

United States Department of Homeland Security United States Coast Guard Seventh District United States Coast Guard Auxiliary



D7 IS WORKSHOP D-TRAIN 2023

AGENDA

- Mission Codes
- Activity Logs FSO-IS Review
- Activity Logs Approvals
- OPCONs
- Tasks
- ■Q&A

MISSION CODES

- There are two types of Mission Codes:
 - Auxiliary Support Missions
 - •99 Codes
 - Member Training
 - Public Education
 - Public Affairs
 - Program Visits/Vessel Exams

MISSION CODES

- Coast Guard Support Missions
 - CG Administrative and Operational Support
 - Emergency Management
 - Government Support
 - Heath Services
 - Marine Safety & Marine Environmental Support
 - Chaplains
 - Culinary

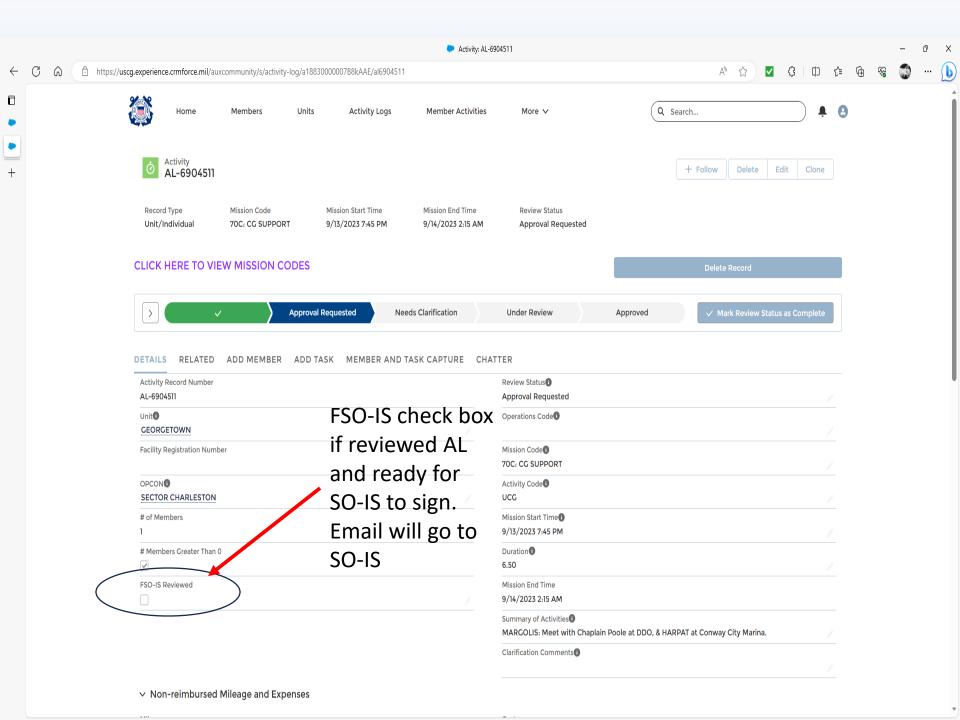
Mission Code	Title	Activity	OPCON	Activity Code	Resource
	7029 99 Missions				
99A	Auxiliary Leadership	TimeAttending conferences (job specific),, meetings, prep, travel, email, phone (except MS Officers report 70K)	SEVENTH DISTRICT	UMS	Unit
99B	Recreational Boating Safety (RBS Support)	RBS(Recreational Boating Safety) Prep, travel & 'Standby' for: PA(Public Affairs),PE (Public Education), MDV(Marine Dealer Visits),VE(Vessel Exams),AUXMP(Aux Marine Patrols), SAR(Search and Rescue)	SEVENTH DISTRICT	UMS	Unit
99C	Marine Safety (MS) Support	Marine Safety and Environmental Protection Missions-In direct support of CG activity- Travel	SEVENTH DISTRICT	UMS	Unit
99D	Training Support	Student - studying, homework, class preparation, Member Training: preparing to give MT (Member Training), attending AUXOP, ICS, C-School - Workshops/training submitted on 7039 form Member Workshops-preparing, studying, doing homework-online courses and examsnot MS (Marine 'Safety) or PA(Public Affairs) training, prep and travel for Member Training	SEVENTH DISTRICT	UMS	Unit
99E	Auxiliary Administrative/Logistical Support	General and CG Support-prep,travel and report prep for missions- prep, travel and meetings for non officers, Mentoring	SEVENTH DISTRICT	UMS	Unit

	7030 Auxiliary Support Missions				
	Public Affairs Missions				
10A	Collateral Development	Developing and creating articles, posters, web page content, ads, etc	SEVENTH DISTRICT	UPA	Unit
10B	Speeches/Talks	Time researching and delivering a talk to a group	SEVENTH DISTRICT	UPA	Unit
10C	Broadcast Media	Researching, writing, and participating, including interview for a radio, TV or internet broadcast program	SEVENTH DISTRICT	UPA	Unit
10D	Website Maintenance	Researching, developing, altering or updating a USCG or Auxiliary web site or responding to web inquiries	SEVENTH DISTRICT	UPA	Unit
10E	USCG PA Augmentation	Augmenting active duty public affairs activities at USCG Headquarers. A Joint Information Center (JIC), District, PADET, PIAT, sector, stations USCG vessl and/or other venues or activities	SEVENTH DISTRICT	UPA	Unit
10F	Print Media	Researching, writing, taking photographs, developing realtionship and working with magazines, newspapers, etc.	SEVENTH DISTRICT	UPA	Unit
10G	PA Training	Researching, studying, doing OJT, oral boards, and/or practical exercise, etc. leading to qualifying for any PA related training or PQS certification	SEVENTH DISTRICT	UPA	Unit
10H	New Media	Using Interactive media - Facebook, Linkedin, Twitter, etc. for Auxiliary or USCG	SEVENTH DISTRICT	UPA	Unit
10 J	COMREL (Boat Shows, NSBW, Parades)	Conducting boat shows, coastie visits, NSBW, color guard activities, parades, VSC blitzes and similkar events.	SEVENTH DISTRICT	UPA	Unit
10K	Other PA Projects	Time spent on other PA promotion or project/activity	SEVENTH DISTRICT	UPA	Unit
10L	Publications/Member Communications	Researching, writing, editing, and publishing on-line or printed Auxiliary publications, including newsletters, magazines, web contents, WIKI, blogs, etc.	SEVENTH DISTRICT	UPA	Unit
10M	CG Historian Support	Used to support and assist the CG Historian's Office or for time spent on Auxiliary historian activities	SEVENTH DISTRICT	UPA	Unit
10N	Auxiliary Musician (AUXMU) Performance Reherarsal	Qualified Auxiliarists or not formally qualified/designated AUXMU who participate in preparation for an AUMU performance as result of invitation in AUXMU SOP	SEVENTH DISTRICT	UPA	Unit
10P	Auxiliary Musician (AUXMU) Performance Auxiliary Request	Qualified Auxiliarists or not formally qualified/designated AUXMU who participate in AUXMU performance at Auxiliary request as a result of invitation in accordance with AUXMU SOP.	SEVENTH DISTRICT	UPA	Unit
10Q	Auxiliary Musician (AUXMU) Performance (Under CG Orders)	Qualified Auxiliarists or not formally qualified/designated AUXMU who participate in AUXMU performance under CG orders as a result of invitation in accordance with AUXMU SOP.	SEVENTH DISTRICT	UPA	Unit

Mission Code	Title	Activity	OPCON	ACTIVITY CODE	Resource
	7030 Coast Guard Support Missions				
08	CG Administrative Support	Support CG in areas other than operations or receuiting. Must be authorized or aboard a CG boat or cutter. Assigned duty could be administrative or clerical. Time spent entering data as a DIRAUX or National user.	CGUNIT	ucg	Unit
09	AIM Academy Introduction Mission	Recruitment and suppot of students involved in annual AIM progrtams	CG UNIT	UCG	Unit
92	AUXDATA Data Entry	Time spent entering data into AUXDATA as FSO/SO-IS authorized user	SEVENTH DISTRICT	UCG	Unit
96A	Auxiliary Culinary Assistant Support to CG	Time spent by Auxiliarist qualified as an AUXC or being qualified performing authorized culinary assistant support to a CG unit	CG UNIT	UCG	Unit
97A	Auxiliary Chaplain Support (ACS)	Time spent by Auxiliarist who are designated Auxiliary Lay Leaders or designated Auxiliary Chaplain or actively training. Chaplains are assigned to Sectors.	CG UNIT	ucg	Unit
07A	Watchstanding	Use for any type of watch at a CG unit except for Radio Watch	CG UNIT	UCG	Unit
07B	QE Shore Side Check	QEs use for performing shore side check-offs	CG UNIT	UCG	Unit
07C	QE Underway Checks	QEs use for performing underway check-offs (hours count towards Currency Maintenance)	CG UNIT	UCG	Unit
20A	CG Communications Augumentation (AUGCOM)	Provide Global Maritime Distress & Safety System (GMNDSS) and operational radio support utilizing Auxiliary radio facility. Must by CG authorized and operations must be TCO certified. Hours only those where the facility is manned and ready for operator intervention	CGUNIT	ucg	Radio
20B	Radio Watchstander	CG qualified Watchstander at CG unit when assigned to duy by the CG. OIA name to be in Remarks or Summary of Activities	CG UNIT	ucg	Unit
20C	Auxiliary Radio Operations/Net	TCO at Auxiliary fixed land/landmobile/transportable/portable radio station when assigned to dusy by CG or appropriate Auxiliary officers. Authorized Auxiliary Net is also reportable (if multiple TCO operators authorized one shall be designate as LEAD. OIA noted in Remarks or Summary of Activites	CG UNIT (Radio) or Seventh District (Unit)	ucg	Radio/Unit
20D	Communications Equipment Setup & Maintenance	Time spent obtaining, delivering, setting up, installing, maintaining, and demobilizing Auxiliary radio facility equipment.	SEVENTH DISTRICT	UCG	Radio/Unit
20M	Auxiliary Communications Monitoring (AUXMON)	Time spent at CG Auxiliary authorized radio facility monitoring specified CG or other communications and AUXMON program participants. Facility must be continuously manned or monitored during the period reported.	CG Unit	ucg	Radio/Unit
22В	Operations Training	Hours NOT underway on surface/air operations training by coxswains/pilots and crew who are not IT qualified (IT use 06A) which are not otherwise reportable under Member Training. Also for use by Land Mobile Operator or a Unit Mission.	CG Unit	ucg	Radio/Unit
22C	Instructor for CG Courses	Instructor for any CG active/civilian/reserve courses. Must be IT qualified	CG Unit	UCG	Unit
22D	Sector Coordinator	Performing duties as Auxiliary Sector Coordinator (ASC)	CG Unit	UCG	Unit
26	CG Crew Augmentation	Time as qualified CG vessel or aircraft crew (letter from CG Unit) - use time other than LEAD	CG Unit	UCG	Unit
90A	CG Partners Program	Recruitment of public into CG Academny (exclusive of AIM) must be performed in proper uniform.	CG UNIT	ucg	Unit
90B	Active Duty/Reserve/Officer Candidate School (OCS) Recruiting	Activity directly relating to the recruitment of the publice into the CG.	CG UNIT	UCG	Unit

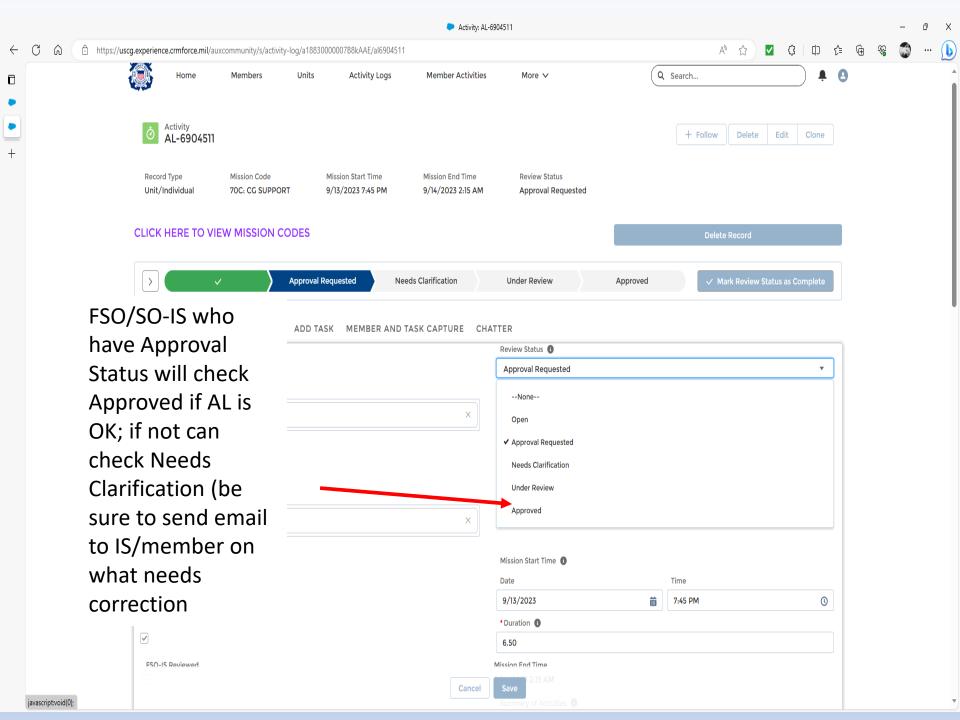
Activity Log – FSO-IS Review

- FSOs-IS without Approval Status need to use this box to let Approver know you have checked over the AL and it is Ready for Approval
- Do not just check box without checking AL
- If FSO-IS has Approver Status, **DO NOT** check the **FSO-IS Review box** as this will send message to SO-IS to do approval.



Activity Log - Approvals

- Only IS officers with Approver Status can Approve missions. If coming from an FSO-IS with Review box checked – do a second check before approving.
- If Sending AL back for Clarification be sure to follow up with an email with more detail on what the problem is.
- IS officers without Approver Status: once you have checked AL check the FSO-IS Review box and Status is listed as Approval Requested



Activity Log - Approvals

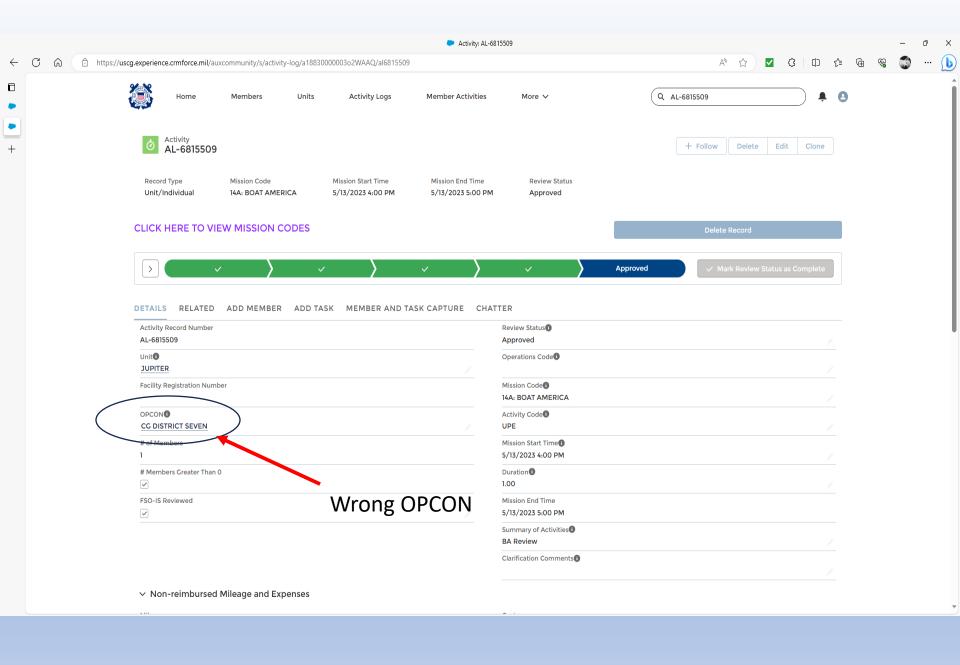
- What is responsibility of IS officer if problem with submitted Activity Log?
 - Can we withhold Approval of AL that looks like hours,
 PV Visits, Vessel Exams are excessive? NO
 - If it looks like an error contact member to make correction.
 - If this seems like a consistent problem, contact elected officer (FSO-IS FC; SO-IS DCDR). Let elected officer handle the problem. If they say to approve, then do it.
 - If you still feel this is not right go to the next highest office (SO-IS or ADSO-IS to work with elected officers on concerns).

OPCONS

- •The Default OPCON is Seventh District. There have been members using CG District Seven and I have seen CG District Seventeen and Seventeen District. This is for CG Auxiliary missions.
 - •99 Hours
 - PE, Member Training, PA, PV, VE

OPCONS

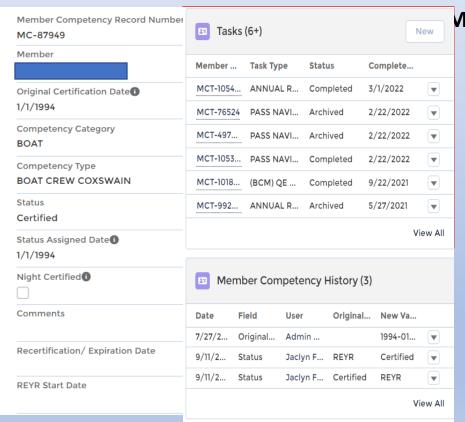
- OPCON for CG Support missions is the CG Unit being supported
 - Watchstanding. Culinary Support and work for a Station would be the station
 - Marine Safety would use the OPCON for the Sector. Also, Chaplain work is usually the Sector as Chaplains work for the Sector
 - Working on a Cutter would be the Cutter's OPCON.



Member Competency Tasks (MCT)

- What are MCT?
 - The scheduled Tasks required to maintain currency in a competency (e.g. conducting 5 VSC per year for a VE)
 - National working on project to rename, delete duplicate tasks, and reorganize list of tasks in AUXDATA

MCT in AUXDATA



1	Task Type V	Status	Completed Date ↓
	ANNUAL RISK MGMT TCT REFRESHER TRAINING	Completed	3/1/2022
	PASS NAVIGATION RULES EXAM (95)	Archived	2/22/2022
	PASS NAVIGATION RULES EXAM (95)	Archived	2/22/2022
	PASS NAVIGATION RULES EXAM (95)	Completed	2/22/2022
	(BCM) QE APPROVAL	Completed	9/22/2021
	ANNUAL RISK MGMT TCT REFRESHER TRAINING	Archived	5/27/2021
	ANNUAL RISK MGMT TCT REFRESHER TRAINING	Archived	3/29/2020
	OPERATIONS WORKSHOP	Completed	3/29/2020
	ANNUAL RISK MGMT TCT REFRESHER TRAINING	Archived	6/6/2019

Click VIEW ALL to see the full list

QQA