

10/05/04

(Replaces 8/16/04 edition)

## **D14 Auxiliary Security Program**

### **New Member Process**

New Members are those who apply to the Auxiliary on or after February 1, 2004. Following are the security forms they must submit to DIRAUX, along with their membership application and digital photo:

**FD-258 fingerprint cards.** Two originals provided by DIRAUX; member will complete according to instructions. Fingerprinting shall be done by a certified Auxiliary Fingerprint Technician or at the DIRAUX office. Members unable to coordinate fingerprinting by these means shall contact the Personnel Security Investigations (PSI) Coordinator at the DIRAUX office.

**OFI Form 86C Special Agreement Check (SAC).** One original; available from DIRAUX office or the AUX website, [http://www.cgaux.info/g\\_ocx/administration/security](http://www.cgaux.info/g_ocx/administration/security).

**SF 85, p.6, Authorization for Release of Information.** One original; available from DIRAUX office or the AUX website, [http://www.cgaux.info/g\\_ocx/administration/security](http://www.cgaux.info/g_ocx/administration/security).

### **New Members with Current Federal Clearance/Investigation**

If a New Member has a current federal security clearance or investigation, they will submit, in lieu of the NACLCL forms above, the following:

**Letter or memo**, describing: the federal agency issuing the clearance/investigation; date of the clearance/investigation; type of investigation, i.e., SSBI, NAC, NACLCL, etc.; and point of contact for the issuing agency

**Copy** of the source document/notification of clearance

**SF86 Certification** (SF86C), available from the DIRAUX office or at [http://www.uscgaux.org/~forms/sec\\_test.html](http://www.uscgaux.org/~forms/sec_test.html)

Upon completing New Member requirements and submitting the above Security forms, applicants will be entered into AuxData with an "Approval Pending" (AP) status and given an identification number.

### **DIRAUX has determined the activities in which D14 AP members may and may not participate.**

AP members **may**:

- attend all flotilla meetings
- vote on any flotilla matter
- participate in all non-operational Auxiliary activities
- take non-operational courses and exams
- be certified in non-operational disciplines
- teach, as a guest, under the direct supervision of a qualified, uniformed member
- earn credit hours in their certifications
- study for and attend classroom-only training sessions for Direct Operational programs
- ride in Auxiliary facilities as guests

AP members **may not**:

- wear the Auxiliary uniform
- be issued an Auxiliary DHS identity card
- participate in any Direct Operational activities
- be appointed to a staff position nor hold elected office

Upon receipt of a satisfactory fingerprint check, AP members are given full member status and receive a membership certificate and an identification card. They will then be considered Operational Support (OS).

To upgrade into any DO disciplines, a complete SF-86 package must be submitted to the DIRAUX; after the appropriate training and qualifications are completed, the DIRAUX may issue an interim certification. This interim certification is at the discretion of the DIRAUX upon favorable review of the member's SF-86 with no obvious errors, omissions, or glaring issues.

**If you have any questions about the Security Program, please contact Ms. Susan Harper, DIRAUX Personnel Security Investigations (PSI) Coordinator, at 808-541-2087, or at [sharper@d14.uscg.mil](mailto:sharper@d14.uscg.mil).**