

## USCG Auxiliary Forms Guidesheet

Category	Type of Activity	Form	Code
Meetings	Flotilla /District/Committee meeting attendance	7029	99E AUX Support; 99A AUX Leadership (elected or appointed officer)
	Travel to and from a flotilla meeting	7029	99E AUX Support; 99A AUX Leadership (elected or appointed officer)
	Preparing an agenda or report	7029	99A AUX Leadership
	Preparing my uniform	7029	99E AUX Support; 99A AUX Leadership (elected or appointed officer)
	Attending a Fellowship Activity	7029	99E AUX Support
Public Affairs	Passing out fliers at a boat show	7030	10J Community Relations (COMREL)
	Working with Coastie at a children's event	7030	10J Community Relations (COMREL) <b>Use Coastie in Operations box</b>
	Walking in a parade	7030	10J Community Relations (COMREL)
	Creating flotilla newsletter	7030	10L Publications/Member Communications
	Writing articles for the flotilla newsletter	7030	10L Publications/Member Communications
	Creating posters or advertisements for the public	7030	10A Collateral Development
	Maintaining a Flotilla Facebook Page	7030	10H New Media
	Maintaining a Flotilla Website	7030	10D Website Maintenance
Training	Giving a presentation at a school or for a group about the auxiliary or boating safety	7030	10B Speeches/Talks
	Attending a C-school	7029	99D Training Support
	Attending a Training Summit	7029	99D Training Support
	Homework at a C-school or training	7029	99D Training Support
	Note: If traveling on orders for training include the time you leave your home until you return. Example: If you leave		
	Working on Online Classes such as core training, VE exam, etc.	7029	99D Training Support
	<b>Exception1: If studying Marine Safety</b>	7030	70U MS Training
	<b>Exception2: If studying Public Affairs</b>	7030	10G PA Training
	Attending a member training	7029	99D Training Support
	Teaching an operations workshop	7030	06A Operational Training
Teaching a member training topic	7030	06B Member Training Other	
Studying for exam or certification	7029	99D Training Support	
Attending a REQUIRED workshop	7039	99D Training Support	
Marine Safety	Talking to kids about marine debris	7030	70N Sea Partners/Environmental
	Travel to and from a marine safety event	7029	99C Marine Safety Support
	Preparing for a marine safety event	7029	99C Marine Safety Support
	Completing a beach cleanup activity	7030	70N Sea Partners/Environmental
	Performing duties as an FSO-MS	7030	70K Marine Safety/ Environ Admin Support
	Creating a fishing line disposal bin	7030	70N Sea Partners/Environ.
Recruiting	Taking a Marine Safety class	7030	70U MS Training
	Interviewing prospective members	7030	90C Auxiliary Recruiting
	Counseling prospective members	7030	90C Auxiliary Recruiting
Program Visits	Administering the new member test	7030	06B Member Training Other
	Talking to new businesses to place a pamphlet display	7046	11 RBSVP Visits
	Travel to and from each business	7029	99B RBS Support
	Checking and restocking display racks	7046	11 RBSVP Visits
Public Education	Preparing and ordering materials for display racks	7029	99B RBS Support
	Teaching a boating class	7030	14A(ABS); 14B(BSS); 14C(Sailing); 14D(GPS); 14E(Nav); 14F(Youth); 14G(Other); 14H(State); 14J(Paddle)
	1)Certified IT teaching or 2)Supervising a trainee or non-member instructor		
	<b>Trainee</b> - Teacher who is in training to be IT		
	<b>Non-Lead</b> - 1) Materially assists with the presentation 2) provides significant mentoring or instruction. ie Knot tying, GPS, Nav/Chart plotting		
<b>Other</b> - Present at class, registers and greets students, grades exams. Reports time as 7029 99B			

Public Education continued	Travel to/from a boating class	7029	99B RBS Support
	Printing handouts for classes	7029	99B RBS Support
	Distributing fliers	7029	99B RBS Support
	Registering and greeting students	7029	99B RBS Support
	Grading tests	7029	99B RBS Support
	Answering phone queries	7029	99B RBS Support
	Creating posters or advertisements for the public	7030	10A Collateral Development
	Teaching a safety topic at a school or marina	7030	10B Speeches/Talks
Vessel Exams	Performing a recreational boating safety check	7038	91A Recreational Vessels 91H Paddlecraft 91B Facility Inspections
	Travel to and from a Vessel Exam	7029	99B RBS Support
	Waiting for boats or talking to people at a VE station	7030	10J COMREL
	I'm not a VE, but I am helping at a VE station.	7030	10J COMREL
	Preparing forms and materials for a Vessel Exam	7029	99B RBS Support
	Submitting my 7038 form to report my vessel exams and hours	7029	99B RBS Support
	Creating posters or advertisements for the public	7030	10A Collateral Development
	Commercial Fishing Vessel Exam	7066	91C CFV Exams
	Uninspected Passenger Vessel Exam	7066	91D UPV Exams
	Uninspected Towing Vessel Exam	7066	91G UTV Exams
	Preparing for a commercial fishing vessel exam	7029	99c Marine Safety Support
	travel to/from a commercial vessel exam	7029	99c Marine Safety Support
Other Mission Categories			
<b>Category</b>	<b>Type of Activity</b>	<b>Form</b>	<b>Code</b>
ATON- Aids to Navigation (30,31,32)	Mission preparation, travel to/from, post paperwork/reporting	7029	99B RBS Support
AUXMP - Marine Patrols	Mission preparation, travel to/from, post paperwork/reporting	7029	99B RBS Support
CGADMN - Cg Administrative Support (08)	Mission preparation, travel to/from, post paperwork/reporting	7029	99E AUX Support
CGOPS - Cg Operational Support	Mission preparation, travel to/from, post paperwork/reporting	7029	99E AUX Support
CVS - Commercial Vessel Safety (91c, 80a)	Mission preparation, travel to/from, post paperwork/reporting	7029	99C Marine Safety Support
GOVSUP - Government Agency Support (41,42,43)	Mission preparation, travel to/from, post paperwork/reporting	7029	99E AUX Support
HS - Health Services (93)	Mission preparation, travel to/from, post paperwork/reporting	7029	99E AUX Support
IA - International Affairs (60)	Mission preparation, travel to/from, post paperwork/reporting	7029	99E AUX Support
ICE - Ice Operations Mission (53)	Mission preparation, travel to/from, post paperwork/reporting	7029	99B RBS Support
LO - Legislative Outreach (65)	Mission preparation, travel to/from, post paperwork/reporting	7029	99E AUX Support
MEP - Marine Environmental Protection (28)	Mission preparation, travel to/from, post paperwork/reporting	7029	99C Marine Safety Support
MS - Marine Safety(70, 80, 91c - 91g)	Mission preparation, travel to/from, post paperwork/reporting	7029	99C Marine Safety Support
OR - Operational Research (85)	Mission preparation, travel to/from, post paperwork/reporting	7029	99E AUX Support
RN - Auxiliary Radio Net	Mission preparation, travel to/from, post paperwork/reporting	7030	20B Radio Watchstander/Net
SAR - Search And Rescue (23,24)	Mission preparation, travel to/from, post paperwork/reporting	7029	99B RBS Support
UREC - Recruiting Assistance (09,90)	Mission preparation, travel to/from, post paperwork/reporting	7029	99E AUX Support
Clergy	Mission preparation, travel to/from, post paperwork/reporting	7030	07D CG Operational Support, Put AUXCS in Operation box