DIRAUX NOTES
A Publication of the 13th District Auxiliary Office
FALL 2006

FROM THE DIRECTOR

LCDR Kelly Boodell

SUITABILITY DETERMINATION PROGRAM (PSI): I have personally called every member in D13 who has not submitted their PSI paperwork. I have either spoken to them or left a message. However, there were quite a few people whose numbers listed in AUXDATA were wrong or no longer working. If you have not submitted your paperwork and are reading this AND you did not receive a phone call from me….please contact your Flotilla Commander RIGHT AWAY!!!! I am pleased to report that the total number of people who HAVE NOT submitted their PSI packages is only around 150. I am able to still accept packages for a short time longer. If you are amongst those 150, please contact Charles Claytor or your Flotilla Commander ASAP!!! Thank you everyone for all of your hard work bringing us into compliance with this program and thank you all for your patience and understanding….special thanks to JR Addington!!

AWARDS: Please see the following link for preparing awards. Many FC's are changing, many DCP's are changing! Please consider nominating someone for an award for a job well done!!!! They certainly have worked so hard! Here is the email address to send your nomination to: awt@d13cgaux.org Mari Wussow of Division 8 has graciously accepted the position of the Awards Team Manager. She will respond with verification of your submission promptly! So please take advantage of her services. To learn more about awards, please refer to this website: http://www.volunteerlifesavers.org/awt/AWTdirectory.htm.

D13 WEB PAGE: http://www.uscg.mil/d13/diraux/ There are some new additions to the D13 Web page. There is a new FAQ section for frequently asked questions and we will be providing a list of approved proctors. Please also see the page for the links to our "How to do it" award web page link.

D13 PHOTO CONTEST: The District Commander is interested in updating the large photos that are in his Conference Room. Please see the attached for the guidelines: I know that you have some great material! For any specific questions regarding the guidelines, please contact LT Ron Owens 206 220-7093.

PERSONAL PREPAREDNESS: Please review the Personal Preparedness and Personnel Accountability Information, which is located at the following D13 Instructions link: www.ready.gov This is a valuable resource to ensure personnel understand what they can (and should) do in the event of a natural or man-caused disaster. This information is valuable for both Coast Guard personnel as well as our families. As always, you as Auxiliarists must take care of yourself and your families first, however, there needs to be an organizational method of accountability at the Flotilla Level so that we can all take care of each other.

D13 ISAR TEAM: D13 is sending a team to participate in the International Search And Rescue Competition that will be in Norfolk Virginia 27-29 October! They have worked hard and trained hard and are going to make us proud! So, let's wish them luck!! Go Go Go Becky Barlow, Go Go Go Bill Barlow, Go Go Go Roland Ono, and Go Go Go Paul Bellona who just recently joined the team replacing Frank Ramer!!! GOGOGOGO!!!

PATON: October is the sixth monthly report for the 2006 13th District Bridge-PATON program. The attached PDF file shows how many bridges and PATON have been completed throughout the district according to paperwork received. To look at the on-line spread sheets for bridges and PATON that show what has been completed throughout the district click on the links below. Bridges: http://www.uscg.mil/d13/oan/bridgeinspectionlist.pdf
PATON: http://www.uscg.mil/d13/oan/patonverificationlistbylln.pdf Please remember…Report all discrepancies to your group/sector command center immediately upon discovering them. Paper mail, e-mail or fax all completed Bridge/PATON forms to district within 48 hours of completion. D13 PATON Manager can be reached at timothy.l.westcott@uscg.mil and d13-pf-paton@uscg.mil

FROM OPERATIONS AND TRAINING

BOSN Timothy R. Tully

CURRENCY MAINTENANCE: As we get closer to the end of the year, remember that there are 5 tasks that need to be completed. Please refer to the Coast Guard Auxiliary, District Thirteen Boat Crew Currency Maintenance for 2006 form. That is the form that you should all be using. There are large changes on the horizon, but for now that is the reference. Once any changes come into effect I will make sure that the word gets spread through the OPS chain. If there are any questions on Certification or Re-certification please use your chain of leadership to find the answers. Please keep up the outstanding work that you all have been doing. Have fun out there and remember Safety first, always.

PPE ISSUE: I have received some orders for PPE, but not as much as I know are needed. So, I am resending this next paragraph in this DIRAUX Notes again. Please remember for any larger members needing a drysuit over 3XL, we can take measurements and get the proper size of drysuit for you.

We are going to adjust the way we get personal protective equipment (PPE) out into the field, but we need support from the Flotillas. Flotilla Commanders need to make sure that the members are ordering the proper size from me. Please be

proactive in trying to find out the right size during your Flotilla meetings. Flotillas in the Seattle area can still come by and pick up equipment. I will either send or bring the equipment to the areas that cannot get here easily. Go through the Flotilla MA to place your order. They will collect the information and make sure I receive it. They are responsible for keeping track of who has what equipment and doing an annual inventory of the gear. Whoever receives equipment will need to sign an AF 538 form acknowledging which gear they have. These are the forms that the MA will have you sign annually during the inventory. If there are any questions about this, please use the Chain of Leadership. The equipment does no good here. It wants to be worn by all of you.

PPE INVENTORY: I am going to start contacting the Division Captains in December to ensure the Annual inventory is going to be completed early in the calendar year. I would like to get the inventory completed by 1 February.

DAMAGE CLAIMS: Auxiliary Damage Claims are required to be submitted within six (6) months of the incident. Any Damage Claims submitted after that time period may be denied due to the time limit to submit them. Please go through you order issuing authority for the forms. They will need to conduct the investigation. Neither MLC legal, nor I want to see Auxiliarists missing out on valid damage claims.

QE'S APPLICATIONS: This month we qualified another QE, Joe McClain, in the Northern area. We would like to see more. Professional and qualified Auxiliarists, who desire to become a Qualification Examiner (QE) for D13, contact your Regional Area QE or DSO-OP (Operation) for the Policy Directives, OP-02 and OP-03, on the Selection and Duties of QE's. The DIRAUX OTO is always looking for the "cream of the crop" to become new QE's and keep our Boat Crew Training Program improving.

FROM THE OFFICE MANAGER

SK1 Holly Boehme

FYO6 AUXILIARY BUDGET: I want to take a minute to congratulate you all on a job well done. Last year we tracked the best picture of our travel and fuel budget ever, and that is due to the timely submitting of your patrol orders and travel claims. Please keep up the good work.

DISTRICT MEETING TRAVEL PAYMENTS ARE BEHIND: If you have noticed your payment has not been made yet, it is because the Pay center is behind in processing claims. They are just getting past the Active Duty Transfer Season and that is why the payments are slow. Most of you have been checking the Fincen's website, which is what you need to keep doing. https://www.fincen.uscg.mil/TVS_Aux/. After you visit this site and find no status, you should submit a trouble ticket at the processing center http://www.uscg.mil/hq/psc/customerservice.shtm#form. You need to fill out the on line form with the correct information, and then request a status check of your claim. Make sure you tell them on your ticket that you checked the Fincen's website and were given no status. You will get an answer via email in a day or so, they are pretty fast with these. Remember you need to wait 3 weeks from the time your claim leaves my office. This trouble ticket will allow you to receive you payment breakdown, if it is not on the Fincen's site. This is the site I use when you call me, so you now can go directly to them.

COPIES OF YOUR CLAIMS AND RECEIPTS: Please make sure you're keeping a copy of your claim and all the receipts for up to 6 ½ years for both Coast Guard auditing and IRS auditing purposes. If they audit you and you can not produce the receipts, you will have to repay the government. If you don't get any justice from these two web sites please call me.

FROM THE AUXILIARY AFFAIRS ASSISTANT

Mr. Charles K. Claytor

NEW MEMBER APPLICATIONS: Unfortunately, I am still getting incomplete applications for new members. If you have any doubts about what forms are included or how to complete them, you are not alone. So, give me a call so that we can go over everything together. The biggest problem I have are outdated forms, especially the finger print cards. The cards must be FD-258(REV. 5-11-99). Anything else, even though it may look exactly the same, will not be accepted by SECCEN. The second biggest problem is unsigned forms. Please scan them over thoroughly before mailing. Starting 1 January 2006 DIRAUX will no longer accept outdated forms. As an example; the New Member Application. Every form you need can be found either on the D13 Directors website at http://www.uscg.mil/d13/oax/default.htm or the National Forms site at http://forms.cgaux.org/. Of course there are other small problems that are usually just oversights. So check them carefully please.

CURRENCY MAINTENANCE: IS officers entering currency maintenance (CM) with the exception of 5th year QE certification, which is done by DIRAUX. Please keep in mind that after the CM is entered in AUXDATA the IS officer must sign and send the CM form to DIRAUX. If you don't send us the form, then we cannot verify errors in AUXDATA and should some unfortunate accident occur, we cannot verify CM except for what has been entered in AUXDATA, which means, no paper trail. When looking in the "Training Status" report in AUXDATA, disregard the colors ONLY in the year of certification. You will not go into REYR at the end of the year of initial certification. If you do, someone just put a Voodoo spell on you, but I am the AUXDATA Witch Doctor and I can break the spell.

FACILITY INSPECTIONS: Effective immediately, DIRAUX will not accept FAXED Facility Inspections. We must have the originals with original signatures. Anything else you send us is simply recycling paper. We have had occurrences of Facility Inspections conducted by Vessel Examiners who are in REYR. This only means you are going to get your inspection back and possibly have a lapse in your inspection cycle. Why is this important? You must have your facility inspected once every year (vessels) prior to the end of your current inspection. Unfortunately, AUXDATA does not remove a facility from the

Operational side for an additional 90 days after your current inspection has expired. This is a problem because POMS will allow you to receive orders during those 90 days. Then let's say you get your facility reinspected 60 days after your previous inspection expired. Your facility remained in the AUXDATA operational side and you received orders from POMS. Unfortunately, when you return to AUXDATA and attempt to enter your Activity Report, AUXDATA will tell you that your facility was uninspected during that time and you are not allowed to enter your report. It is an unfortunate FLAW in the system and I have brought it to the attention of the "AUXDATA GURU'S," but don't expect the FLAW to be resolved anytime soon (probably a lifetime). So please get your facilities inspected with enough time to have them sent to DIRAUX and entered into AUXDATA.

PERSONAL SECURITY INVESTIGATION (PSI): Okay, last word on current member PSI's. If you have a member who you know is absolutely, positively, and without a doubt not going to complete a PSI for OS status, I recommend that you disenroll the member as soon as possible for either "Failure to Pay Dues," or at "Member's Request." That way, when the member gets his/her disenrollment letter, and subsequently smells the Petunia's in the garden and realizes the opportunities they just gave up, they may wish to re-enroll. Which we can do with a Re-enrollment application and PSI application! However, if we miss someone and they are automatically disenrolled by AUXDATA on the 31st of December 2006 or we disenroll them due to "Failure to Complete a PSI," those Auxiliarists will not be allowed to re-enroll prior to July 2007. Plus it just darn doesn't look good. LCDR Boodell attempted to call every outstanding member who had yet to complete a PSI and with very good results. So please, let's not have anyone fall through the cracks because we didn't do all we could do!

CERTIFICATIONS: New requests for certification forms will be posted to the D13 Director's website http://www.uscg.mil/d13/oax/ in the next few weeks. Look for them and start using them please. It will help ensure that the certification process is completed quickly and efficiently.

FROM THE MEMBER STATUS SECTION

Ms. Shirley Blanchett

MEMBERSHIP SERVICE AWARDS: October's Membership Service awards were mailed out to Flotilla Commanders on October 13th 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.

MEMBER TRANSFERS: To visit the Transfer Status chart click on the following link or paste the link into your computer browser: http://www.uscg.mil/d13/oax/ Transfers that are completed and are older than two or three months have been removed from the chart. If your transfer request was sent in earlier than two months ago and you have not seen it on this chart it means DIRAUX has not received it yet, and you may need to investigate where the Transfer Request has been stalled in route. Auxiliarists who want to transfer to another flotilla within District Thirteen must submit their request using the MEMBER TRANSFER REQUEST FORM, ANSC 7056. The form must be favorably endorsed by the CURRENT Flotilla Commander and also by the RECEIVING Flotilla Commander before it is forwarded to the DIRAUX office. The Auxiliarist must be current in financial obligations, have no administrative actions pending, and they must be accounted for all assigned Coast Guard property.

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

LOST AND FOUND: A blue Coast Guard Uniform Jacket was left behind at the District Meeting LAST year in September. The owner has not come forward. 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.

DISENROLLMENT REQUESTS: Historically two-thirds of all disenrollments are submitted between October 1 and December 31st. 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 31st 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 Emily Chaput. She reviews the forms, and recommends DIRAUX action. Only the DIRAUX office staff is authorized to process such requests. This is National Auxiliary Policy.

DIRAUX OFFICE STAFF CALENDAR: The current DIRAUX office staff calendar that shows the Director of Auxiliary's calendar of events for 2006 can be found on the Auxiliary website. Through this website the calendar is updated and consistently kept current. To visit the calendar on this website click on the following link or paste the link into your computer browser: http://www.uscg.mil/d13/oax/dirauxnotes/calendar.pdf. If, you have a question, change or corrections to the calendar please contact the DIRAUX office.

HAVE A VERY HAPPY AND SAFE HOLIDAY SEASON & HAPPY NEW YEAR!