

Division Commanders, Flotilla Commanders, and SO-MA's

Technology has advanced so rapidly that obtaining materials in print is almost the thing of the past. It is cheaper and more efficient to send information via a CD or internet. The manuals, study guides and forms we receive from the Auxiliary National Supply Center (ANSC) are sending more and more information via CD. It makes sense for them economically and for storage issues. For example, the new Auxiliary manual is 710 pages. Each printed copy costs between \$38 and \$75 nationwide. It costs over \$5.00 to ship it. To copy and ship the same manual on a disc costs less than a dollar!!!

The difficulty is that many Auxiliarists still prefer to read, study and review materials in print. Some Auxiliarists don't have computers. Some are not computer savvy. Most Divisions/Flotillas like to have at least one printed copy available to members, but many can't afford the hefty price tag to make them available.

Enter Government Services Administration pricing. The General Services Administration (GSA) is an independent agency of the United States government, established in 1949 to help manage and support the basic functioning of federal agencies. The GSA supplies products and communications for U.S. government offices, provides transportation and office space to federal employees, and develops government-wide cost-minimizing policies, and other management tasks.^[3]

Historically, the Auxiliary has not been able to obtain GSA discounts because we don't have a Government credit card. Thanks to FedEx Office, this issue has been addressed and a procedure has been developed for us to obtain the same GSA discount.

As Auxiliarists, we now have access to an on-line catalog. We can order items for print from this catalog and pay for it with our own personal credit cards.

For example, the average cost to copy a single black and white page averages 10 - 12 cents per copy. We will be able to have the printing done for 2.5 cents per copy. This is at least a 75% savings!!! Remember the cost to print the Auxiliary Manual? It has been between \$38 and \$75.00. By utilizing the on-line catalog it will cost \$17.40, a huge savings!!!! Prices will vary depending on whether the item is printed in black and white or color, the size of the paper and whether it's on paper, poster board, foam board etc.

The following are some examples of what is in the Auxiliary Catalog:

ANSC manuals that are currently being sent out on CD
Misc. forms and handouts – GAR, Diversity hand-outs
Misc. items - Fingerprint Tech study guide, Courtesy and protocol guidelines
Childrens items – coloring and activity books – *including some that are no longer available through ANSC*

Auxiliarists will be able to:

Individually order on line

Pay with their own credit card

Pick up at their nearest FedEx Office

Quick turnaround time. *I tried it and my order was ready in less than a day*

Sectors Miami and St. Petersburg have been selected to test this new catalog ordering system first. There will be a webinar given by Brandon Hill from FedEx Office. It will be held on June 13th, times yet to be determined. All Division Commanders, Flotilla Commanders and SO-MA's in these Sectors are asked to attend. You will be shown how to access the catalog, select and order items. Then you will be able to offer this to your members. A link will be placed on your Division/Flotilla website so everyone has easy and quick access to this site.

Please note:

IF IT ISN'T IN THE AUXILIARY CATALOG, YOU CAN NOT ORDER IT

ONLY ITEMS ORDERED FROM THE CATALOG RECEIVE DISCOUNTED PRICING.

YOU CAN NOT TAKE SOMETHING IN TO FEDEX OFFICE AND HAVE IT PRINTED AT A DISCOUNTED RATE

YOU CAN NOT UP-CHARGE OR MAKE A PROFIT

YOU CAN NOT SELL TO A MEMBER AT A HIGHER COST

YOU CAN NOT SELL TO STUDENTS AT ABS CLASS ETC

This catalog is a work in progress. As long as an item can be used on a national level and that it meets all Auxiliary publication and public affairs guidelines, it's possible we may be able to add it to the catalog. There is a "comment section" on the order form that ideas, suggestions, comments can be added. These will be compiled and I will receive a monthly report. Items CAN NOT be added to the catalog instantaneously. There is a committee that must review all items before they can be placed in the catalog.

We hope each of you are as excited about the opportunity and possibilities as we are! Please take the time to attend the webinar and learn how easy it is to use this new system!

Respectfully,

Terry Barth, AE-AD, DSO-MA D7