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MAY 2 '2 2024

MEMORANDUM

Dr. D. M. Navarro

From: Dr. D. M. Navarro, SES
DCMS-DPR-XD

Reply to LCDR J. Mack
Attn of: (571) 613-2538

To: CCG *Lt T... 12 JUN 24*
Thru: (1) DCMS-DPR *R... 5/23*
(2) DCMS *Acty 5/20*
(3) VCG *6/6/24*

Subj: PROMOTION YEAR 2025 RESERVE OFFICER CORPS MANAGEMENT PLAN

Ref: (a) My memo 1401 of April 2024 (Promotion Year 2025 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) 2025 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) summarizes workforce structure, attrition, accessions, statutory authorizations, billet levels, and workforce target policy. It prescribes actions to meet near-term workforce targets, maintain organizational flexibility, and build an adaptive and proficient Reserve officer corps.

a. IDPL. The IDPL consists of Reserve officers in an active status and 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 (EAD) officers selected by an 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 exceed authorization levels and reference (b) policy targets for CAPTs, CDRs, and LCDRs. Reducing opportunity of selection and employing retention boards to increase involuntary attrition are tools for managing excesses in control grades. The IDPL officer corps also requires a steady flow of junior officer accessions to maintain strength and workforce health.

While the Coast Guard has increased Reserve officer accessions, this is offset by the number of IDPL officers accepting EAD contracts to mitigate active duty vacancies.

c. Attrition. Retention levels among the IDPL workforce remain high and voluntary attrition is 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 regular inflow of junior officers to sustain populations of skilled specialists. The IDPL workforce is currently under-strength at the junior officer grades. Reference (d) provides IDPL accession opportunities for both senior and junior grades and requires sustained attention to appropriately manage. These temporary separation (TempSep) accessions into the IDPL are not grade restricted and these officers generally do not enter the SELRES. 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 to help relieve the constraints at the control grades.

e. Promotion Zones and Opportunity of Selection. In PY 2025, IDPL promotion zones remain tied to active duty promotion list (ADPL) promotion zones. Unlike in PY 2024 which had large zone sizes, PY 2025 IDPL zone sizes are generally smaller due to smaller active duty promotion zones. Setting IDPL zone sizes based on the running mate system is not causing negative impacts on the Reserve corps in PY 2025. DPR-22, CG-1M, and CG-R are pursuing policy changes to set independent IDPL zone sizes in future PYs.

Reserve officers are in zone for promotion 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. The recommended number to select is based on forecasted vacancies, statutory and policy limits, and expected changes in Service need.

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 Reserve officers in a grade who have 18 years or more service for retirement. For PY 2025, Captain, Commander, and Lieutenant Commander 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 policy on calculating these limits.

They are:

- i. The maximum authorized number of IDPL officers is 5,000. For PY 2025, 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 Commander and Lieutenant Commander 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 Lieutenant 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, the need for flexible movement of reserve officers onto ADOS and EAD orders, and the statutory distribution percentages described above. DPR-22, CG-PSC (rpm), and CG-R agree that these authorization levels provide sufficient personnel to staff SELRES positions, provide temporary support to the active duty officer corps, and meet contingency needs.

	CAPT	CDR	LCDR
PY 2024 Approved Authorization Levels	37	159	277
PY 2025 Recommended Authorization Levels	35	155	301
PY 2026 Projected Authorization Levels	33	151	301

Table 1: PY 2024–PY 2026 Lcdr to Capt IDPL Authorization Levels

To align personnel strength targets more closely with the number of billets, the recommended IDPL Captain and Commander authorization levels are below the policy limits set by reference (b). This provides additional unused capacity from Captain and Commander to use raising the Lieutenant Commander authorization level. The Lieutenant Commander authorization level is increased to provide space for TempSep LCDRs entering the Reserve. TempSep officers count towards the authorization level and their numbers in the IDPL grow each year. If the Lieutenant Commander authorization level were to remain constant at the

PY 2024 level, it would result in 24 additional non-retained officers or a significant reduction in number to select for promotion in PY 2025.

b. Opportunity of Selection (OOS) and Number to Select. The recommended OOS and number to select in Table 2 are determined by zone size, attrition, authorization level, and retention actions. In-zone OOS is provided to allow easy comparison with ADPL OOS. Despite the increased LCDR authorization level in paragraph 3.a, the combined OOS to LCDR is lower than in PY 2024 to minimize forced attrition at the LCDR retention board. Increases to LCDR OOS or number to select would require additional LCDRs be non-retained or an increase in CDR OOS (and greater CDR non-retention). Enclosure (1) provides a summary of historical promotion board actions.

	CAPT	CDR	LCDR	LT
PY 2024 Total Candidates ¹	24	73	109	57
Approved PY 2024 Combined OOS ²	50%	56%	63%	90%
Approved PY 2024 Number to Select	11	36	50	51
PY 2025 Zone Size	8	35	42	70
PY 2025 Total Candidates	15	55	69	84
Recommended PY 2025 Combined OOS	49%	51%	35%	81%
Recommended PY 2025 In-Zone OOS	82%	81%	58%	97%
Recommended Number to Select	7	28	24	68

Table 2: PY 2024 & PY 2025 IDPL LT to CAPT Promotion Board Actions

c. IDPL Retention Boards. 14 USC §3752 allows convening a retention board to consider IDPL officers with 18 or more years of service for retirement to provide for a steady flow of promotion. For PY 2025, I recommend convening Captain, Commander, and Lieutenant Commander retention boards and setting retention rates at levels in accordance with Table 3.

Retention board actions are necessary to bring personnel levels to the authorization levels recommended in paragraph 3.a. Of note, two-thirds of IDPL LCDRs (including TempSep officers) are too junior to be candidates before the LCDR retention board, resulting in a subset of the grade (generally prior-enlisted and career SELRES officers) be targeted for non-retention. Any increase in the number to retain requires a reduction in the number to select for promotion.

Retention Board	Rate to Retain	Number to Retain	Change from PY24
Captain	67%	16 of 24	+3%
Commander	54%	49 of 90	-24%
Lieutenant Commander	80%	81 of 101	-4%

Table 3: PY 2025 Recommended Retention Board Actions

d. Continuation Boards. Reference (c) provides policy regarding continuation boards and the associated criteria. Commander and Lieutenant Commander Continuation boards are

¹ "Total candidates" refers to all officers before the promotion board, including those in zone and above zone.

² "Combined OOS" refers the OOS for total candidates (in zone and above zone officers).

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required, and a Lieutenant Continuation board is optional. I recommend holding continuation boards for IDPL Commanders, Lieutenant Commanders, and Lieutenants who are eligible for continuation and best meet the needs of the Service.

e. Delegation of Promotion and Retention Modification. Unexpected personnel actions before the board convening dates may require adjustments to the zone size, stated OOS, number to select, and number to retain. The final IDPL zone sizes will be based on the final ADPL zone sizes in reference (a). I request you delegate the authority to CG-1M to adjust the final number to select and number to retain by no more than 25 bodies and the promotion stated OOS by no more than 10 percentage points to account for these potential changes.

5. DECISIONS.

a. Authorization Levels. The PY 2025 Lieutenant Commander to Captain IDPL authorization levels shall be as shown in Table 4.

CAPT	CDR	LCDR
35	155	301

Table 4. PY 2025 LCDR to CAPT Authorization Levels

APPROVED LL Tager DISAPPROVED _____

b. Promotion Decisions. PY 2025 IDPL stated combined OOS percentages shall be as shown in Table 5.

CAPT OOS	CDR OOS	LCDR OOS	LT OOS
49%	51%	35%	81%

Table 5. PY 2025 IDPL stated combined OOS Levels

APPROVED LL Tager DISAPPROVED _____

c. Selection Decisions. PY 2025 projected number to select for promotion shall be as shown in Table 6.

	CAPT	CDR	LCDR
Projected PY 2025 Board Selections (based on forecast zone size and recommended OOS)	7	28	24

Table 6. Projected PY 2025 Board Selections

APPROVED LL Tager DISAPPROVED _____

d. IDPL Captain Retention. Hold an IDPL Captain Retention Board, selecting 16 eligible Captains for retention.

APPROVED LL Tye DISAPPROVED _____

e. IDPL Commander Retention. Hold an IDPL Commander Retention Board, selecting 49 eligible Commanders for retention.

APPROVED LL Tye DISAPPROVED _____

f. IDPL Lieutenant Commander Retention. Hold an IDPL Lieutenant Commander Retention Board, selecting 81 Lieutenant Commanders for retention.

APPROVED LL Tye DISAPPROVED _____

g. IDPL Continuation. Hold IDPL Commander, Lieutenant Commander and Lieutenant Continuation Boards for those officers meeting the criteria outlined in reference (c).

APPROVED LL Tye DISAPPROVED _____

h. Delegation of Authority. I delegate the authority to CG-1M to adjust the final number to select and number to retain by no more than 25 bodies and the promotion stated OOS by no more than 10 percentage points.

APPROVED LL Tye DISAPPROVED _____

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Enclosures: (1) Historical IDPL Selection and Retention Board Statistics

ENCLOSURE 1 – HISTORICAL IDPL SELECTION AND RETENTION BOARD STATISTICS

IDPL CAPT PROMOTION/SELECTION STATISTICS

PY	TOTAL CANDIDATES	STATED COMBINED OOS	ACTUAL COMBINED OOS	TOTAL SELECTED
15	29	53%	52%	15
16	25	50%	52%	13
17	23	44%	57%	13
18	26	40%	38%	10
19	23	43%	43%	10
20	22	43%	45%	10
21	19	64%	63%	12
22	10	65%	70%	7
23	13	71%	69%	9
24	22	50%	50%	11
25*	15	49%	49%	7

PY15-24
Average** **23** **53%** **53%** **12**

IDPL CDR PROMOTION/SELECTION STATISTICS

PY	TOTAL CANDIDATES	STATED COMBINED OOS	ACTUAL COMBINED OOS	TOTAL SELECTED
15	61	67%	67%	41
16	76	61%	61%	46
17	58	55%	55%	32
18	63	50%	51%	32
19	88	46%	44%	39
20	62	51%	52%	32
21	114	50%	50%	57
22	84	55%	55%	46
23	61	61%	61%	37
24	64	56%	56%	36
25	55	51%	51%	28

PY15-24
Average **73** **55%** **54%** **40**

Total candidates refers to all officers before the promotion board, including those in zone and above zone. Combined OOS refers the OOS for total candidates (in zone and above zone officers).

*Italicized text indicates the values are projections.

**Average of the last ten promotion years. Projections are not included in averages.

IDPL LCDR PROMOTION SELECTION STATISTICS

PY	TOTAL CANDIDATES	STATED COMBINED OOS	ACTUAL COMBINED OOS	TOTAL SELECTED
15	91	55%	55%	50
16	111	55%	55%	61
17	114	55%	55%	63
18	85	55%	55%	47
19	106	57%	57%	60
20	80	47%	43%	34
21	138	50%	50%	69
22	105	50%	50%	53
23	103	51%	51%	53
24	80	63%	63%	50
25	69	35%	35%	24

PY15-24
Average **101** **54%** **53%** **54**

IDPL LT PROMOTION SELECTION STATISTICS

PY	TOTAL CANDIDATES	STATED COMBINED OOS	ACTUAL COMBINED OOS	TOTAL SELECTED
15	49	86%	86%	42
16	51	86%	86%	44
17	57	92%	91%	52
18	33	94%	94%	31
19	34	97%	97%	33
20	38	97%	92%	35
21	56	93%	93%	52
22	46	93%	93%	43
23	63	93%	94%	59
24	57	90%	91%	52
25	84	81%	81%	68

PY15-24
Average **48** **92%** **92%** **44**

IDPL CAPT RETENTION STATISTICS

PY	CANDIDATES	STATED OOS	ACTUAL OOS	TOTAL NOT RETAINED	TOTAL RETAINED
15	57	60%	70%	17	40
16	43	56%	56%	19	24
17	35	83%	83%	6	29
18	32	65%	63%	12	20
19	33	83%	85%	5	28
20	38	70%	76%	9	29
21	33	59%	64%	12	21
22	33	79%	79%	7	26
23	32	88%	91%	3	29
24	33	64%	64%	12	21
25	24	67%	67%	8	16
<u>PY15-24</u> <u>Average</u>	<u>37</u>	<u>71%</u>	<u>72%</u>	<u>10</u>	<u>27</u>

IDPL CDR RETENTION STATISTICS

PY	CANDIDATES	STATED OOS	ACTUAL OOS	TOTAL NOT RETAINED	TOTAL RETAINED
15	131	75%	89%	14	117
16	122	80%	76%	29	93
17	114	82%	82%	21	93
18	111	70%	75%	28	83
19	94	72%	69%	29	65
20	91	64%	66%	31	60
21	74	50%	41%	44	30
22	76	56%	53%	36	40
23	90	83%	88%	11	79
24	92	78%	76%	22	70
25	90	54%	54%	41	49
<u>PY15-24</u> <u>Average</u>	<u>100</u>	<u>71%</u>	<u>73%</u>	<u>27</u>	<u>73</u>

IDPL LCDR RETENTION STATISTICS

PY	CANDIDATES	STATED OOS	ACTUAL OOS	TOTAL NOT RETAINED	TOTAL RETAINED
20	NO BOARD	NO BOARD	NO BOARD	NO BOARD	NO BOARD
21	100	70%	60%	40	60
22	97	72%	70%	29	68
23	90	84%	88%	11	79
24	97	84%	85%	15	82
25	101	80%	80%	20	81
<u>PY20-24</u> <u>Average</u>	<u>96</u>	<u>78%</u>	<u>75%</u>	<u>24</u>	<u>72</u>

