



Reserve Action Bulletin



FY20 RESERVE TRAINING GUIDANCE

All SELRES members must read and understand this guidance.

The guidance for FY20 Reserve Training has been promulgated. ALCOAST's 291/19, 292/19, and 293/19 provide direction on IDT, ADT, RMP, and ATP scheduling, allocation, and deadlines.

The deadline for SELRES members to enter drills and ADT is 1 MAY 2020. CG-R8 will be tracking members entering drills beyond this date and ensuring compliance. In the future, there will be a "hard stop" in Direct Access as members will not be able to input drills after 1MAY. Alibis will be dealt with on a case-by-case basis.

A maximum of 12 ATP's are authorized for each SELRES assigned to a DSF unit (Boat Forces will be discussed SEPCOR with those involved).

ADT-AT, IDT drills, and ATP's are authorized for September 2020.

One paid RMP is authorized for each SELRES member.

Questions should be directed to the points of contact listed in each ALCOAST.

Thank you for your attention to these very important matters.

R 130946 SEP 19

FM COMDT COGARD WASHINGTON DC//CG-R//

TO ALCOAST

UNCLAS//N01570//

ALCOAST 291/19

COMDTNOTE 1570

SUBJ: FY20 RESERVE INACTIVE DUTY TRAINING (IDT), READINESS MANAGEMENT PERIOD (RMP) SCHEDULING REQUIREMENTS AND WAIVER PROCESS

A. Reserve Policy Manual, COMDTINST M1001.28 (series)

B. Personnel and Pay Procedures Manual, PPCINST M1000.2 (series)

C. Financial Resource Management Manual (FRMM), COMDTINST M7100.3 (series)

1. This ALCOAST announces key dates SELRES members and their commands must adhere to when scheduling Inactive Duty Training (IDT) drills, Readiness Management Periods (RMP), and Additional Training Periods (ATP) in FY20. It also highlights IDT, RMP, and ATP policies and management responsibilities contained in REFs (A) and (B). Duty performed that is not in compliance with this policy is subject to recoupment of funds.

2. A ready Reserve Component (RC) is key to strengthening national preparedness, resilience, and improves the Coast Guard's relevance and ability to respond. It requires hands-on leadership to create an environment that fosters the attainment of PAL and unit-assigned competencies by SELRES members. Unit commanders and supervisors should schedule IDT in conjunction with unit training plans for their assigned SELRES members well in advance to maximize training time for competency attainment and unit mission requirements. This level of effort will help ensure the operational capability and readiness of their reserve workforce to meet contingency response requirements. Establishing annual drill schedules covering the entire fiscal year is strongly encouraged.

3. SELRES members may schedule and complete IDT during all months of FY20 (from 01 OCT 2019 to 30 SEP 2020). Particular attention should be paid to the critical dates and scheduling deadlines in Paragraph 8 below. The scheduling deadlines are intended to promote unit-level planning that supports both operational and financial management needs.

4. IDT Drills. The following policy applies to paid IDT drills for FY20:

a. No SELRES member is authorized to schedule or complete more than 48 IDT drills for pay. No waivers will be authorized. SELRES members who perform more paid IDT than authorized will be in an overpaid status, and pay will be recouped when IDT drills are corrected from paid to without pay (points only) status.

b. SELRES members should follow local unit/District (dxr)/PAC-13 guidance with regard to IDT lodging.

c. With command approval, SELRES members may batch drills and perform in excess of the quarterly allocation of 12 paid IDT drills during Q1, Q2, and Q3 of FY20 (from 01 OCT 2019 to 30 JUN 2020). In addition to command approval, SELRES members who require IDT lodging must have approval from their servicing District (dxr)/PAC-13 prior to scheduling and batching IDT drills.

d. During Q4 (01 JUL-30 SEP 2020), except for SELRES members assigned to Port Security Units (PSU) and Coastal Riverine Forces (CORIVRONS and CORIVGRUs), SELRES members are not authorized to complete more than 12 paid IDT drills without an approved waiver from COMDT (CG-R82). Waiver requests shall be submitted IAW Paragraph 10 below.

e. Per Chapter 2.B.1.a.(3) of REF (A), SELRES members serving on active duty for a period of 30 days or more shall not be eligible to make up drills for that period of active duty. Example: BM2 Smith performs active duty from 01 DEC 19 to 01 FEB 2020, a total of two months. BM2 Smith cannot make up the eight (8) IDT drills missed during the active duty period. BM2 Smith's authorized paid IDT drill cap shall be adjusted to 40 drills.

f. Per Chapter 2.B.1.a of REF (A), SELRES members leaving the service voluntarily (retirement/discharge) or involuntarily (non-selected for promotion, non-continued, etc.) may only complete the number of drills corresponding to their separation date. Example: CAPT Smith is not selected for continuation and is required to leave active status NLT 30 JUN. CAPT Smith may complete a maximum of 36 paid IDT drills for the period 01 OCT-30 JUN. CAPT Smith is also subject to the limitations of Paragraph 4.E above.

5. ATPs. The following policy applies to paid ATPs for FY20:

a. Specific ATP guidance will be provided SEPCOR.

b. To support unit-level planning, SELRES members assigned to PSUs, CORIVRONS, and CORIVGRUs are authorized to schedule up to 12 ATPs starting on 01 OCT 2019 in advance of specific ATP guidance. No ATPs shall be completed or paid prior to the release of FY20 ATP guidance. SELRES members shall utilize 48 paid IDT drills before utilizing ATPs.

c. SELRES members not assigned to PSUs, CORIVGRUs and CORIVRONS are not authorized to schedule or complete ATPs (paid or unpaid). The Office of Reserve Resource Management, (CG-R82) will work with programs (e.g., COMDT (CG-731)) to identify if waivers are needed to support operational requirements. ATP usage will be monitored and commands will be notified of SELRES members scheduling/completing unauthorized ATPs. Unauthorized ATPs must be canceled and/or rescheduled as IDT drills (with or without pay) IAW this ALCOAST.

6. RMPs. The following policy applies to paid RMPs for FY20:

a. Per Chapter 2.B.3.e.(1) of REF (A), each SELRES member is authorized one RMP for pay unless otherwise noted below. Per Chapter 2.B.3.e.(2) of REF (A), RMPs completed that are not in compliance with policy are subject to cancellation and recoupment of payment.

b. Each SELRES member who takes the OCT 2019 Reserve Service-wide Exam (RSWE) is authorized one additional RMP for pay unless the SELRES member is already scheduled to perform IDT with the assigned unit.

c. Waiver requests for RMPs for CDAR-directed screenings, OMSEP medical appointments, and command-directed medical screenings, as outlined in Chapter 2.B.3.a. (5)-(7) of REF (A), shall be submitted to COMDT (CG-R82) IAW Paragraph 10 below.

d. Only PSC-RPM will authorize paid RMPs for medical appointments in connection with a Notice of Eligibility (NOE) as outlined in Chapter 2.B.3.a.(8) of REF (A).

7. IDT, ATP, RMP Management Responsibilities.

a. IDT drills, ATPs, and RMPs for pay shall be scheduled in Direct Access by 01 May 2020 unless otherwise exempted by this ALCOAST.

b. Accurate and timely management of IDT is a command responsibility. Per Chapter 12.B of REF (B), SELRES members, supervisors, commands and SPOs must ensure timely management, tracking, approval, and cancellation of IDT drills, ATPs and RMPs. Reserve Activities User Guides are available at: <http://www.dcms.uscg.mil/ppc/pd/da/>. Senior Reserve Officers (SROs), Senior Enlisted Reserve Advisors (SERAs), and supervisors of SELRES members are highly encouraged to read these helpful materials.

c. Supervisors of SELRES members must ensure IDT drills are validated, placed in a "completed" status in Direct Access, and forwarded to the SPO within two (2) working days of IDT drill completion. SELRES members should notify their supervisors of IDT completion before leaving their units. IDT that remains in a "scheduled" status past the duty date is subject to cancellation.

d. SPOs should process payment vouchers within three (3) working days of receiving notification that IDT drills have been completed.

e. Per Chapter 2.A.C of REF (A), all IDT drills, ATPs and RMPs shall be scheduled and approved in DA in advance of SELRES members reporting for duty. Upon a SELRES member request, commands shall issue written orders as soon as possible before the scheduled duty period(s) to allow the SELRES member time to provide notification to a civilian employer.

f. District (dxr)/PAC-13 AFC-90 funds managers shall continuously monitor their IDT lodging accounts, especially when authorizing batching of IDT, and provide funding concerns to the appropriate Area POCs identified in Paragraph 11 below.

g. To strengthen internal controls and oversight of Reserve Training funds, District (dxr) /PAC-13/DOL-1 and RFRS staffs must complete regular (at least monthly) reviews of IDT, RPM, and ATP drills to ensure drill periods are being requested IAW this ALCOAST and are executed in a timely manner. Weekly Inactive Duty Status reports are available at the following URL: <https://cg.portal.uscg.mil/communities/reserve>. Managers must select "Tools for RPA and FTS" at the webpage to locate the reports. In addition, IDT Pay Validation and Closing Entry Procedures, including the Quarterly Inactive Duty Status Report (QIS) validation process, will be directed by COMDT (CG-R82) during FY20.

8. FY20 IDT Scheduling Deadlines.

a. 01 OCT 2019: Scheduling commences for FY20 IDT drills and RMPs. SELRES members assigned to PSUs, CORIVRONs and CORIVGRUs may schedule up to 12 ATPs IAW Paragraph 5.B above.

b. 01 MAY 2020: Deadline for scheduling all paid IDT drills, RMPs, and ATPs in Direct Access unless otherwise exempted by this ALCOAST. SELRES members who miss the 01 MAY 2020 deadline are at risk for not meeting satisfactory participation standards outlined in Chapter 4.B of REF (A). When required, waivers shall be submitted IAW Paragraph 10 below.

9. Rescheduling. Paid IDT drills, RMPs, and ATPs scheduled prior to the 01 MAY 2020 deadline may be rescheduled in DA without a waiver if all of the guidelines below are met.

a. Notification to reschedule must be provided to the applicable Area/DOL (LANT-1/PAC-1 /DOL-1) and District (dxr)/PAC-13. This is very important if IDT lodging has been authorized or is needed.

b. The paid IDT drills, RMP, or ATPs cannot be rescheduled as a different type of duty.

c. The total number of paid drills cannot exceed 12 in Q4 IAW Paragraph 4.D above without an approved waiver.

d. SELRES members who fail to follow rescheduling guidelines risk cancellation of duty or performance of duty without pay (for points only).

10. Waivers. IDT scheduling waivers are not required for the following circumstances:

a. SELRES member accessions from recruit training (boot camp or DEPOT) or members released from active duty (RELAD) who report to their assigned units after 01 MAY 2020 may schedule and complete IDT drills (not to exceed 4 drills per month for the remainder of FY20) and ATPs (if authorized by Paragraph 5.B) without a waiver.

b. SELRES members who cannot schedule IDT before 01 MAY 2020 due to a pending expiration of enlistment (EOE) may schedule and complete IDT drills for the remainder of FY20 without a waiver.

c. SELRES members who cannot schedule IDT before 01 MAY 2020 due to Training Pay Category (TRAPAY CAT) issue may schedule and complete IDT drills for the remainder of FY20 without

a waiver.

d. RMPs for PHAs can be scheduled after 01 MAY 2020 without a waiver.

e. When required, waiver requests must be submitted using COMDT (CG-R82) provided IDT/RMP/ADT waiver form, to COMDT (CG-R82), thru the unit Commanding Officer (or CO, MILPERS) or first O6 in the chain of command, the cognizant District (dxr)/PAC-13 (even if assigned to a DOL unit), and Area/DOL (LANT-1, PAC-1, DOL-1) staff. Waivers shall be submitted at a minimum of 14 days prior to requested drill convening date. Properly endorsed waivers shall be submitted via email to: HQS-SMB-CG-R82-WAIVER. All waivers must be received by COMDT (CG-R82) NLT 15 AUG 2020 for processing.

f. IAW REF (C), Area/DOL/District funds managers are reminded that it is a violation of the Antideficiency Act (ADA) to obligate or exceed funds over the amount allotted to them. As such, obligations that are to exceed the amount allotted to the Area/DOL/District funds managers shall not be made without prior, explicit approval from COMDT (CG-R82).

11. Area/DOL/District (dxr)/PAC-13 POCs responsible for managing the administration of this ALCOAST across their areas of responsibility:

- a. LANT-1: CAPT Rebecca Drew, (757) 398-3910
- b. PAC-1: CAPT Sarah Reed, (510) 437-2738
- c. DOL-1: CAPT Lisa Schulz, (757) 628-4849
- d. PAC-13: CDR Monica Hernandez, (510) 437-3564
- e. D1 (dxr): CDR Melisa Ransom, (617) 223-3475
- f. D5 (dxr): CDR Richard Howell, (757) 483-8579
- g. D7 (dxr): CDR Tuan Luong, (305) 415-7070
- h. D8 (dxr): LCDR Peter Webber, (504) 671-2333
- i. D9 (dxr): CDR Scott Toves, (216) 902-6096
- j. D11 (dxr): CDR Steve Donley, (510) 437-5352
- k. D13 (dxr): CDR Katy Coombs, (206) 220-7164
- l. D14 (dxr): LT Luke Maleski, (808) 535-3354
- m. D17 (dxr): LCDR Terry-Ann Francis, (907) 463-2102

12. COMDT (CG-R82) POC: CDR Brandi E. Bruno, Brandi.E.Bruno@uscg.mil or (202) 475-5439.

13. RDML T. C. Wiemers, Assistant Commandant of Reserve, sends.

14. Internet release is authorized.

R 131001 SEP 19

FM COMDT COGARD WASHINGTON DC//CG-R//

TO ALCOAST

UNCLAS//N01570//

ALCOAST 292/19

COMDTNOTE 1570

SUBJ: FY20 RESERVE ADDITIONAL TRAINING PERIOD (ATP) ALLOCATIONS

A. COMDT COGARD WASHINGTON DC 130946 SEP 19/ALCOAST 291/19

B. Reserve Policy Manual, COMDTINST M1001.28 (series)

C. Personnel and Pay Procedures Manual, PPCINST M1000.2 (series)

D. Financial Resource Management Manual (FRMM), COMDTINST M7100.3 (series)

1. IAW REF (A), this ALCOAST announces FY20 Reserve Additional Training Period (ATP) allocations. The policies and management responsibilities outlined in REFs (A) thru (D) apply.

2. Only Selected Reserve (SELRES) members assigned to Port Security Units (PSU), Naval Coastal Riverine Squadrons (CORIVRON) and Naval Coastal Riverine Groups (CORIVGRU) are authorized to perform ATPs with pay in FY20 (from 01 OCT 19 to 30 SEP 20) without an approved waiver from COMDT (CG-R82).

3. SELRES members not assigned to PSUs, CORIVRONs and CORIVGRU shall not schedule ATPs in Direct Access (DA) without an approved waiver from COMDT (CG-R82). Waivers shall be submitted to responsible POCs as outlined in Paragraph 10 of REF (A). SELRES members shall not schedule ATPs, and supervisors of SELRES members shall not approve paid ATPs, without an authorized ATP allocation as outlined in Paragraph 5.d. below or an approved waiver from COMDT (CG-R82). SELRES members and their supervisors share equal responsibility for ensuring unauthorized ATPs are not scheduled or completed.

4. Unauthorized paid ATP usage will be tracked in DA and commands of SELRES members with unauthorized scheduled or completed ATPs will be notified. Once a command is notified of, or discovers unauthorized ATP usage, the unauthorized ATPs must be cancelled or corrected in DA to reflect IDT. When correcting paid ATPs, commands should use the 'Correcting Paid IDT Drills' Direct Access User Guide and coordinate corrections with their servicing SPO.

5. FY20 ATP Allocations.

a. PSUs, CORIVRONs and CORIVGRUs commands may allocate ATPs to assigned SELRES members as needed to meet unit training requirements but shall not exceed the individual SELRES member limit. Training requirements that will exceed the FY20 unit ATP allocation require approval prior to scheduling to determine if funding is available through COMDT (CG-R82).

b. Boat force ATP allocation will be provided SEPCOR. COMDT (CG-731), in conjunction with COMDT (CG-R82), will work with field units to determine ATPs needed to ensure SELRES members are able to gain and maintain required qualifications and certifications.

c. Use of IDT drills should be maximized prior to scheduling and completing ATPs.

d. No SELRES member assigned to a PSU/CORIVRON/CORIVGRU shall complete more than 12 ATPs in FY20.

e. Batching of ATPs is authorized with command and PAC-13 approval.

6. IAW REF (A), the deadline for scheduling paid ATPs in Direct Access is 01 MAY 2020. However, ATPs shall not be performed prior to use of authorized IDT drills. ATPs not scheduled by the 01 May 2020 deadline must be approved by COMDT (CG-R82) through the waiver process.

7. Area/DOL/District POCs listed in REF (A) are responsible for managing the administration of this message across their areas of responsibility. In accordance with REF (D), Area/DOL/District funds managers are reminded that it is a violation of the Antideficiency Act (ADA) to obligate or exceed funds over the amount allotted to them. As such, obligations that are to exceed the amount allotted to the Area/DOL/District funds managers shall not be made without prior, explicit approval from COMDT (CG-R82). The following POCs are responsible for managing execution of ATP allocations for their units:

- a. PAC-13: CDR Monica Hernandez, (510) 437-3564.
 - b. PSU 301: LCDR Jesse Webster, (508) 968-6766.
 - c. PSU 305: LT Jessica Snyder, (757) 878-5922 (ext. 228).
 - d. PSU 307: LCDR Karen Hewes, (727) 212-7163.
 - e. PSU 308: LCDR James McKnight, (228) 466-1035 (ext. 203).
 - f. PSU 309: LCDR Gregory Rogers, (419) 635-4462.
 - g. PSU 311: LCDR Todd Smith, (310) 521-4270.
 - h. PSU 312: LT Josue Roman, (650) 808-2805.
 - i. PSU 313: LCDR Jarod Ross, (425) 304-5857.
 - j. CORIVRONs/CORIVGRUs: PAC-13, Ms. Kristy Camacho (510) 437-3470.
8. COMDT (CG-R82) Point of Contact: CDR Brandi E. Bruno, (202) 475-5439.
 9. RDML T.C. Wiemers, Assistant Commandant for Reserve, sends.
 10. Internet release is authorized.

R 131011 SEP 19
 FM COMDT COGARD WASHINGTON DC//CG-R//
 TO ALCOAST
 UNCLAS//N01570//
 ALCOAST 293/19
 COMDTNOTE 1570

SUBJ: FY20 RESERVE ACTIVE DUTY FOR TRAINING (ADT) SCHEDULING REQUIREMENTS

- A. Reserve Policy Manual, COMDTINST M1001.28 (series)
- B. Financial Resource Management Manual (FRMM), COMDTINST M7100.3 (series)
1. This ALCOAST announces key dates SELRES members and their commands must adhere to when scheduling Active Duty for Training (ADT) in FY20. It also highlights ADT policies and management responsibilities contained in REFs (A) and (B). Duty performed that is not in compliance with this policy is subject to recoupment of funds.
2. A ready Reserve Component (RC) is key to strengthening national preparedness, resilience, and improves the Coast Guard's relevance and ability to respond. It requires hands-on leadership to create an environment that fosters the attainment of Personnel Allowance List (PAL) and unit-assigned competencies by SELRES members. Unit commanders and supervisors should schedule IDT/ADT in conjunction with unit training plans for their assigned SELRES members well in advance to maximize training time for competency attainment and unit mission requirements. This level of effort will help ensure the operational capability and readiness of their reserve workforce to meet contingency response requirements.
3. SELRES members may schedule and complete ADT during all months of FY20 (from 01 OCT 2019 to 30 SEP 2020). Particular attention should be paid to the critical dates and scheduling deadlines in Paragraph 8 below to ensure requested orders are funded. The scheduling deadlines are intended to promote unit-level planning that supports both operational and financial management needs.
4. FY20 Active Duty Training - Other Training Duty (ADT-OTD) policy: COMDT (CG-R82) anticipates limited ADT-OTD funding to be available for FY20. However, no SELRES member is authorized to perform ADT-OTD until funds have been provided to, and duty is approved by, the District (dxr)/PAC-13 AFC-90 funds manager. Priorities for ADT-OTD will be "C" School quotas and structured training that leads to the completion of a billet-assigned competency.
5. FY20 Initial Active Duty for Training (IADT) policy: IADT orders for recruit training (Boot Camp, DEPOT, and "A" school) may be executed at any time during FY20. To ensure the correct generation of accounting data to charge the RT appropriation, IADT orders for SELRES members attending recruit training should be created and approved using the RT funding DEPTID 007989.
6. FY20 Active Duty Training - Annual Training (ADT-AT) policy:
 - a. In FY20, SELRES members are authorized 12 days of ADT-AT (exclusive of travel) unless assigned to a PSU, CORIVRON or CORIVGRU. SELRES members assigned to a PSU, CORIVRON or CORIVGRU are authorized 15 days of ADT-AT (exclusive of travel).
 - b. Per Chapter 4.B.2 of REF (A), the ADT-AT requirement is met by the completion of Initial Active Duty Training (IADT), ADT-AT, and by Active Duty Other than for Training (ADOT) (e.g., Active Duty for Operational Support (ADOS), Extended Active Duty (EAD)), as long as the duty is rating, specialty, or position related training. The duty may be performed through on-the-job training (OJT) or formal school completion. SELRES members who enter the SELRES after completing 30 days or more of active duty are not obligated to complete the 12 days ADT-AT requirement within the same fiscal year. However, they are not prohibited from performing ADT-AT or any other type of active duty if funds are available and with District (dxr)/PAC-13 approval.
 - c. Training during ADT shall support acquiring one of the following (in order): billet-assigned competencies, Watch Quarter and Station Bill (WQSB) qualifications or advancement requirements. Only after completing all three of these requirements may SELRES members request ADT for other professional development. Commands and supervisors must validate ADT requests against position competency requirements as well as formal school schedules and available quotas in CG-TMS to ensure SELRES members do not utilize their ADT prior to issuance of formal training orders.
 - d. Per Chapter 3.G of REF (A), District (dxr)/PAC-13 staffs may issue ADT-AT (and ADT-OTD) orders in excess of 12/15 days for formal school attendance. However, ADT-AT/ADT-OTD orders shall not exceed 30 days. Orders that exceed 30 days shall be authorized by COMDT (CG-R82).
 - e. SELRES members (new accessions or members who RELAD from active duty) who affiliate at any time during FY20 are authorized to perform ADT subject to availability of funds.
 - f. SELRES members who have submitted a Reserve Retirement Transfer Request (Form CG-2055A) or Change in Reserve Component Category (Form CG-1001), or who plan to separate/retire during FY20, are not authorized to perform ADT-AT or ADT-OTD unless duty is necessary to meet operational requirements or demands. This requirement must be validated by an Officer-in-Charge or an O5 or above in the SELRES member's chain of command.
 - g. Non-consecutive active duty is generally only used when the SELRES member lives close to the duty location (to minimize travel costs) and when the command determines the nature of the training allows its accomplishment in small increments. At times, non-consecutive orders may be needed to accommodate attendance at formal training courses that are less than 12 days in duration. When non-consecutive orders are authorized, travel allowances shall be authorized IAW the Joint Travel Regulations. Non-consecutive orders may be approved by the servicing District (dxr)/PAC-13 subject to the availability of funds. Prior to approving non-consecutive ADT-AT orders, the SELRES member must receive approval from their command (Officer-in-Charge or an O5 or above). District (dxr)/PAC-13 should carefully consider the service need and

identify increased travel costs (in excess of consecutive ADT-AT orders) resulting from the non-consecutive duty.

7. ADT-AT Management Responsibilities:

a. Accurate and timely management of ADT orders is the Command's and District (dxr)/PAC-13's responsibility. Reserve Activities User Guides are available at: <http://www.dcms.uscg.mil/ppc/pd/da/>. Senior Reserve Officers (SROs), Senior Enlisted Reserve Advisors (SERAs), and supervisors of SELRES members are highly encouraged to read these helpful materials.

b. ADT orders shall be scheduled in Direct Access by 01 May 2020.

c. Per Chapter 3.C of REF (A), active duty orders shall be generated in writing, in advance of SELRES members reporting for duty. Orders should be issued at least 30 days before the scheduled duty to allow SELRES members time to provide notification to civilian employers and family members.

d. Supervisors shall notify the funding District (dxr)/PAC-13 staff of any change to orders in an "authorized" status in Direct Access to facilitate reallocation of training funds.

e. Supervisors of SELRES members shall ensure timely submission of ADT travel claims within three business days of ADT order completion and are highly encouraged to allocate time for SELRES members to complete travel claims on the last day of the ADT period. SELRES members are also highly encouraged to submit their completed travel claims in TPAX prior to departing their units.

f. AFC-90 funds managers must ensure obligations and expenditures do not exceed FY20 distributions IAW Chapter 5.6 of REF (B). To comply with Chapter 5.6.4 of REF (B), AFC-90 funds managers shall continuously monitor their accounts to ensure obligations for approved ADT (and other active duty orders) are executed as scheduled by the deadlines established in Paragraph 8.B. below. Obligations resulting from un-liquidated/un-expended Federal Insurance Contributions Act (FICA), and unexecuted or cancelled orders, including travel orders, must be de-obligated in the Financial Procurement Desktop (FPD), at a minimum, monthly to prevent accumulation of residual obligations and undelivered orders (UDOs), which are no longer needed for intended purposes and allow for reallocation of training funds.

g. IAW REF (B), Area/DOL/District funds managers are reminded that it is a violation of the Antideficiency Act (ADA) to obligate or exceed funds over the amount allotted to them. As such, obligations that are to exceed the amount allotted to the Area/DOL/District funds managers shall not be made without prior, written approval from COMDT (CG-R82).

h. FY20 Travel Guidance: COMDT (CG-R82) will continue to monitor Reserve Training travel ceiling and policy limiting discretionary travel as established in DHS and CG travel guidance. Travel is authorized for readiness training, formal schools, and travel associated with scheduled qualification and certification training.

8. FY20 ADT Scheduling Deadlines.

a. 01 OCT 2019: SELRES members may request ADT-AT orders in Direct Access. District (dxr)/PAC-13 staffs may begin to execute once FY20 funds have been allocated from COMDT (CG-R82).

b. 01 MAY 2020: Deadline for SELRES members to request ADT-AT orders in Direct Access. SELRES members who miss the 01 MAY 2020 deadline are at risk for not meeting satisfactory participation standards outlined in Chapter 4.B of REF (A) and shall not schedule ADT without approval from their District (dxr)/PAC-13, and will only be approved if funding is available.

c. 31 JUL 2020: Deadline for District (dxr)/PAC-13 to approve and obligate funding for ADT-AT orders for the remainder of the fiscal year. District (dxr)/PAC-13 staffs are authorized to set earlier timelines for the purpose of managing funding obligations.

d. 06 AUG 2020: Office of Reserve Resource Management, COMDT (CG-R82) begins sweep of unobligated District (dxr)/PAC-13 AFC-90 funds.

e. 14 AUG 2020: Deadline for District (dxr)/PAC-13 to obligate funding for all remaining AFC-90 SELRES management activities (IDT berthing and ADOS).

9. Rescheduling. ADT orders scheduled prior to the 01 MAY 2020 deadline may be rescheduled in Direct Access subject to approval by the District (dxr)/PAC-13, and will only be approved if funding is available.

10. Area/DOL/District (dxr)/PAC-13 POCs responsible for managing the administration of this ALCOAST across their areas of responsibility:

a. LANT-1: CAPT Rebecca Drew, (757) 398-3910

b. PAC-1: CAPT Sarah Reed, (510) 437-2738

c. DOL-1: CAPT Lisa Schulz, (757) 628-4849

d. PAC-13: CDR Monica Hernandez, (510) 437-3564

e. D1 (dxr): CDR Melisa Ransom, (617) 223-3475

f. D5 (dxr): CDR Richard Howell, (757) 483-8579

g. D7 (dxr): CDR Tuan Luong, (305) 415-7070

h. D8 (dxr): LCDR Peter Webber, (504) 671-2333

i. D9 (dxr): CDR Scott Toves, (216) 902-6096

j. D11 (dxr): CDR Steve Donley, (510) 437-5352

k. D13 (dxr): CDR Katy Coombs, (206) 220-7164

l. D14 (dxr): LT Luke Maleski, (808) 535-3354

m. D17 (dxr): LCDR Terry-Ann Francis, (907) 463-2102

11. COMDT (CG-R82) POC: CDR Brandi E. Bruno, Brandi.E.Bruno@uscg.mil or (202) 475-5439.

12. RDML T.C. Wiemers, Assistant Commandant for Reserve, sends.

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