

R 261826Z APR 24 MID120001057916U  
FM OPERATIONAL LOGISTICS COMMAND NORFOLK VA  
TO ALCOAST

BT

UNCLAS

ALCOAST 189/24

SSIC 4081

SUBJ: SOLICITATION FOR LOGCOM COLLATERAL DUTY RESERVE MOBILIZATION  
TEAM (RMT)

A. U.S. Coast Guard Incident Management Handbook, P3120.17 (series)

B. Emergency Management Manual, Volume IV: Incident  
Management and Crisis Response, COMDTINST M3010.24A

C. DCMS Contingency Support Plan 9930 (series)

1. Operational Logistics Command (LOGCOM) is soliciting reserve  
volunteers to be a part of the Reserve Mobilization Team (RMT) as  
collateral duty for the period of May 2024 to May 2027.

2. Background: The RMT will be a DCMS Deployable Support Element  
(DSE) that will consist of highly motivated and proficient reserve  
yeomen. The establishment of the RMT is the direct result of field  
concerns regarding Reserve order accuracy and timeliness during  
short-fused contingency response.

3. Role and Capabilities of the RMT:

a. Upon contingency request for forces, the RMT will activate  
from their remote locations to generate orders and provide primary  
administrative support for mobilized reservists.

b. The RMT will provide administrative, Personnel and  
Administration (P&A) and SPO support during, large scale  
contingencies. The RMT is responsible for vetting members,  
originating, authorizing, and finalizing mobilization orders, and  
performing centralized pay transactions.

c. The RMT will continue this support throughout contingency  
response while also preparing for demobilization and DD-214  
issuance.

4. Eligibility Requirements:

a. Solicitation is open to all reserve YN3 to PERS4.

b. Although RMT duties will largely be performed remotely,  
applicants must meet all readiness requirements for worldwide  
deployment.

c. Selection requires a 24-month commitment. Requests to obtain  
ADOS outside of RMT will require approval from the RMT manager to  
ensure adequate staffing capabilities.

d. Members currently assigned to the Incident Management Assist  
Team, Deployable Specialized Forces (DSF) Units, Joint Field Office  
staff, or Area/District IMT are not eligible.

5. Application Requirements: Submit a one-page resume and Command  
Endorsement Memo to SMB-LogisticsCommand-LOG1-Admin NLT 20 May 2024.

a. The resume should summarize current and previous positions and  
relevant qualifications and certifications.

b. The Command Endorsement memo must address support of training  
and mobilization requirements and the capability of the member to  
work independently. It cannot be overstated that command support is  
essential for success in this collateral duty opportunity. In return  
for the time commitment, home units will gain highly trained

personnel who can assist in strengthening the unit's knowledge of mobilization processes.

6. LOG-1, the Personnel and Reserve Force Readiness Division within LOGCOM, will manage the RMT Program. RMT selections will be announced via email on or about 30 May 2024. For additional information, please contact CDR Jasmine Barnard or CWO Sara Cook at SMB-LogisticsCommand-LOG1-Admin. Once selected, RMT members will receive initial training and develop in-depth knowledge of reserve mobilization and orders processing.

7. RADM C. J. List, LOGCOM, sends.

8. Internet release is authorized.