	0	48	46	0	0	0	0	0	0	From	Through	Paid IDT Cap	# Drills	# Paid Drills	# Unexcused	# ATP	Paid RMP Cap	# RMP	# Paid RMP	# FHD	10/01/2023	09/30/2024	48	14	14	0	0	0	0	0	0	10/01/2022	09/30/2023	48	45	41	0	0	0	0	0	0	10/01/2021	09/30/2022	48	50	48	0	0	0	0	0	0	10/01/2020	09/30/2021	48	36	36	0	0	0	0	0	0	10/01/2019	09/30/2020	48	48	46	0	0	0	0	0	0
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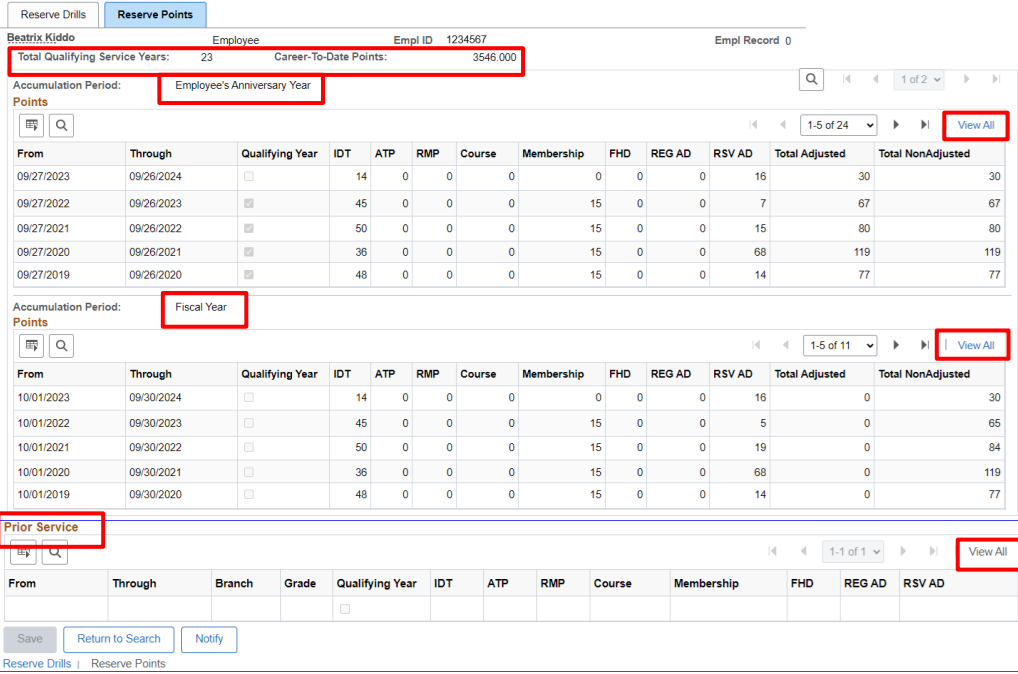
Procedures,
continued

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5	<p>The Reserve Drills tab provides the following information:</p> <ul style="list-style-type: none"> • Employee’s Anniversary Year – identifies the number of drills and number of paid drills accumulated during the member’s Anniversary Year • Fiscal Year – identifies the number of drills and the number of paid drills accumulated during the Fiscal Year <p>Click View All (if necessary) to see all the drills credited to the employee’s Anniversary Year and Fiscal Year.</p>  <p>The screenshot shows the 'Reserve Drills' interface for employee Beatrix Kiddo (Empl ID 1234567). It features two sections for viewing drills: 'Employee's Anniversary Year' and 'Fiscal Year'. Each section contains a table with columns: From, Through, Paid IDT Cap, # Drills, # Paid Drills, # Unexcused, # ATP, Paid RMP Cap, # RMP, # Paid RMP, and # FHD. The 'View All' button is highlighted in red in both sections.</p> <table border="1" data-bbox="343 752 1366 1104"> <caption>Employee's Anniversary Year</caption> <thead> <tr> <th>From</th> <th>Through</th> <th>Paid IDT Cap</th> <th># Drills</th> <th># Paid Drills</th> <th># Unexcused</th> <th># ATP</th> <th>Paid RMP Cap</th> <th># RMP</th> <th># Paid RMP</th> <th># FHD</th> </tr> </thead> <tbody> <tr> <td>09/27/2023</td> <td>09/26/2024</td> <td>0</td> <td>14</td> <td>14</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td>09/27/2022</td> <td>09/26/2023</td> <td>0</td> <td>45</td> <td>41</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td>09/27/2021</td> <td>09/26/2022</td> <td>48</td> <td>50</td> <td>48</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td>09/27/2020</td> <td>09/26/2021</td> <td>0</td> <td>36</td> <td>36</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td>09/27/2019</td> <td>09/26/2020</td> <td>0</td> <td>48</td> <td>46</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table> <table border="1" data-bbox="343 1104 1366 1384"> <caption>Fiscal Year</caption> <thead> <tr> <th>From</th> <th>Through</th> <th>Paid IDT Cap</th> <th># Drills</th> <th># Paid Drills</th> <th># Unexcused</th> <th># ATP</th> <th>Paid RMP Cap</th> <th># RMP</th> <th># Paid RMP</th> <th># FHD</th> </tr> </thead> <tbody> <tr> <td>10/01/2023</td> <td>09/30/2024</td> <td>48</td> <td>14</td> <td>14</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td>10/01/2022</td> <td>09/30/2023</td> <td>48</td> <td>45</td> <td>41</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td>10/01/2021</td> <td>09/30/2022</td> <td>48</td> <td>50</td> <td>48</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td>10/01/2020</td> <td>09/30/2021</td> <td>48</td> <td>36</td> <td>36</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td>10/01/2019</td> <td>09/30/2020</td> <td>48</td> <td>48</td> <td>46</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table>	From	Through	Paid IDT Cap	# Drills	# Paid Drills	# Unexcused	# ATP	Paid RMP Cap	# RMP	# Paid RMP	# FHD	09/27/2023	09/26/2024	0	14	14	0	0	0	0	0	0	09/27/2022	09/26/2023	0	45	41	0	0	0	0	0	0	09/27/2021	09/26/2022	48	50	48	0	0	0	0	0	0	09/27/2020	09/26/2021	0	36	36	0	0	0	0	0	0	09/27/2019	09/26/2020	0	48	46	0	0	0	0	0	0	From	Through	Paid IDT Cap	# Drills	# Paid Drills	# Unexcused	# ATP	Paid RMP Cap	# RMP	# Paid RMP	# FHD	10/01/2023	09/30/2024	48	14	14	0	0	0	0	0	0	10/01/2022	09/30/2023	48	45	41	0	0	0	0	0	0	10/01/2021	09/30/2022	48	50	48	0	0	0	0	0	0	10/01/2020	09/30/2021	48	36	36	0	0	0	0	0	0	10/01/2019	09/30/2020	48	48	46	0	0	0	0	0	0
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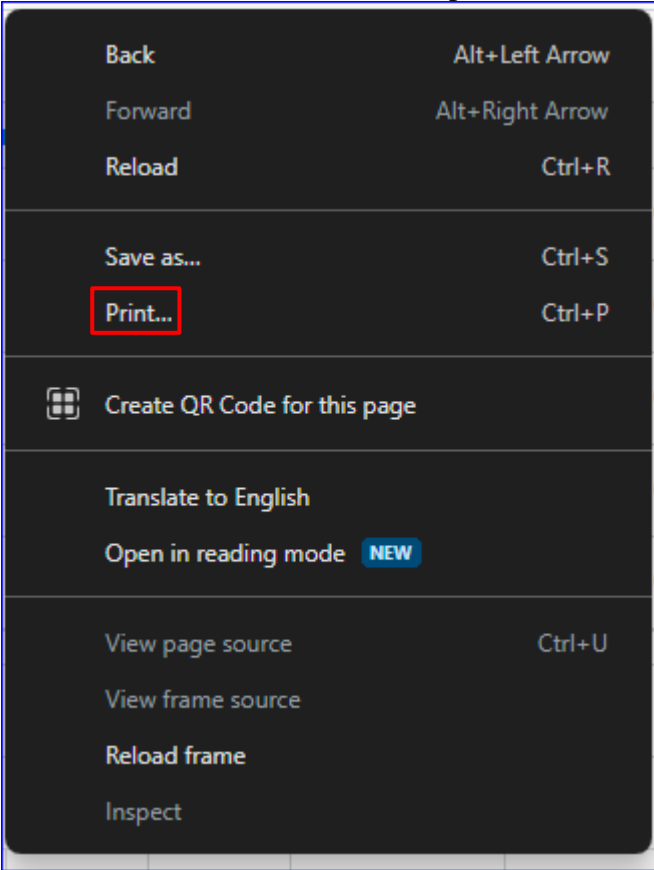
Procedures,
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Step	Action
6	<p>The Reserve Points tab provides the following information:</p> <ul style="list-style-type: none"> • Total Qualifying Service Years – displays the total number of qualified Years accumulated towards retirement • Career-To-Date Points – displays the total number of points earned towards retirement • Employee’s Anniversary Year – identifies the retirement points credited for Coast Guard service during the member’s Anniversary Year • Fiscal Year – identifies the retirement points credited for Coast Guard service during the Fiscal Year • Prior Service – identifies the retirement points credited for all military service performed prior to entering the Coast Guard <p>Click View All (if necessary) to see all the drills credited to the employee’s Anniversary Year, Fiscal Year, and Prior Service.</p> 

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Reserve Member Balances, Continued

Procedures,
continued

Step	Action
7	<p>To print the statement, right click on the page and select the Print option (See NOTES).</p> <p>NOTES: With the update to DA, there is no easy way to print the Reserve Member Balances (Points Statement). You will need to make sure you click View All on each section. Then using the Snipping Tool, capture each section and save it to a Word document to print it.</p>  <p>The screenshot shows a dark-themed browser context menu. The 'Print...' option is highlighted with a red rectangular box. Other visible options include 'Back', 'Forward', 'Reload', 'Save as...', 'Create QR Code for this page', 'Translate to English', 'Open in reading mode', 'View page source', 'View frame source', 'Reload frame', and 'Inspect'. Keyboard shortcuts are listed next to several options: 'Alt+Left Arrow' for Back, 'Alt+Right Arrow' for Forward, 'Ctrl+R' for Reload, 'Ctrl+S' for Save as..., 'Ctrl+P' for Print..., and 'Ctrl+U' for View page source.</p>
