



16790 / AUX-PL-013(A)  
BSX Policy Letter 22-03  
28 Feb 2022

From: T. P. Glendye, CAPT /s/  
Chief, Office of Auxiliary and Boating Safety

Reply to CDR E. Cruz  
Attn of: (202) 372-1268

To: Distribution

Subj: AUXILIARY AVIATION AIRCRAFT MAINTENANCE UPDATE

Ref: (a) Auxiliary Operations Policy Manual, COMDTINST M16798.3 (series)  
(b) Update to Auxiliary Aviation Facility Maintenance Policy, (Jan 2015)  
(c) 14 CFR § 91.409

- 1) PURPOSE. The purpose of this policy letter is to update the Auxiliary Facility Maintenance Policy of reference (b).
- 2) ACTION. All Auxiliary pilots must comply with the provisions in this Policy Letter. Elected and appointed leaders and program managers at all levels of the Auxiliary organization shall ensure adherence to this Policy Letter.
- 3) BACKGROUND. Reference (b) requires Auxiliary aircraft facilities to perform a 100-hour maintenance inspection in addition to the required Federal Aviation Administration (FAA) annual inspection. The Auxiliary National Response and Prevention Group has assessed the effectiveness of the 100-hour inspection and determined that it does not significantly enhance flight safety. A new maintenance schedule is specified.
- 4) DIRECTIVES AFFECTED. These changes will be incorporated into the next revision of reference (a).
- 5) MAJOR CHANGES. The policy changes below are effective immediately:
  - a) The 100-hour maintenance inspection requirement specified in reference (b) is rescinded.
  - b) No person may operate an Auxiliary aircraft facility under orders unless the facility has a current annual FAA inspection or uses an approved progressive maintenance program and has been approved for flight in accordance with 14 CFR 91.409.
  - c) No person may operate a piston engine Auxiliary aircraft facility under orders unless, within the preceding 100-hours of time in service, the owner/operator has submitted an oil sample as part of a Spectrographic Oil Analysis Program (SOAP), with trend monitoring. Prior to operation under orders, the SOAP reports will be reviewed by an

FAA licensed Airframe and Powerplant Mechanic (A&P) and documented in the aircraft's maintenance log.

- d) No person may operate a turboprop or turbojet Auxiliary aircraft facility under orders unless during the lesser of, (1) the preceding 300 hours of time in service or (2) the interval recommended by the engine manufacturer, the owner/operator has submitted an oil sample as part of a Spectrographic Oil Analysis Program (SOAP), with trend monitoring. Prior to operation under orders, the SOAP reports will be reviewed by an FAA licensed Airframe and Powerplant Mechanic (A&P) and documented in the aircraft's maintenance log.
- e) The limits established in paragraphs (c) and (d) are not to be exceeded during any mission, however, a one-time exemption for exigent circumstances may be granted at the discretion of the Air Station Commanding Officer.
- f) All Auxiliary aircraft owners/operators shall comply with this change and provide documentation after each SOAP, and annual or progressive inspection, to their Assistant District Staff Officer for Aviation Management (ADSO-AVM) for verification. The ADSO-AVM shall submit a quarterly report to their Regional Director of Auxiliary (DIRAUX), Air Station Commanding Officer, and the Branch Chief for Aviation Maintenance (BC-RAP).
- g) Auxiliary Air (AUXAIR) quarterly reports detail those Auxiliary aircraft facilities having had verified inspections and/or oil samples completed during the previous quarter. The ADSO-AVM shall maintain these records for three years and send copies of the relevant logbook entries confirming annual inspection completions, SOAP reports, and other supplemental reports, to be developed in the future, to Air Station Commanding Officers, Command Representatives, or DIRAUX upon request. These reports may be submitted electronically by email, facsimile, etc.
- h) Pilots should update the maintenance status (aircraft time since last annual or progressive inspection) to their appropriate district aviation staff officers, prior to each proposed mission or sets of missions. Prior to each flight under orders, the pilot shall make a pre-launch call to the Air Station and provide the maintenance status of the aircraft, including time until the next scheduled maintenance event is due (i.e., annual inspection / aircraft limitations), along with any other required items. This information will be provided to a responsible party in a duty status or designated position, who will document the information and provide verbal confirmation to the Air Station Operations Officer or designated representative.
- i) All Auxiliary aircraft owners/operators shall comply with this new standard by the time that their facility's annual offer-for-use expires. Aircraft facilities that fail to comply will not be eligible for patrol orders and will be required to meet all compliance requirements prior to resuming operational activity.

- j) Reference (a) provides guidance for Order Issuing Authorities and Air Station Commanding Officers regarding assignment of Auxiliary aircraft and facility inspections. Regional DIRAUX offices shall work with their local Air Station command cadre to ensure proper oversight and management of the Auxiliary Air program within their areas of responsibility.
- 6) DISCLAIMER. This Policy Letter is not a substitute for applicable legal requirements, nor is it a rule. It is intended to define requirements for Auxiliary personnel and is not intended to, nor does it impose legally binding requirements on any party outside the Coast Guard.
- 7) QUESTIONS. Questions concerning this policy letter should be directed to the Office of Auxiliary and Boating Safety, Auxiliary Division (CG-BSX-1) at [CGAUX@uscg.mil](mailto:CGAUX@uscg.mil). This policy letter and other policy documents are posted on the CG Auxiliary website at: <http://www.uscgaux.info/content.php?unit=T-DEPT&category=risk-mgt>
- 8) DISTRIBUTION. No paper distribution will be made of the Policy Letter. An electronic version will be posted on the Chief Director of Auxiliary and Coast Guard Auxiliary web sites: <http://agroup-bx.wow.uscgaux.info/content.php?unit=BX-GROUP> and <http://www.cgaux.org/>, respectively. All web sites in this Policy Letter are the most current available. If the cited web site link does not work, then access should be attempted by copying and pasting or typing the web site address into the user's internet browser.
- 9) REQUEST FOR CHANGES. Units and individuals may recommend changes in writing via their cognizant Auxiliary chain of leadership to Commandant (CG-BSX-1), ATTN: Office of Auxiliary and Boating Safety, Auxiliary Division (CG-BSX-1), U. S. Coast Guard Stop 7501, 2703 MARTIN LUTHER KING JR. AVE SE, WASHINGTON DC 20593-7501.

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