

DEPARTMENT OF HOMELAND SECURITY
U.S. Coast Guard
**OFFICER PROGRAMS DIRECT COMMISSION
LAWYER INTERVIEW FORM**

1. Name of Applicant (<i>Last, First, MI</i>)	2. Date
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3. Overall Impression: Compare this applicant to others you have interviewed or known. (*Note: Scores of 4 through 7 constitute a recommendation for selection.*)

NOT RECOMMENDED			RECOMMENDED			
Unsatisfactory	Limited Potential	Fair Performer	Good Performer	Excellent Performer	Exceptional Performer	Distinguished Performer
1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>	7 <input type="checkbox"/>

Comments

4. SCORES

Performance of Duties						
Unsatisfactory	Limited Potential	Fair Performer	Good Performer	Excellent Performer	Exceptional Performer	Distinguished Performer
1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>	7 <input type="checkbox"/>

Leadership and Officership Skills						
Unsatisfactory	Limited Potential	Fair Performer	Good Performer	Excellent Performer	Exceptional Performer	Distinguished Performer
1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>	7 <input type="checkbox"/>

Personal and Professional Qualities/Attitude and Motivation						
Unsatisfactory	Limited Potential	Fair Performer	Good Performer	Excellent Performer	Exceptional Performer	Distinguished Performer
1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>	7 <input type="checkbox"/>

Adaptability						
Unsatisfactory	Limited Potential	Fair Performer	Good Performer	Excellent Performer	Exceptional Performer	Distinguished Performer
1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>	7 <input type="checkbox"/>

Communication and Oral Advocacy Skills						
Unsatisfactory	Limited Potential	Fair Performer	Good Performer	Excellent Performer	Exceptional Performer	Distinguished Performer
1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>	7 <input type="checkbox"/>

Writing and Legal Analysis Skills						
Unsatisfactory	Limited Potential	Fair Performer	Good Performer	Excellent Performer	Exceptional Performer	Distinguished Performer
1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>	7 <input type="checkbox"/>

Litigation and Client Experience						
Unsatisfactory	Limited Potential	Fair Performer	Good Performer	Excellent Performer	Exceptional Performer	Distinguished Performer
1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>	7 <input type="checkbox"/>

5. Names of Board Members	6. Rank	7. Command Unit	8. Signature	9. Total Interviews conducted

10. Performance of Duties: Measures an applicant's ability to manage time, materials, information, money, and people. Demonstrates resourcefulness, ability to set and meet priorities and deadlines, and ability to produce timely and quality work products.

Comments

11. Leadership and Officership Skills: Measures an applicant's experience with and ability to lead, mentor, support, develop, direct, and influence others in accomplishing tasks or missions. Demonstrates the maturity and leadership skills necessary to directly commission at the rank of Lieutenant/O-3.

Comments

12. Personal and Professional Qualities/Attitude and Motivation: Measures illustrations of the applicant's character. Demonstrates the ability to bring future credit to the Coast Guard through applicant's actions, competence, demeanor, and appearance. Exhibits positive attitude and motivation to uphold and model the highest military standards of personal and professional conduct.

Comments

13. Adaptability: Demonstrates the ability to champion multifaceted tasking, dynamic work/duty schedules, and voluminous workload. Measures an applicant's ability to modify work methods and priorities in response to new information, changing conditions, and unexpected obstacles. Exhibits the ability to provide timely, accurate counsel in high stress environments.

Comments

14. Communication and Oral Advocacy Skills: Measures an applicant's ability to communicate in a positive, clear, and convincing manner; exhibits ability to distill legal information and advise clients and Operational Commanders in an easily understandable manner. Demonstrates experience in presenting complex or sensitive issues, public speaking, and oral advocacy.

Comments

15. Writing and Legal Analysis Skills: Measures an applicant's ability to express facts and ideas clearly and convincingly. Exhibits ability to conduct legal research and analysis and distill complex information in a clear, concise, persuasive, and logically organized written product.

Comments

16. Litigation and Client Experience: Measures an applicant's experience with litigation and client representation, including but not limited to academic courses, work experience, trial experience, clinics, moot court, clerkships, and internships/externships. Demonstrates ability to excel as either a Trial Counsel, Defense Counsel, or Special Victims' Counsel.

Comments

INSTRUCTIONS

The Officer Programs Direct Commission Lawyer Interview Form is designed to help Officer Programs selection panels select applicants to be Coast Guard officers. **This form is utilized for evaluating candidates for the Direct Commission Lawyer Program, a separate form CG5527 is not to be filled out.** The form is heavily based on the Officer Evaluation Report (OER) and the scale for each category is based on OER performance standards. While it should be remembered that applicants are not yet Coast Guard officers, they should have had opportunities to exhibit qualities that show they possess the character and potential necessary to be successful officers. Provide written comments in support of numeric markings for each category; it is not necessary to completely fill each block. Base these comments on what you observe during the interview or see in the supporting documentation in the applicant's package. Much like an OER, both the numerical evaluation and written comments are used by selection panels. Officer interview boards should review current Coast Guard Recruiting Command interview guidance, the Recruiting Manual (COMDTINST M1100.2 (series)), and the Officer Accessions, Evaluations, and Promotions Manual (COMDTINST M1000.3 (series)), which provide guidance on officer interviews.

1. Self-explanatory.
2. Date of interview.
3. Marks in the **Overall Impression** block should summarize the interview board's recommendation of the applicant's suitability for service as a Coast Guard Officer, and therefore should be completed last. Scores of 4 through 7 constitute a recommendation for selection.
4. Self-explanatory.
5. Last name, first name, and middle initial.
- 6-8. Self-explanatory.
9. Interviewer's career total of officer applicant interview boards.
- 10-16. Self-explanatory.

Direct Commission Lawyer Privacy Act Statement

Pursuant to 5 U.S.C. § 552a(e)(3), this Privacy Act Statement serves to inform you of why DHS is requesting the information on this form.

AUTHORITY:

Collection of the information solicited on this form is authorized by 10 U.S.C. § 12311 and 14 U.S.C. § 502.

PURPOSE:

To determine if an applicant to the United States Coast Guard's Direct Commission Lawyer (DCL) program meets service eligibility requirements for accession into the service as a commissioned officer.

ROUTINE USES:

Authorized USCG officials will use this information to determine if a DCL applicant meets service eligibility requirements for accession into the service as a commissioned officer. Any external disclosures of information within this record will be made in accordance with DHS/USCG-014, Military Pay and Personnel, 76 Federal Register 66933 (October 28, 2011).

CONSEQUENCES OF FAILURE TO PROVIDE INFORMATION:

Providing this information is voluntary. However, failure to provide this information may result in the ineligibility to receive a direct commission with the United States Coast Guard.

DCL Administrative Review Form

After the interview is scored and complete, use this form to document your review of the applicant's application package. The purpose of this process is to resolve with the applicant any information in their application that the Selection Board would likely need clarified. Look for any potential inconsistencies, omissions, vague information, troubling information, or special talents or training that may require further questioning of the applicant to clarify. Document your findings on this page. If no problems were noted, simply state the same and sign at the bottom. Once complete, return this form with the applicant's package for inclusion and review by the DCL Selection Board.

Applicant Name	Date
Senior Member, Interview Panel	
Signature	