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MEMORANDUM

From: *Dr. D. M. Navarro*
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Acting CG-1

Reply to: LCDR J. Smith
Attn of: (202) 475-5232

To: CCG *LL*
Thru: (1) DCMS-DPR *JONES, ERIC C. 117*
(2) DCMS *Fuller* *concur 5/25/22*
(3) VCG *Fuller* *concur 7 JUN 22*

Subj: PROMOTION YEAR 2023 RESERVE OFFICER CORPS MANAGEMENT PLAN

Ref: (a) My memo 1401 of 10 May 2022 (Promotion Year 2023 Active Duty Promotion List Officer Corps Management Plan)
(b) COMDT (CG-13) memo 1401 of 14 March 2013 (Workforce Targets for Reserve Officers in an Active Status)
(c) Reserve Policy Manual, COMDTINST M1001.28D
(d) Temporary Separations Manual, COMDTINST M1040.6A

1. PURPOSE. To seek approval for recommended decisions affecting Promotion Year (PY) 2023 that will enable our Reserve officer corps to meet the needs of the Coast Guard.
2. DISCUSSION. The annual Reserve Officer Corps Management Plan (ROCMP) analyzes statutory authorizations, billet levels, workforce structure, attrition, accessions, and workforce target policy. It describes the current state of the Inactive Duty Promotion List (IDPL) and augments reference (a), the Active Duty Promotion List Officer Corps Management Plan.
 - a. IDPL. The IDPL consists of Reserve officers in an active status, which includes all officers in the Selected Reserve (SELRES), in the Individual Ready Reserve (IRR), and on the Active Status List (ASL) in the Standby Reserve. Reserve officers serving on active duty (e.g., extended active duty and Reserve Component Managers) are not eligible for consideration for promotion on the IDPL. Extended active duty officers selected by the ADPL best-qualified promotion board are eligible for integration into the regular officer corps.
 - b. Workforce Strength. Without retention board actions, the IDPL officer corps will have an aggregate number of CAPTs, CDRs, and LCDRs over authorization levels and reference (b) policy targets. Reducing opportunity of selection and increasing involuntary attrition with retention boards are the tools for reducing controlled grade overages. The IDPL officer corps also requires a steady flow of junior officer accessions to maintain strength and workforce health. The IDPL officer corps currently suffers from an overabundance of officers

concentrated at the O4 grade. The workforce is unbalanced with limited opportunity for promotion to controlled grades. Lack of voluntary attrition, historic desire to maintain high numbers of LCDRs, loss of billets, recent policy changes, and related factors increased reserve officer strength in the controlled grades above our established workforce targets and above our statutory limits, particularly at the O4 grade. This ROCMP will conclude a three-year plan of redistributing IDPL workforce strength to comply with statutory authorizations. This plan was initiated in PY 2019. The IDPL workforce will remain noncompliant through PY 2022, but will achieve compliance at a sustainable rate in PY 2023.

c. Attrition. Voluntary attrition from the IDPL workforce is minimal and insufficient to support healthy progression of officers through grade levels. The primary source of attrition from the IDPL workforce is involuntary separation due to non-selection at multiple promotion boards or from retention board actions authorized under 14 U.S.C. §3752. These actions are necessary to keep the force within authorized limits.

d. Accessions. The Reserve officer corps requires a constant infusion of junior officers to sustain populations of skilled specialists. The IDPL workforce is under-strength at the junior officer grades. Policy changes to reference (d) created accessions opportunities at senior paygrades as well as junior grades. Accessions through reference (d) are not paygrade restricted. The annual Officer Accession Plan addresses specific strategies for Reserve officer strength growth. Accessions into the Reserve Officer corps should be located at the junior officer level whenever possible.

e. Promotion Zones and Opportunity of Selection. IDPL promotion zones are dependent upon the ADPL promotion zones. Reserve officers are in the promotion zone when their active duty running mates are in the promotion zone, as determined by the ADPL OCMP. The IDPL promotion zone includes all officers considered for promotion for the first time and all officers previously considered and not selected. The opportunity of selection (OOS) applies to this combined zone to control the promotion flow to meet expected vacancies. Unlike the ADPL, there is no IDPL statute requiring a comparable OOS from year to year. However, to maintain parity between the ADPL and IDPL promotion systems, historically every attempt is made to vary the OOS by no more than +/- six percent from year to year. The recommended number to select is based on forecasted vacancies, statutory and policy limits, and expected changes in Service needs.

f. Retention Boards. 14 U.S.C. §3752 states that the Secretary may convene a retention board when it is necessary to reduce the number of Reserve officers in an active status or to provide a steady flow of promotion. Per 14 U.S.C. §3752, the retention board considers all of the Reserve officers in a grade who have 18 years or more service for retirement. Past IDPL retention boards were limited to consider only those senior paygrades where most officers are eligible for retirement. For PY 2023, CAPT, CDR, and LCDR retention boards are recommended. Officers selected for non-retention have the option to retire or to transfer to the Inactive Status List (ISL). All officers selected for non-retention will have the opportunity to complete the minimum number of service years for a non-regular retirement.

g. Statutory Authorization Limits. 14 U.S.C. §3735 has four distinct authorization limits for the IDPL officer strength. Reference (b) provides guidance on calculating this computation. They are:

- i. The maximum authorized number of IDPL officers is 5,000. For PY 2023, the Reserve officer strength will be well under the 5,000 maximum authorization.
- ii. The maximum authorized number of IDPL CAPTs is 6% of the officer workforce.
- iii. The maximum authorized number of IDPL CDRs is 15% of the officer workforce plus the unused difference (if any) of the CAPT authorized count.
- iv. The maximum authorized number of IDPL LCDRs is 22% of the officer workforce plus the unused difference (if any) of the CDR authorized count.

h. IDPL LCDR and CDR Continuation. In accordance with reference (c), IDPL CDRs and LCDRs who have received their second non-selection for promotion and who have less than 18 years of total qualifying service will be considered for continuation in an active status by a one-time board.

i. IDPL LT Continuation. In accordance with reference (c), LTs who would otherwise be discharged due to non-selection for promotion may be considered for continuation in an active status. There is no limit to the number of times LTs may be continued.

3. RECOMMENDATIONS.

a. IDPL Promotion Authorization Levels. Table 1 represents controlled adjustments in the trade space between forecasted billet levels, need for flexible movement of reserve officers onto ADOS orders, and the authorized distribution percentages described above. The recommended authorized levels are designed to promote all PY 2023 selections by the end of the promotion year. In addition, they will maintain the number of Reserve officers in accordance with reference (b), with the exception of LCDR. For that grade, these levels will continue a three year plan, to be completed in PY23, to redistribute the number of LCDRs to within statutory limits and the levels identified in reference (b).

	CAPT	CDR	LCDR
PY 2022 Approved Authorization Levels	35	144	260
PY 2023 Recommended Authorization Levels	38	154	254
PY 2024 Projected Authorization Levels	38	154	254

Table 1: PY 2022-PY 2024 LCDR-CAPT Promotion Authorization Levels.

Reference (b) provides guidance for the authorized strength to be above 100% of SELRES billets to ensure the Reserve Corps missions can be fully manned while allowing temporary support to the active duty officer corps. Table 2 represents the comparison between the authorized strength level and the forecasted SELRES billet need. The CDR authorization

level has been returned to fully authorized levels in PY 2023 as the overall reserve controlled grade distribution is back within statutory allowances.

Grade	PY23 Authorized Strength level	PY23 SELRES billets	% of SELRES billet (allowing for ADOS/EAD)
CAPT	38	32	119%
CDR	160	134	119%
LCDR	254	220	115%

Table 2: Authorized strength levels compared to SELRES billet needs.

b. Opportunity of Selection (OOS) and Number to Select. I recommend setting OOS at levels in accordance with Table 3. Tables of historical OOS are contained in Enclosure (2).

Grade	Combined In and above Zone	PY 2022 OOS	Recommended PY 2023 OOS	Projected Number to Select
CAPT	12	65%	71%	9
CDR	58	55%	61%	35
LCDR	77	50%	56%	43
LT	43	93%	93%	40

Table 3: Recommended PY 2023 IDPL Opportunity of Selection

c. IDPL Retention Boards. 14 USC §3752 allows convening a retention board to provide for a steady flow of promotion. For PY 2023, I recommend convening retention boards for CAPT, CDR, and LCDR. I recommend setting retention rates at levels in accordance with Table 4.

Board	Rate to Retain	Number to Retain	Change from PY 2022
CAPT Retention	88%	23 of 26	+14%
CDR Retention	83%	54 of 65	+27%
LCDR Retention	84%	59 of 70	+12%

Table 4: PY 2023 Recommended Retention Rates

d. Continuation Boards. Reference (c) provides guidance regarding continuation boards and the associated criteria. Per ref (c), CDR and LCDR continuation boards are required by policy and LT continuation boards are optional. I recommend holding continuation boards for IDPL LTs, LCDRs, and CDRs who meet the criteria and best meet the needs of the Service.

c. Delegation to CG-1 to Modify OOS. Changes to expected vacancies or zone sizes between now and the board convening dates may require adjustments to the number to select and OOS. The final IDPL zone sizes will be based on the final ADPL zone sizes in reference (a). Because of the potential variability of the running mate system in establishing final zone sizes, I request you delegate to me the authority to adjust the final selection numbers by no more than 25 bodies and the stated OOS by no more than 10 percentage points to account for these potential changes.

4. DECISIONS.

a. IDPL CAPT Retention: Convene an IDPL retention board and select 3 CAPT's that will not be retained.

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b. IDPL CDR Retention: Convene an IDPL CDR retention board and select 11 CDRs that will not be retained.

APPROVED LLF DISAPPROVED _____

c. IDPL LCDR Retention: Convene an IDPL LCDR retention board and select 11 LCDRs that will not be retained.

APPROVED LLF DISAPPROVED _____

d. Promotion Decisions. IDPL OOS percentages shall be as shown in Table 5.

CAPT OOS	CDR OOS	LCDR OOS	LT OOS
71%	61%	56%	93%

Table 5 – Recommended PY 2023 IDPL OOS Levels

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- e. Authorized Strength. IDPL Authorized Strength shall be as shown in Table 6.

CAPT Authorized Strength	CDR Authorized Strength	LCDR Authorized Strength
38	154	254

Table 6 – Recommended Authorized Strength Levels

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- f. IDPL LT, LCDR and CDR Continuation. Convene an IDPL LT, LCDR, and CDR Continuation board for those officers meeting the criteria outlined in reference (c).

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- g. Delegation of Authority. Movement into and out of the IDPL is very fluid, particularly with accessions from the Regular to Reserve and Temporary Separations policies. To ensure all members appear before the board when in zone and to appropriately manage the Reserve officer workforce strength, **I request you delegate to me the authority to adjust the final selection numbers by no more than 25 bodies and the stated OOS by no more than 10 percentage points to account for these potential changes.** This delegation will take effect on the date of signature and will terminate on 30 June 2024 per 14 U.S.C. §2111.

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Enclosures: (1) Chart - PY 2023 Forecast of IDPL Statutory and Active Status Policy Limits
(2) Historical IDPL Selection and Retention Board Statistics