

DIRAUX NOTES  
A Publication of the 13<sup>th</sup> District Auxiliary Office  
OCTOBER 2005

FROM THE DIRECTOR

LCDR Kelly A. Boodell

**THE COAST GUARD HAS REORGANIZED.....AGAIN!!** It has finally happened. We have all been hearing about this for awhile. On October 1, 2005 the Operations Division ("O") went away and reappeared as "Response." The Marine Safety Division ("M") also went away and reappeared as "Prevention." When that change occurred, several staff elements were shifted between the two elements. The Office of Auxiliary Affairs was one of the staff elements that shifted. We are now in the Prevention division. Our staff symbol is no longer D13(oax), it is now D13(dpa). I do not think this change will have much of an impact on how we do business except that we will be more efficient and effective. With this change, we have a new and fearsome leader: Captain Boothe! I have known Captain Boothe for almost ten years; the Auxiliary will do very well under his leadership. Captain Ashley has been an incredible advocate for the Auxiliary. The Auxiliary has benefited from his leadership in ways that are immeasurable and we will surely miss him. I would like to share with you that he will miss you as well. It has been a great year serving with him!

**NEW RECREATIONAL BOATING SAFETY (RBS) PROJECTORS:** Thank you for documenting your activity! As a result we were able to get some extra funding for the purchase of 12 Toshiba (TDP SC25) Data Projectors and an extra bulb for each! Soft cases were also purchased so that they would be easily transportable. One projector will be issued to each division; Montana will get three due to their huge geography. These projectors will be issued as Coast Guard Property!! These must be accounted for annually as Coast Guard Property. Division Captains must sign for them and will have the responsibility of knowing where their projector is at all times. As new officers are elected, the paper chain on these must be respected so that we can continue to distribute government property to you. Paul and I will be personally carrying them out to your Division Meetings. Each package costs approximately \$2,000.00. For those of you who do not believe that the Coast Guard still supports RBS, this will hopefully reinforce to you that RBS is JOB 1 for all of us!!! Buying these is only a start, so wish me luck as I continue to advocate your needs, please continue documenting your activity and THANK YOU Admiral Houck!!

**DISPLAY BOOTHS:** Within this last fiscal year Dan Shipman from the Office of Recreational Boating Safety has made sure that every division has a display for Public Affairs use. Thank You Dan!

**SUITABILITY DETERMINATIONS: WAKE UP!!!** You have one year left to have your suitability determination processed. We are beginning year three of the 3 year plan. At the end of this 3<sup>d</sup> year, if you have not submitted a package for either Direct Operational (DO) or Operational Support (OS), you will be disenrolled! I do not want to do that so come on! Work with JR!!!

**INCIDENT COMMAND SYSTEM (ICS) TRAINING:** ICS 300 is not mandatory for all Aux operators! It is only mandatory for selected Aux operators - those that will be in a predetermined incident supervision type position. Most of the ICS courses can be found on the FEMA web site. Auxiliary Sector liaisons (AUX-C's) work with Sector Response folks to determine which positions will require ICS 300. The ICS 100/200 course is available on line at [www.training.fema.gov/emiweb/IS/crslist.asp](http://www.training.fema.gov/emiweb/IS/crslist.asp) The NIMS 700/NRP 800 course can also be taken online at the FEMA website [www.training.fema.gov/emiweb/IS/crslist.asp](http://www.training.fema.gov/emiweb/IS/crslist.asp).

**DAIRY QUEEN COUPONS:** Those DQ coupons are a hot commodity! It seems like there is always a shortage in some areas of the district every year. Since there are limited quantities, a better plan for their distribution has been devised: Since this program is intended to provide coupons to children found wearing their Lifejackets while boating, the Marine Patrol missions and hours that are actually input into AUXDATA will be the major factor for determining how to allocate the coupons to each flotilla. Those with the higher numbers will receive more than those who post lower totals. The amount of coupons your flotilla receives will be directly related to your documented activity, this will ensure their distribution is equitable and that they are placed where they are truly needed. If you feel another category in AUXDATA should also be considered based on your activities, please use your chain to bring that to the attention of Dan Shipman.

**U.S. Coast Guard Anti-Terrorism Force Protection Level I (ATFP) Briefing:** The Anti-Terrorism Force Protection Level I Briefing is required for all personnel departing the 50 states for official travel or leisure. The ATFP Level I Briefing is not required for each trip. The ATFP Level I Briefing remains valid for 1 year from the date of execution. The ATFP Level I Briefing is a mandatory annual training requirement for all personnel. This document is a word Document that will be distributed to your Flotilla Commanders and posted on the web.

**Coast Guard WWII Vets Remembered:** We've assembled the five of the best WWII 60th/Veteran's history project news broadcasts and made them available to you here: <http://cgweb.d13.uscg.mil/ipa/video/>. Instructions for users outside of D13: 1: Place your cursor over the link. 2: Press your Ctrl button and click your mouse. 3: Save Target As to a local folder on your machine. 4: launch file for playback in Windows Media Player.

## FROM OPERATIONS AND TRAINING

CWO4 Paul Bellona

**MINIMUM CREW REQUIREMENTS:** (1) All Aux Coxswains ensure that minimum crew requirements are met prior to the patrol or the patrol will be cancelled unless a waiver by the Order Issuing Authority is authorized. Crew requirements: < 26' – 1 Coxswain and 1 Boat Crew Member, 26' < 40' – 1 Coxswain and 2 Boat Crew Members, 40' < 65' – 1 Coxswain and 3 Boat Crew Members, 65' and over 1 Coxswain and 4 Boat Crew Members. Facilities conducting any patrol without the proper crew requirements or waiver will not have the patrol(s) reimbursed. (2) All Aux Coxswains must ensure that your crew members are current, prior to conducting the patrol. This can be checked in POMS. Facilities conducting any patrol without the proper number of certified crew will not have that patrol reimbursed.

**ADDITIONAL CURRENCY REQUIREMENTS:** An additional Boat Crew Member and Coxswain task will be added to the Fifth Year Certification Process in 2006 for the QE's to sign-off. This is to help ensure that Boat Crew Skills are being utilized/improved upon by all Boat Crew Members and to keep the Boat Crew Program growing and effective. For Boat Crew Member: The additional task will be to Plot a Magnetic Course on a Nautical Chart underway (course, speed, Latitude, and Longitude. For a Coxswain: The additional task will be to Plot and Execute one of the Search Pattern underway.

**DIRECT OPERATIONS:** To stay in any of the Operational Programs submission of either Direct Operational (DO) or Operational Support (OS) Packages must be completed and sent in by 30 November 2006 by all members.

**RESIDENT TRAINING:** Auxiliarists may apply to any Coast Guard residency training including any, G-school, A-school, LAMS, etc. If any Auxiliarist sends in a Short Term Training Request (STTR)(CG-5223 Form) for a non-Auxiliary course (one where the course ID does not begin with AUX), the STTR WILL BE SUBMITTED and the program manager will make the decision about the person attending or not. If an Auxiliarist wants to attend an A-school, the process is a little different. If there is an operational need for an Auxiliarist to attend and seats are open, it is possible for them to attend. The Auxiliarist must be qualified (security clearance, etc.) and fill out the STTR and send it to DIRAUX, who will fax the STTR to LTJG O'Brien at G-OCX. He will see if the funding and A-school is available for the member.

**TRAINING FOR MEMBERS IN AP STATUS:** Members in Approval Pending (AP) Status may take and complete any Auxiliary training courses on line and specialty courses. All Boat Crew Member task sign-offs with the exception of QE Oral Boards & Underway Check Rides are permitted. AP members may get underway to complete Crew Member Task Sign-off on Auxiliary facilities when the patrol is set up as a member training patrol (if the patrol turns into another mission, i.e. SAR, Safety, Regatta, etc., then the AP member takes the role of a Guest on board or must be taken back ashore before the mission is started).

**PERSONAL PROTECTIVE EQUIPMENT (PPE):** (1) Currently, I have on hand: PEPIRBs for facilities; Anti-exposure Coveralls (all sizes); survival vest w/knife, whistle, strobe light, mirror (Regular size & Large); gear bags; dry suits and inserts (all sizes but over XXL), and Type III PFDs. Dry suits, inserts, Type III PFDs will be distributed PWC and Paddle Craft Operators, Sea Ark Crews and Boat Crews in Puget Sound or on the Coast before Inland Boat Crews, unless specifically requested. Female and XXXL dry suits have to be special ordered. Those in the Seattle area can make arrangements with CWO Bellona to come to the DIRAUX office to pick PPE up. If you are in one of the outer Divisions/Flotilla, LCDR Boodell or I will bring PPE to your Division meetings if asked. So, if you want PPE brought down to you at a Division/Flotilla, you need to the Division Captain or I know what kind and the size to bring down. (2) As before, ALL PPE must be signed for on the AF-538 form and accounted for once a year to DIRAUX on the Flotilla inventory of Government Property. One way for the flotilla to do this is to have their members bring all their PPE to a meeting to check the gear out to ensure it is being taken care of and what they have, so the FC can let DIRAUX know what the members still need.

**MISSION HOURS:** Coxswains are responsible to ensure their Boat Crew Members mission hours are entered in AUXDATA and that the members receive copies of the 7030 reports. Boat Crew Members can then track their hours to ensure that they were entered into AUXDATA. All other hours associated with the patrol (i.e., prep time, travel time, post prep time, etc.) are entered on the 7029 Form. ALL IS OFFICERS should be putting the mission hours of all personnel on the 7030 Form into AUXDATA, not just their own members. This is easily accomplished and if there are any questions on how to do this, please contact Peter Kirschner, our DSO-IS.

## FROM THE OFFICE MANAGER

SK1 Holly Boehme

**COAST GUARD PAYMENT BY CHECKS DISCONTINUED:** On 01 OCT 2005, the Coast Guard is no longer issuing checks for payments of any kind, which means Patrol Orders and Travel. I know there are some members out there who still want payment by check and they are no longer going to be paid unless they are on Direct Deposit. Please pass this to as many members as you can as this could cause a big problem if the member is not on direct deposit. Below is the link to sign up for Direct Deposit, please make this a priority because we all want to be paid in a timely fashion and by the time they reach my office weeks have passed and they will have to start the entire process over.  
[https://www.fincen.uscg.mil/secure/enrollment\\_form.htm](https://www.fincen.uscg.mil/secure/enrollment_form.htm)

Please pass the word to all members, as of Oct 01 2005 the Coast Guard will no longer issue a check for payments of any kind. Every member has to be on direct deposit as per a Congressional Mandate. If you are not on direct deposit you will not get paid and there is nothing I can do about it. You can visit the below website to sign up for direct deposit.

[https://www.fincen.uscg.mil/secure/enrollment\\_form.htm](https://www.fincen.uscg.mil/secure/enrollment_form.htm). You can now look up your travel and patrol order payments on line at [https://www.fincen.uscg.mil/TVS\\_Aux/](https://www.fincen.uscg.mil/TVS_Aux/). Please remember it can take up to 3 weeks for documents to be processed. You can look up your Patrol Order Payment Summary at [http://www.fincen.uscg.mil/cgi-bin/aux\\_retrieval.pl](http://www.fincen.uscg.mil/cgi-bin/aux_retrieval.pl). You will need your patrol order number that starts with 2705335SXXXXX. Please Make Sure You Read Your Travel Orders Completely. Members are not reading the entire pages of their orders and this causes unnecessary confusion and questions. Travel Orders will often contain hotel information. You need to make your hotel reservations the day you receive your travel orders. Many contracts are made with hotels and there are cutoff dates to when members can make their reservations. If you don't make your reservations in a timely manner you are at risk of losing the contract price and you will only going to be reimbursed for the contract price. Please keep your information updated with this office. Email is the preferred method of communication. Travel Orders will be issued via email, but we have to have your correct information.

## FROM THE DESK OF THE AUXILIARY PROGRAM ASSISTANT

Mr. Charles K. Claytor

**DISTRICT MTG:** It was great to see everyone at the District meeting. I believe a lot was accomplished and we should have an awesome year to look forward to.

**REYR/REWK:** Hopefully by now, everyone knows that REYR stands for Re-Year and means that a member's currency maintenance was not completed the prior year and therefore the member's certification has been suspended. REWK stands for Re-Work and means that an Auxiliarist has not completed a mandatory annual task in the year it is due and therefore their certification is suspended. The major difference between the two is that REYR requires additional tasks to be completed in addition to the normal currency maintenance for re-certification, whereas REWK only requires that the task in default be completed before re-certification. AUXDATA does not automatically re-certify a member when REYR or REWK conditions have be met. The re-certification is a manual task performed by the DIRAUX office. Therefore, when REYR or REWK conditions have been completed, the flotilla commander, QE, Coxswain, etc., must give us (DIRAUX) a call or send us an Email to notify us of the completion. We can then re-certify the member and thus allow them to complete their currency maintenance and avoid a REYR repeat.

**NEW MEMBER PROCESSING:** I am still getting incomplete applications for new members. We sent to every Flotilla Commander 3 sets of the new member application package. Please make as many copies as you want and then use them. However, there is a new member application form. This form can be downloaded via the National Forms Site. We will begin requiring that you use this new form by the end of the calendar year.

**ICS Courses:** We have been swamped with ICS course completion notices. That's great; however some Auxiliarists have sent us the same completion notice 2, 3, and even 4 times. We got it!!! There are over 1700 Auxiliarists and it seems everyone is trying to get their ICS courses in. Please give us some time to get them entered into AUXDATA. Also, you will not see your ICS as a competency or certification because they are training tasks. You will only see them in the training data. You may notice that some Auxiliarists do have their ICS course as a competency. Fret not, those will disappear soon.

## FROM THE MEMBER STATUS SECTION

Ms. Shirley Blanchett

**MEMBERSHIP SERVICE AWARDS:** October's Membership Service awards were mailed out to Flotilla Commanders on September 28<sup>th</sup> to be presented at the next flotilla meetings. Membership Service Awards for Twenty years and above were mailed out to the Division Captains to be presented at the next Division meetings. Attached to the inside of each folder is the member's new ID card, which is good for another five years. If no digital photo and ID card form were turned in to the DIRAUX office, there will be no ID card inside of the Member Certificate folder. A new ID card will be issued when the appropriate information has been submitted to the DIRAUX office.

**DISENROLLMENT REQUESTS:** Historically two-thirds of all disenrollments are submitted between October 1 and December 31<sup>st</sup>. In anticipation of heavy activity we request that you submit your disenrollment paperwork early to allow sufficient time for processing. All Disenrollments must be processed before December 31<sup>st</sup> to prevent the active flotilla members from being obligated to pay the Division, District and National dues for them. Flotilla Commanders are required to sign the ANSC 7035 form and forwarded it to our DSO PS Carol Grassl. She reviews the forms, and recommends DIRAUX action. Only the DIRAUX office staff is authorized to process such requests. This is National Auxiliary Policy.

**NEW OFFICER INFORMATION:** With new officers assuming important positions within the Auxiliary, it is the responsibility of the IS officers to enter their flotilla's new officers into AUXDATA. When you make a change to your officers in AUXDATA the DIRAUX office needs to know so that we can update our mailboxes and telephone logs. An easy way to do this is to e-mail your officer changes to DIRAUX; they can be sent to: [d13-pf-diraux@uscg.mil](mailto:d13-pf-diraux@uscg.mil)

**LOST AND FOUND:** A blue Coast Guard Uniform Jacket was left behind at the District Meeting in September. Please help the DIRAUX office find the owner. If you have any information or if you are the owner please contact the DIRAUX office and speak with Shirley Blanchett, 206-220-7088.