



## DIRAUX NOTES FOR JANUARY 2014

### FROM THE DESK of CDR Chappelka, District 13 Director of Auxiliary

Greetings from foggy Seattle. Thanks to all for the enjoyable and well run Changes of Watch and the well staffed boating safety booths in our areas boat shows. While we are still waiting to hear who the next Commandant will be, we have heard who the next D13 DIRAUX will be. He is CDR Brian Hofferber, currently serving in the Prevention Department in D14, Hawaii. I have already started e-mailing him documents on District 13 and the Auxiliary.

**Proper use of the Auxiliary ID card:** I was recently informed by a District 13 Coast Guard exchange employee and the Auxiliary Chain of Leadership about an unpleasant incident. An Auxiliarist tried to purchase liquor at a base exchange. When the exchange employee correctly told him that this was not permitted the member became confrontational. He demanded and got the main manager’s phone number, but he did not get to purchase alcohol or tobacco products. This Auxiliarist was not from District 13 and the incident was referred to the appropriate DIRAUX. Unfortunately the impressions this individual made, were made in District 13.

To make sure our members are good ambassador of the Auxiliary in and outside D13 it is worth reviewing AUXMAN Chapter 6, Section A.1.d. which states that "The Coast Guard may provide the Auxiliary with use of:...Coast Guard Exchanges for the purchase of goods and services, except alcohol and tobacco products."

It is also important that our members know that if they visit a DoD Exchange AUXMAN Chapter 3.D.3 states...’Specifically Auxiliarists are limited to purchasing uniform articles and accessories that are authorized by Coast Guard policies.’ Similarly while Auxiliarists are authorized access to Coast Guard Morale Welfare and Recreation program per the provision of AUXMAN Chapter 3.D.3.f. this does not mean they are authorized access to DoD MWR programs or discounts intended for Active Duty military members. Although an Auxiliary ID looks similar to pre CAC card Active Duty IDs it is important to remember that on the reverse side of Auxiliary IDs it clearly states “NON-MILITARY ID”

**N-Train:** After a lengthy approval process at the national level we received the good news that N-Train funding was approved. The Commodore, DCOS, OTO, DSOs for PA, PE, VE and I are packing our bags and are looking forward to Saint Louis in January, good learning and good discussion.

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### FROM THE DESK of CWO Chris Brown, OTO/ASSISTANT DIRAUX

Greetings D13 Auxiliary!

I hope everyone had a wonderful holiday season; and if you are like me, glad the holidays are over and ready to get back to work! My talking point this month is about the reimbursement procedure ‘Statement in lieu of receipt’ and a brief reminder of the reimbursement claim process.

First of all, there is **not** an official CG Aux definitive policy that explains or addresses the ‘Statement in lieu of receipt.’ I’m also not aware (nor have implemented) any local District policy authorizing a form(s) to this procedure. When I reported aboard in this billet I heard explanations and variances of a procedure; however, to my knowledge this procedure is no longer practiced nor authorized. Again, let me stress, **no longer authorized.** Basically, the process of not attaching a receipt, or a form in place of a receipt, is not acceptable.

Every patrol must have a (fuel) e-receipt attached for any expenditure that is over \$75.00, no exceptions. With the advances of technology and increased examination within our budget system the e-receipt standard has been adopted and has become official policy.

Another discussion point is the 'other' comment block on the patrol order claim. As many of you have seen there are a few additional blocks to enter data. For example: Fuel amount, Fuel additive, Ice, Other, and Reason (explanation) of other.

My program manager has recently released guidance that the 'other' block (as well as the blocks previously mentioned) are under extreme scrutiny. As we move forward through the year my recommendation is to record all of your expenses and keep all of your receipts, regardless of the expense.

I will be attending the National Training conference in ST Louis, MO and I will inquire if there is a planned policy change forthcoming.

In closing, the reference to the reimbursement process can be found in the Aux Ops Policy Manual (COMDTINST M16798.3E) in Section A.4.

Thanks in advance; let's continue to keep a sharp eye on each other.

FOREVER AND ALWAYS -- NEXT WATCH!!!

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### **FROM THE DESK of YN1 Jennifer L. Gonzales**

The Coast Guard must select the method most advantageous to the Government, when cost and other factors are considered for TDY travel. Travel must be by the most expeditious means of transportation practicable and commensurate with the nature and purpose of your duties. In addition, your agency must consider energy conservation, total cost to the Government (including costs of per diem, overtime, lost work time, and actual transportation costs), total distance traveled, number of points visited, and number of travelers.

The presumption as to the most advantageous method of transportation is, common carrier. Travel by common carrier is presumed to be the most advantageous method of transportation and must be used when reasonably available.

Privately Owned Conveyance (POC) use is authorized when to the Government advantage. A determination that POC use is to the Government's advantage is made when common carrier, Government contract rental automobile or Government-furnished transportation is not available or is not the Government advantage. POC use authorization is made in advance travel. The following elements must be considered when determining if POC use is to the Government advantage than other available transportation modes: Assessment requirements including transportation of baggage, tools, or equipment; Availability of other transportation and the effect on the productive time; Duty locality in relation to traffic conditions, routing, and weather; TDY location in relation to the lodging and meal facilities location(s) and transportation availability, other than POC, between these points; Overall cost advantage when there are accompanying passengers under official travel authorizations in the same POC; and the salary cost represented by the additional travel time and physical/mental strain on the employee when any substantial distances are involved with TDY travel. When common carrier is the most advantages to the Government but you still choose to drive your POC, you will receive the cost of the GTR. The cost of the GTR is just the cost of the city fair roundtrip airline ticket; nothing else is calculated in the cost.

General rule for POC, the employee can never be compelled to use a POC. Furthermore, the employee cannot be compelled to ride in another employee's POC. An employee may not be required to travel as a passenger in another employee's POC. Use of an employee's POC to transport other employees as TDY transportation is strictly voluntary on the part of the POC owner/operator and potential passenger(s). For example if a member of the Auxiliary wants you to ride with them to a training site you're not compelled to do so, you may if you wish but you're not required.

An employee may not be prohibited from using POC on official travel. If an employee elects to use a POC instead of the authorized transportation mode, reimbursement must be limited to the authorized transportation mode constructed cost, which is the city pair airfare ticket cost the employee would have incurred when traveling by authorized transportation mode. If you choose to drive instead of taking the more advantage to the Government you will get a flat rate amount that you will be reimbursed for.

If you do not travel by the method of transportation required by regulation or authorized by your agency, any additional expenses you incur which exceed the cost of the authorized method of transportation will be borne by you.

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**FROM THE DESK of Charles K. Claytor, Auxiliary Affairs Specialist**

Congratulations to all of the continuing elected officers and those newly elected for 2014. I wish each and every one of you smooth sailing and gentle winds. I extend an invitation to the leadership to call on me whenever your chain of leadership is unable to assist you. We have some of the most knowledgeable Seaman, Aviators, Radio Operators, and a host of other specialists, east of the Mississippi! Please call on these experts first before you resort to the DIRAUX library.

Last month I returned to FC's and HR officers over 12 new member applications for various reasons. Please look over your applications several times before sending them to DIRAUX. I do have a check sheet you can use if you send me an email request for it. However, overall the applications are getting much better.

Again I send out a request for topics that you would like us at DIRAUX to mull over. Anything we do is fair game. Just send me an email and briefly describe what topic you would like to see in DIRAUX NOTES.

Finally, just a little reminder to all that our leader, Commander Chappelka will be retiring this June! Oh yea...he is going to miss us!

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**FROM THE DESK of Shirley A. Blanchett, Auxiliary Affairs Assistant**

# Auxiliarist of the Week



**JOE LANGJAHR**

Congratulations to Joseph H. Langjahr, Fl 41 for receiving the Auxiliarist of the Week award for the week of 19 January 2014.

**PICTURES OF YOURSELF DURING MILITARY DUTY, PEACE CORPS, LAW ENFORCEMENT, OR OTHER PUBLIC SERVICE:**

Do you have pictures of yourself from your time served in uniform or other public service? The DIRAUX is requesting pictures of our auxiliary membership who have served through many different avenues. We are collecting items for the history of the Auxiliary in the Thirteenth District and the uniformed public service of many of our members. Please submit pictures that you would like to share, along with year and type of service, to the DIRAUX office. Point of contact: Shirley Blanchett, email: [shirley.a.blanchett@uscg.mil](mailto:shirley.a.blanchett@uscg.mil)



Charles Ted Lane, Fl 87  
Los Angeles County  
Sheriff's Department  
26 years of service



Joseph B. Hall, STG3 aboard  
USS George K. Mackenzie  
(DD-836)  
In WestPac 1969



Marshall and Deanna Collins  
Pinning of son with Lt Col leaves  
(Marsh and Deanna are Air Force  
Lt Col, Ret)

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