

E2 SOLUTIONS TRAINING OPPORTUNITIES FOR D5SR MEMBERS

To D5SR Members Expecting to Travel Under Coast Guard Travel Orders In The Future:

The Coast Guard has transitioned to a new travel system; to receive travel orders and reimbursement, an account in the NEW system will need to be created for you.

Attached is a Supplier Request Form you must complete to create your account. Follow the instructions within the form. When completing the form, please complete Section 1 and Section 4 ONLY.

To prevent profile issues from causing errors in ETS, please also submit the FSMS HR Form. Send both forms to FINCEN at

FIN-SMB-FSMS-VendorSupport@uscg.mil to ensure all processes are complete for your AUX member FSMS profile. Passwords are sent in a 2nd e-mail to the same address. Instructions state how subject lines should be filled in.

Please send forms to FINCEN password protected. You have two additional options: you may mail the forms to DIRAUX (address below) or request a DOD Safe Drop, and you can upload them there.

D5 Auxiliary DIR-SOUTH (DPA-S)
431 Crawford St., Room 119
Portsmouth, VA 23704

DON'T EMAIL FORMS WITHOUT PASSWORD. It contains members with very sensitive PII. If not password protected, they are auto-deleted without being opened, processed, or notification of deletion.

First Step: Send Supplier Request and FSMS HR Forms to FINCEN (follow instructions on the Supplier Request Form).

Second Step: Once the Supplier Number is received, send it to DIRAUX general e-mail box at D05-SMB-D5-DIRAUX@USCG.MIL. An E2 Solution Account will be created for you.

If you already have a Supplier Number, please disregard the first two steps. Setting up an account prior to the training dates below will be helpful to follow along during training.

Third step: attend DIRAUX travel step-by-step Zoom training meeting.

Who should attend:

1. Members interested in attending C-schools
2. Interpreters

3. CA qualified members
4. ICS qualified members
5. Members interested in future Coast Guard deployment missions such as Operation Vigilant Sentry or Southwest Border.
6. District elected and appointed leaders, DCDRs, VCDRs, FCs, VFCs, or any member who thinks they may travel for USCG and receive reimbursement.

Two opportunities for training have been scheduled, 29 & 30JAN. Members can attend both sessions but do not need to. The material covered will be the same.

Members who already have E2 Solutions Accounts are welcome to attend as a review of how the system works.

NOTE: YN2 Kyle is departing DIRAUX on 02FEB2024. She has been an incredible resource to assist members in setting up E2 Solutions Accounts. After 02FEB2024, DIRAUX will be without a YN for an undetermined period. **It is recommended that you get an E2 Solutions Account NOW.**

Monday 29JAN2024 Link

(1900): <https://us02web.zoom.us/j/86431099107?pwd=a0dRcnYrV0tYVExoQ3hiVnFURmU1dz09>

Tuesday 30JAN2024 Link

(1900): <https://us02web.zoom.us/j/81372188024?pwd=czAwWHNxemV5dWNqSGpuWkNyaDZuUT09>