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UNITED STATES COAST GUARD AUXILIARY

DEPARTMENT OF HOMELAND SECURITY

The civilian component of the U. S. Coast Guard

June 24, 2017

From: SO-IS

TO: Division Vice Commander, Division 10

SUBJ: Activity report for Information Services

1. Meetings, conferences, workshops, seminars.

a. None

2. IS Activities, Projects, or Events.

a. Supported FSO-IS 10-01 in a short Member Training class focused on the IS process in the Auxiliary and the proper way to fill out the Auxiliary form 7029, Member Activity Form. In addition we discussed common errors in filling out forms 7030, Activity Report, 7038, Vessel Examinations Report and form 7046, RBS Visitation report.

3. Requests for assistance by the Division Commander.

a. I have been requested to provide Division information to some Division Staff officers because they are not receiving the information support from the FSO within the Division. I provided what information I could but in some cases the information requested is not recorded in either AUXDATA or AUXINFO. There appears to be some mis-understanding of what is actually recorded into the system. The system records the classes given for a particular course but not the course itself. For example; the number of PE courses (ABS, BS&S, Paddle Craft, etc) that a Flotilla conducts is not recorded. What is recorded is the actual chapter classes a qualified instructor conducts along with his individual time. Thus a Flotilla that has conducted 9 ABS courses, with 10 instructors, may show in AUXINFO that 80 classes were recorded.

b. There is also a problem in accurately determining the actual number of students that graduated or participated in these courses because the 7030 submitted may not have include the End Of Course student numbers. This omission keeps the course open and while the instructor will get his credit, the Division and Flotilla do not and there is no record of the number of students. In AUXINFO, Unit Activities, there are several different PE measures to include the number of PE courses taught, if and only if there is an End Of Course entry.

c. Request that the Division Board make note of this lack of communication and responsiveness and support the Division SOs request for information from within their respective Flotillas.

4. Special Recognition.

a. None

Respectfully Submitted,

Elias R. Ashey

SO-IS

Division 10

cc: DCDR, SO-SR & SO-CS