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FM COMDT COGARD WASHINGTON DC//CG-1//  
TO ALCOAST  
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UNCLAS //N01510//  
ALCOAST 318/12  
COMDTNOTE 1510

SUBJ: FY-13 LEADERSHIP AND MANAGEMENT SCHOOL (LAMS) EXPORTABLE  
TRAINING SOLICITATION

A. LEADERSHIP AND MANAGEMENT SCHOOL (LAMS), COMDTINST 1510.3 (SERIES)

1. The Leadership Development Center (LDC) is soliciting requests from units interested in hosting the five-day ACE-accredited Leadership and Management School (LAMS) on-site exportable training for FY-13. Hosting units should be a sector-level command or a unit with 50 or more personnel and must comply with all requirements contained in reference a. Units desiring to host a LAMS class that do not meet these requirements must seek approval from COMDT (CG-133) to host a class. To initiate this request units should email [juli.r.petruzzelli@uscg.mil](mailto:juli.r.petruzzelli@uscg.mil).

2. To host a LAMS class units must identify 18 to 24 students, 75 percent of which must be from the target audience group.

a. The target audience for LAMS is E-5, GS 9-11, O-1, O-2, and E-6. LAMS is a requirement for all E-5s, both active and reserve, to advance to E-6. These members shall have priority seating in the class before any other eligible students. It is highly recommended that O-1s and O-2s attend this course regardless of accession level LAMS training. Units shall use the Coast Guard Business Intelligence (CGBI), Leadership and Management School cube to identify all E-5s in the local area who have not yet completed this training.

b. Other eligible students include: CG NAF employees (all), CG Work-Life (all), CG Aux personnel (FC, VFC, and FSO), and other federal or state agency employees in positions of leadership.

3. Requests for training: Units that meet the above criteria and are interested in hosting a LAMS course during FY-13 should send an email request by COB 27 Jul 2012 to [juli.r.petruzzelli@uscg.mil](mailto:juli.r.petruzzelli@uscg.mil).

a. Requests must include an Active Duty Point of Contact (POC) name and phone number, the CGBI report showing the E-5s without LAMS completion and three target weeks when the unit can host a LAMS class in order of preference. Ensure there are no major command functions scheduled during these target weeks that would interrupt the course (e.g. all hands training, retirements, changes of command, VIP visits, etc).

b. Units selected to host LAMS exportable training will be notified by email to the POC listed on the request.

4. The FY-13 LAMS schedule will be available on the Training Quota Management Center (TQC) web page at: <http://www.uscg.mil/hq/tqc/> under Class schedules, C school schedules, Leadership/Management, 340720 - Leadership and Management School. LAMS host unit checklists are located on the LDC website at:

[http://www.uscga.edu/subsites/ldccourses.aspx?id\(equal sign\)2743](http://www.uscga.edu/subsites/ldccourses.aspx?id(equal sign)2743) and must be completed by the unit POC prior to the training.

5. Only AFC-56 funds on TQC-generated orders shall be used for LAMS C-school training. Units shall not use AFC-30 funds to send members to C-schools. Units hosting exportable classes must work with the lead instructor to obtain orders for students requiring cost orders.

6. This message is for unit planning and scheduling purposes. Host unit and POC preparation is crucial to obtaining the desired outcome

of the LAMS learning experience. Units that cannot support, schedule, or participate in LAMS exportable training at nearby units are encouraged to request quotas for their members through TQC via Electronic Training Request (ETR) for resident courses only. Resident courses are available at TRACEN Yorktown, TRACEN Petaluma, or the Coast Guard Academy. ETRs for exportable classes shall only be submitted by the host unit after the class roster is developed as per reference a.

7. POC: Ms. Juli Petruzzelli at (860)701-6686 or email at juli.r.petruzzelli(at)uscg.mil

8. RADM D. A. Neptun, Assistant Commandant for Human Resources, sends.

9. Internet release authorized.

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