

LAMS 2019 Business Rules

Course code: 340720

1. Target Audience

All Second Class Petty Officers (E-5s) are assigned top priority for all quota allocations. All other first-line supervisors (E-4, E-6, O-1, O-2, GS 7-11, WL (all), Aux (FC, VFC, FSO) will be allowed to attend as seats become available and lists of top priority personnel have been exhausted. Seat allocation for each convening will be based on the following assignment hierarchy.

Primary: E-5's and E-4's above the cutoff for E-5 only

Secondary: GS 7-11, O 1-2, and E-6

Tertiary: E-4's in supervisory positions, CG NAF employees, CG AUX, Other Government Agencies (Federal/State)

2. Host Units for Exportable (Road-Show) Sessions

Leadership Development Center (LDC) and FC-T conducted a geographical analysis of large E-5 population hubs based on PAL assignments. Representatives of these hub commands were contacted in June 2018 to establish the annual FY19 schedule. All 74 exportable sessions allotted by FC-T have been scheduled for the FY19 training year. Contrary from the process identified in CI 1510.3, sec 8.b, units do not have to contact LDC to request to host a class. All FY19 training year funded sessions are scheduled.

Exportable sessions are for personnel who are within 50 miles of a Host Unit. Some units with a larger E-5 population will hold multiple sessions each year. The expectation is that students should first utilize these exportable sessions at NO/low COST enabling LAMS to have a greater throughput at the lowest cost to the organization.

Core units that will host at least one exported LAMS course in FY19 are as follows:

Base Portsmouth, NH, Base Boston, Sector South East New England, Newport, RI, Sector New York, Air Station Atlantic City, TRACEN Cape May, Sector Delaware Bay, Coast Guard Yard, Washington DC, Base Portsmouth, VA, Chesapeake, VA, Base Elizabeth City, Camp Lejeune, NC, Sector Charleston, Air Station Savannah, Sector Jacksonville, Cape Canaveral, Sector Miami, Sector Key West, Sector San Juan, Air Station Clearwater, Sector Mobile, Sector New Orleans, Marine Safety Unit Port Arthur, Sector Houston-Galveston, Sector Corpus Christi, Base St. Louis, Sector Buffalo, Base Cleveland, Sector Detroit, Sector San Diego, Base LA/LB, Base Alameda, Sector Columbia River, Sector North Bend, Base Seattle, Air Station Port Angeles, Base Honolulu, Sector Guam, Base Ketchikan, and Base Kodiak.

3. Resident Sessions

Resident convenings are held at TRACEN Yorktown, TRACEN Petaluma, and the LDC in New London, CT. In FY19, there are 30 resident sessions throughout the training year. These sessions are primarily intended for those personnel who are at remote units that do not have the opportunity to attend exportable sessions. Additionally, these sessions can be utilized for members who could not attend their local session due to operational, medical, and work-life constraints, or if their local session does not meet the SWE eligibility deadline. However, the expectation is that all personnel in the "Primary" assignment hierarchy listed above will make every attempt to register for and attend an exportable session if they are within 50 miles of a Host Unit.

4. Application Process

1. Review LAMS convening dates on ETQC's CG Portal page and ETQC shared documents.
2. Identify an appropriate course to attend and at least 2 alternate sessions using the following criteria:
 - a. If you are located within 50 miles of an exportable session(s), you will first request attendance at your local convening(s).
 - b. If you are located outside of 50 miles from an exportable session(s) or have operational, medical, or work-life constraints with your local convening(s), you should request attendance a resident convening.
3. Follow your local operating procedures to submit an ETR, ensuring at least two alternate sessions have been included in the "Comments" section of the ETR request. List all operational constraints and special circumstances in your comments.

5. Important Application Guidelines

1. Submit your ETR **NOW** for the entire FY. Seats are filled following the above hierarchy, guidelines, and submission date.
2. In the comments section, students **SHALL** list all available local sessions before requesting a resident session. Students **SHALL** list all operational, medical, and work-life constraints that would prevent them from attending a local sessions.
3. To help identify E-4s above the E-5 cutoff as the primary target, in the Comments section, list the SWE (May/NOV), cut number and member's placement on the list in the comments.
4. List if all other E-6 advancement requirements have been met after listing the above comments.
5. To maximize your opportunity for attendance, list "will accept soonest available LAMS session" at the end of your comments. This statement enables roster managers to carry your request over to the next session when a session is full.
6. Prudent travel consideration regarding training requests has always been, and will continue to be, an important factor. Training requests that do not follow the published guidance will be moved to an appropriate session that optimizes student quota usage for the entire fleet.
7. Visit the LAMS website, Portal Page, and CG 128's website for specific guidance, job aids, and additional information.

<https://www.forcecom.uscg.mil/Our-Organization/FORCECOM-UNITS/LDC/Courses/>

<https://cg.portal.uscg.mil/communities/leadership-development/LAMS/SitePages/Home.aspx>

www.dcms.uscg.mil/leadership

<https://cg.portal.uscg.mil/units/forcecom/tqc/Pages/Home.aspx>