

U.S. Department of
Homeland Security

United States
Coast Guard



Commander
United States Coast Guard
Personnel Service Center

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Washington, DC 20593-7200
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CG PSCNOTE 1401

CG PERSONNEL SERVICE CENTER NOTICE 1401

CANCELLED: 30 JUN 20

Subj: PY20 SCHEDULE OF OFFICER PERSONNEL BOARDS AND PANELS

Ref: (a) Officer Accessions, Evaluations, and Promotions, COMDTINST M1000.3 (series)
(b) Reserve Policy Manual, COMDTINST M1001.28 (series)
(c) ALCGPSC 045/19 (2019 OER Submission and PY20 Officer Selection Boards)
(d) Title 14, U.S. Code
(e) Documents Viewed By CG Officer Promotion and Special Boards, COMDTINST 1410.2 (series)
(f) Title 10, U.S. Code
(g) Guidance and Eligibility Criteria for Officer Personnel Boards and Panels, PSCINST 1401.1(series)

1. **PURPOSE.** Publish convening dates for Active Duty Promotion List (ADPL) and Inactive Duty Promotion List (IDPL) officer personnel boards and panels for promotion year (PY) 2020, **which occurs from 1 July 2019 to 30 June 2020.**
2. **ACTION.** All Coast Guard unit commanders, commanding officers, officers-in-charge, deputy/assistant commandants, and chiefs of headquarters staff elements shall comply with the provisions of this Notice. Internet release is authorized.
3. **DIRECTIVES AFFECTED.** Promotion Year 2019 Schedule of Officer Personnel Boards and Panels, PSCNOTE 1401 is canceled on 30 June 2019.
4. **DISCLAIMER.** This guidance is not a substitute for applicable legal requirements, nor is it itself a rule. It is intended to provide operational guidance for Coast Guard personnel and is not intended to nor does it impose legally-binding requirements on any party outside the Coast Guard.
5. **IMPACT ASSESSMENT.** This Notice creates no new personnel resources, training, or funding requirements.
6. **ENVIRONMENTAL ASPECT AND IMPACT CONSIDERATIONS.**
 - a. The development of this Notice and the general policies contained within it have been thoroughly reviewed by the originating office and in conjunction with the Office of Environmental Management, and are categorically excluded (CE) under current USCG CE #33 from further environmental analysis, in accordance with Section 2.B.2 and Figure 2-1 of the National Environmental Policy Act Implementing procedures and Policy for Considering Environmental Impacts, COMDTINST M16475.1(series).

- b. This Notice will not have any of the following: significant cumulative impacts on the human environment; substantial controversy or substantial change to existing environmental conditions; or inconsistencies with any Federal, State, or local laws or administrative determinations relating to the environment.
7. DISTRIBUTION. No paper distribution will be made of this Notice. An electronic version will be located on the following Commander CG Personnel Service Center Portal sites:
<https://cglink.uscg.mil/e0fbceaf>.
8. RELATED DIRECTIVES.
- a. Chapters 1, 3, 6, and 7 of reference (a) contain regulations governing the various officer personnel boards and panels.
 - b. Reference (b) contains regulations specific to reserve officer personnel boards and panels.
 - c. Reference (g) contains guidance to officers eligible for consideration by a selection/retention board or panel. It also contains the screening and eligibility criteria for officer personnel panels.
9. GENERAL GUIDANCE FOR ALL OFFICERS.
- a. Submitting Performance Evaluations. Submit Officer Evaluation Reports (OERs) in accordance with Chapter 5 of reference (a) to ensure selection boards and panels have complete, up-to-date information. Under no circumstances will those officers above the zone, or who are projected to be in the zone for promotion, delay their regular annual or semiannual OER past the scheduled due date. For this purpose, estimated zones were announced in reference (c). The schedule of boards and panels was developed to correspond as closely as possible with the OER submission schedule.
 - b. Commanding Officers of Reserve Active Status Officers. Commanding officers of officers serving in the Ready Reserve (Selected Reserve (SELRES), Individual Ready Reserve (IRR)), and Standby Reserve (Active Status List (ASL)) must:
 - (1) Ensure that all active status officers are aware of the contents of this Notice.
 - (2) Provide a copy of the All Coast Guard Reserve (ALCGRSV) message announcing selection zones to each officer being considered by a selection or retention board.
10. ADPL & IDPL PROMOTION BOARD ZONES AND CONVENING DATES. This Notice, which is further amplified by appropriate message traffic, serves as the official notification required by Section 253 of reference (d). Future messages may announce changes to enclosures (1) and (2). Commander, PSC is authorized to delay or reschedule the listed boards and panels as Service needs dictate.
11. ADPL SENIOR EDUCATION AND FELLOWSHIP PANEL (SEFP). The SEFP will select candidates for senior fellowships, Senior Service School (SSS), and senior advanced education

programs. This Panel will be divided into two phases: Phase I will select officer(s) for the O-6 fellowships (SDCFP and CFR), while Phase II will cover the O-5 programs.

- a. Secretary of Defense Corporate Fellows Program (SDCFP) and Council on Foreign Relations (CFR) Fellowships. All Captains meeting the following criteria will be automatically screened:
 - (1) DOR 01 Jan 2016 or earlier
 - (2) O-6 command experience
 - (3) Tour complete in 2020
 - (4) Non-tour complete Captains that will have completed at least two years in their current assignment by 15 September 2020 and otherwise meet the eligibility requirements may request to screen via e-Resume with Flag officer concurrence.
 - (5) Candidates selected by the SEFP for CFR will go through additional screening as well as a rigorous interview process.
 - b. SSS, Sloan Fellowship and MIT-SDM. The SEFP Phase II will consider tour complete O-5 and O-5 selects who request consideration for selection. An ALCGOFF will be released by PSC-OPM outlining the specific criteria by which officers will be considered for the respective War Colleges and Fellowship opportunities. E-resumes requesting consideration will be required in accordance with the respective ALCGOFF message(s).
12. RESERVE SENIOR EDUCATION AND FELLOWSHIP PANEL (SEFP). The Reserve SEFP will select candidates for senior fellowships and advanced education programs. This Panel will be divided into two phases: Phase I will select primary and alternate O-6 candidates to attend the Joint Senior Reserve Component Officers Course, while Phase II will convene to select primary and alternate candidates to attend various in-residence War and Staff College courses. Convening date announcements and application guidance for specific SEFP courses will be provided via separate ALCGRSV message traffic.
 13. RECORDS MANAGEMENT. This Notice has been thoroughly reviewed during the directives clearance process, and it has been determined there are no further records scheduling requirements, in accordance with Federal Records Act, 44 U.S.C. 3101 et seq., NARA requirements, and Information and Life Cycle Management Manual, COMDTINST M5212.12 (series). This policy does not have any significant or substantial change to existing records management requirements.
 14. FORMS/REPORTS. The forms referenced in this Notice are available in USCG Electronic Forms on the Standard Workstation or on CG Portal:
<https://cg.portal.uscg.mil/library/forms/SitePages/Forms.aspx>.

15. REQUEST FOR CHANGES. Units and individuals may recommend changes by writing via the chain of command to: Commander, Coast Guard Personnel Service Center (OPM-1); Mail Stop 7200, 2703 Martin Luther King Jr Ave SE, Washington, DC 20593-7200.



G.T. PRESTIDGE
Captain, U.S. Coast Guard
Commander, CG Personnel Service Center

- Encl: (1) PY20 Schedule of ADPL Officer Personnel Boards and Panels
(2) PY20 Schedule of IDPL Officer Personnel Boards and Panels

PROMOTION YEAR 2020 SCHEDULE OF ADPL OFFICER PERSONNEL BOARDS AND PANELS

CONVENING DATE	BOARD OR PANEL	ZONE	COMMENTS	FINAL APPROVAL AUTHORITY
8 – 12 Jul 19	CAPT Continuation Board	See note 1.	CAPTs with 1 Jan 16 or earlier dates of rank are eligible for consideration unless they have already been continued.	S1
8 – 12 Jul 19	RDML Selection Board	See note 1.	CAPTs with 1 Jul 17 or earlier dates of rank are eligible for consideration.	S1
8 – 12 Jul 19	SEFP Phase I	See note 4.		CG PSC
15 – 19 Jul 19	CAPT Selection Board	See notes 1 and 2.	CDRs with 1 Jul 16 or earlier dates of rank are eligible for consideration.	S1
15 – 19 Jul 19	PCTS Selection Board	See note 1.		S1
22 Jul – 2 Aug 19	CDR Selection Board	See notes 1 and 2.	LCDRs with 1 Jul 16 or earlier dates of rank are eligible for consideration.	S1
22 Jul – 2 Aug 19	LCDR Continuation	See note 5.		CCG
23 – 24 Jul 19	Reserve Officer Extension Board	Reserve officers scheduled for release from active duty between 1 Nov 19 and 30 Apr 20. A message will announce eligible reserve officers.	See notes 5 and 6.	CG PSC
5 – 16 Aug 19	LCDR Selection Board	See notes 1 and 2.	LTs with 1 Jul 17 or earlier dates of rank are eligible for consideration.	S1
5 – 16 Aug 19	LT Continuation	See note 5.		CCG
TBD	Rear Admiral Continuation Board	See note 1 and 7.		S1

PROMOTION YEAR 2020 SCHEDULE OF ADPL OFFICER PERSONNEL BOARDS AND PANELS

CONVENING DATE	BOARD OR PANEL	ZONE	COMMENTS	FINAL APPROVAL AUTHORITY
6 – 9 Aug 19	RPA Selection Board (CAPT, CDR, LCDR, & LT)	See note 1.	See COMDTINST M1000.3(series), Art. 3.A.6.	S1
6 – 9 Aug 19	RPA Continuation Board (LCDR & LT)	See note 1 and 5.	See COMDTINST M1000.3(series), Art. 3.A.6.	CCG
6 – 9 Aug 19	RPA Permanent Designation Board	See note 1.	See COMDTINST M1000.3(series), Art. 1.B.3 and 6.B.8.	CCG
Senior Command Screening Panel consisting of:				
19 – 30 Aug 19	Operations Ashore Command Screening Sub-Panel	O-6s, O-5s, and officers selected to those grades. For eligibility see criteria outlined in paragraph 11 and Encl (1) of Ref (g).	Sector, MSU, Activities, MSRT, NSFCC, MSC, NMC, NAVCEN, ICC, MIFC, Crypto Group, MSST, Strike Team, TACLET, MFPU, IIP, IMAT, OCS OCMI (if commissioned) See note 3 and 8.	CG PSC
	Operations Afloat Command Screening Sub-Panel	O-6s, O-5s, and officers selected to those grades. For eligibility see criteria outlined in paragraph 11 and Encl (1) of Ref (g).	WAGB, WHEC, WIX, WMSL, PATFORSWA, WMEC, WLBB See note 3 and 8.	CG PSC
	Operations Aviation Command Screening Sub-Panel	O-6s, O-5s, and officers selected to those grades. For eligibility see criteria outlined in paragraph 11 and Encl (1) of Ref (g).	AIRSTA, HITRON, ATC, ATTC, ALC, Sector-AIRSTA See note 3 and 8.	CG PSC
	Mission Support Command Screening Sub-Panel	O-6s, O-5s, and officers selected to those grades. For eligibility see criteria outlined in paragraph 11 and Encl (1) of Ref (g).	Service/Logistics Center, Base, Training Centers, CG Yard, CEU, C4IT, APO, PRO, R&D Center, LSC, PSC, PPC, CGRC, CSC, HSWL, FINCEN, CAMS, LSSU, SFO, MLE Academy, LDC See note 3 and 8.	CG PSC

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CONVENING DATE	BOARD OR PANEL	ZONE	COMMENTS	FINAL APPROVAL AUTHORITY
3 – 6 Sep 19	SEFP Phase II	See note 4.	Interested officers should submit an e-resume indicating program preference. See note 4.	CG PSC
4 Sep 19	CWO Extension Beyond 30 Years	Not Applicable.	The panel will consider requests from CWO's to extend beyond 30 years of active duty service.	CG PSC-OPM
4 – 6 Sep 19	CWO to LT Selection Board	Applicants must meet eligibility requirements established by COMDTINST M1000.3(series), Art. 3.B.10. See note 4.	Application deadline for those specialties being considered: 11 Aug 19. See note 3.	S1
16 – 27 Sep 19	LT Selection Board	See notes 1 and 2.	LTJGs with 1 Jul 18 or earlier dates of rank are eligible for consideration. OERs for LTJGs in zone will be submitted for period ending 30 June vice 31 July 19.	S1
17 – 20 Sep 19	PCTS Designation (Phase I)	See notes 1 and 5.	See note 3.	S1
23 – 27 Sep 19	Fleet Flight School Panel #1		See note 3.	CG PSC-OPM
30 Sep – 4 Oct 19	CWO Selection Board and CWO Selective Early Retirement Board (SERB)	See notes 1 and 5. (Note 5 irt SERB)	CWOs with DORs of 15 Dec 16 or earlier will be eligible. See COMDTINST M1000.3(series), Art. 3.B.	S1
Oct 19	OCS Flight School Panel #1	Not applicable.	Convening date to be coordinated between CG PSC-OPM and CG LDC.	CG PSC-OPM

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CONVENING DATE	BOARD OR PANEL	ZONE	COMMENTS	FINAL APPROVAL AUTHORITY
CWO Command Screening Panel Consisting of:				
15-18 Oct 19	CWO Afloat Command Screening Panel	For eligibility see criteria outlined in paragraph 11 and Encl (1) of Ref (g).	WLI, WLIC, WLR, WLM, WPB See note 3 and 8.	CG PSC
	CWO Ashore Command Screening Panel	For eligibility see criteria outlined in paragraph 11 and Encl (1) of Ref (g).	Station, NMLBS See note 3 and 8.	CG PSC
Junior Command Screening Panel consisting of:				
4 – 8 Nov 19	Operations Afloat Command Screening Sub-Panel	O-4s, O-3s, O-2s, O-1s and officers selected to those grades. For eligibility see criteria outlined in paragraph 11 and Encl (1) of Ref (g).	WLB, WTBG w/ Barge, WLM, WPC, WPB, WTGB See note 3 and 8.	CG PSC
	Operations Ashore Command Screening Sub-Panel	O-4s, O-3s, O-2s, O-1s and officers selected to those grades. For eligibility see criteria outlined in paragraph 11 and Encl (1) of Ref (g).	MSST, Station, MSU, Crypto Unit, RFTC See note 3 and 8.	CG PSC
	Mission Support Command Screening Sub-Panel	O-4s, O-3s, O-2s, O-1s and officers selected to those grades. For eligibility see criteria outlined in paragraph 11 and Encl (1) of Ref (g).	TRA Team, Institute, TQC, COMMSTA, SFO See note 3 and 8.	CG PSC
13 – 14 Nov 19	LTJG Selection Board	Ensigns with 31 Jan 19 dates of rank or earlier. Board may select all those eligible		S1

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CONVENING DATE	BOARD OR PANEL	ZONE	COMMENTS	FINAL APPROVAL AUTHORITY
Nov 19	CGA Flight School Panel	Not applicable.	Convening date to be coordinated between CG PSC-OPM and CGA.	CG PSC-OPM
3 – 6 Dec 19	CAPT Assignment Panel	Not applicable.	The panel will consider all O-6s, officers selected to that grade, and other officers to be assigned to O-6 billets.	CCG
6 – 10 Jan 20	Fleet Flight School Panel #2		See note 3.	CG PSC-OPM
13 – 17 Jan 20	CDR Assignment Panel	Not applicable.	The panel will consider all O-5s, officers selected to that grade, and other junior officers to be assigned to O-5 billets.	CG-1
22 – 24 Jan 20	Reserve Officer Extension Board	Reserve officers scheduled for release from active duty between 1 May 20 and 31 Oct 20. An ALCGOFF message will announce eligible reserve officers.	See notes 5 and 6.	CG PSC
Mar 20	OCS Flight School Panel #2	Not applicable.	Convening date to be coordinated between CG PSC-OPM and CG LDC.	CG PSC-OPM
Mar 20	MARGRAD Flight School Panel	Not applicable.	Convening date to be determined upon completion of DCO Selection Panel.	CG PSC-OPM
Mar 20	MIT Seminar Panel	Not applicable.	See note 7.	CG PSC-OPM
30 Mar – 10 Apr 20	CWO Appointment Board	Not applicable.	See COMDTINST M1000.3(series), Art. 1. D Eligibility requirements deadline: 1 Jan 20. See note 3.	S1

PROMOTION YEAR 2020 SCHEDULE OF ADPL OFFICER PERSONNEL BOARDS AND PANELS

CONVENING DATE	BOARD OR PANEL	ZONE	COMMENTS	FINAL APPROVAL AUTHORITY
1 - 5 Jun 20	LTJG Selection Board	Ensigns with 31 Jul 19 dates of rank or earlier. Board may select all of those eligible.		S1

- NOTES:**
1. A message will announce the zone and the number to be selected.
 2. The number of officers included in an ADPL promotion zone is calculated in a two-step process. First, the number of officers to be selected is determined based on projected vacancies. Second, the actual zone sizes are determined by establishing the opportunity of selection for each grade.
 3. Submit applications to PSC-OPM via the process outlined in the solicitation message.
 4. A message will announce the number to be selected and the criteria.
 5. A decision to hold this board/panel will be determined at a later date.
 6. Reserve officers whose active duty agreements expire during the indicated period and who do not apply will be released when their Extended Active Duty (EAD) Agreement expires.
 7. Date tentative; refer to ALCOAST/ALCGPSC Announcement Message for actual convening date.
 8. Refer to PSCINST 1401.1(series) for screening criteria and eligibility requirements.

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CONVENING DATE	BOARD OR PANEL	ZONE	COMMENTS	FINAL APPROVAL AUTHORITY
8 – 12 Jul 19	CAPT Retention Board	See note 1.	CAPTs with 18 or more years of service towards retirement.	CCG
8 – 12 Jul 19	RDML Selection Board	See note 1.	CAPTs with a 1 Jul 17 or earlier dates of rank are eligible for consideration.	S1
8 – 12 Jul 19	SEFP Phase I	See notes 2 and 5.	Senior Reserve Component Service School	CG PSC
15 – 19 Jul 19	CDR Retention Board	See note 1.	CDRs with 18 or more years of service towards retirement.	CCG
15 – 19 Jul 19	CAPT Selection Board	See note 1.	CDRs with 1 Jul 16 or earlier dates of rank are eligible for consideration.	S1
22 – 26 Jul 19	CDR Selection Board	See note 1.	LCDRs with 1 Jul 16 or earlier dates of rank are eligible for consideration.	S1
12 – 16 Aug 19	LCDR Selection Board	See note 1.	LTs with 1 Jul 17 or earlier dates of rank are eligible for consideration.	S1
9 – 13 Sep 19	SEFP Phase II	See notes 2 and 5.	Combined Reserve War & Staff College.	CG PSC
16 – 20 Sep 19	LT Selection Board	See note 1.	LTJGs with 1 Jul 18 or earlier dates of rank are eligible for consideration. OERs for LTJGs in zone will be submitted for period ending 30 June vice 31 July 19.	S1
1-2 Oct 19	Regular to Reserve Appointment Panel	See notes 2 and 3.	See M1000.3 (series), Art. 1.G	S1
21 – 25 Oct 19	CWO Selection Board	See note 1.	CWOs with DORs of 15 Dec 16 or earlier will be eligible. See M1001.28 (series), Art. 7.B.	S1
28 Oct – 1 Nov 19	RPA Designation Board	See note 2.	See M1000.3 (series), Art. 7.D	CG-1
Reserve Senior Command Screening Panel (RSCSP) consisting of:				
4– 8 Nov 19	CGRU COCOM	O6 Command	For eligibility see criteria in paragraph 14 and Encl (1) of Ref (g).	CG PSC
	PSU	O5 Command	For eligibility see criteria in paragraph 14 and Encl (1) of Ref (g).	CG PSC

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CONVENING DATE	BOARD OR PANEL	ZONE	COMMENTS	FINAL APPROVAL AUTHORITY
13 – 14 Nov 19	LTJG Selection Board	See note 1.	Board may select all of those eligible.	S1
3 – 7 Feb 20	Regular to Reserve Appointment Panel	See notes 2 and 3.	See M1000.3 (series), Art. 1.G	S1
3 – 7 Feb 20	IDPL Designation Panel	See notes 2 and 3.	See COMDTINST M1001.28 (series) Art. 7.A.6.c.2	CG PSC
25 – 26 Feb 20	Reserve Mobilization Disposition Board	See note 4.	See COMDTINST M1001.28 (series) Art.8.A.5	CG PSC
2 – 6 Mar 20	Reserve O6/O5 Assignment Panel			O6 – CG-1 O5 – CG PSC
13 – 17 Apr 20	CWO Appointment Board	See note 2.	See COMDTINST M1000.3 (series) Art.1.D	S1
12 – 14 May 20	Reserve Masters of Science in Strategic Intelligence Panel	See note 2.		CG PSC
1-3 Jun 20	LTJG Selection Board	See note 1.	Board may select all of those eligible.	S1

- NOTES:**
1. A message will announce the zone and the number to be selected. The running mate system determines the number of reserve officers included in an IDPL promotion zone. The opportunity of selection for each grade is based on projected vacancies and Coast Guard policy.
 2. A message will announce the process for submitting applications to PSC-RPM.
 3. This panel is contingent upon an adequate number of officers identified by issued separation orders.
 4. This panel is contingent upon the availability of eligible candidates.
 5. Subject to course availability.