

TOBACCO CESSATION EXEMPTION CHECKLIST

Reference: Coast Guard Weight and Body Fat Standards Program Manual, COMDTINST M1020.8 (series)	
CHECK BLOCK <input checked="" type="checkbox"/>	The below checklist provides a listing of documents required for tobacco Cessation Exemption requests.
	1. MEMO FROM MEMBER WITH COMMAND ENDORSEMENT: A memo from the member requesting a one- time 6 month tobacco cessation exemption to include the date the member quit smoking and Command point of contact.
	2. DOCUMENTATION: Copies of any documentation showing the member enrolling or completing a formal tobacco cessation program, if used. If not used, member must provide a Command Medical Referral Form (SF-600) showing they received counseling with the date the member stopped using tobacco products. The form must be signed by the Commanding Officer and Medical Officer.
	3. COPY OF ALL ADMINISTRATIVE REMARKS PERTAINING TO WEIGHT HISTORY: Copy of " ALL " Administrative Remarks related to the member's current weight probation, past weight probations, abeyances, and tobacco cessation programs.
	4. CURRENT WEIGHT & BODY FAT MEASUREMENTS: Commands must verify member is in compliance with weight and body fat standards by conducting a weigh-in at the time of submitting the tobacco cessation exemption request.
E-mail all requests for tobacco cessation packages to: <i>ARL-PF-CGPSC-PSDFS-WEIGHT</i> For questions or assistance regarding abeyance packages contact: YNCM Allen Monreau 202-795-6635	