

United States Coast Guard Auxiliary



Auxiliary Musician (AUXMU) Program

Standard Operating Procedures

U.S. Department of
Homeland Security

United States
Coast Guard



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U. S. Coast Guard

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21 JAN 16

MEMORANDUM

Reply to S. Minutolo
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From: F.T. Boross /s/
COMDT (CG-BSX)

To: Distribution

Subj: AUXILIARY MUSICIAN (AUXMU) PROGRAM STANDARD OPERATING
PROCEDURES

Ref: (a) Coast Guard Auxiliary Manual, COMDTINST M16790.1 (series)
(b) ALAUX 010 / 15 of 03 Jun 15

1. PURPOSE. To establish Standard Operating Procedures (SOP) for an Auxiliary Musician (AUXMU) program at Auxiliary national and regional levels.
2. ACTION. Elected and appointed leaders and program managers at all levels of the Auxiliary organization shall ensure Auxiliarists who participate in the AUXMU program adhere to this SOP. Auxiliary AUXMU national program managers shall maintain close liaison with the Coast Guard Band for the purpose of general programmatic advice and guidance including matters of performance standards and expectations.
3. DIRECTIVES AFFECTED. None.
4. BACKGROUND. Live music performance is an excellent public affairs and fellowship tool for any organization. The 55 members of the Coast Guard Musician (MU) rating who comprise the Coast Guard Band are an elite group whose limited resources present considerable challenges to their availability for Coast Guard mission support. Musical performance is a non-military, non-law enforcement Coast Guard mission activity to which Auxiliarists who possess requisite skills may be assigned. Coast Guard ceremonial and community relations events have historically been enhanced by the presence of musical accompaniment. Some Auxiliary soloists and musical ensembles have periodically formed and operated on an ad-hoc basis to provide such support. The availability of musically proficient Auxiliarists has enabled the Auxiliary to enhance the public image of the Coast Guard and Auxiliary, attract and recruit new members,

and improve service-wide esprit-de-corps. This transformative SOP enables any qualified Auxiliary musician to perform in any Auxiliary Ensemble irrespective of flotilla affiliation. Establishment of an AUXMU program based upon a comprehensive SOP is warranted in order to establish musical performance quality standards and ensure the Coast Guard image is properly represented.

5. DISCLAIMER. This SOP is not a substitute for applicable legal requirements, nor is it itself a rule. It is intended to provide guidance for Auxiliary personnel and is not intended to nor does it impose legally-binding requirements on any party outside the Coast Guard.

6. MAJOR CHANGES. None.

7. DISTRIBUTION. Copies of this SOP will be electronically distributed as described below. An electronic version shall be located on the CG-BSX and Coast Guard Auxiliary web sites: <http://www.uscg.mil/auxiliary/> and <http://www.cgaux.org/>, respectively.

8. REQUEST FOR CHANGES. Units and individuals may recommend changes via the cognizant Auxiliary chain of leadership and management. Relevant portions of this SOP shall be incorporated into the next change to reference (a).

#

Encl: (1) Auxiliary Musician (AUXMU) Program SOP

Dist: PSC-epm, CG Band, CG-0922, NEXCOM, DIRAUX, DCO

Auxiliary Musician (AUXMU) Program

Standard Operating Procedures

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1. Objective.

a. The AUXMU program shall be conducted to enhance Coast Guard and Auxiliary missions and activities through musical accompaniment provided by Auxiliarists who possess requisite musical skills and successfully meet established qualification criteria as identified in these guidelines. Other individuals may participate in this program in accordance with these guidelines. Enhancement of Coast Guard missions and activities includes:

- (1) Boosting public awareness of the Coast Guard and the Auxiliary.
- (2) Instilling pride and patriotism in local communities.
- (3) Promoting camaraderie among Auxiliary and Coast Guard personnel.
- (4) Providing dignity at memorial services for fallen Auxiliarists and veterans.
- (5) Add a public affairs tool to support missions and activities of the Auxiliary.
- (6) Assisting the ceremonial needs of the Coast Guard.
- (7) Assisting in recruiting, fellowship and retention.
- (8) Honoring veterans in appreciation of their service.
- (9) Demonstrating unit cohesion by projecting professional uniform appearance and bearing.

b. The AUXMU program shall not be employed to teach Auxiliarists how to play a musical instrument from scratch.

2. Organization.

a. The AUXMU program consists of the following competency levels, titles, and mentor expectations for its participants, specific qualification tasks, and performance standards for which are listed in Appendix A:

- (1) AUXMU3: An Auxiliary competency for basic musician who meets minimum performance standards for events such as parades and local concerts.
- (2) AUXMU2: An Auxiliary competency for a more accomplished and skilled musician who may be an experienced soloist, section leader, and/or concert master, and who meets established performance standards.
- (3) AUXMU1: An Auxiliary competency for a degreed music educator and/or performance professional who meets established performance standards.

(4) AUXMU Qualifying Examiner (QE): An Auxiliary competency responsible for the final review, assessment, and approval of any AUXMU candidate's successful completion of all required tasks, including the specific qualification tasks and performance standards listed in Appendix A. This includes for designation as AUXMU QE. Only after such AUXMU QE approval shall an AUXMU candidate's qualification package be forwarded for DIRAUX approval. Only AUXMU1s are eligible for AUXMU QE designation. AUXMU3 and AUXMU2 may not be designated AUXMU QE. The Coast Guard Band Director, Assistant Director, or their delegate may perform AUXMU QE functions for any AUXMU competency.

(5) AUXMU Ensemble Leader: A general Auxiliary title for a group leader of a music ensemble of any size. An AUXMU Ensemble Leader should be at least AUXMU2, and shall be appointed by the unit leader of the ensemble's organizational level (e.g., FC shall appoint the AUXMU Ensemble Leader if the ensemble is comprised at flotilla level). The unit leader shall also consider the consensus and AUXMU qualifications of the ensemble members in making such appointment.

(a) An Auxiliary instrumental, vocal, or percussion ensemble may be formed with two or more AUXMU qualified members. Ensembles may perform in small as well as large venues.

(b) An AUXMU Ensemble Leader shall:

1. Supervise and prepare the ensemble for travel and performance.
2. Rehearse the ensemble and refine performance quality.
3. Oversee general administrative and logistical coordination for the AUXMU performance including obtaining travel orders and assignment to duty documentation.
4. Ensure an adequate quantity, quality, and blend of AUXMUs are available for an event prior to commitment to the performance.
5. Serve as final authority in identifying Auxiliarists to comprise the ensemble for each performance.
6. Employ relevant practices, procedures, and protocols set forth by U.S. Coast Guard and U.S. Navy music performance manuals.
7. Ensure alignment of a performance request with appropriate music for the performance.
8. Ensure appropriate notification and coordination, as necessary, with the Coast Guard Band via the Auxiliary public affairs program chain.

9. Ensure an appropriate Auxiliary uniform is specified and worn by the ensemble for each performance.

10. Lead the ensemble's musical performance.

(6) AUXMU Band Master (BNDM) or Choir Master (CHRM): An AUXMU program position title for an AUXMU Ensemble Leader for a large instrumental or vocal ensemble, respectively.

(a) A BNDM or CHRM should possess the highest AUXMU qualification among the ensemble's members.

(b) A BNDM or CHRM may designate an assistant to help with or temporarily cover assigned duties.

(c) A BNDM or CHRM shall be appointed by the appropriate unit leader for the organizational level at which the ensemble is established (e.g., a BNDM for an ensemble established at the division level shall be appointed by the Division Commander).

(d) A BNDM/CHRM should be a member of the unit (e.g., flotilla, division) to which the ensemble belongs. This does not limit the open availability of opportunity to all qualified members as set forth in 3.d., below.

(e) A BNDM or CHRM should be a musical professional with respective band or choral leading experience, and have at least intermediate knowledge of all respective instruments or choral aspects conducted.

(7) AUXMU Mentor: An Auxiliary title for AUXMU program participants who are assigned to assist the development and qualification of new AUXMU program participants. Every AUXMU candidate shall have an AUXMU mentor assigned by the most proximate regional AUXMU QE. Auxiliarists qualified in any AUXMU competency may serve as mentors for AUXMU candidates at their level or below, sign-off designated qualification tasks, and facilitate the processing of AUXMU qualification packages. In addition to ensuring general familiarization with the AUXMU program, AUXMU mentors shall be responsible for developing and ensuring an AUXMU candidate's familiarization with:

(a) Auxiliary uniform and grooming policies and expectations.

(b) Basic marching commands and techniques, if applicable.

(c) Whistle and drum major baton signals, if applicable.

(d) Performance etiquette and protocol.

(8) AUXMU Event Coordinator: An Auxiliarist who coordinates and arranges the day-

to-day preparations and activities associated with an AUXMU program performance. The Auxiliarist does not have to be an AUXMU program participant.

b. The Coast Guard Band Director, Assistant Director, or their delegate may perform AUXMU QE functions for any AUXMU competency as their schedules and program resources allow.

c. The AUXMU program at the regional level shall be managed and administered within the regional public affairs program as overseen by the District Staff Officer for Public Affairs (DSO-PA). An ADSO-PA-MU may be appointed.

d. The AUXMU program at the national level shall be managed and administered within the Auxiliary Public Affairs Directorate by the Chief, Auxiliary Music Branch (BC-ACM), unless otherwise specified.

3. Training and Qualification.

a. A musician's quality is based on a number of factors, including natural talent, musical training, education, practice time, musicianship, and musical performance experience. AUXMU program musicians are expected to rise to their highest capability based upon fundamental program qualification criteria. AUXMU Personal Qualification Standards (PQS) shall be applied to identify Auxiliarists who are capable of meeting program objectives.

b. Auxiliarists in any membership status may train, qualify, and perform in the AUXMU program. In order to qualify, Auxiliarists must successfully complete the following tasks and document their completion in the AUXMU PQS in Appendix A. Unless otherwise specified, AUXMU tasks may be signed off by an assigned AUXMU Mentor, qualified AUXMU at the level of qualification or higher, AUXMU QE, or the Coast Guard Band Director, Assistant Director, or their delegate:

(1) For AUXMU3, successful completion of all Auxiliary Mandated Training (AUXMT) requirements in accordance with reference (b).

(2) For AUXMU3, successful completion of the boating safety course requirement for Basically Qualified (BQ) membership status.

(3) For AUXMU3, demonstration of proper wearing of the tropical blue uniform and compliance with applicable grooming standards.

(4) Additional instrumental, percussion, and/or vocal qualification tasks are described in Appendix A. Music audition processes shall be modeled off common adjudication procedures such as those used in the New York State School Music Association (NYSSMA). If any clarifications are required, the task sign-off authority may reference the NYSSMA Adjudication Manual or that of their local state. These additional instrumental, percussion, and vocal qualification tasks may only be signed off as follows:

(a) AUXMU3 tasks must be signed off by a qualified AUXMU2, AUXMU1, AUXMU QE, or the Coast Guard Band Director, Assistant Director, or their delegate.

(b) AUXMU2 tasks must be signed off by a qualified AUXMU1, AUXMU QE, or the Coast Guard Band Director, Assistant Director, or their delegate.

(c) AUXMU1 tasks must be signed off by an AUXMU QE or the Coast Guard Band Director, Assistant Director, or their delegate.

(d) AUXMU QE tasks must be signed off by an AUXMU QE or the Coast Guard Band Director, Assistant Director, or their delegate.

c. AUXMU program qualifications shall be processed as follows:

(1) AUXMU mentors shall work with their AUXMU candidates to ensure completeness and facilitate the processing of their AUXMU qualification packages. The AUXMU mentor shall review, endorse, and forward qualification packages to their servicing AUXMU QE (or designated alternate AUXMU QE).

(2) The servicing AUXMU QE shall review, endorse, and forward qualification packages to the candidate's District Commodore (DCO). The DCO may designate the DSO-PA to receive and process qualification packages on their behalf.

(3) The DCO (or DSO-PA, if designated) shall review, endorse, and forward qualification packages to the Director of Auxiliary (DIRAUX) for final review. The DIRAUX may then approve the qualification, make the appropriate AUXDATA entry, and issue the appropriate certificate. Any disapproval shall be relayed back down the chain with an explanation for such (email is acceptable).

d. An Auxiliarist who holds any of the above AUXMU competencies may perform with any AUXMU program ensemble if approval is granted by the AUXMU Ensemble Leader.

e. Auxiliarists who do not hold any of the above AUXMU competencies may perform as part of an AUXMU program ensemble if approval is granted by the AUXMU Ensemble Leader and after notification of the AUXMU Event Coordinator. Auxiliarists so approved shall only participate in the uniform specified for the performance. Such approval shall be limited to a special circumstance and one-time basis, not for a recurring basis or for multiple performances.

f. Individuals who are not Auxiliarists may perform as guests of an AUXMU program ensemble if approval is granted by the AUXMU Ensemble Leader and after notification of the AUXMU Event Coordinator. Such approval shall be limited to a special circumstance and one-time basis, not for a recurring basis or for multiple performances. When approved, such guests shall wear appropriate civilian attire or comparable uniform if they belong to another military service.

4. Assignments and Execution.

a. Auxiliarists shall only be assigned to AUXMU duties upon successful completion of training and qualification procedures described above.

b. Typical AUXMU program assignments include:

- (1) Auxiliary ceremonies and functions (e.g., Changes of Watch (COW)).
- (2) Coast Guard ceremonies and functions (e.g., Changes of Command (COC's)).
- (3) Wakes, funerals, memorial, and ceremonial services that have a military service connection.
- (4) Public parades and community events (e.g., Memorial Day ceremonies).
- (5) Free public concerts.
- (6) Public events (e.g., baseball games).
- (7) Performances at veteran hospitals, veteran homes, or other veteran functions.
- (8) Non-partisan government ceremonies that have a Coast Guard or recreational boating safety connection (e.g., State Department of Fish & Wildlife ceremony).
- (9) Other musical appearances that promote the Coast Guard or Coast Guard Auxiliary directly or indirectly.

c. For any regional AUXMU performances sponsored or funded by a Coast Guard unit or office (including those that may involve performing in a foreign location within a Coast Guard District or at a Coast Guard Headquarters unit [e.g., Coast Guard Academy]), the cognizant AUXMU Event Coordinator shall notify the appropriate Flotilla, Division, and District Staff Officers for Public Affairs (FSO-PA, SO-PA, and DSO-PA or ADSO-PA delegate). The DSO-PA or ADSO-PA delegate shall notify the DIRAUX, any appropriate Auxiliary Sector Coordinator (ASC), and the Coast Guard Band's scheduling officer. The DIRAUX shall notify the appropriate District public affairs staff. If appropriate, the Coast Guard Band liaison shall notify the cognizant Coast Guard Area international affairs staff and Coast Guard Office of Public Affairs (G-0922).

d. For any national AUXMU performances sponsored or funded by a Coast Guard Headquarters office (including those that may involve performing in a foreign location), the cognizant AUXMU Event Coordinator shall notify the appropriate Flotilla, Division, and District Staff Officers for Public Affairs (FSO-PA, SO-PA, and DSO-PA or ADSO-PA delegate). The DSO-PA or ADSO-PA delegate shall notify the DIRAUX, the BC-ACM, any appropriate Auxiliary Sector Coordinator (ASC), and the Coast Guard Band's scheduling officer. The DIRAUX shall notify the appropriate District public affairs staff and the Chief Director of

Auxiliary (CHDIRAUX). If appropriate, the CHDIRAUX shall notify the Coast Guard Office of Regional Affairs (CG-DCO-I-1). The Coast Guard Band liaison shall notify the cognizant Coast Guard Area international affairs staff and Coast Guard Office of Public Affairs (G-0922).

e. Any Coast Guard Order Issuing Authority (OIA) is expected to monitor any AUXMU events for which it provides orders or funding. The event's assigned AUXMU Event Coordinator shall arrange associated day-to-day preparations and activities.

f. Coast Guard orders for AUXMU events shall be issued in accordance with Chapter 9 of reference (a) and shall describe the location, duration, general scope of assigned duties, appropriate points-of-contact including the assigned AUXMU Event Coordinator, and any associated funding data against which reimbursement claims may be filed.

g. AUXMU program performances must conform to these guidelines and other appropriate Coast Guard and Auxiliary music policies. Prior to the performance of any AUXMU activity, participating Auxiliaries shall contact the assigned AUXMU Event Coordinator to identify and confirm logistics responsibilities, event expectations, communications methods, and any staging, power and audio-visual requirements. The assigned AUXMU Event Coordinator shall ensure appropriate Auxiliary elected and public affairs staff officers in the geographic area of the performance are notified well in advance and kept abreast of logistical needs and scheduling. They shall also work closely with the AUXMU program chain to ensure that appropriate Coast Guard District Public Affairs offices and the Coast Guard Band are similarly kept apprised of any performances that involve Coast Guard units or that are likely to carry a high public and media profile.

h. Until a unique AUXDATA activity code is established, AUXMU program participants shall use activity code 10K – Other Public Affairs Projects on the Mission Activity Report Form (ANSC-7030) for capturing performance activity time in AUXDATA. AUXMU Event Coordinators shall be identified as Lead for such events. Associated preparation and travel time shall be captured under code 99B on the Member Activity Form (ANSC-7029). DSO-PAs, BC-ACM, and other appointed and elected staff officers assisting with AUXMU activities may use code 99A.

5. Uniforms, Equipment, and Recognition.

a. Uniforms.

(1) AUXMU uniforms shall utilize the following Auxiliary uniforms: Tropical Blue, Winter Dress Blue, Service Dress Blue, Service Dress Blue (Alpha), Dinner Dress Blue, Dinner Dress Blue Jacket, Dinner Dress White Jacket. Utilization of any other uniform shall only occur with notification and concurrence of the AUXMU Ensemble Leader's District Commodore and Director of Auxiliary. Custom uniforms such as those used by the Coast Guard Band are not authorized.

(2) Uniform accoutrements shall be used to recognize AUXMU competencies. Until a custom AUXMU variation is approved, the Coast Guard Band blue and red musician's chord

(aiguillette) may be worn by AUXMU program participants as follows (additional accoutrements are not authorized for AUXMU QE, Band Master, or Choir Master positions):

(a) AUXMU3 may wear the 16-inch musician's chord (aiguillette).

(b) AUXMU2 may wear the 16-inch musician's chord (aiguillette) and AUXMU ribbon (when approved and available).

(c) AUXMU1 may wear the 18-inch double musician's chord (aiguillette) and AUXMU ribbon with 3/16-inch silver star (when approved and available).

b. Equipment. AUXMU program participants must provide for and maintain their own musical instrument, portable music stand, and basic consumables needed to play the instrument (e.g., mouthpiece, reeds, drum sticks).

c. Recognition.

(1) The following logo is authorized for the AUXMU program:



(2) An appropriate ribbon and medal set for qualified AUXMU program participants shall be developed through the Institute of Heraldry.

APPENDIX A

**AUXILIARY MUSICIAN (AUXMU) PROGRAM
PERSONAL QUALIFICATION STANDARDS (PQS)**

Task Number	<p align="center">Task Description – AUXMU3</p> <p>Tasks 1-3: May be signed off by an assigned AUXMU Mentor, qualified AUXMU at the level of qualification or higher, AUXMU QE, or the Coast Guard Band Director, Assistant Director, or their delegate. Tasks 4-17: Must be signed off by a qualified AUXMU2, AUXMU1, AUXMU QE, or the Coast Guard Band Director, Assistant Director, or their delegate.</p>	Task Sign-off
1	Validate completion of all AUXMT requirements, and read AUXMU SOP.	
2	Validate completion of the boating safety course requirement for Basically Qualified (BQ) membership status.	
3	Demonstrate proper wearing of the tropical blue uniform and compliance with applicable grooming standards.	
4	Demonstrate musical performance capabilities. Qualification shall be based on tone quality, articulation, accuracy, dynamics, pitch consistency and presentation.	
5	Instrumentalists: Perform a minimum 30 second passage of level 3 music or higher (instrumental music difficulty is rated on a scale of 1 to 6) of the candidate's choice, commensurate with the instrument's range and capabilities, with or without accompaniment. The passage should be demonstrative of the candidate's full capabilities.	
6	Instrumentalists: Play two major scales, ascending and descending. Note duration to be dictated by the task sign-off authority.	
7	Instrumentalists: Play a chromatic scale, starting on any note, ascending and descending.	
8	Instrumentalists: Sight read a random, minimum 30 second, level 3 passage or higher selected by the task sign-off authority, commensurate with the instrument's normal range.	
9	Percussionists. Perform a minimum 30 second passage of level 3 or higher snare drum music solo of the candidate's choice. The passage should be demonstrative of the candidate's full capabilities.	
10	Percussionists: Demonstrate 5 rudiments including flam, paradiddle, ruff, 5 stroke roll and a long roll, closed or open, at the discretion of the task sign-off authority.	

11	Percussionists: Demonstrate a duple and triple meter cadence.	
12	Percussionists: Demonstrate proper technique on simple accessory equipment (triangle, tambourine, crash cymbals and bass drum).	
13	Percussionists: Sight read a random, minimum 30 second, level 3 passage or higher selected by the task sign-off authority.	
14	Vocalists: Sing, with or without accompaniment, a minimum 30 second passage of level 3 music or higher of the candidate's choice, demonstrative of the candidate's full capabilities.	
15	Vocalists: Be able to match pitch in their vocal range and sing the major scale on a pitch selected by the task sign-off authority one octave ascending and descending with solfege syllables or the syllable "la".	
16	Vocalists: Sing a chromatic scale one octave ascending and descending using the syllable "la".	
17	Vocalists: Sight read a minimum 30 second, level 3 passage or higher, selected by the task sign-off authority, commensurate with the vocalist's normal range using the syllable "la".	

Validation of AUXMU3 PQS completion:

AUXMU Mentor: _____ Date: _____
(Printed name and signature)

AUXMU QE: _____ Date: _____
(Printed name and signature)

DCO / DSO-PA: _____ Date: _____
(Printed name and signature)

DIRAUX: _____ Date: _____
(Printed name and signature)

Task Number	<p style="text-align: center;">Task Description – AUXMU2</p> <p>Task 1: May be signed off by an assigned AUXMU Mentor, qualified AUXMU at the level of qualification or higher, AUXMU QE, or the Coast Guard Band Director, Assistant Director, or their delegate. Tasks 2-22: Must be signed off by a qualified AUXMU1, AUXMU QE, or the Coast Guard Band Director, Assistant Director, or their delegate.</p>	Task Sign-off
1	Complete AUXMU3 qualification.	
2	Demonstrate musical capabilities in the presence of an authorized task sign-off authority. Qualification shall be based on excellent and consistent tone quality, articulation, accuracy, dynamics, pitch consistency and presentation. An AUXMU2 may qualify on the same or different instrument or voice as the AUXMU3 qualification.	
3	Instrumentalists: Perform a minimum 30 second passage of level 4 music or higher of the candidate's choice, commensurate with the instrument's range and capabilities. The passage should be demonstrative of the candidate's full capabilities.	
4	Instrumentalists: Play five major scales, ascending and descending. The task sign-off authority may elect to only hear three.	
5	Instrumentalists: Play a chromatic scale, starting on any note, ascending and descending one octave beginning on any pitch the player so chooses.	
6	Instrumentalists: Play one minor scale, ascending and descending.	
7	Instrumentalists: Sight read a random, minimum 30 second, level 4 passage or higher selected by the task sign-off authority, commensurate with the instrument's normal range.	
8	Percussionists: Perform a minimum 30 second passage of level 4 music or higher of the candidate's choice. The passage should be demonstrative of the candidate's full capabilities.	
9	Percussionists: Perform 10 rudiments including the 5 from AUXMU3 and adding ratamacue, flam accents 1&2, flam paradiddle and 9 stroke roll. The long roll should begin with a very slow roll single stroke to double stroke then increase speed to full long roll and back out slowly to a slow roll where they began. Be able to execute an open and a closed roll.	
10	Percussionists: Demonstrate more extensive knowledge of accessory equipment (mallet selection on what instrument, tambourine thumb roll for examples) and timpani knowledge of which pitches belong to which size drum and execute pitch matching and then pitch changes from there on different timpani drums.	

11	Percussionists: Demonstrate a timpani roll and a trill/roll on an auxiliary percussion instrument.	
12	Percussionists: Demonstrate rudimentary knowledge of keyboard instruments.	
13	Percussionists: Perform a minimum 30 second level 3 passage on bells, chimes or glockenspiel or similar instrument.	
14	Percussionists: Sight read a random, minimum 30 second, level 4 passage or higher selected by the task sign-off authority, commensurate with the instrument's capability.	
15	Vocalists: Sing acapella, or with accompaniment, a minimum 30 second passage of level 4 music or higher of the candidate's choice, commensurate with the candidate's range and capabilities. The passage should be demonstrative of the candidate's full capabilities.	
16	Vocalists: Be able to match pitch in their vocal range and sing three scales starting on a pitch selected by the task sign-off authority 1 1/2 octave ascending and descending with solfege syllables or "la".	
17	Vocalists: Demonstrate ability to extend outside their normal written range.	
18	Vocalists: Sing acapella the Star Spangled Banner in any key.	
19	Vocalists: Sing one verse and chorus of Semper Paratus with or without accompaniment.	
20	Vocalists: Sight read a random, minimum 30 second, level 4 passage or higher selected by the task sign-off authority, commensurate with the vocalist's normal range using solfege syllables or the syllable "la".	

Validation of AUXMU2 PQS completion:

AUXMU Mentor: _____ Date: _____
(Printed name and signature)

AUXMU QE: _____ Date: _____
(Printed name and signature)

DCO / DSO-PA: _____ Date: _____
(Printed name and signature)

DIRAUX: _____ Date: _____
(Printed name and signature)

Task Number	<p style="text-align: center;">Task Description – AUXMU1</p> <p>Task 1: May be signed off by an assigned AUXMU Mentor, qualified AUXMU at the level of qualification or higher, AUXMU QE, or the Coast Guard Band Director, Assistant Director, or their delegate. Tasks 2-25: Must be signed off by an AUXMU QE, or the Coast Guard Band Director, Assistant Director, or their delegate.</p>	Task Sign-off
1	Complete AUXMU3 and AUXMU2 qualification. Candidates may qualify for AUXMU1 and AUXMU2 concurrently.	
2	Demonstrate musical capabilities in the presence of a task sign-off authority.	
3	Instrumentalists: Perform a minimum 30 second passage of level 5 music or higher of the candidate’s choice, commensurate with the instrument’s range and capabilities. The passage should be demonstrative of the candidate’s full capabilities.	
4	Instrumentalists: Perform three of the 12 major scales ascending and descending one octave (two for a few of the scales according to the range of their instrument) selected by the task sign-off authority.	
5	Instrumentalists: Perform three minor scales ascending and descending with either the same beginning pitch or other at discretion of the task sign-off authority.	
6	Instrumentalists: Keyboard instruments use of multiple mallets and two octave scales with arpeggios and demonstration of intervals.	
7	Instrumentalists: Sight read a random, minimum 30 second, level 5 passage or higher selected by the task sign-off authority, commensurate with the instrument’s normal range.	
8	Percussionists: Perform a minimum 30 second passage of level 5 music or higher of the candidate’s choice on snare and another keyboard or timpani solo. The passage should be demonstrative of the candidate’s full capabilities.	
9	Percussionists: Demonstrate knowledge of accessory percussion including Latin and African instruments (congas, bongos, djembe, cajon for examples).	
10	Percussionists: Able to play and perform on drum set. All rudiment knowledge and able to demonstrate when asked specifics by the task sign-off authority.	
11	Percussionists: Timpani skills as in AUXMU2 using German and French grip. Higher level skills on keyboard instruments than AUXMU2.	

12	Percussionists: Drum cadence in duple and triple meter executed with match and traditional grip. Knowledge of battery in a marching situation and able to play bass drum, cymbals, snare or multi toms instruments.	
13	Percussionists: Sight read a minimum 30 second, level 5 passage or higher selected by the task sign-off authority, commensurate with the instrument's normal range.	
14	Vocalists: Sing acappella or with accompaniment a minimum 30 second passage of level 5 music or higher of the candidate's choice. The passage should be demonstrative of the candidate's full capabilities; accompanying oneself is a preferred skill to have at this level.	
15	Vocalists: Demonstrate range of voice, and piano skills.	
16	Vocalists: Sing three major scales and one minor scale using proper solfege syllables or the syllable "la". The scales shall be selected by the task sign-off authority.	
17	Vocalists: Sing acappella the Star Spangled Banner in any two keys.	
18	Vocalists: Sing two verses & chorus of Semper Paratus with or without accompaniment.	
19	Vocalists: Demonstrate knowledge of ranges of other voices.	
20	Vocalists: Match pitch and sing with a trio missing your voice type on one piece you have prepared.	
21	Vocalists: Sight read a minimum 30 second, level 5 passage or higher selected by the task sign-off authority, commensurate with the vocalist's normal range.	

Validation of AUXMU1 PQS completion:

AUXMU Mentor: _____ Date: _____
(Printed name and signature)

AUXMU QE: _____ Date: _____
(Printed name and signature)

DCO / DSO-PA: _____ Date: _____
(Printed name and signature)

DIRAUX: _____ Date: _____
(Printed name and signature)

Task Number	Task Description – AUXMU QE Tasks must be signed off by an AUXMU QE or the Coast Guard Band Director, Assistant Director, or their delegate.	Task Sign-off
1	Complete AUXMU1 qualification.	
2	Describe general duties and responsibilities of an AUXMU QE.	
3	Perform one AUXMU QE missions as a trainee.	

Validation of AUXMU QE PQS completion:

AUXMU QE Mentor: _____ Date: _____
 (Printed name and signature)

DCO / DSO-PA: _____ Date: _____
 (Printed name and signature)

DIRAUX: _____ Date: _____
 (Printed name and signature)

Designation Criteria	Designation Criteria Description – BNDM / CHRM Designation shall be made by the Ensemble Leader.	Required / Recommended
1	Complete at least AUXMU2 qualification.	Recommended
2	Describe general duties and responsibilities of a BNDM / CHRM, as appropriate, to appointing officer.	Required
3	Be a member of the unit (e.g., flotilla or division) to which the ensemble belongs.	Recommended
4	Be a musical professional with respective band or choral leading experience.	Recommended
5	Have knowledge of all respective instruments or choral aspects conducted.	Recommended
6	Demonstrate the ability to conduct an ensemble.	Required
7	Demonstrate knowledge of the protocol for military honors and ceremonies.	Required
8	Prepare a marching unit for performance (BNDM only) with appropriate balance between ceremonial showmanship and traditional military bearing.	Recommended