

CG DIRECT ACCESS SYSTEM ASSIGNMENT DATA WORKSHEET

PURPOSE: Use this worksheet to update assignment data, including requests to be transferred.

1. EMPLID Number:	2. Name (Last, First, MI):	3. Date:
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Assignment Choices	4. Position Number	4a. Unit.	4b. Position
	1.		
	2.		
	3.		
	4.		
	5.		
	6.		

5. Comments: (assignment concerns, stability factors, geographic preferences, etc.)

Contact Information	6. Work Email address or other address you want the e-resume acknowledgement sent to:
	7. Home Email address:
	8. Business Phone Number:
	9. Home Phone Number:

10. Member's Signature:	Date:
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Privacy Act Notice

Authority: 14 U.S.C. §632 authorizes the collection of this information.
Purpose: To determine future reassignment preferences.
Routine Uses: The information will be used by and disclosed to U.S. Coast Guard personnel and contractors or other agents who need the information to assist in activities related to your assignment.
Disclosure: Disclosure of this information is voluntary. Failure to provide this information could result in assignment without consideration of your preferences.

Commanding Officer Comments	11.	Recommended	Comments
	1.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	2.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	3.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	4.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	5.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	6.	<input type="checkbox"/> Yes <input type="checkbox"/> No	

12. Commanding Officer (Signature):	13. Date:
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