



U.S. Coast Guard Briefing to DACOWITS RFI #9 DEC 2022

Presented by:

Enlisted Personnel Management (EPM) and Officer Personnel
Management (OPM)



9. a. What policies and procedures are in place to prevent conscious and unconscious gender bias within the promotion process (e.g., performance evaluations, board screenings, etc.)?

- All Advancement Panels executed by the Coast Guard Personnel Service Center are governed by Coast Guard policy and the applicable Precept. Accordingly, all Panel members must retain an impartial, unbiased, unprejudiced attitude about all candidates being considered and all groups and ratings. Further, all Panel members are tasked to perform the duties imposed upon them without prejudice or partiality and to confine themselves to the matters of record and not predicate judgments on rumor or hearsay.

Enlisted Advancement

- In November 2018, demographic data, to include gender specific pronouns, and members names were prohibited from the comments section of the Enlisted Evaluation Report (EER).
- In February 2020, the Coast Guard established the Enlisted Evaluations Branch (EPM-3) in alignment with the Officer Evaluations Branch (OPM-3) mission/purpose, to review EERs, ensure compliance with policy, and validate that demographic data is not included.



9. a. What policies and procedures are in place to prevent conscious and unconscious gender bias within the promotion process (e.g., performance evaluations, board screenings, etc.)?

Officer Promotion

- Promotion Selection Boards consist of five to nine high performing officer's senior to the grade of the candidates under consideration. Board members are selected from diverse backgrounds representative of the candidates under consideration. Candidate's records are evaluated fairly and impartially by the selection board. These officers are sworn to "*honestly and without prejudice or partiality...perform the duties imposed*".
- The records available to selection boards include select elements of the member's official military personnel file, most prominently: evaluations, awards, and records of professional development. Coast Guard policy restricts the use of gender pronouns in the development of evaluations.
 - Additionally, PSC Staff members are present during all board proceedings to ensure that candidate's gender is not discussed or considered in the selection process.



9. b. What gender specific demographic information has been removed from promotion packages (e.g., first and last names, gender pronouns, photographs, etc.)? Specifically, state whether any gender specific demographic information is still being included. If so, are there plans to remove gender specific demographic information? Provide projected timeline for each demographic modification.

- All Demographic data and the use of gender pro-nouns and first/last names were removed from the comments section of the Enlisted Evaluation Reports (EERs) and Officer Evaluation Reports (OERs) in November 2018.
- Guidance regarding alternative words was provided to the workforce. The terms Reported On Officer (ROO), Reported On Member (ROM), Member (MBR) or Service Member (SVM), and rate/rank may be used in place of gender pro-nouns and names.
- In February 2020, the Coast Guard established the Enlisted Evaluations Branch (EPM-3) to review EERs, ensure their compliance with policy, and validate that they contain no demographic data. The Officer Evaluations Branch (OPM-3) services the same mission/purpose for Officer workforce.
- The Coast Guard does not require photographs for advancement/promotion packages.
- Coast Guard Policy prohibits the inclusion of a member's first or middle names on evaluations. Promotion boards also have access to the member's award citations and records of professional development. There is no policy in place that restricts the use of personal pronouns or the member's full name in these documents. Board members are prohibited from using gender pronouns to address candidates during board proceedings.



9. c. What other actions have been taken to prevent conscious and unconscious gender bias from factoring in promotion reviews/scoring?

- Coast Guard policy directs personal demographic information data sets be masked from board member view



9. d. Since these actions were taken to reduce conscious and unconscious gender bias, provide trends that have emerged and data on the impact of these policies, instructions, or guidance on selection results.

- Percentage of Women in all Active Duty Enlisted Ratings as of 2022.



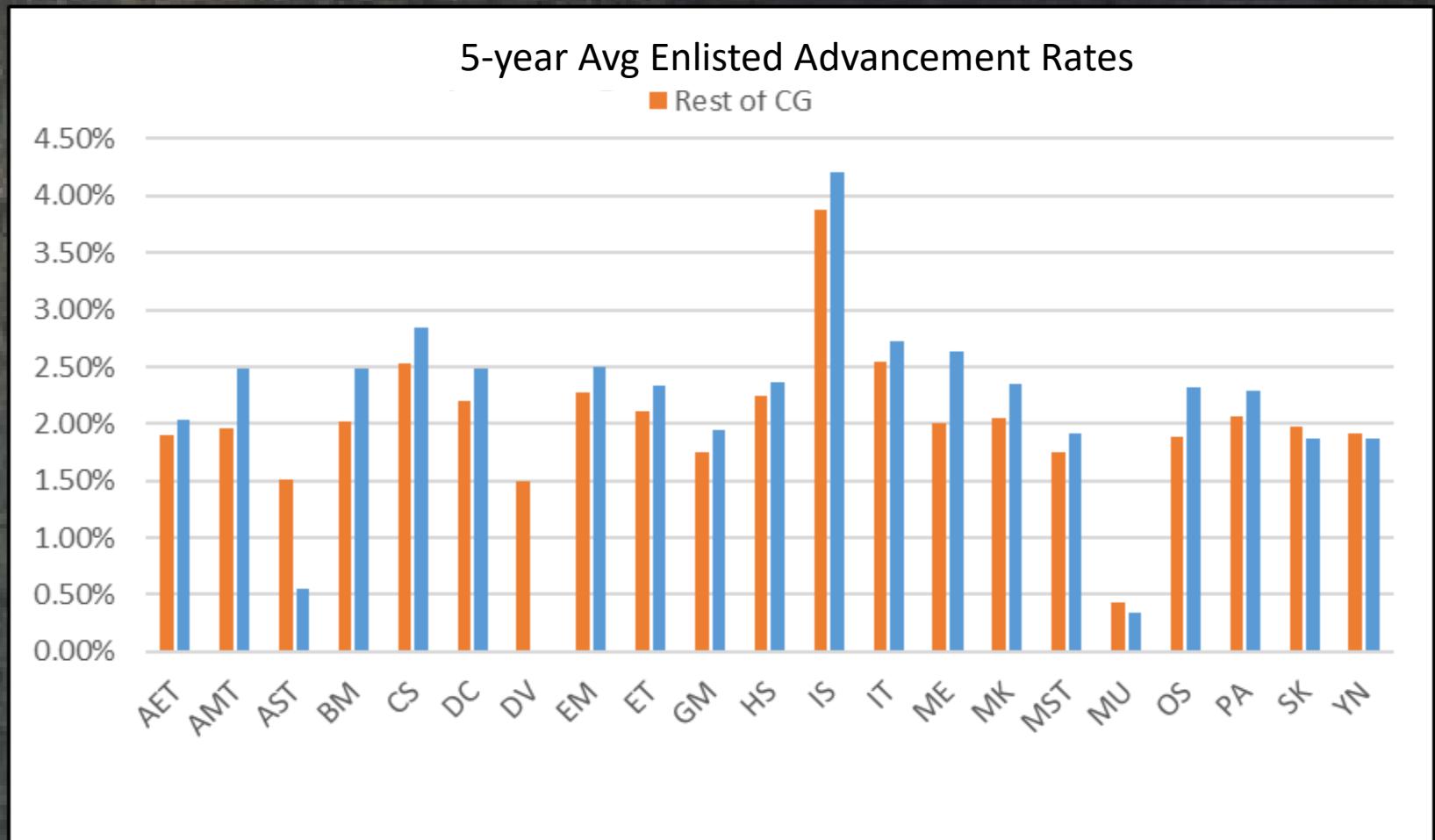
9. d. Since these actions were taken to reduce conscious and unconscious gender bias, provide trends that have emerged and data on the impact of these policies, instructions, or guidance on selection results.

BLUF: Female advancement rate is comparable to the entire CG across all Enlisted Ratings

- Notable ratings that historically advance females at slightly higher rates: AMT, BM, ME, OS
- Females make up **14%** of current Active Duty Enlisted population and accounted for **14%** of all advancements over the last 5 years

Notes:

- Compared percent of all advancements of females population (4.7K) w/overall CG population (32K)
- Currently there are 2 female DV (none before FY21) & 3 female AST

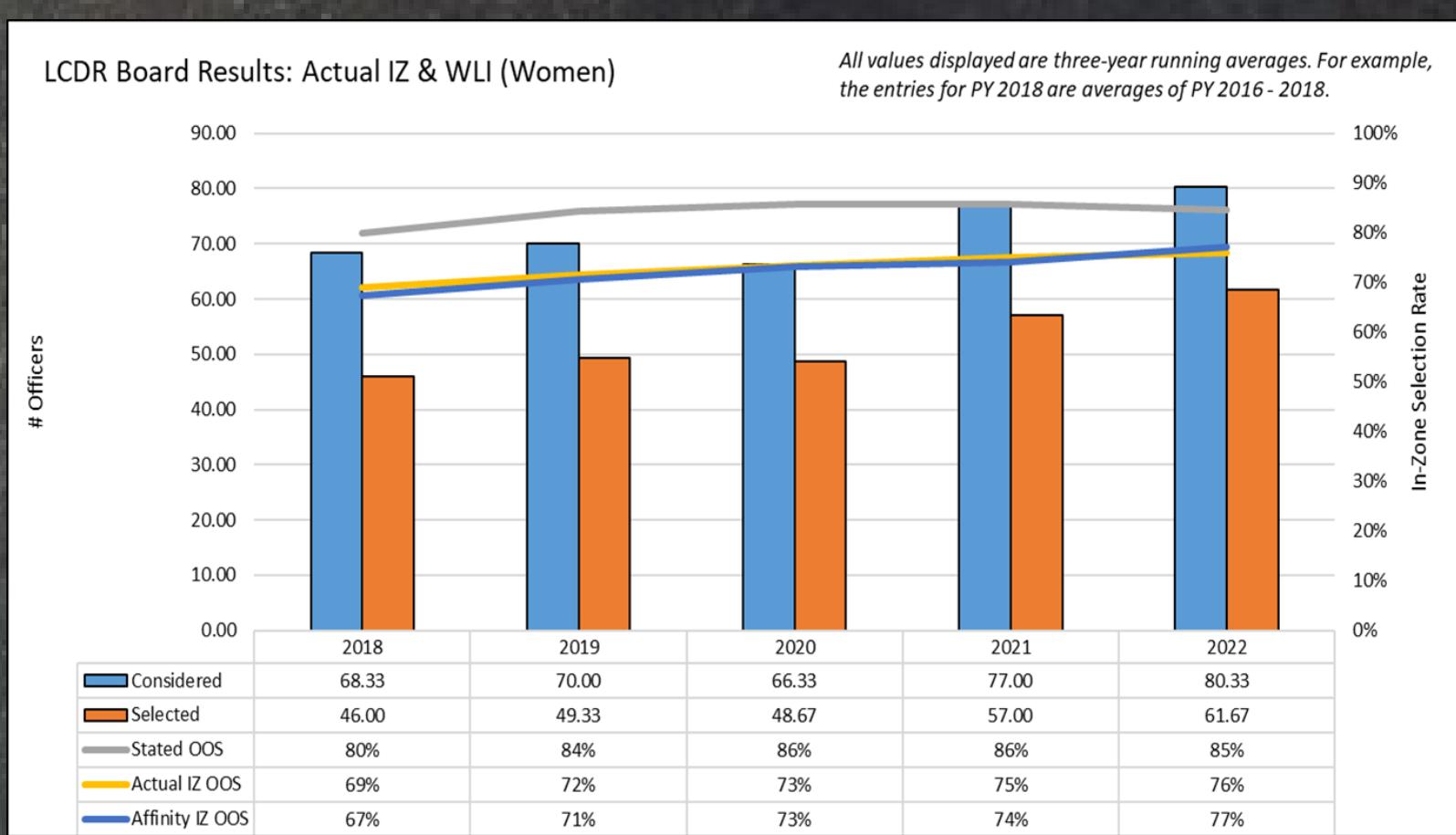




9. d. Since these actions were taken to reduce conscious and unconscious gender bias, provide trends that have emerged and data on the impact of these policies, instructions, or guidance on selection results.

2018-2022 Promotion Board Results

- In Zone (IZ) promotion rates of female officers to Lieutenant Commander (LCDR-O4) almost perfectly matches that of the total workforce
 - There has been an increase in female officers in-zone (IZ) for promotion to LCDR

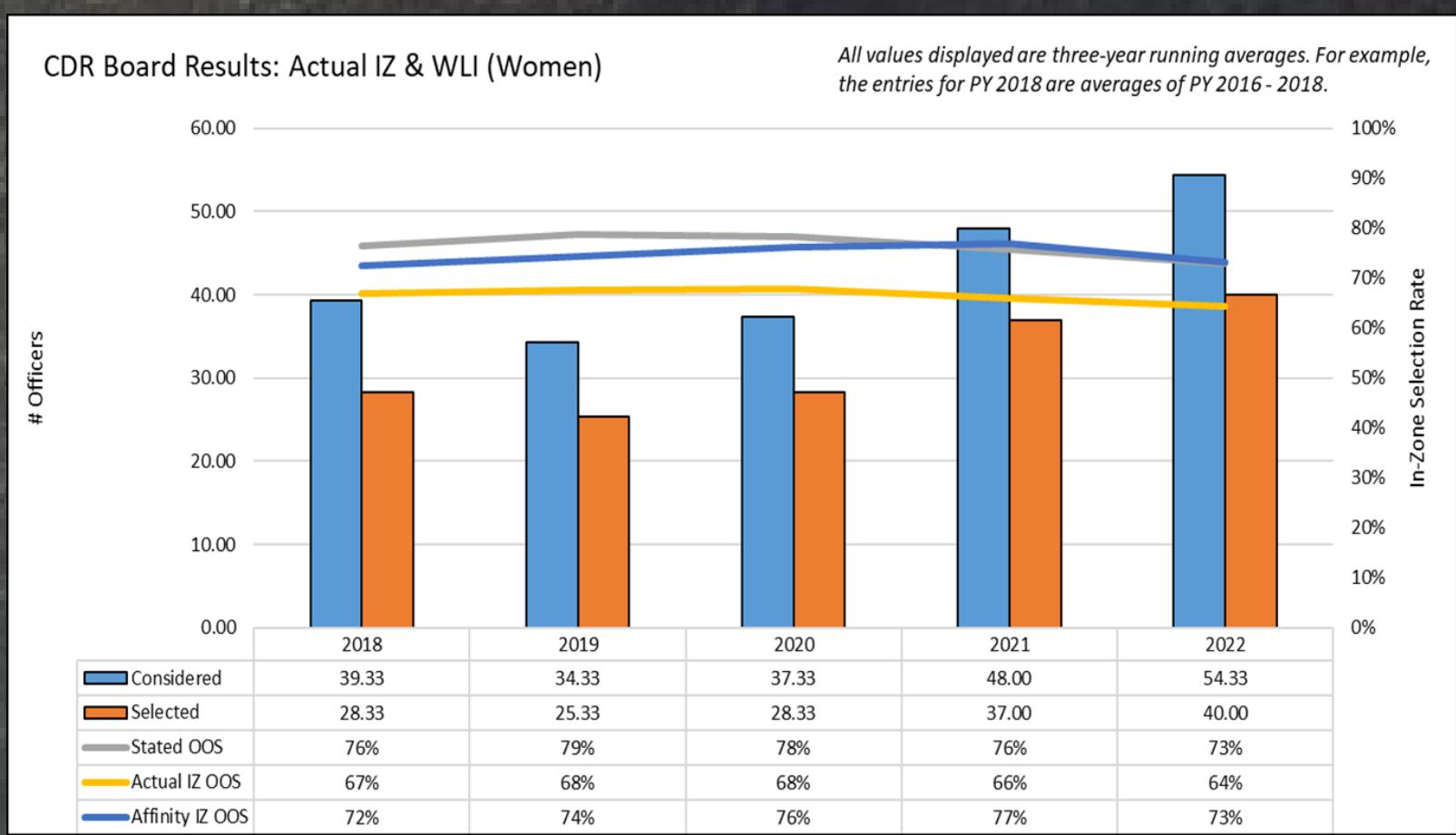




9. d. Since these actions were taken to reduce conscious and unconscious gender bias, provide trends that have emerged and data on the impact of these policies, instructions, or guidance on selection results.

2018-2022 Promotion Board Results

- In Zone (IZ) promotion rates of female officers to Commander (CDR -O5) are consistently higher than the total workforce. In addition, it is occasionally higher than the stated Opportunity of Selection (OOS).
- There has been an increase in female officers in-zone (IZ) for promotion to CDR

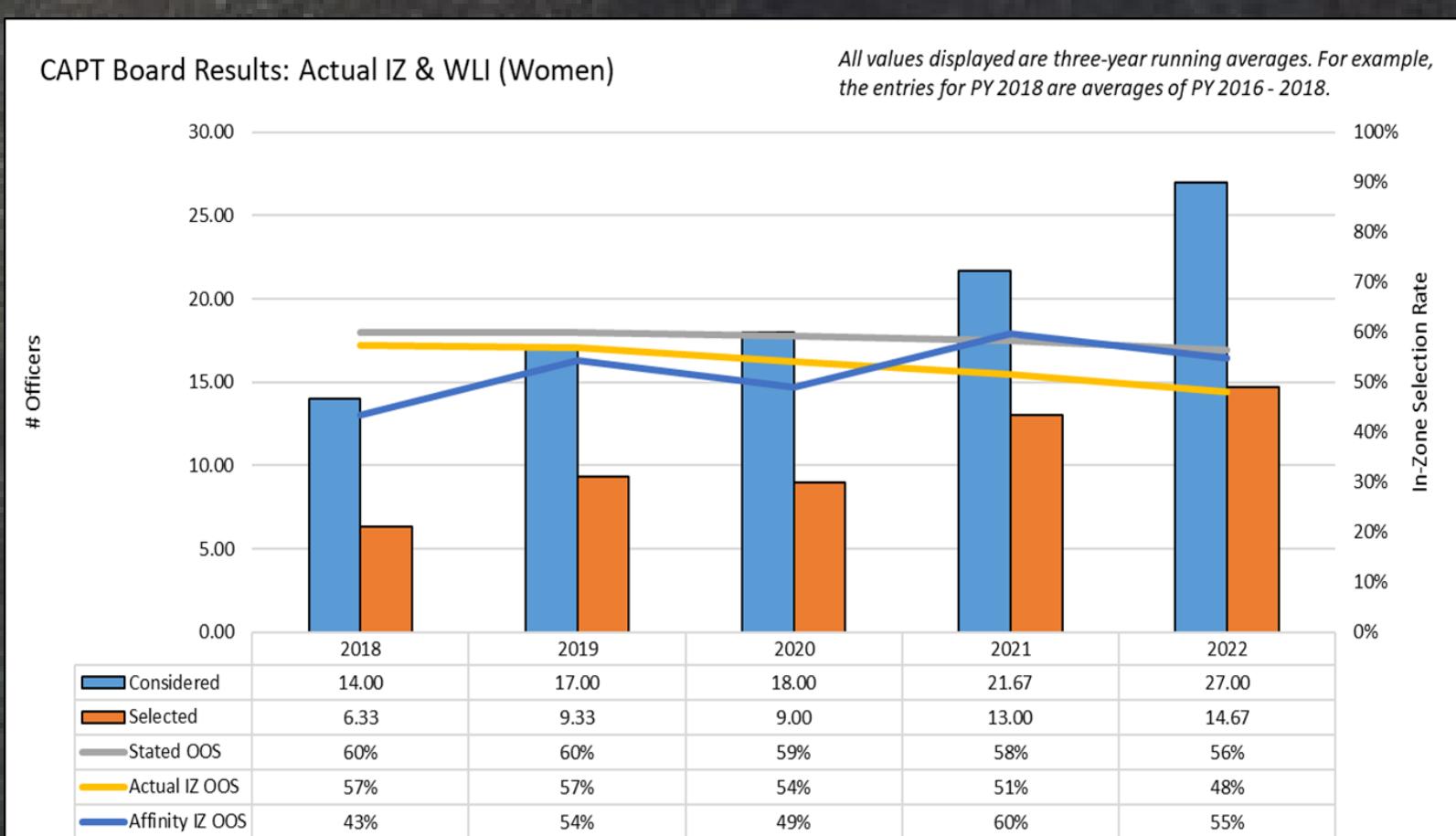




9. d. Since these actions were taken to reduce conscious and unconscious gender bias, provide trends that have emerged and data on the impact of these policies, instructions, or guidance on selection results.

2018-2022 Promotion Board Results

- In Zone (IZ) promotion rates of female officers to CAPT (O6) is generally comparable to the total workforce.
- There has been an increase in female officers in-zone (IZ) for promotion to CAPT
- On average, fewer than 30 female officers IZ for CAPT each PY; thus, caution should be taken when drawing conclusions from data

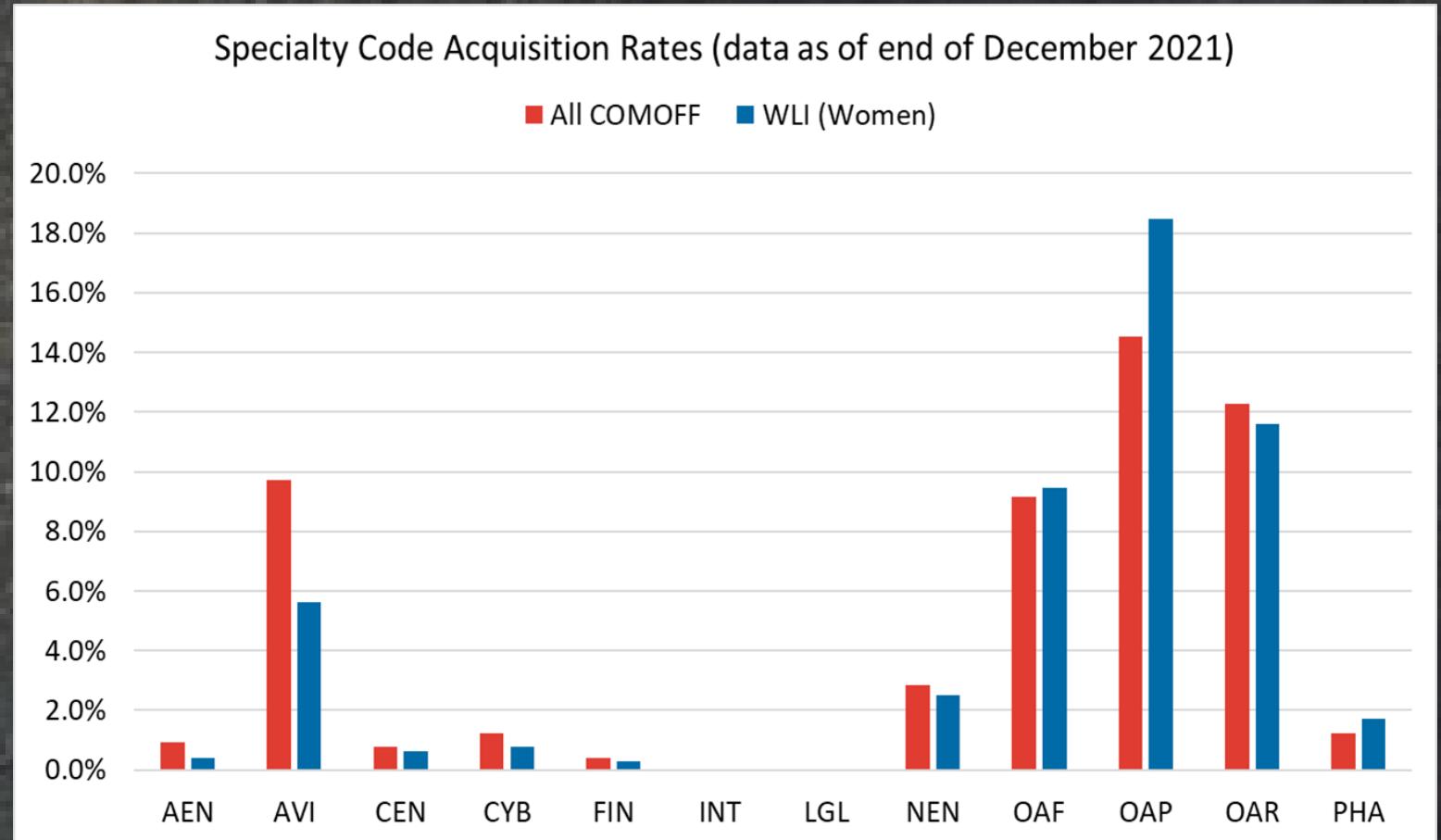




9. d. Since these actions were taken to reduce conscious and unconscious gender bias, provide trends that have emerged and data on the impact of these policies, instructions, or guidance on selection results.

2018-2022 Promotion Board Results

- Female officers outpace total workforce in acquisition of Afloat, Preventions, and Physician's Assistant specialty codes
- All minority groups tend to be under-represented in Aeronautical engineering & Aviation except for Hispanic/Latinx
- Female officers closed the gap in acquiring Cyber and Finance specialty codes.





9. e. Provide copies of policies, instructions, or written guidance delivered to selection boards, nomination boards, or promotion boards intended to mitigate conscious and unconscious gender bias.

- Oath administered to all Boards/Panels IAW 14 USC 2109: "*Do you solemnly swear that you will, honestly and without prejudice or partiality, and having in view both the special fitness of officers and the efficiency of the Coast Guard, perform the duties imposed upon you and that you will not disclose the proceedings of the Board, except to competent authority?*"

Response: "I do." Or "I will."

- Standard Language of Promotion Selection Board Precepts (Relevant Exert) : "*You [board president] should emphasize to the members of the Board the importance of their obligation to confine themselves to facts of record and not predicate judgments on rumor or hearsay. At the end of your deliberations, all members must be able to say that the officers recommended for promotion are, in at least two-thirds of the members if the board has more than five members, the best-qualified to carry out the duties and responsibilities of the grade for which they are selected.*"
- COMDTINST M1000.3A Ch 5.I (OER Prohibited Comments)
- COMDTINST 1410.2 (Documents viewed by Coast Guard officer promotion and special boards)
- The following policies are provided to MCAP board members prior to the convening of the board:
 - Commandant and Master Chief Petty Officer of the Coast Guard Guidance to Enlisted Boards and Panels;
 - Guidance and Eligibility Criteria for Enlisted Personnel Boards and Panels, PSCINST 1401.2A.