
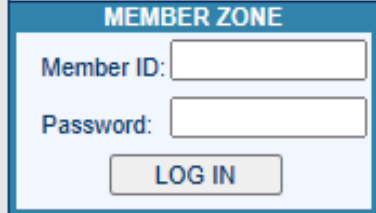






**U.S. COAST GUARD  
AUXILIARY  
SECTOR MIAMI S-TRAIN  
MARCH 11-12 2023**



**AUXDATA II Training - Important Logins**

|   | <b>User ID #</b>  | <b>Password</b>  |
|---|---|--|
| <b>AUXDATA II</b><br>   | MEMBER ID#<br>@uscg.aux<br><br>Example:<br>1001023@uscg.aux | UNIQUE TO AUXDATA II - Must have U/L case, numbers and special character. Will change every 90 days or sooner for lack of use<br>Example: usCGA@12345678 |
| <b>MEMBER ZONE AUXOFFICIAL PORTAL</b><br>   | MEMBER ID#  | ORIGINAL USCGAUX   |
| <ul style="list-style-type: none"><li>• ONLINE CLASSROOM /WOW/MOODLE</li><li>• NATIONAL TESTING CTR (NTC)</li><li>• AUXDIRECTORY</li></ul>  | MEMBER ID#  | UNIQUE TO ONLINE CLASSROOM - Must have U/L case, numbers and special character<br>Example: cgA@12345678  |
| <b>FEMA-NIMS</b><br>  | FEMA STUDENT ID (SID)                                       | UNIQUE FROM WHEN YOU 1 ST LOGGED INTO AN ICS COURSE  |

**REMEMBER YOUR PASSWORDS.**

**WRITE THEM DOWN. DO NOT RELY ON YOUR PASSWORD APPS.**

# MISSION CODE 99 CATEGORY GUIDE

Mission Codes 99 should be used for Mission Preparation, Travel to and from the Mission, and Post Mission paperwork/ reporting in accordance with the matrix provided below by Mission Activity Type (Use 7029 web form to keep track of your monthly time).

| Mission Program Areas (Mission Codes)                          | 99 Mission Code             |
|--|-----------------------------|
| AUXMP - Marine Patrols (01,02,22A,54A, 54B,55A)                | 99B                         |
| CA- Culinary Affairs (96)                                      | 99E                         |
| CS- Clergy Support (97)  | 99E                         |
| CV – Commercial Vessel Outreach & Exams (80,91C-E)             | 99C                         |
| CGADMN - Cg Administrative Support (08, 92, 94)                | 99E                         |
| CGOPS - Cg Operational Support (07,22,26)                      | 99E                         |
| GOVSUP - Government Agency Support (41,42,43)                  | 99E                         |
| HS - Health Services (93)                                      | 99E                         |
| IA - International Affairs (60)                                | 99E                         |
| ICE - Ice Operations Mission (53)                              | 99B                         |
| LE- Legal (94)   | 99A                         |
| LO - Legislative Outreach (65)                                 | 99E                         |
| EM- Emergency Management (28)                                  | 99C                         |
| MS/ MEP - Marine Safety & Environmental Protection (28G,70,80) | 99C                         |
| MS - Marine Safety (Staff Officers all levels 70K)             | See Note 1: Use Mission 70K |
| MT - Member Training (06)                                      | 99D                         |
| NS- Navigation Systems(03,30,31,32)                            | 99B                         |
| RN - Auxiliary Radio Operations (20)                           | 99B                         |
| SAR - Search and Rescue (23,24)                                | 99B                         |
| UMDV - RBS Program Visits (11) (Marine Dealer Visits)          | 99B                         |
| UPA - Public Affairs (including Musicians) (10)                | 99B                         |
| UPE - Public Education (14)                                    | 99B                         |
| UREC - Recruiting Assistance (09,90)                           | 99E                         |
| VSC - Vessel Safety Check (91A, 91B, 91H)                      | 99B                         |

| Other Administrative Activities  |   |      |
|--|---|------|
| Activity   | Description   | Code |
| Attending Meetings (elected or appointed officers)   | Meeting time, Pre-meeting prep including arranging for speakers, Travel to and from meeting, Post-meeting follow-up | 99A  |
| Attending Meetings - MS Officers all Levels (See Note 1)   | Meeting time, Pre-meeting prep including arranging for speakers, Travel to and from meeting, Post-meeting follow-up | 70K  |
| Attending Meetings non-officer   | Meeting time, Pre-meeting prep, Travel to and from meeting, post-meeting follow-up                                  | 99E  |
| Attending Meetings (committees at any level)   | Meeting time, Preparation for meeting, Travel to and from meeting, Post-meeting follow-up                           | 99E  |
| Attending Training (AUXOP, C-school, Online courses) (Except MS (70U) and PA (10G))  | Classroom time, Travel to and from classes, Online time   | 99D  |
| Study, Homework, Class Preparation – Non-Instructor (Exceptions: MS should be reported as 70U and PA should be reported as mission code 10G) | Study, Homework, Class preparation  | 99D  |
| Meeting with prospective members (elected or appointed only)   | See mission code 90C – Prep and Travel to and from meeting  | 99A  |
| Mentoring  | Meetings & communications (phone, email)  | 99D  |
| Attending Conferences (non-instructor) as elected or appointed   | Conference time, Preconference arrangements, Travel to and from conference, Post-conference follow-up               | 99A  |
| Attending Conferences (non-instructor) as member   | Conference time, Preconference arrangements, Travel to and from conference, Post-conference follow-up               | 99E  |
| Administrative activities elected & appointed (Except MS – 70K)  | Email, Phone calls, records management  | 99A  |
| Preparation of Reports (elected & appointed)   | Preparation of monthly and annual reports   | 99A  |
| FSO, SO, DSO IS data analysis (NOT data entry)   | AUXDATA QC, report generation, Forms management (See Note 2)  | 99A  |

## MILEAGE and EXPENSES

Report Total Miles traveled for the period. Expenses include tolls, parking and lodging for overnight missions. Do NOT include cost of gasoline or vehicle costs related to miles

## NOTES

Note 1. MS Officers at all levels should report all Leadership time as Mission Code 70K rather than 99A used for other staff officers.

Note 2. All IS Officers performing DATA ENTRY should report their data entry time as Mission Code 92.