



United States Coast Guard
U.S. Department of Homeland Security

23 SEP 2022
FM: CHDIRAUX
TO: ALAUX
ALAUX 033/22

Subj: FY22 AUXDATA II PATROL ORDER CLOSEOUT UPDATE

1. This is an update to ALAUX 028/22.
2. Fiscal Year 2022 (FY22) budget will be ending at 2359 hours on 30 September 2022.
3. In order to meet all FSMS timelines, policies, and federal law, the following must happen for Patrol Order reimbursement and FY22 close out to happen.
4. Patrol orders in “REQUESTED” status: [Patrol Orders \(crmforce.mil\) \(Link to Patrol orders\)](#)
 - a. Any Patrol Order in “REQUESTED” status with a patrol date that has past, must be “DENIED” by the Order Issue Authority (OIA), prior to 30 September 2022, if the patrol was never conducted.
 - b. Any Patrol Order in “REQUESTED” status, if the patrol was conducted but has not been “APPROVED” in AUXDATA II, must be “APPROVED” prior to 30 September 2022. If the Patrol Order is not “APPROVED” (obligated in FSMS) by the above date, the approval process will not be available until around mid-October and remaining FY22 funding is available and authorized.
 - c. All “verbal authorized” Patrol orders must be, at a minimum, “APPROVED” in AUXDATA II prior to 30 September 2022. If the Patrol Order is not “APPROVED” (obligated in FSMS) by the above date, the approval process will not be available until FY23.
5. Patrol orders in “APPROVED” status: [Patrol Orders \(crmforce.mil\) \(Link to Patrol orders\)](#)
 - a. OIAs and Auxiliary members shall “CANCEL” any Patrol Order in an “APPROVED” status if there are no “Activities” and the Patrol was never conducted. This shall be completed no later than 30 Sep 2022. To view the list of Patrol Orders in AUXDATA II that need to be “CANCELLED”, please use the following link: [Report: FY22 Patrol Order without activities \(crmforce.mil\)](#).
 - b. Auxiliarists with Patrol Orders in an “APPROVED” status, except those meeting requirements of paragraph 5.a. above, must move Patrol Orders to “COMPLETED” status so the OIA can review and submit to FSMS, no later than 30 September 2022.

6. OIAs shall ensure all “COMPLETED” Patrol Orders are in a “SUBMITTED” status in AUXDATA II prior to 30 September 2022. To view the list of Patrol Orders in AUXDATA II that need to be reviewed, signed and “SUBMITTED” to FSMS, please use the following link: [Patrol Orders \(crmforce.mil\)](https://crmforce.mil).

7. Internet release is authorized.

For many reasons including the value of keeping communication lines clear and open as well as facilitating access to training and educational tools, all Auxiliarists are urged to have their own email address and to keep it updated in AUXDATA.

*All ALAUX's are posted on the Chief Director of Auxiliary website located at: [CHDIRAUX ALAUX](https://chdiraux.mil)

If you have a question regarding this ALAUX, please seek resolution within your Chain of Leadership and Management (COLM) including up to your servicing District Director of Auxiliary (DIRAUX). If your question still cannot be resolved after that, then please email CGAUX@uscg.mil.