



D-7 *Connection*

Human Resources - Fall Issue—2024

Issue 66

Editor: Angela Pomaro





USCG Auxiliary

District 7



District 7 Commodore

John Holmes



Chief of Staff

Martin Goodwin



Logistics Directorate



Murray Price DDC-L
Directorate Chief

The DSO-HR Team



Angela Pomaro DSO-HR
Human Resources Department



Mark Crary, ADSO-HR
Special Projects



Jim Nelson, ADSO-HR
E-responder Reports



Gil Thomas, ADSO-HR
HR Corner

The District 7 SO-HR Team



Belkys Cuevas_Aviles, SO-HR
Division 1—(Entire Puerto Rico)



Chris Poulos, SO-HR
Division 10— (Port Royal Sound, Savannah, St. Simons Island, Hilton Head/Bluffton)



Bob Deleon SO-HR
Division 2—(Augusta, Lake Alatoona, Northeast Georgia, Hartwell Lake, Central Georgia Lakes, Lake Lanier)



Stephan Bielawski DCDR -
Division 11— (Clearwater, New Port Richey, Hudson, Tarpon Springs, Dunedin)



Sandy Goldberg SO-HR -
Division 3—(Ft. Lauderdale, Pompano Beach, Boca Raton, Lighthouse Point, Plantation, Dania Beach)



Jim Nelson, SO-HR
Division 12— (Inland Sea Lake Marion, Lake Murray, Central Grand Strand, East Cooper, Charleston, Georgetown)



Patricia Femia, SO-HR
Division 4— (Lake County, Daytona Beach, Sanford, New Smyrna)



Dorothy Cain, SO-HR Division
13— (Key West, Marathon, Big Pine Key, Ocean Reef, Upper Keys)



Robert Hess, SO-HR—
Division 5— (The Palm Beaches, Jupiter, Delray-Boynton Beach, Vero Beach/Sebastian, Ft. Pierce)



John Herald— SO-HR
Division 14— (Amelia Island, Arlington, Jacksonville Beach, St. Augustine, Jacksonville)



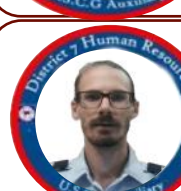
Fred Ross, SO-HR Division 6—
(Homestead, Coconut Grove, Miami South, Coral Gables, Opalocka, North Bay, Miami)



Richard Franchi, SO-HR
Division 15,
(Crystal River, Ocala, Homosassa, Hernando Beach)



Gil Thomas, ADSO--HR
Division 7— (St. Petersburg, Brandon, Apollo Beach, Polk County, St. Pete Beach, Tampa, Gulfport)



Karl Peterson, SO-HR
Division 16— (St. John, US Virgin Islands)



Ron Mills, SO-HR
Division 8— (Manatee, Longboat Key, Sarasota, Venice, Englewood)



Sharon Breece, SO-HR
Division 17— (South Brevard, Central Brevard, North Brevard, Osceola, Winter Park)



Robert Curto—SO-HR
Division 9—(Fort Myers Beach, North Port, Naples, Franklin Lock, Marco Island, Wiggins Pass, Charlotte Harbor, Cape Haze, Ft. Myers & Cape Coral)

Welcome

July 1 to September 30 2024

Division 1

**Ferrer, Amilcar
Cordero Rivera, Carlos
Cruz-Rios, Gustavo
Grau-Colon, Kevin
Hurtado, Denise
Mariani, Anna
Mendez-Sexto, Ramon
Ramos-Jordan, Edwin
Rodriguez-Torres, John
Santiago Torres, Juan**

Division 2

**Borom, William
Faulkner, James
Fogerty, William
Green, Jason
Howard, Jay
Horton, John
Johnson, Brent**

Division 5

**Hammond, Theodore
Stabile, Ethan**

Division 6

**Barrer, David
Borie, Jean
Cauchioli, Renato
Lagarde, Apolo
McBride, Dennis
Schwartz, Barry
Sellers, Ramon
Utter, Maxwell
Wilder, William
Vera, Alex**

Division 7

**Barwick, Mathew
Amin, Vishrut
Bloom, Katherine
Cameron, Debra
Cartelli, Michael
Cooper, Laurie
Delillo, Angelica
Delsignore, Dionne
Gordon, Karen
Kroop, Andrew
Llanes, Humberto
Murphy, Dennis
Woods, Charles
Wallace, Joshua**

Division 8

**Caron, Louis
Denino, Ralph
Heierding, Christopher
Maluselu, Emilia
May, Damon
Rogers, Harry
Salafrio, Carlo**

Division 9

**Bultted, Anibal
Fisher, Barrett
Joyce, Patrick
Pollard, Steve
Pollard, Steve**

Division 10

**Sweat, Blanche
Sweat, Patrick**

Division 11

**Campbell, Joseph
Corral, David
Figueroa, Jaidy
Garisto, Joseph
Howard, Michael
Johnson, Mark
Pederson, Jennifer
Perez, Rommel
Putnam, Mavrick
Scott, Anna
Seabeck, Frank
Skonieczny, Andre**

Division 12

**Bieglow, Lisa
Flaherty, Barry
Glidewell, Sage
Torres, Lauren
Zaremba, David**

Division 13

**Bertrand, Jason
Kipness, Robert
Rose, William**

Division 14

**Kalemkiewicz, Noah
Karasiewicz, Joseph
Rowley, Phyllis
Washburn, Wirt
Lambert, Russell
Sawyer, Tonya
Thomas, Frederic**

Division 15

Dowdy, Cassandra

Division 17

**Fleming, Cheyenne
Rees, Jillian
Resto, Zora
Roldan, Moises
Wery, Telethe**



WELCOME



2024 Retirees

July 1 to September 31, 2024

Department of Homeland Security

Takes pleasure in conferring to:

Thank you for your Service



<u>Members</u>	<u>Flotillas</u>	<u>Service Years</u>
Benson, William	44	60
Hauser, Herbert	36	51
Cohen, Jeffrey	6-10	42
Gelpke, Wiliam	59	42
Gardstrom, Dwight	43	40
Baumann, Brigitte	14-4	29
Bixby, B. Jane	13-8	28
Pernice, Louis	17-6	25
Thorne, George	39	22
Butz, James	74	21
Meyers, Robert	65	21
Sheffield, Burnette	12-3	20
Workman, Stephen	17-6	20
Fahey, John	15-8	16
Fields, John	14-4	16
Lutjen, Theodore	36	16
Smith, Daniel	84	16
Szpicek, Jacob	51	16
Belcher, Christopher	14-1	15
Belcher, Sharon	14-1	15
Dubin, Michael	51	15
Fabich, Robert Sr	15-1	15
Johnson, Wayne	54	15
Lipmann, Robert	11-7	15
Paparella, Frank	51	15
Wagner, Andrew	9-10	15

in the

United States Coast Guard Auxiliary

*In recognition of significant contributions and devoted service to the organization and
its boating safety programs.*



<u>Name</u>	<u>Flotilla</u>	<u>Enrollment Date</u>
Barry Porter	72	13 November 1959
Robert Strong	14-8	23 June 1964Commodore
Henry Pratt	10-11	9 September 1964
Philip Tallon	14-2	30 January 1968
Thomas McColough	9-10	3 June 1968
Judith Davis	14-4	23 April 1968
Roger Kish	58	10 September 1970
Karen Pitts	84	30 October 1972
Susan Cummings	22	19 April 1973
Lusterman, Charles	54	20 June 1973
William Sorrentino	44	1 August 1973
Koenecke, Ronald	56	3 October 1973
Richard Stephenson	43	6 November 1973
Calvin Gordon	44	1 March 1974
Miguel Demarcos	51	7 August 1974

Your long-standing service is acknowledged and appreciated.

Thank you

Crossed the Bar

July 1, to September 30, 2024

PLEASE NOTE

A DECEASED MEMBER CAN ONLY BE HONORED IF AN ANSC 7035 FORM IS SUBMITTED TO THE D7 HELP DESK INDICATING HIS/HER PASSING.



Olga Pagan
Retired
Flotilla 12



Sutya Gupta
Flotilla 34

*Sunset and evening star
And one clear call for me!
And may there be no moaning of the bar,
When I put out to sea,
But such a tide as moving seems asleep,
Too full for sound and foam,
When that which drew from out the boundless deep
Twilight and evening bell,
And after that the dark!
And may there be no sadness of farewell,
When I embark;
For tho' from out our bourne of Time and Place
The flood may bear me far,
I hope to see my Pilot face to face
When I have crossed the bar.*

By Alfred Lord Tennyson



Lora Friedkin
Flotilla 36



Roberto Acosta
Flotilla 51



Mary Newman
Flotilla 6-10



Marilyn Oesterling
Flotilla 10-1



Norman Grantham
Retired
Flotilla 11-1



Ralph Erickson
Flotilla 12-8



Marie Lynch
Flotilla 12-8



Claude Bullock
Flotilla 13-8



Derek Lloyd
Flotilla 14-2



Mary Toerne
Flotilla 14-7



Harold Westover
Flotilla 14-7

Change of Membership Issues

Due to the number of incorrect ANSC 7035 submissions, I am repeating the ANSC 7035/7056 Procedure.

The following are the incorrect submissions and have been returned:

1. Failure to submit the Change of Member ID Card Form. This form is to be submitted with all ANSC 7035 requests.
2. All disenrollments in District 7 required the signature of the DCDR.
3. Members must have served 15 years to be eligible for retirement.
4. USPS Tracking sheet must indicate DELIVERED in order to be processed.
5. All documents to be submitted must be scanned in a PDF Format.
6. FC is required to complete the "FC Verification section in the Change of Memberahip Member ID Card Form.
7. Member Death notices must include the date of death, name, address and relationship of the next of kin.
8. No request can be processed before the effective date.
9. Member request disenrollments must include the member signature or an email indicating their desire to disenroll.
10. All paperwork must be submitted before December 15, 2024

If you are in doubt about anything you are submitting, please call me (Angela Pomaro, DSO-HR) at 561 277-9991 for clarification before submitting.

DEPARTMENT OF HOMELAND SECURITY U.S. COAST GUARD ANSC 7035 (09-18)		U. S. COAST GUARD AUXILIARY CHANGE OF MEMBERSHIP STATUS	
SECTION I - To be completed by Flotilla Commander			
To:		SECTION II	
As provided in the Auxiliary Manual, COMDTINST M16790.1 (Series), you will be recommended for disenrollment from the Auxiliary for non-payment of Financial Obligations for or since the year _____ amounting to \$ _____, unless the full amount is received by your Flotilla Commander within thirty (30) days from the date of this notice. You will not be eligible to remain a member of this flotilla, transfer to another flotilla or seek Retired Member status, until your financial obligations are met.			
Flotilla Commander		Date of Notice	
SECTION II - To be completed by Member			
To: FLOTILLA _____ Date _____			
<input type="checkbox"/> An amount to pay my Financial Obligation is enclosed. I want to remain in Flotilla			
<input type="checkbox"/> I desire Retired Member status. My date of enrollment is _____			
<input type="checkbox"/> I desire to transfer to Flotilla _____ in this district. (Complete MEMBER TRANSFER REQUEST, ANSC 7056, and attach to this form.)			
<input type="checkbox"/> I desire to disenroll. My Reason(s) is/are _____ (Priorities up to 3 reasons - High to low - use codes from Page 2 in Issues Index. Explain "Other" on line above)			
<input type="checkbox"/> My membership card is enclosed. Member signature _____			
SECTION III - To be completed by Flotilla Commander			
To: DSO-HR			
<input type="checkbox"/> Recommend disenrollment effective _____			
<input type="checkbox"/> for Non-payment of Financial Obligations. <input type="checkbox"/> at Member's Request.			
Member desires and is eligible for Retired Member status: <input type="checkbox"/> Yes <input type="checkbox"/> No			
<input type="checkbox"/> Death of member.			
<input type="checkbox"/> Name and address of next of kin: _____			
Flotilla Commander (Required)		Date	Division Commander (Optional) Date
SECTION IV - To be completed by DSO-HR			
To: DIRECTOR OF AUXILIARY			
<input type="checkbox"/> Recommend Disenrollment			
<input type="checkbox"/> Member requests transfer to Flotilla _____			
<input type="checkbox"/> Member desires and is eligible for Retired Status			
DSO-HR		Date	
SECTION V - To be completed by Director of Auxiliary			
To: DCDR, DIVISION _____ and FLOTILLA COMMANDER, Flotilla _____			
<input type="checkbox"/> Member was disenrolled. Effective date _____			
<input type="checkbox"/> Adm. <input type="checkbox"/> Failed to pay Financial Obligations <input type="checkbox"/> Death of Member <input type="checkbox"/> Member request			
<input type="checkbox"/> Member was transferred to Flotilla _____ Effective date _____			
<input type="checkbox"/> Member was transferred to Retired Member status. Effective date _____			
<input type="checkbox"/> Recommendation disapproved; see attached comments.			
Director of Auxiliary		Date	

United States Coast Guard Auxiliary U.S. Department of Homeland Security		America's Volunteer Guardians Since 1939
DATE: _____		
O: Auxiliary Member _____		
Name _____		
ID Number _____		
SUBJECT: Return of US Coast Guard Auxiliary ID Card		
Please be advised your USCG Auxiliary Membership Card is the property of the United States Coast Guard and it is mandatory that you return this card to your Flotilla Commander.		
Continued possession of an ID card after your membership in the Auxiliary terminates is against the law and could result in criminal penalties. You may wish to review Section 701 of Title 18 of the US Code for additional information.		
Your card remains the property of the United States Coast Guard even if it has expired or been replaced and must still be returned.		
If you are unable to locate or have lost this card you will be responsible should this card be found.		
I affirm that I have made a search but am unable to locate my ID Card.		
I never received an ID Card.		
My card is enclosed.		
Date _____		
Member signature _____		
A stamped self-addressed envelope is enclosed for the return your card and this letter. If you need further clarification, please contact me. Thank you		
Respectfully,		
Flotilla Commander Signature _____		
Flotilla Commander Verification		
I verify the following:		
I have destroyed this member's ID Card - _____		
I have made a number of attempts to retrieve this member's ID Card with no response _____		
Flotilla Commander Signature _____		

Change of Membership Status - ANSC 7035/7056 Effective 6/1/2024



**Change of Membership Status
ANSC 7035/7056**

June 1, 2024

Form 7035 is to be used when a member wishes to retire (after 15 years of service), inform the Auxiliary of a deceased member, disenrollment by a member's request or disenrollment for nonpayment of dues.

Form ANSC 7056 is to be used for all transfers

SAMPLE FORMS—please print all information except signatures

**IF Possible,
Submit with
ID Card
Scanned Here**

RETIREMENT REQUEST

U. S. COAST GUARD AUXILIARY CHANGE OF MEMBERSHIP STATUS

ANSC 7035 (09-18)

SECTION I - To be completed by Flotilla Commander

LAST NAME	FIRST NAME AND MIDDLE INITIAL	MEMBER ID
To: This Section must be Filled Out		
As provided in the Auxiliary Manual, COMDTINST M16790.1 (Series), you will be recommended for disenrollment from the Auxiliary for non-payment of Financial Obligations for or since the year _____ amounting to \$ _____, unless the full amount is received by your Flotilla Commander within thirty (30) days from the date of this notice. You will not be eligible to remain a member of this flotilla, transfer to another flotilla or seek Retired Member status, until your financial obligations are met.		
SECTION I - To be completed by Flotilla Commander		
Flotilla Commander _____		Date of Notice _____

SECTION II - To be completed by Member

To: FLOTILLA **Flotilla # Must be Entered** Date _____

☐ An amount to pay my Financial Obligation is enclosed. I want to remain in Flotilla _____

☒ I desire Retired Member status. My date of enrollment is **15 Years Served** _____

☐ I desire to transfer to Flotilla _____ in this district. (Complete MEMBER TRANSFER REQUEST, ANSC 7056, and attach to this form.)

☐ I desire to disenroll. My Reason(s) is/are _____
(Prioritize up to 3 reasons- high to low - use codes from Page 2 in boxes below. Explain "Other" on line above)

☒ My membership card is enclosed. Member signature **No Initials or Font Signatures** _____

SECTION III - To be completed by Flotilla Commander

To: DSO-HR _____

☐ Recommend disenrollment effective **ASAP-No Future Date can be Processed**

☐ for Non-payment of Financial Obligations. ☐ at Member's Request.

Member desires and is eligible for Retired Member status: ☒ Yes ☐ No

☐ Death of member. _____

☐ Name and address of next of kin: _____

No Initials or Font Signature _____

Flotilla Commander (Required) _____ Date _____ Division Commander (Optional) _____ Date _____

If ID Cards are not obtainable should be indicated by the FC on the Member ID Card Form

Route -- Flotilla Commander -- DSO-HR via D7 Help Desk



DECEASED MEMBER NOTIFICATION

DECEASED MEMBERS WILL NOT BE HONORED UNLESS AN ANSC 7035 IS SUBMITTED WITH THE PERTINENT INFORMATION

**If Possible,
Submit with ID
Card Scanned Here**

U. S. COAST GUARD AUXILIARY CHANGE OF MEMBERSHIP STATUS

Flotilla Commander

This Section Must be Filled Out

To:

As provided in the Auxiliary Manual, COMDTINST M16790.1 (Series), you will be recommended for disenrollment from the Auxiliary for non-payment of Financial Obligations for or since the year _____ amounting to \$ _____, unless the full amount is received by your Flotilla Commander within thirty (30) days from the date of this notice. You will not be eligible to remain a member of this flotilla, transfer to another flotilla or seek Retired Member status, until your financial obligations are met.

SECTION I - To be completed by Flotilla Commander

No Initials or Font Signature

Flotilla Commander

Date of Notice

SECTION II - To be completed by Member

To: FLOTILLA **Flotilla # Must be Entered** Date _____

- ☐ An amount to pay my Financial Obligation is enclosed. I want to remain in Flotilla _____
- ☐ I desire Retired Member status. My date of enrollment is _____
- ☐ I desire to transfer to Flotilla _____ in this district. (Complete MEMBER TRANSFER REQUEST, ANSC 7056, and attach to this form.)
- ☐ I desire to disenroll. My Reason(s) is/are _____
(Prioritize up to 3 reasons- high to low- use codes from Page 2 in boxes below. Explain "Other" on line above)

☒ My membership card is enclosed. Member signature _____

SECTION III - To be completed by Flotilla Commander

To: DSO-HR _____

- ☐ Recommend disenrollment effective _____
☐ for Non-payment of Financial Obligations. ☐ at Member's Request.

Member desires and is eligible for Retired Member status: ☐ Yes ☐ No

☒ Death of member.

Name of Deceased

☐ Name and address of next of kin: **Date of Death, Name, Address and Relationship of Next of Kin**

Flotilla Commander (Required)

Date

Division Commander (Optional)

Date

**If ID Cards are not obtainable
FC should indicate on the
Member ID Card Form**

**This information is forwarded
to the District Commodore and
DIRAUX for a letter of
condolence which is sent to the
family by their office.**

Route -- Flotilla Commander – DSO-HR via D7 Help Desk

SAMPLE LETTER TO DECEASED MEMBER FAMILY REQUESTING RETURN OF ID MEMBER CARD

**EMAIL TO DECEASED NEXT OF KIN TO RETRIEVE AUXILIARY
ID CARD Created by Robert DiPaolo, FSO-FN Flotilla 52**

Dear (Name of Next of Kin)

We apologize for this request during your difficult time but the Flotilla Commander of (Flotilla #) has assigned me the uncomfortable task of contacting the family of (first name of deceased) for the purpose of retrieving (first name of deceased) USCG Auxiliary ID card. If you are in possession of the card, despite its condition, we are requesting the card be returned to:

(Name and address of FC)

If the card is not available, please email reply to (email address of FC) and indicate "LOST". We will record that as being the case for nonreturn.

Under the USCG US Code, we are required to request return of USCG Auxiliary ID cards, which remain property of the USCG, after expiration of membership for whatever reason.

Again, we apologize for this inconvenience to you and family.

With deepest respect,

MEMBER TRANSFERS – OUTSIDE DISTRICT 7

All transfers are to be submitted with the ANSC 7056 only

DEPARTMENT OF HOMELAND SECURITY U. S. COAST GUARD ANSC-7056 (03-23)	U. S. COAST GUARD AUXILIARY <h2 style="margin: 0;">MEMBER TRANSFER REQUEST</h2>	<input type="checkbox"/> Within District <input checked="" type="checkbox"/> Outside District Page 1 of 2
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SECTION 2 - Transfer Outside District (electronic signatures and email transmission authorized)

a. I, **PRINT LAST, FIRST NAME** || **SIGNATURE MUST BE WRITTEN - NO FONT SIGNATURES ACCEPTED**
LAST, FIRST MI. SIGNATURE DATE

7 DIGIT # || request transfer. Effective Date **NO FUTURE DATES ACCEPTED**
NEWSPR NUMBER SIGNATURE DATE

From Flotilla 4 Digit# District See Page Below To Flotilla District See Page Below

I can be contacted or email during the transfer process.

b. Current Flotilla Commander

SIGNATURE MUST BE WRITTEN - NO FONT SIGNATURES ACCEPTED

Recommend ☐ Approval ☐ Disapproval (Reason for Disapproval)
LAST, FIRST MI. SIGNATURE DATE

District Numbers to be Used: 013=D1 North/ 014=D1 South/ 053=D5 North/ 054=D5 South/ 070=D7/ 081=D8 Coastal/ 082=D8 Eastern/ 085=D8 Western Rivers/ 091=D9 Central/ 092=D9 East/ 095=D9 West 113=D11 North/ 114=D11 South/ 130=D13/ 140=D14 170=D17

Current Flotilla Commander recommends approval and verifies that the member is in good standing, with all dues paid and any flotilla and Coast Guard property returned. If not approved, reason must be submitted in writing.

c. Receiving Flotilla Commander

SIGNATURE MUST BE WRITTEN - NO FONT SIGNATURES ACCEPTED

I have been in contact with the transferring Auxiliarist and recommend ☐ Approval ☐ Disapproval (Reason for Disapproval)
LAST, FIRST MI. SIGNATURE DATE

d. Current Director of Auxiliary

SIGNATURE MUST BE WRITTEN - NO FONT SIGNATURES ACCEPTED

Approved ☐ Disapproved ☐ (Reason for Disapproval)
LAST, FIRST MI. SIGNATURE DATE

e. Receiving Director of Auxiliary

SIGNATURE MUST BE WRITTEN - NO FONT SIGNATURES ACCEPTED

Approved ☐ Disapproved ☐ (Reason for Disapproval)
LAST, FIRST MI. SIGNATURE DATE

MEMBER TRANSFERS – WITHIN DISTRICT 7



All transfers are submitted with the ANSC 7056 only

DEPARTMENT OF HOMELAND SECURITY U. S. COAST GUARD ANSC-7056 (03-23)	U. S. COAST GUARD AUXILIARY MEMBER TRANSFER REQUEST ELECTRONIC SIGNATURES ARE NOT FONT SIGNATURES	<input checked="" type="checkbox"/> Within District <input type="checkbox"/> Outside District Page 1 of 2
SECTION 1 - Transfer Within District (electronic signatures and email transmission authorized)		
<div style="display: flex; justify-content: space-between;"><div style="width: 45%;">a. I. PRINT LAST, FIRST NAME <small>LAST, FIRST, MI</small> 7 DIGIT # <small>MEMBER NUMBER</small></div><div style="width: 45%; text-align: right;">SIGNATURE MUST BE WRITTEN - NO FONT SIGNATURES ACCEPTED <small>SIGNATURE</small> request transfer. Effective Date NO FUTURE DATES ACCEPTED</div></div> <div style="display: flex; justify-content: space-between; margin-top: 10px;"><div>From Flotilla 4 DIGIT #</div><div>To Flotilla 4 DIGIT #</div></div>		
<div style="display: flex; justify-content: space-between;"><div style="width: 45%;">b. Current Flotilla Commander PRINT LAST, FIRST NAME <small>LAST, FIRST, MI</small> Recommend <input type="checkbox"/> Approval <input type="checkbox"/> Disapproval <small>(Reason for Disapproval)</small></div><div style="width: 45%; text-align: right;">SIGNATURE MUST BE WRITTEN - NO FONT SIGNATURES ACCEPTED <small>SIGNATURE</small> DATE</div></div>		
<p style="color: red; font-weight: bold;">Auxiliarist fills out Section 1a and sends the form to their current FC. The current FC fills out this section and send the form the receiving FC.</p>		
<div style="display: flex; justify-content: space-between;"><div style="width: 45%;">c. Receiving Flotilla Commander PRINT LAST, FIRST NAME <small>LAST, FIRST, MI</small> Recommend <input type="checkbox"/> Approval <input type="checkbox"/> Disapproval <small>(Reason for Disapproval)</small></div><div style="width: 45%; text-align: right;">SIGNATURE MUST BE WRITTEN - NO FONT SIGNATURES ACCEPTED <small>SIGNATURE</small> DATE</div></div>		
<p style="color: red; font-weight: bold;">The receiving FC fills out this section and sends the form to DIRAUX via D7 Help Desk for processing.</p>		
<div style="display: flex; justify-content: space-between;"><div style="width: 45%;">d. Current Director of Auxiliary <input type="checkbox"/> Approved <input type="checkbox"/> Disapproved <small>(Reason for Disapproval)</small></div><div style="width: 45%;"></div></div>		
<p style="color: red; font-weight: bold;">Once processed, DIRAUX notifies the DSO-HR who then notifies the recipient of the ticket.</p>		

U. S. COAST GUARD AUXILIARY
MEMBER TRANSFER REQUEST
INSTRUCTIONS

1. This form shall be used to process an Auxiliarist's request to transfer from one flotilla to another. Before you can fill out this form, either electronically or manually, you must check "Within District" - or - "Outside District" to bring up the proper format for the actions required."
2. Filling in blanks.
 - a. **Name, signature, and date:** Print last name, first name and middle initial as they appear on the Auxiliary ID card. Sign (manual or electronic certificate signature acceptable) and date.
 - b. **Member ID number:** Enter the 7-digit Auxiliary member number as it appears on the Auxiliary ID card.
 - c. **Flotilla number:** Enter the flotilla's 4-digit number (e.g., 08-04, 10-65).
- District # 013=D1 North/ 014=D1 South/053=D5 North/ 054=D5 South/070-D7/081-D8 Coastal/082-D8 Eastern/085-D8 Western Rivers/ 091=D9 Central/ 092=D9 East/ 095=D9 West/113-D11 North/ 114-D11 South/130=D14/ 170=D17**
Current Flotilla Commander recommends approval and verified that the member is in good standing with all dues paid and any flotilla and CG property returned. If not approved, reason must be given.
 - f. **Reason for Disapproval:** Briefly explain reason for recommended/final disapproval. Attach separate sheet if narrative is extensive. Reasons for disapproval include delinquency in financial obligations (e.g., dues), incomplete accounting or transfer of assigned property, is subject of administrative investigatory or disciplinary actions, or has a documented history of being a disruptive influence to Auxiliary personnel and/or programs.
3. Routing the Form. (via mail or email as a PDF attachment acceptable).
 - a. **Section 1 – Request to Transfer Within District.**
 - 1.a. Auxiliarist fills out this section and sends the form to their current FC.
 - 1.b. The current FC fills out this section, sends the form to the receiving FC, and also sends a copy to the current DCDR.
 - 1.c. The receiving FC fills out this section, sends the form to the receiving DIRAUX, and also sends a copy to the receiving DCDR.
 - 1.d. The current DIRAUX fills out this section, makes their decision on approval, and notifies the Auxiliarist and both FCs. Both FCs should then notify their respective DCDRs.
 - b. **Section 2 – Request to Transfer Outside of District.**
 - 2.a. Auxiliarist fills out this section and sends the form to their current FC.
 - 2.b. The current FC fills out this section and sends the form to the receiving FC and also sends a copy to the current DCDR.
 - 2.c. The receiving FC fills out this section, sends the form back to the current DIRAUX, and also sends a copy to the receiving DCDR and receiving DIRAUX. Note the receiving FC must attest to having been in contact with the Auxiliarist requesting the transfer.
 - 2.d. The current DIRAUX fills out this section, makes their decision on approval, sends the form to the receiving DIRAUX, and notifies the Auxiliarist and both FCs (email notification and/or email transmission of the form is acceptable).
 - 2.e. The receiving DIRAUX fills out this section, makes their decision on approval, and notifies the Auxiliarist, both FCs, and the current DIRAUX. If approved, the current DIRAUX shall then make the transfer in AUXDATA II and send the Auxiliarist's records to the receiving DIRAUX. Both FCs should then notify their respective DCDRs."

PRIVACY ACT STATEMENT

In accordance with 5 USC 552(a)(3), the following information is provided to you when supplying personal information to the United States Coast Guard:

1. **AUTHORITY** which authorized the solicitation of the information: 14 USC Sec 3901.
2. **PRINCIPAL PURPOSE(S)** for which information is intended to be used: To administer Auxiliary personnel transfers among Auxiliary units and record them in the Auxiliary information system of record, the Auxiliary Database II.
3. **ROUTINE USES** which may be made of this information: To facilitate and effect Auxiliary personnel transfers among Auxiliary units through appropriate notifications of Auxiliary unit leaders and the District Director of Auxiliary.
4. **WHETHER OR NOT DISCLOSURE** of such information is mandatory or voluntary (required by law or optional) and the effects on the individual, if any, of not providing all or any part of the requested information: Disclosure of this information is voluntary, but failure to provide the information will prevent the transfer of Auxiliary personnel among Auxiliary units.

MEMBER DISENROLLMENT REQUEST
SAMPLE FORM –please print all information except signatures

DEPARTMENT OF HOMELAND SECURITY U.S. COAST GUARD ANSC 7035 (09-18)	U. S. COAST GUARD AUXILIARY CHANGE OF MEMBERSHIP STATUS	
SECTION I - To be completed by Flotilla Commander		
To: LAST NAME	FIRST NAME AND MIDDLE INITIAL	MEMBER ID
This Section must be Filled Out		
<p>As provided in the Auxiliary Manual, COMDTINST M16790.1 (Series), you will be recommended for disenrollment from the Auxiliary for non-payment of Financial Obligations for or since the year _____ amounting to \$ _____, unless the full amount is received by your Flotilla Commander within thirty (30) days from the date of this notice. You will not be eligible to remain a member of this flotilla, transfer to another flotilla or seek Retired Member status, until your financial obligations are met.</p> <p style="text-align: right;">SECTION I – To be completed by Flotilla Commander</p> <p style="text-align: center;">No Initials or Font Signature</p> <div style="display: flex; justify-content: space-between;"><div style="width: 60%; border-top: 1px solid black; text-align: center;">Flotilla Commander</div><div style="width: 35%; border-top: 1px solid black; text-align: center;">Date of Notice</div></div>		
SECTION II - To be completed by Member		
<p>To: FLOTILLA <u>Flotilla # Must be Entered</u> Date _____</p> <p><input type="checkbox"/> An amount to pay my Financial Obligation is enclosed. I want to remain in Flotilla _____</p> <p><input type="checkbox"/> I desire Retired Member status. My date of enrollment is _____</p> <p><input type="checkbox"/> I desire to transfer to Flotilla _____ in this district. (Complete MEMBER TRANSFER REQUEST, ANSC 7056, and attach to this form.)</p> <p><input checked="" type="checkbox"/> I desire to disenroll. My Reason(s) is/are <u>See Page 6</u> (Prioritize up to 3 reasons- high to low- use codes from Page 2 in boxes below. Explain "Other" on line above)</p> <div style="display: flex; justify-content: space-around; margin-top: 5px;"><div style="border: 1px solid black; width: 150px; height: 20px;"></div><div style="border: 1px solid black; width: 150px; height: 20px;"></div><div style="border: 1px solid black; width: 150px; height: 20px;"></div></div> <p><input checked="" type="checkbox"/> My membership card is enclosed. Member signature <u>No Initials or Font Signature</u></p>		
SECTION III - To be completed by Flotilla Commander		
<p>To: DSO-HR <u>D7</u></p> <p><input type="checkbox"/> Recommend disenrollment effective <u>ASAP-No Future Date can be Processed</u> <input type="checkbox"/> for Non-payment of Financial Obligations. <input checked="" type="checkbox"/> at Member's Request. Member desires and is eligible for Retired Member status: <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input type="checkbox"/> Death of member. _____</p> <p><input type="checkbox"/> Name and address of next of kin: _____</p> <div style="display: flex; justify-content: space-between; margin-top: 10px;"><div style="width: 45%;"><p style="text-align: center;">No Initials or Font Signature</p><div style="display: flex; justify-content: space-between;"><div style="width: 60%; border-top: 1px solid black; text-align: center;">Flotilla Commander (Required)</div><div style="width: 35%; border-top: 1px solid black; text-align: center;">Date</div></div></div><div style="width: 45%;"><p style="text-align: center;">Signature Required in District 7</p><div style="display: flex; justify-content: space-between;"><div style="width: 60%; border-top: 1px solid black; text-align: center;">Division Commander (Optional)</div><div style="width: 35%; border-top: 1px solid black; text-align: center;">Date</div></div></div></div>		

The signature of the FC verifies that all the information is correct -- if eligible for retirement, that option is presented to the member. If no ID Card is returned, the FC signs both the ANSC 7035 and the "Return of US Coast Guard Auxiliary ID Card." For all disenrollments, the form is then dated, scanned and sent to the DCDR for their signature. The DCDR submits it to the DSO-HR via the D7 Help Desk. If the ID Card is returned, the FC should scan the ANSC 7035 along with the Member ID Card only for either Retirement or Member Deaths.

MEMBER DISENROLLMENT REQUEST

SAMPLE FORM—please print all information except signatures

Instructions for AN SC 7035 (09-18)

CHANGE OF MEMBER STATUS

A. GENERAL- This form is used to remove a member from the flotilla rolls by disenrollment, transfer or retirement.

B. SECTION I- To be completed by the Flotilla Commander.

1. Enter member's last name.
2. Enter member's first name and middle initial.
3. Enter member's ID number.
4. Enter year and amount of any outstanding debts, if applicable.
5. Flotilla Commander sign and date.

C. SECTION II- To be completed by member.

1. Enter the flotilla number and the date of response.
2. The member must check the box opposite the desired response and complete any other information required.*
3. Member signature required.

* If the member desires to disenroll, provide one or more reasons from the list below in Section II on page 1.

- 1 Job Related
- 2 Health Issues
- 3 Time Conflicts
- 4 Moved
- 5 Non-Payment of Dues
- 6 Lost Interest
- 7 Member Request No Reason
- 8 Going back to School
- 9 Personal No other reason
- 10 Active Duty
- 11 Did Not Feel Welcomed
- 12 Flotilla Disbanded
- 13 Too Expensive
- 14 Auxiliary Issues nonspecific
- 15 Poor Leadership
- 16 Unfriendly Members
- 17 Lack of Mentorship
- 18 Lack of Need By Active Duty
- 19 Lack of Recognition
- 20 Too Military
- 21 Not Military Enough
- 22 Too Many Meetings
- 23 Other (Provide a reason on page 1)

Select a reason for disenrollment to be entered in Section II

D. SECTION III- To be completed by Flotilla Commander.

1. Enter DSO-HR's district number.
2. The flotilla commander must check the box opposite the desired response and complete any additional information required.
3. Flotilla Commander must sign and date this response.
4. The Division Commander's signature is optional per district policy.

E. SECTION IV- To be completed by DSO-HR.

1. The DSO-HR must check the box opposite the response desired and complete any other information required.
2. The DSO-HR must sign and date the response.

F. SECTION V- To be completed by the Director of Auxiliary (DIRAUX).

1. Enter the Division and Flotilla numbers on the appropriate line.
2. The DIRAUX must check the box opposite the response desired and complete any additional information required.
3. The DIRAUX must sign and date the response.



United States Coast Guard Auxiliary
U.S. Department of Homeland Security

America's
Volunteer
Guardians
Since 1939

ISSUANCE OF USCG AUXILIARY MEMBERSHIP ID CARD

I have read the Notice included below and understand the USCG Auxiliary Membership Card issued to me is the property of the United States Coast Guard and upon my disenrollment, retirement or death; it will be my duty, or that of my next of kin, to return this card to my flotilla commander. Continued possession of an ID card after your membership in the Auxiliary terminates is against the law and could result in criminal penalties. You may wish to review Section 701 of Title 18 of the US Code for additional information. Your card remains the property of the United States Coast Guard even if it has expired or been defaced and must still be returned.


Member Signature _____

Signature of Interviewer _____

Date _____

Date _____

Notice on Back of Member ID Card

DATE OF BIRTH	WEIGHT	HEIGHT	HAIR COLOR	EYE COLOR
_____	_____	_____	_____	_____
AUTHORIZED PATRONAGE COAST GUARD EXCHANGE/MWR				
DATE OF ISSUE	EXP. DATE	BLOOD TYPE	GENEVA CONV CATEGORY	
_____	_____	_____	_____	

This card is the property of the United States Coast Guard, and is issued for official purposes and for identification only. Improper use, possession, or alteration is subject to the penalties under Title 18, USC499, 506, and 701. If found, return to:
Commandant
U.S. Coast Guard (CG-BSX-1)
2100 2nd Street SW, STOP 7581
Washington, DC 20593-7581
Return Postage Guaranteed

COAST GUARD AUXILIARY performs essential duties for the Federal Government in support roles to the UNITED STATES COAST GUARD in non-law enforcement and non-combat roles such as search and rescue missions, boating education, vessel safety checks, environmental protection missions and aids to navigation. Please provide any assistance necessary to the bearer of this card in reaching his/her duty assignment. Authorized medical care while under competent orders.

REV 1 JAN 13

GENEVA CONVENTIONS IDENTIFICATION CARD - FORM 2650A

NON-MILITARY ID

TO BE PRESENTED TO THE APPLICANT AT THE TIME OF INTERVIEW - SUBMITTED WITH THE ANSC 7001 AND KEPT IN MEMBER JACKET

Photo of the back of a Member ID Card

This card is the property of the United States Coast Guard, and is issued for official purposes and for identification only. Improper use, possession, or alteration is subject to the penalties under Title 18, USC 499, 506, and 701. If found, return to:

Commandant

U.S. Coast Guard (CG-BSX-1)

2100 2nd Street SW, STOP 7581

Washington, DC 20593-7581

Return Postage Guaranteed

REV 1 JAN 13



TO BE SUBMITTED WITH ALL ANSC 7035 REQUESTS



United States Coast Guard Auxiliary
U.S. Department of Homeland Security

America's
Volunteer
Guardians
Since 1939

DATE: _____

TO: Auxiliary Member _____

Name _____

ID Number _____

SUBJECT: Return of US Coast Guard Auxiliary ID Card

Please be advised your USCG Auxiliary Membership Card is the property of the United States Coast Guard and it is mandatory that you return this card to your Flotilla Commander. Continued possession of an ID card after your membership in the Auxiliary terminates is against the law and could result in criminal penalties. You may wish to review Section 701 of Title 18 of the US Code for additional information.

Your card remains the property of the United States Coast Guard even if it has expired or been defaced and must still be returned.

If you are unable to locate or have lost this card you will be responsible should this card be used.

_____ I affirm that I have made a search but am unable to locate my ID Card.

_____ I never received an ID Card.

_____ My card is enclosed.

_____ Date _____

Member signature

A stamped self-addressed envelope is enclosed for the return your card and this letter. If you need further clarification, please contact me. Thank you

Respectfully,

Flotilla Commander Signature _____

Flotilla Commander Verification

I verify the following:

ID Card Never Received - FC should initial

_____ I have destroyed this member's ID Card

_____ I have have made a number of attempts to retrieve this member's ID Card with no response

Flotilla Commander Signature _____

This form is to be sent with the dues notice.

Flotilla Commander should note if "attempts made to retrieve ID Card - N/R" is indicated on the ANSC 7035, either a letter (from the DIRAUX) or telephone call to the member insuring that the card is no longer in their possession. If the member was never notified to submit the ID Card, the FC will be held responsible.



DISENROLLMENT NON-PAYMENT OF DUES

SAMPLE FORM —please print all information except signatures

Each Flotilla sends out dues notice with a due date for payment. Dues notification must be sent individually to husband-and-wife members.

If the member has not responded with payment, the ANSC 7035 along with a second notice is mailed to the member with the "Return of US Coast Guard Auxiliary ID Card" Form via **CERTIFIED MAIL with RETURN RECEIPT REQUESTED**.

SECTION II —if a member wishes to remain in the Auxiliary, it should be indicated by their signature and payment of dues. **PER THE FLOTILLA PROCEDURES MANUAL, THE FC SHOULD MAKE EVERY EFFORT TO CONTACT AND RETAIN THE MEMBER. IF MEMBER IS ELIGIBLE FOR RETIREMENT, A RETIREMENT REQUEST SHOULD BE SUBMITTED.**

SECTION I — FC fills in the necessary information, signs and dates form.

SECTION III - If no response is received after 30 days, the FC indicates disenrollment, signs, dates and submits, **ANSC 7035, the Member ID Card Form, with the completed CERTIFIED MAILING RECEIPT** along with either a returned signed green card, returned envelope or **USPS Tracking Sheet** indicating **DELIVERED** and member's ID Card if available, to the Division Commander who signs, dates and submits to the DSO-HR via the D7 Help Desk. If the envelope is returned marked "undeliverable," that should be submitted with the request. If there is no response, the USPS Tracking Sheet indicating **DELIVERED** should be submitted. **The completed Certified Receipt Stub must be submitted with all disenrollment for non-payment of dues requests**

DEPARTMENT OF HOMELAND SECURITY U.S. COAST GUARD ANSC 7035 (09-18)		U. S. COAST GUARD AUXILIARY CHANGE OF MEMBERSHIP STATUS	
SECTION I - To be completed by Flotilla Commander			
To: This Section Must be Filled Out		MEMBER ID	
As provided in the Auxiliary Manual, COMDTINST M16790.1 (Series), you will be recommended for disenrollment from the Auxiliary for non-payment of Financial Obligations for or since the year _____ amounting to \$ _____, unless the full amount is received by your Flotilla Commander within thirty (30) days from the date of this notice. You will not be eligible to remain a member of this flotilla, transfer to another flotilla or seek Retired Member status, until your financial obligations are met.			
SECTION I - To be completed by Flotilla Commander			
No Initials or Font Signature		Date of Notice	
SECTION II - To be completed by Member			
To: FLOTILLA Flotilla # Must be Entered		Date	
<input type="checkbox"/> An amount to pay my Financial Obligation is enclosed. I want to remain in Flotilla _____			
<input type="checkbox"/> I desire Retired Member status. My date of enrollment is _____			
<input type="checkbox"/> I desire to transfer to Flotilla _____ in this district. (Complete MEMBER TRANSFER REQUEST, ANSC 7056, and attach to this form.)			
<input type="checkbox"/> I desire to disenroll. My Reason(s) is/are _____ (Prioritize up to 3 reasons- high to low - use codes from Page 2 in boxes below. Explain "Other" on line above)			
<input checked="" type="checkbox"/> My membership card is enclosed.		Member signature _____	
SECTION III - To be completed by Flotilla Commander			
To: DSO-HR D7		ASAP-No Future Date can be Processed	
<input type="checkbox"/> Recommend disenrollment effective _____			
<input checked="" type="checkbox"/> for Non-payment of Financial Obligations. <input type="checkbox"/> at Member's Request.			
Member desires and is eligible for Retired Member status: <input type="checkbox"/> Yes <input type="checkbox"/> No			
Death of member. _____			
Name and address of next of kin: _____			
No Initials or Font Signature		Signature is Required in District 7	
Flotilla Commander (Required)		Division Commander (Optional)	
Date		Date	

The FC verifies that all the information is correct by entering their signature.

DISENROLLMENT NON-PAYMENT OF DUES



SUBMISSION OPTIONS

Certified Mail Receipt obtained at the local US Post Office must be completed with full address—NO P.O. Box address will be processed except for Virgin Islands.

Stub must be submitted with all disenrollment for non-payment of dues requests

Option 1—Signed Green Card

***The Member ID Card Form Must be submitted with all options.**

Option 2 —Returned Enveloped Marked “Undeliverable” or “Return to Sender”



DISENROLLMENT NON-PAYMENT OF DUES

Option 3—Track & Confirm Sheet

If the green card or a non-deliverable envelope is not returned, a Track & Confirm Sheet can be obtained from the USPS Website.

The screenshot shows the USPS Tracking page. At the top, the URL 'WWW.USPS.COM' is highlighted. Below the navigation bar, the 'Enter Certified Receipt #' field is highlighted with a red box and an arrow pointing to the tracking number input field. The tracking number '70171070000051354409' is entered. A red box labeled 'Click Track' has an arrow pointing to the 'Track' button. The 'Tracking' tab is selected in the top right corner.

Tracking Sheets indicating “IN TRANSIT” will not be accepted

The screenshot shows the USPS Tracking page with the tracking status. The tracking number '70171070000051354409' is displayed. A red box labeled 'Tracking Sheet must indicate “DELIVERED”' has an arrow pointing to the 'Status' section. The status is 'Delivered' with a green checkmark. The delivery date and time are 'October 24, 2017 at 7:41 am'. The location is 'Delivered, Individual Picked Up at Postal Facility SAINT PETERSBURG, FL 33710'.

Print and Submit with Certified Receipt and ANSC 7035 Member ID Card Form



MEMBER DISENROLLMENTS OR DISENROLLMENT NON-PAYMENT OF DUES

The following check list can be used when submitting either a Member Disenrollment or Disenrollment for Non-Payment of Dues. It can be found in the HR Corner.

ANSC 7035 SUBMISSION CHECK LIST

DISENROLLMENT FOR NON-PAYMENT OF DUES

Section I

____ Name
____ Member #

Section II

____ Flotilla #
____ Member Signature
X ____ Member ID Card Enclosed
____ Indicate reason for omission
of ID Card

Scanned on 7035

Section III

____ FC Signature
____ DCDR Signature
____ Certified Receipt – Signed Green Card
____ Returned Envelope – Undeliverable
____ Certified Receipt with USPS Tracking
Sheet

____ **Member ID Card Form**

Member Disenrollment

Section I

____ Name
____ Member #

Section II

____ Flotilla #
____ Member Signature
X ____ Member ID Card Enclosed
____ Indicate reason for omission
of ID Card

Scanned on 7035

Section III

____ FC Signature
____ DCDR Signature

____ **Member ID Card Form**



7035/7056 Issues Resulting in Rejected Ticket

Failure to submit the “Return of US Coast Guard Auxiliary ID Card Form will result in the return of the documents.

DCDR Signature is Required for all Disenrollments – indicated optional on the form – **required in District 7.** The Signature of the DCDR indicates all has been checked and approved. If the DCDR chooses to use a digital signature, the following one is the only acceptable signature that can be used: **BE SURE SIGNATURE IS NOT LOCKED**

ONLY ACCEPTABLE DIGITAL SIGNATURE



Flotilla # - Flotilla # must be entered on all requests.

Member’s Signature on Member Request for Disenrollment – required as proof of intent to disenroll – either on the form, a letter of intent or an email from member’s computer. **No initials or font signature will be accepted**

TRANSFER INFORMATION

District 7 DIRAUX cannot process transfers into District 7. This is to be processed by the outgoing District DIRAUX

FC’s Signature on ANSC 7056 Transfer Requests, OUTSIDE DISTRICT 7
Transfer requests are routed from the member to the member’s FC for his/her signature indicating all dues are paid and flotilla equipment has been returned to the flotilla. The current FC fills out Section 1a and sends to the receiving FC. The receiving FC fills out Section 1b and sends it to the current DIRAUX. The current DIRAUX fills out this section, makes their decision on approval, sends the form to the receiving DIRAUX. If approved, the current DIRAUX processes the transfer and notifies the member. **WITHIN DISTRICT 7** Auxiliarist fill out Section 1a, sends the form to the receiving FC. The receiving FC fills out Section 1b and submits to DIRAUX via D7 Help Desk for processing. Once processed, the member is notified through the DSO-HR.

ID Card or Explanation for Omission – If available, all member deaths and retirement requests should be scanned with a copy of the member ID card placed in the upper left corner of the 7035 or on the Member ID Card Form. The “Return of US Coast Guard Auxiliary ID Card” Form must be completed and submitted with all ANSC 7035 requests.

For security reasons, every effort should be made by the FC to retrieve the member’s ID Card. This card is the property of the US Government not the member.

D7 Help Desk Tickets must be submitted for each member. Multiple requests in a ticket will be returned.

All forms must be scanned in a PDF Format — **no JPEG OR WORD scans will be accepted**

No ANSC 7028 should be submitted with any ANSC 7035/7056. These forms are processed by the FSO-IS Officer.

Certified Receipt — A completed Certified Receipt must accompany all disenrollments for non-payment of dues along with either the signed green card, returned envelope or tracking sheet indicating “DELIVERED.”

All Change of Membership Status requests must be submitted to the DSO-HR via D7 Help Desk —All requests sent directly to DIRAUX or DSO-HR will be returned.

Member Name should be entered in Subject of D7Help Desk Ticket and submitted in the proper category.

Deceased member information should include **DATE OF DEATH, RELATIONSHIP AND ADDRESS OF THE NEXT OF KIN.** If possible, a photo of the deceased member should be submitted with the ANSC 7035 for the “Crossing of the Bar” Presentation that is held at D-TRAIN

Reinstatement Requests – if a member wishes to be reinstated within 3 months of disenrollment, only Page 1 of the ANSC 7001 should be submitted.



7035/7056 Issues

Member Name, Flotilla Number and Member ID must be filled in

Disenrollment of Members Eligible for Retirement – It is the responsibility of the FC to check that members being disenrolled are not eligible for retirement. If they are eligible, the option should be presented to the member.

Improperly submitted requests will be returned to the officer who submitted the request. A corrected copy should be resubmitted with **a new ticket** within a reasonable time with the necessary corrections to insure processing.

Help Desk Tickets returned for improper submission will **be marked 'rejected' and removed from the D7 Help Desk, Open all tickets to check that processing has been done or address issues stated in the returned ticket. **Resubmit with a new ticket****

No requests should be submitted prior to the effective date or submitted with an effective date of 12-31.

THE LAST DAY FOR THE SUBMISSION OF ALL ANSC 7035/7056 REQUESTS IS DECEMBER 15. NO REQUESTS RECEIVED AFTER THAT DATE WILL BE PROCESSED AS PER AD-11 — 10-15-09.

In an attempt to create a more efficient procedure, any questions regarding the filling out, submission or processing of the ANSC 7035/7056 forms should be addressed to the DSO-HR prior to submission to the D7 Help Desk

FSO-IS OFFICER SHOULD CHECK THAT ALL ACTIVITIES HAVE BEEN APPROVED AND CLOSED BEFORE ANY SUBMISSION

“Return of US Coast Guard Auxiliary ID Card, ANSC 7035 and 7056 Forms can be found on the District 7 Website in the HR Corner.

“In a Nutshell” by Past Division 11 Commander—Jesse Scott

The processing of disenrollments can be daunting if you are unprepared, the answer can be found on the District 7 Web site in the HR Corner. There you will find the Procedures for the ANSC7035&7056 dated Sept. 2016..

Key dates to remember:

- **September 30** – the last day of the fiscal year and the final date for the receipt of dues by the flotilla for coming year.
- **October 1** - the day you should be sending out certified letters to the members who have not paid their dues as of September 30 , of the present year.
- **November 1** - the day that you should be processing the paperwork for the disenrollment of members who have not responded to the October 1 certified mailing
- **December 15** - the last day for DCDR to send paperwork to DSO-HR. After that, the member will remain on the roster and the flotilla will be responsible for their dues for the coming year.

In District 7 all disenrollments must be signed by the Division Commander as well as the Flotilla Commander. So, make sure you send all disenrollments to your DCDR for his signature.

All disenrollments must be accompanied by the member's ID Card (if they have been issued one). If you cannot get the card, you must include an explanation on the ANSC7035 as per AD 11-1 dated 5/23/19. The DSO-HR and DIRAUX will not accept disenrollments without either the scanned ID card indicating it was destroyed and initialed or an explanation of the status of the card.

The October 1 reminder letters and forms must go out certified (see example of certified mail confirmation in the procedure). Remember to use Government stamps and check to confirm the address listed in the Aux Directory. Request stamps from your FSO-MA if you need them.

Each certified mailing needs to include the following:

1. A letter to the member reminding him/her about the dues and giving the option of paying their dues, disenrolling or retiring (if eligible).
2. The ANSC 7035 Form with Section 1 completed-see procedure for more detailed information (pages 6-10)
3. A self-addressed, stamped envelope to either the FC or FSO- FN. Again, use government stamps. Use the FC's or FSO-FN's address as both the return address as well as the addressee for this pre-addressed envelope.

Be sure to check the Aux Directory for their Base Enrollment Date (BED). If they meet or exceed 15 years, they should be processed as retirements.

Apply late fee penalty if appropriate in accordance with your standing rules or appendices.

A future effective date will not be processed. Do not submit an effective date of 12-31 for disenrollment; it cannot be processed on that date. The certified receipt should be saved and submitted with all Disenrollments for Non-payment of Dues

A D-7 Help Desk Ticket returned marked RESOLVED does not mean processed. All tickets should be opened and checked that the request has been processed.

Each request must be submitted with a separated-7Help Desk Ticket. Please don't hesitate to ask if you have any questions.

DID YOU KNOW?

Sergeant Reckless, The Little Horse Hero



Sergeant Reckless

Lindsay Brown

The inspiring true story of Reckless, the brave little horse who became a Marine.

Sergeant Reckless, a Mongolian mare, served with the U.S. Marine Corps during the Korean War. Initially purchased to carry supplies, Reckless quickly proved her worth by transporting ammunition and wounded soldiers under heavy fire. Reckless developed a remarkable sense of direction and often made solo trips to resupply front-line troops. Her bravery and dedication earned her the rank of sergeant and numerous commendations. After the war, Reckless was brought to the United States, where she lived out her days as a beloved war hero.

When a group of US Marines fighting in the Korean War found a bedraggled mare, they wondered if she could be trained to as a packhorse. They had no idea that the skinny, underfed horse had one of the biggest and bravest hearts they'd ever known. And one of the biggest appetites!

Soon Reckless showed herself more than willing to carry ammunition too heavy for the soldiers to haul. As cannons thundered and shells flew through the air, she marched into battle—again and again—becoming the only animal ever to officially hold military rank—becoming Sgt. Reckless—and receive two Purple Hearts.

This horse carried ammunition and wounded soldiers through bullets, bombs and fire in a warzone.

It's 63 years since Sergeant Reckless, a chestnut mare, served the US in the Korean War. Now she's been honored with the PDSA's Dickin Medal, the animal equivalent of the Victoria Cross. Reckless was wounded twice, but lived until she was 20 years old and died in 1968.

Bred as a racehorse, Reckless' journey with the US Marine Corps began in October 1952 after she was bought for \$250 - around £190 in today's money. Soldiers nicknamed her Reckless because the gun she carried ammunition for - the Recoilless Rifle - was so dangerous it was coined the "reckless" rifle. In the five-day fight, 28 tons of bombs were reportedly dropped. The terrain was described by Lieutenant Colonel Andrew Geer as a "smoking, death-pocked rubble". On one day alone, Sergeant Reckless made 51 trips during the 1953 Outpost Vegas battle, carrying more than 9,000 lb of supplies and walking more than 35 miles.

DID YOU KNOW?

Sergeant Reckless, The Little Horse Hero



Sergeant Reckless

Lindsay Brown

He said: "She was loved by the marines, they took care of her better than they took care of themselves, throwing their flak jackets over her when incoming fire was heavy."

Her relationship with the soldiers underscores the vital role of animals in war, not just for their prowess and strength in battle, but for the support and camaraderie they provide to their fellow troops.

"There is no knowing the amount of lives she saved."



Fun Facts

1. The smell of rain has a name: petrichor. It's often described as fresh and earthy.
2. Don't be fooled by their fluffy appearance, a standard cumulus cloud weighs about 1.4 billion pounds.
3. There is only one country on earth without mosquitoes: Iceland.
4. Dogs have a dominant paw like humans have a dominant left or right hand. Can you tell if your dog is left-pawed or right-pawed?
5. Times Square is actually named after the longstanding New York news outlet The New York Times.
6. Saint Lucia, located in the Caribbean, is the only country in the world that's named after a woman.
7. Canada actually eats more Kraft Mac & Cheese than any other country in the world.
8. Ketchup was once sold as medicine to treat indigestion in the early 1800s, but the treatment did not work.
9. Bananas are curved because they grow toward the sun.
10. Wrestling is the world's oldest sport. Drawings depicting figures in positions of hold and leverage date back almost 20,000 years.
11. The famous Sesame Street character Cookie Monster's real name is Sid, short for Sidney.
12. Nails grow faster in the summer because of increased vitamin exposure.
13. Talk about quick thinking, information travels up to 350 miles per hour in the brain.
14. Carrots can actually give your skin an orange hue if you eat too many. This condition is known as carotenemia.
15. You're taller in the morning than at night. This is because our cartilage compresses and makes us a bit shorter over the course of the day. But don't go claiming you're two inches taller on your dating profile. A person's height varies around one centimeter.
16. On average, hair grows about six inches per year. As we age, some of those hair follicles stop producing, which is why hair loss and balding are common the older you get.