Auxiliary Mandated Training (AUXMT)

Overview: Auxiliary Mandated Training (AUXMT) prepares United States Coast Guard Auxiliarists to effectively serve as members of a volunteer organization that is in frequent contact with the American public and which augments and supports the US Coast Guard. This training provides a basic understanding of critical human relations policies, personal safety and organizational security topics, and the National Incident Management System.

 Completion of AUXMT requirements places Auxiliarists on the same footing as other members of the Coast Guard workforce and allows seamless integration with their active duty, reserve and civilian employee counterparts. It also ensures that all members of the Coast Guard workforce stand ready to provide Service to Nation, fulfill our commitment to Duty to People, and reflects our Commitment to Excellence. To be considered ready to serve and in good standing with one of our nation's premiere volunteer organizations, members must conform to these training requirements. All Auxiliarists are strongly encouraged to embrace these training requirements and assist their Auxiliary shipmates to successfully complete them whenever needed.

Consequences: Mandated Training cannot be taken lightly. The following policy incentives and consequences related to AUXMT have been approved by Auxiliary national leadership and the Chief Director of Auxiliary, and shall be effective on January 1, 2016. Completion of Mandated Training and currency maintenance has the following general policies:

1. All Auxiliarists who have a Base Enrollment Date (BED) prior to 01 January 2016 must complete AUXMT by 31 December 2016 to qualify, re-certify, and avoid REYR status, as applicable, in any competency.
2. All Auxiliarists who have a BED after 31 December 2015 must complete AUXMT by the end of the first full calendar year after their BED to qualify in any competency.
3. For all Auxiliarists, events occurring after 01January 2016 such as eligibility for certain awards, elections, Auxiliary ID cards, C-Schools, and augmenting the Coast Guard will require AUXMT to be completed prior to those events regardless of their BED.

The details of this policy are given in the following ALAUX – AUXILIARY MANDATED TRAINING (AUXMT) - NEW DELIVERY METHODS AND POLICY CHANGES 03 June 2015 at this link: [ALAUX AUXMT](#).

 Courses: There are 10 mandated courses with 8 courses discussed here** as given in the table below with their course codes and numbers:

Course Code	Course Number	Course Name	Frequency
SP	502379	Building Resilience and Preventing Suicide	every 5 years
SETA	810030	Security Fundamentals	every 5 years
PAWAR	810015	Privacy at DHS/Protecting Personal Information	every 5 years
POSH	810000	Sexual Harrassment Prevention	every 5 years
SAP	810045	Sexual Assault Prevention and Response	every 5 years
CRA	502319	Civil Rights Awarness	every 5 years
ET	502306	Ethics 1 / Personal Gifts	1 time only
INF	502290	Influenza Training	1 time only

Note that IS 100.b and IS 700.a are also AUXMT taken 1 time only on the FEMA website here: **http://training.fema.gov/is/nims.aspx

Timing: There are specific dates established for the required completion of all 8 courses:

- **Existing Members**: All members who joined on or prior to December 31, 2015 must complete the courses by December 31, 2016.
- **New Members**: All new members must complete the courses by the end of the first full year after their BED e.g. if a new member joins any time in 2016, they must complete the courses by December 31, 2017.
- **5 year cycle**: As each of the first six courses listed above is completed, its own five-year cycle will start. Each cycle will extend to 31 December of the fifth year regardless of the date the course was completed during the year e.g. If the Civil Rights Awareness course was completed on 15 November 2015, then it will have to completed again by 31 December 2020.

Methods of Completion: Because of the wide ranging capabilities of Auxiliarists, a variety of methods for taking the mandated training and establishing AUXDATA credit have been established as listed here:

- **Online using AUXLMS:** This is the fastest and most efficient way to complete the courses. Some Auxiliarists have completed all 8 courses in a single day while others have taken one course at a time when convenient to their schedule. Once completed, AUXDATA registration is automatic and no other members need be involved. Here is the link to AUXLMS: **https://auxlearning.uscg.mil/** . A special username and password is required. A detailed description of AUXLMS can be found here: **http://www.uscg.mil/auxiliary/training/auxlms.asp**

- **Classroom Training:** Many auxiliarists prefer the classroom environment with a certified Instructor leading the discussion. AUXDATA registration is done through the use of a 7039 form. Member name and ID number is put on the form and the form is sent to an IS staff officer for registration. There are two ways an instructor can present the class:
    - **Internet Connection Available:** The instructor can log into AUXLMS with their own account and project the online course on a screen.
    - **Power Point Slide Presentation:** The instructor downloads power point presentations for each course and then projects the slides to the class as with any other course. Here are the links to the power point presentations:

The tables below provide ALL links to AUXMT training:

Course Code	Course Number	File Type	Course Name & PPT, PDF, & VIDEO LINKS
SP	502379	name	**Building Resilience and Preventing Suicide**
		ppt	**http://tdept.cgaux.org/mt/Build_Res_Prev_Suicide.pptx**
		video	**Building Resilience and Preventing Suicide - Video**
		pdf	**http://tdept.cgaux.org/mt/pdf/Build_Res_Prev_Suicide_Ind_Learn.pdf**

Course Code	Course Number	File Type	Course Name & PPT, PDF, & VIDEO LINKS
SETA	810030	name	**Security Fundamentals**
		ppt	**http://tdept.cgaux.org/mt/Sec_Ed.pptx**
		video	**Security Fundamentals - Video**
		pdf	**http://tdept.cgaux.org/mt/pdf/Sec_Ed_Ind_Learn.pdf**

Course Code	Course Number	File Type	Course Name & PPT, PDF, & VIDEO LINKS
PAWAR	810015	name	**Privacy at DHS/Protecting Personal Information**
		ppt	**http://tdept.cgaux.org/mt/Privacy_at_DHS.pptx**
		video	**Privacy at DHS/Protecting Person Info - Video**
		pdf	**http://tdept.cgaux.org/mt/pdf/Privacy_Ind_Learn.pdf**

Course Code	Course Number	File Type	Course Name & PPT, PDF, & VIDEO LINKS
CRA	502319	name	**Civil Rights Awareness**
		ppt	**http://tdept.cgaux.org/mt/Civil_Rights.pptx**
		video	**Civil Rights Awareness - Video**
		pdf	**http://tdept.cgaux.org/mt/pdf/Civil_Rights_Ind_Learn.pdf**

Course Code	Course Number	File Type	Course Name & PPT, PDF, & VIDEO LINKS
ET	502306	name	**Ethics 1 / Personal Gifts**
		ppt	**http://tdept.cgaux.org/mt/Ethics_PG.pptx**
		video	**Ethics 1/Personal Gifts - Video**
		pdf	**http://tdept.cgaux.org/mt/pdf/Ethics_PG_Ind_Learn.pdf**

Course Code	Course Number	File Type	Course Name & PPT, PDF, & VIDEO LINKS
INF	502290	name	**Influenza Training**
		ppt	**http://tdept.cgaux.org/mt/Influenza_Trng.pptx**
		video	**Influenza Training - Video**
		pdf	**http://tdept.cgaux.org/mt/pdf/Influenza_Ind_Learn.pdf**

Course Code	Course Number	File Type	Course Name & PPT, PDF, & VIDEO LINKS
POSH	810000	name	**Sexual Harassment Prevention**
		ppt	**http://tdept.cgaux.org/mt/SH_Prev.pptx**
		video	**Sexual Harassment Prevention - Video**
		pdf	**http://tdept.cgaux.org/mt/pdf/SH_Prev_Ind_Learn.pdf**

Course Code	Course Number	File Type	Course Name & PPT, PDF, & VIDEO LINKS
SAP	810045	name	**Sexual Assault Prevention and Response**
		ppt	**http://tdept.cgaux.org/mt/SA_Prev_and_Resp.pptx**
		video	**Sexual Assault Prevention and Response - Video**
		pdf	**http://tdept.cgaux.org/mt/pdf/SA_Prev_and_Resp_Ind_Learn.pdf**

- **Self-Certification:** There are two ways a member may self-certify by completing training and filling out a self-attestation form, which you can access by **CLICKING HERE** . The self-training can be done the following ways:

    1. **Video**:The member can view the voice-over PowerPoint training videos (see above table) when these become available. After viewing the video(s), the member must complete the self-attestation form and mail it to their IS officer.

    2. **Hard Copy**:The member can obtain and study a hard copy of the PDF version of annotated PowerPoint slides (listed above as "pdf") from their leadership. This form of training is meant for the exceptional case where online access is not available to the member and classroom training is not readily available. Upon completion, the member must complete the self-attestation form and mail it to their IS officer.

To reiterate, at the completion of each course, the member must complete the self-attestation form affirming that they have read and understood the contents of the training course(s) and then send the form(s) to their designated flotilla IS officer for data entry. The IS officer should treat this form just like a 7039 form for an individual.