

Reserve Retirement – FAQ Sheet:

This document provides answers to frequently asked questions concerning reserve retirement. However, where a conflict between this document and the regulations exists, the regulations shall govern.

1. When can a member request a RET-2 retirement status?

Members with 20 years of Total Qualifying Service for Retirement (TQS), also known as “satisfactory years or good years”, may request transfer to RET-2 Status using form CG-2055A. Requests must be for first day of any month. These requests must be received at least 100 days prior to the requested retirement date, and up to one year in advance. Members must meet all obligated service to be transfer to RET-2 status.

2. What obligated service must be completed prior RET-2 status?

a. Post 9/11 GI Bill Transfer of Education Benefits (TEB): If the member still has obligated service Post 9/11 GI Bill TEB, they must agree to rescind their post 9/11 GI Bill TEB to go into RET-2 status. All Post 9/11 GI Bill obligated service must be served in the SELRES. Please contact RPM-1 at the email below for more information.

b. Members advancing to E-9 must complete two years of service obligation IAW Article 5.K.4 of CIM 1000.2 (series).

c. If the member recently transferred into the SELRES (from a different component), at least one year must be completed in the SELRES prior to the retirement date.

3. Can I apply with 19 years TQS?

If you HAVE NOT received your "20" year Satisfactory Service Letter, ensure you meet the requirements for retirement prescribed in Chapter 8 of the Reserve Policy Manual COMDINST M1001.28". We don't approve retirements when members are still showing 19 years of TQS/good years unless we know for sure they will have enough to complete the 20th year. This will also require a 30-day window between the RET-2 date and Anniversary year earning on 20th year.

3. What do you need to apply for a RET-2 (Retire awaiting pay) Status?

A CG-2055A signed by the member, their command and DXR. Once complete, the DXR will send to: HQS-SMB-CGPSC-RPM-1-Status@uscg.mil

4. When do I receive my retirement orders?

Due to current Direct Access constraints, reserve retirement orders have to be prepared manually by PPC (SEP) after the requested retirement date passes. These orders do not arrive prior to the retirement date in the Direct Access airport terminal like other reserve orders. These orders will be sent to the member around 30 days after the effective retirement date. Direct Access will reflect the member's RET-2 status around 45 days after the RET-2 date. RPM recommends each respective P&A and/or SPO to monitor their reserve members to ensure the appropriate status is reflected. Otherwise, the reserve member will still be accountable on the units PAL.

5. What if the members EOE is before the retirement date?

If the member's CG-2055A is approved, COMSTINST M1000.2 (series) allows the member to extend for a number of months that meets the requested retirement date. This extension will be administered by the member's SPO.

6. What if a member has 30 years TQS, how can I request a Presidential Letter of Appreciation?

To request a 30-year Presidential Letter of Appreciation, the unit will need to submit a memo request to RPM-1 at the e-mail address below. A template of this memo is available in our template section.

7. How can you apply for early RET-1?

The member (and P&A staff) should review the Reserve Policy Manual, Chapter 8.G for early RET-1 eligibility. If the member has qualifying active duty orders performed on or after 20 January 2008, the member may submit a CG-2055A requesting early RET-1 using block 8 of the form.

If the member wants to request transfer into RET-2 status along with the Early Ret-1 calculation request, the member can check off both boxes in block 8 of the CG-2055A. In these cases, RPM-1 will process the RET-2 status request while requesting Early RET-1 calculation from PPC at the same time. The member will receive a confirmation email when the RET-2 is approved, and a separate email with the Early RET-1 calculation results.

8. I am an officer non-selected for promotion for a second time or non-retained, and I am eligible for retirement (or have at least 18 years of Total Qualifying Service towards retirement), how do I request retirement and what date should I use?

If the member has 20 years of Total Qualifying Service (TQS) as of 30 Jun of the Promotion Year (PY), the member will retire on 01 July (date after the end of the PY). Officers with 20 years of TQS can also request a retirement earlier than 01 Jul if so, desired as long as 20 years of TQS have been completed by the requested retirement date.

If the member has at least 18 years of Total Qualifying Years (TQS) towards a non-regular retirement by 30 Jun of the Promotion Year, member may contact HQS-SMB-CGPSC-RPM-1-Status@uscg.mil to determine retirement date. These situations can vary case by case, please contact RPM-1 for counseling.

9. Member is finishing ADOS orders and intends to go into RET-2 status immediately after, how is this requested?

Due to Direct Access's programming constraints with reserve retirements, the member must be RELAD into the IRR or their last SELRES billet (if applicable) and then the member can be processed into RET-2 status. The member should request a RET date that allows to be RELAD from AD orders, and at least one day in the SELRES or IRR. These transactions can be complicated, please contact RPM-1 at the email below well in advance for advice.

10. Member is requesting early RET-1 calculations but is currently serving on AD. Can a request be submitted while still on AD?

For the current set of AD orders to be counted in the early RET-1 calculations, the member must finish those orders first, and then request the calculations.

11. My early RET-1 date has already passed, am I eligible for retirement pay while in a drilling/AD status?

Members cannot receive retirement pay for any time spent in a drilling status or on AD orders. If the member is already eligible for early RET-1 when submitting a CG-2055A, RPM will work with PPC to place the member in the earliest possible date to receive retired pay. If the member is on AD orders, those orders MUST be completed before the member can be placed into RET-1 status.

12. Where is my "the 20-year letter."

20-year letters are processed through PPC Topeka approximately three months after the member hits the 20-year mark. If this has already passed, I would send a PPC help ticket requesting the 20-year letter.

13. When will I receive my 30 Year Presidential Letter of Appreciation?

PLOARs are not processed until 30 days prior to the retirement date. (Not the ceremony) The OPC is working diligently to ensure all PLOARs are processed as expeditiously as possible.

Questions or concerns regarding reserve retirement can be sent
HQS-SMB-CGPSC-RPM-1-Status@uscg.mil