



# Reserve Info Bulletin



## **SCHEDULING / CANCELING / DELETING IDT DRILLS FOR THE REMAINDER OF FY20**

Due to the COVID-19 pandemic, we have formalized the process for how drills will be scheduled/canceled/deleted. We would also like to reinforce that alternate work locations for paid IDT are authorized, however Command involvement and approval is required.

**The most important takeaways from the below... 1) The 1 May 20 deadline to enter IDT/ADT into DA remains. 2) Batching drills in the 3<sup>rd</sup> and 4<sup>th</sup> quarter is authorized. 3) Below (on page 2) is the link for PPC's process guide for scheduling/canceling/deleting IDT drills.**

- The 1 May deadline to input the drills in DA remains. Due to the uncertainty with the budget and unknown requirements due to drill completion and reserve recalls, this deadline gives CG-R8 enough time to allocate funds to Areas/Districts and plan for FY closeout.

- Commands should develop a realistic plan for their reservists to complete IDT drills while balancing COVID-19 travel restrictions with essential training requirements. Ideally for any drills that need to be completed physically at the unit, these drills should be scheduled later in the FY. As previously communicated, reservists will be able to batch their 3<sup>rd</sup> and 4<sup>th</sup> quarter drills.

- Commands will approve the drills within the normal, expected timeframe.

- If any drills need to be canceled due to COVID-19, members or commands/supervisors will mark them in DA as canceled.

- If any drills have already been approved by the command, but need to be rescheduled to a different date, commands, and ultimately the SPO, will delete them (not cancel – but actually delete them) from DA and the member will schedule new drills for the dates agreed upon.

- If drills have not been approved by the command, but need to be rescheduled to a different date, reservists or supervisors will go into DA to change the dates for the effected drills.



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For any reservist/command who need assistance or a refresher on entering, editing, or changing the dates of IDT drills, the PPC website has extensive information in their process guides. Here is the link to the self-service guide (this guide can be viewed on any internet connection; no CAC access required):

[https://www.dcms.uscg.mil/Portals/10/CG-1/PPC/GUIDES/GP/SelfService/Reserve/Self%20Service%20-%20Inactive%20Duty%20for%20%20Training%20%20\(IDT\).pdf?ver=2019-12-20-150002-297](https://www.dcms.uscg.mil/Portals/10/CG-1/PPC/GUIDES/GP/SelfService/Reserve/Self%20Service%20-%20Inactive%20Duty%20for%20%20Training%20%20(IDT).pdf?ver=2019-12-20-150002-297)

The steps listed above are in alignment with DoD's proposed policy concerning reserve points and completion of a good year for retirement. This process will ensure members who have to cancel drills due to COVID-19 will receive credit for them while balancing financial responsibility to the Reserve budget.

Concerning IDT drills, CG-R8 wants to reiterate that Commands should be working proactively with their reservists to ensure direction is provided to them. Here at HQ, we are hearing anecdotal information that some units are canceling drills and have not developed a comprehensive plan for when the reservists will be drilling later in the year and what they will be accomplishing.

Ultimately, all training and readiness requirements must be part of this plan. Even with all of the travel restrictions, other opportunities are available for reservists that do not require them to be at a Coast Guard unit. Alternate work location usage for paid IDT is authorized for all reservists. If at all possible, commands should use this opportunity to allow reservists to complete as many tasks as possible in an alternate work location. Further guidance will be distributed via ALCOAST concerning IDT training opportunities.

If you have any questions regarding the content listed above, please contact either CDR Brandi Bruno (CG-R82) at [Brandi.E.Bruno@uscg.mil](mailto:Brandi.E.Bruno@uscg.mil) or CAPT Jen Travers (CG-R8) at [Jennifer.A.Travers@uscg.mil](mailto:Jennifer.A.Travers@uscg.mil)

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