

# Member Competency Currency & Inspection Tracking in AD2 How To Guide

Knowing how to locate your competencies and required inspections, as well as track their currency requirements to ensure that they always remain current, is the responsibility of every member.

This guide will demonstrate how to track your competencies, the currency tasks involved in maintaining them, as well as ensuring all your required inspections are up to date. This guide will cover the following topics and show you how to...

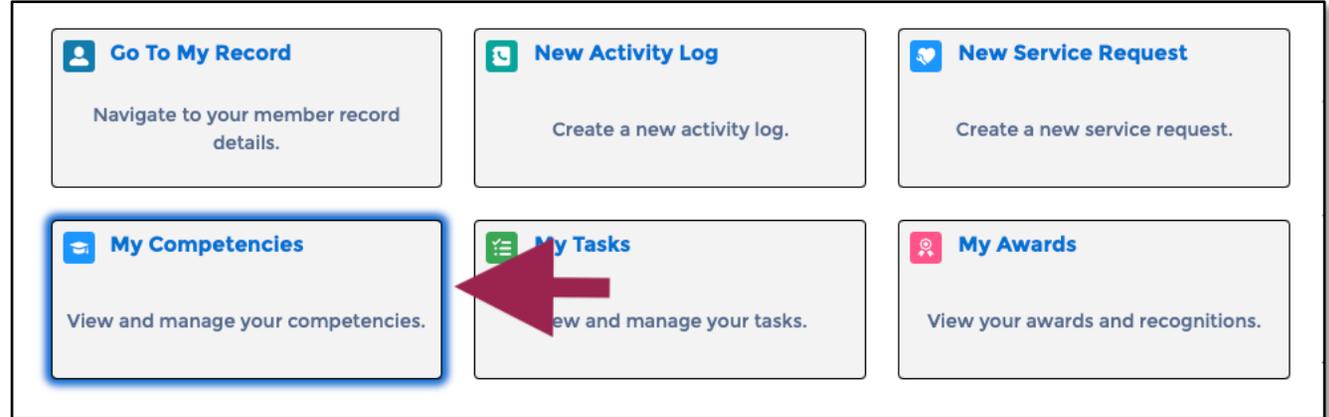
- Locate your current competencies in AD2
- Access your Member Competency & Member Competency Task records
- How to interpret your Member Competency & Member Competency Task records to ensure you're always up to date with your tasks
- How to verify that your required inspections are current

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# Locating Your Competency Record(s) in AUXDATA II(AD2)

The first step is to log into AUXDATA II(AD2) as you normally do. From the default **Home** page, select *My Competencies* from your member dashboard.



You can also get to your competencies from within your personal record by selecting the **RELATED** tab, scroll down to the *Competency* section and select *View All*

A screenshot of the 'RELATED' tab in the personal record. The 'RELATED' tab is circled in red. Below the tabs, there is a section titled 'Competencies (6+)'. This section contains a table with the following data:

Member Competency Record Num...	Competency Type	Status	Original Certification Date
<a href="#">MC-215216</a>	AID TO NAVIGATION VERIFIER - PQS	Archived	3/1/2020
<a href="#">MC-197667</a>	AUXCT - CORE TRAINING	Certified	6/1/2019
<a href="#">MC-195603</a>	BASIC QUALIFICATION COURSE II	Certified	5/29/2019
<a href="#">MC-202854</a>	BOAT CREW CREWMEMBER	Certified	7/1/2019
<a href="#">MC-236328</a>	MARINE SAFETY ADMINISTRATIVE &...	Certified	5/3/2022
<a href="#">MC-234646</a>	RECREATIONAL BOATING SAFETY VI...	Certified	1/26/2022

A 'View All' button is circled in red at the bottom right of the table.

Once you've located your competencies, you will see this screen....

Members > JOHN ADAM DOE  
**Competencies**

8 items • Sorted by Competency Type • Updated a few seconds ago

	Member Compet... ▾	Competency Type ↑ ▾	Status ▾	Original Certific... ▾	REYR Start ... ▾	
1	MC-215216	AID TO NAVIGATION VERIFIER - PQS	Archived	3/1/2020		▾
2	MC-197667	AUXCT - CORE TRAINING	Certified	6/1/2019		▾
3	MC-195603	BASIC QUALIFICATION COURSE II	Certified	5/29/2019		▾
4	MC-202854	BOAT CREW CREWMEMBER	Certified	7/1/2019		▾
5	MC-236328	MARINE SAFETY ADMINISTRATIVE & MGMT SPECIALIST	Certified	5/3/2022		▾
6	MC-234646	RECREATIONAL BOATING SAFETY VISITOR	Certified	1/26/2022		▾
7	MC-235435	UNINSPECTED PASSENGER VESSEL EXAMINER	Certified	3/2/2022		▾
8	MC-214611	VESSEL EXAMINER	Certified	2/26/2020		▾

Each column is self-explanatory. If the competency *Status* is ADMIN, REWK, or REYR, then this indicates that one or several currency requirements have not been met. Please refer to appendix [A1: Competency Statuses](#) for more information.

To further examine each of your Member Competency (MC) records to see your competency tasks, just click on the MC-999999 number from the *Member Competency Record* column. Further explanation of these records is in the following section below.

# Accessing & Reviewing Your Member Competency (MC) Records

Each Competency has its own record, containing information about the competency and all the associated Member Competency Tasks (MCT). Its these records that will inform you of when your tasks are due, as well as any tasks that may be deficient and cause your competency status to be anything but CERTIFIED.

## Member Competency (MC) Record

The MC record holds all the pertinent information about the competency and any tasks associated with it to maintain currency. The MC record is identified by “MC-999999”. All the currency tasks will be listed under the **Tasks(99)** section. The number in the “( )” will indicate how many tasks are listed. For a complete list of all the tasks in detail, click *View All*.

For every member the most common competency to watch after is their Auxiliary Core Training or AUXCT status. Using the previous example, let’s take look at a member’s AUXCT competency record, in this case MC-197667....

**Member Competency**  
MC-197667

Check Competency Status

**Member**  
JOHN ADAM DOE

Competency Category  
UNIT

Competency Type  
**A** AUXCT - CORE TRAINING

Original Certification Date **B**  
6/1/2019

**NOTE:** Don't alter existing Original Certification Date except to correct errors.

Created By  
Jose Agrelot, 4/13/2020 9:55 AM

Last Modified By  
Admin User 3, 9/16/2024 7:21 AM

Status  
**C** Certified

Status Assigned Date **D**  
5/7/2019

REYR Start Date  
**E**

Comments

Night Certified

MC Task Count  
7

MC Task Check  
7

**Files (0)**

Title	Owner	Last Modified	Size
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**Tasks (6+)**

Member ...	Task Type	Currency T...	Task Statu...
MCT-117...	ETHICS TRAINING (502306)	One Time	Green
MCT-119...	CIVIL RIGHTS AWARENES S (502319)	Annual	Green
MCT-120...	PRIVACY AWARENES S (810015)	Annual	Green
MCT-122...	SECURITY EDUCATION AND TRAINING AWARENES S (810030)	Annual	Green
MCT-125...	SEXUAL HARASSME NT PREVENTIO N COURSE (810000)	Annual	Green
MCT-171...	SEXUAL ASSAULT PREVENTIO N RESPONSE AND RECOVERY (502379)	Annual	Green

If we look at the this MC, we can see the following:

- A** - Competency Name
- B** - When the competency was completed.
- C** - Current status
- D** - When the status was assigned
- E** - The REYR date if applicable

Now if we look at the **Tasks (6+)** section, you’ll see each of the Member Competency Tasks identified by a number starting with “MCT-999999” with a color code, indicating the state of the task....

**Green** = Completed

**Yellow** = In Progress

**Red** = Incomplete/Overdue

The **Tasks** section will only show the first 6 tasks indicated in by “(6+)”. To view all the required tasks, select *View All* at the bottom of the **Tasks** section.



This example was snap-shotted on October 10, 2024

Now let's look at the AUXCT Task List in detail by selecting *View All*. This will give a detail view of each task, its currency type, status, the last time it was completed, and the next time its due.

Once we selected *View All* the Member Competency Task List window appears, and we can now see all the tasks required for currency and their status. At first glance we can see that all the tasks are “in the green” which indicates that this competency is current.

Member Competencies > MC-197667 Tasks						
7 items • Sorted by Task Status Color • Updated a few seconds ago						
	Member ...	Task Type	Currency Type	Task Statu...	Task Last Comp...	Task Next Due
1	MCT-1178076	ETHICS TRAINING (502306)	One Time	■	6/1/2019	
2	MCT-1197638	CIVIL RIGHTS AWARENESS (502319)	Annual	■	1/11/2024	12/31/2029
3	MCT-1208777	PRIVACY AWARENESS (810015)	Annual	■	1/11/2024	12/31/2029
4	MCT-1229431	SECURITY EDUCATION AND TRAINING AWARENESS (810030)	Annual	■	1/9/2024	12/31/2029
5	MCT-1250737	SEXUAL HARASSMENT PREVENTION COURSE (810000)	Annual	■	1/11/2024	12/31/2029
6	MCT-1715705	SEXUAL ASSAULT PREVENTION RESPONSE AND RECOVERY (502379)	Annual	■	1/9/2024	12/31/2029
7	MCT-1746124	SUICIDE PREVENTION (100643)	Annual	■	9/11/2024	12/31/2029

That said, we still want to know what we need to do to keep it current and which tasks have expiration dates. The first column to review is the *Currency Type*, as this will tell you how often the task needs to be completed, followed by the *Task Last Completed* date and then the *Task Next Due* date.

Reviewing each of the tasks we can see that all of them, except for “Ethics Training” which is a “One-Time” course, has a Currency Type of ANNUAL. ANNUAL however does not necessarily mean every year but rather on an ANNUAL BASIS, and the basis may be different for each task. In the case of AUXCT, the ANNUAL BASIS is every 5 years (quinquennial), which is indicated by the Task Next Due date. For further information on currency types/maintenance cycles see appendix [A2: Maintenance Cycles](#).

After reviewing this record, we can determine that this member’s AUCTX competency is current and is not due for renewal (or expires) until Dec 31, 2029. For more detailed information on the MTC record number, please refer to the following section.

## Member Competency Task (MCT) Record

The MCT record displays all the pertinent information about the individual competency task and is displayed across two tabs....

- **DETAILS** – Show the pertinent information about the task
- **RELATED** – Show the task history, what changes were made to the record and by whom.

For this example, we will use MCT-1197638 from the MC Record example above. For our purpose we'll be focusing only the **DETAILS** tab and the sections within:

Member Competency Task  
MCT-1197638

**DETAILS** RELATED

Member Name <b>JOHN ADAM DOE</b>	<b>D</b> Task Last Completed 1/11/2024
Competency <b>AUXCT - CORE TRAINING</b>	<b>E</b> Expiry Date 12/31/2029
Task Type <b>CIVIL RIGHTS AWARENESS (502319)</b>	Expiry Date Override ⓘ
<b>A</b> Currency Type <b>Annual</b>	Expiry Override Notes ⓘ
Task Status Color <b>Green</b>	Expiry Override Policy Ref
Task Status Color Text <b>Green</b>	<b>E</b> Task Next Due 12/31/2029
<b>B</b> Days Until Due ⓘ 1,906	
<b>C</b> Task Status <b>Completed</b>	

✓ Competency Task Notes

Task Notes

> Progressive Totals

> References

Most of the information in the top default section is self-explanatory, however there's a few fields that are important to take note of that will be of help to you...

**A- Currency Type:** This describes how often the task is required. This one specifically is "Annual", and as previously discussed is Quinquennial based on the date last completed to the next due. See appendix [A2: Maintenance Cycles](#) for information.

**B- Days Until Due:** How many days are left from the time you viewed this record until the due date

**C- Task Status:** This will be one of the following... In Progress, Completed, Expired

**D- Task Last Completed:** This will have the completed date when/if completed

**E- Expiry Date & Task Next Due:** These dates should be the same

### Other DETAILS Tab Sub-Sections:

#### > Competency Notes

This section holds any additional information about the task and is usually blank

#### > References

This section contains reference information such as the MC & Member it belongs to, who created the record, who last modified the record, etc.

## > Progressive Totals

This section pertains to those tasks that have a Competency Type of PROGRESSIVE, meaning that their completion is tracked throughout the year until the goal metric is met. This is the more interesting section, as it contains important characteristics of the task.

For this example, we are using the Boat Crew Member progressive task of “BOAT CREWMEMBER U/W HOURS” and only focusing on the *Progressive Totals* section

Progressive Totals	
<b>A</b> Progression Type Mission Hours	REYR Deficit 0.00
<b>B</b> Cycle Requirement 12	<b>C</b> Currency Units 7.00
<b>D</b>	
Lead Units 0.00	Lead Units (1 yr) 0.00
Non-Lead Units 7.00	Non-Lead Units (1 yr) 22.50
Trainee Units 0.00	Trainee Units (1 yr) 0.00
Lead Units (2 yr) 0.00	Lead Units (3 yr) 0.00
Non-Lead Units (2 yr) 16.75	Non-Lead Units (3 yr) 10.10
Trainee Units (2 yr) 0.00	Trainee Units (3 yr) 0.00
Lead Units (4 yr) 0.00	Lead Units (5 yr) 0.00
Non-Lead Units (4 yr) 0.00	Non-Lead Units (5 yr) 19.38
Trainee Units (4 yr) 0.00	Trainee Units (5 yr) 22.92

**A. Progressive Type:** This is the unit of measure used for the requirement/objective, and usually measured in either Time or Missions Completed. In this sample this task is “BCM U/W(Underway) Hours”, so the unit of measure is *Mission Hours* (Time). If this task was associated to the Vessel Examiner (VE) Competency it would be *Exams Given* (Missions Completed)

**B. Cycle Requirement (CR):** This is how of the Progressive Type is required for the Cycle, in this case the cycle is a year, and for this BCM sample the requirement is 12 Mission Hours. On the other hand, for a VE the CR is 5 exams/year

**C. Currency Units:** How much of the CR has been completed to date. In this case the member has completed 7 or the 12 hours required for the year

**D. Units:** This section displays how many Units were completed over the years since the competency started based on the position/role the member was participating as during the task: Lead, Non-Lead, Trainee. The first unit

section is the current year represented by “[Lead/Non-Lead/Trainee] Units”, and going back the past years 5 years, “[Lead/Non-Lead/Trainee] Units (X yr)”. In this case you can see that the current year reflects the “Currency Units” of “7.00”, “1 yr” reflects the previous year, and so on. In this sample specifically, year 3 & 4 represents 2021 & 2020 respectfully and you can see that in neither year the Cycle Requirement of 12 was not met, however due to COVID restriction during this period all were exempt from currency requirements and the competency remained CERTIFIED.

## Additional Competency Examples

This next example will focus on another's member's Boat Crew Member(BCM) competency....

Competencies (6+)			
Member Competency Record Number	Competency Type	Status	Original Certification Date
MC-215219	AID TO NAVIGATION VERIFIER - PQS	Archived	3/1/2020
MC-161633	AUXCT - CORE TRAINING	Certified	3/8/2017
MC-206880	BASIC QUALIFICATION COURSE II	Certified	4/26/2023
MC-113386	BOAT CREW CREWMEMBER	REYR	9/1/2009
MC-120853	INSTRUCTOR	Certified	8/25/2010
MC-118940	PERSONAL WATERCRAFT OPERATOR	Archived	4/16/2010

[View All](#)

**Member Competency**  
MC-113386

Check Competency Status

Member  
**JANE DOE**

Competency Category  
**BOAT**

Competency Type  
**BOAT CREW CREWMEMBER**

Original Certification Date  
9/1/2009

Created By  
**Jose Agreiot**, 4/13/2020 9:38 AM

Last Modified By  
**Admin User 42**, 7/1/2024 6:44 AM

Files (0)

Title	Owner	Last Modified	Size
<a href="#">View All</a>			

Status  
**REYR**

Status Assigned Date  
9/1/2009

REYR Start Date  
2/15/2024

Comments  
Before recertification check status of: Core Training | Competency Tasks | Workshop (as required).

Night Certified

MC Task Count  
10

MC Task Check  
8

**Tasks (6+)**

Member ...	Task Type	Currency T...	Task Statu...
MCT-155...	BOAT CREWMEMBER U/W HOURS	Progressive	<span style="background-color: yellow; width: 10px; height: 10px; display: inline-block;"></span>
MCT-152...	(BCM) ANNUAL DAY TASKS	Once Per CY	<span style="background-color: red; width: 10px; height: 10px; display: inline-block;"></span>
MCT-145...	INTRODUCTION TO RISK MANAGEMENT LMS COURSE (100202)	One Time	<span style="background-color: green; width: 10px; height: 10px; display: inline-block;"></span>
MCT-146...	ANNUAL RISK MGMT TCT REFRESHER TRAINING	Sliding End of Month	<span style="background-color: green; width: 10px; height: 10px; display: inline-block;"></span>
MCT-149...	ICS100 - INTRODUCTION TO ICS ONLINE	One Time	<span style="background-color: green; width: 10px; height: 10px; display: inline-block;"></span>
MCT-150...	ICS700 INTRO TO NATIONAL INCIDENT MANAGEMENT SYSTEM	One Time	<span style="background-color: green; width: 10px; height: 10px; display: inline-block;"></span>

[View All](#)

Looking at their Competency section above, we notice that their BCM competency is in REYR status, but we don't know why.

By selecting the MC record #, MC-113386, we will be able to determine why the competency is in REYR and what needs to be completed to get this competency back to CERTIFIED.

As with the previous example, there are more than 6 tasks associated with this competency, by selecting *View All* from the bottom of the Tasks section we can see exactly which tasks are deficient.

Once we've selected *View All* the Member Competency Task List window appears, and we can now see all the tasks required for currency and their status. The first column to review is the *Currency Type*, as this will tell you how often the task needs to be completed, followed by the *Task Status*.

Member Competencies > MC-113386  
**Tasks**  
 10 items • Sorted by Task Status Color • Updated a few seconds ago

	Member ...	Task Type	Currency Type	Task Statu...	Task Last Comp...	Task Next Due	
1	MCT-1555292	BOAT CREWMEMBER U/W HOURS	Progressive	Yellow		12/31/2024	▼
2	MCT-1525550	(BCM) ANNUAL DAY TASKS	Once Per CY	Red	10/21/2022	12/31/2024	▼
3	MCT-1451673	INTRODUCTION TO RISK MANAGEMENT LMS COURSE (100202)	One Time	Green	1/5/2019		▼
4	MCT-1463877	ANNUAL RISK MGMT TCT REFRESHER TRAINING	Sliding End of ...	Green	4/25/2024	7/31/2025	▼
5	MCT-1499353	ICS100 - INTRODUCTION TO ICS ONLINE	One Time	Green	9/2/2008		▼
6	MCT-1509711	ICS700 INTRO TO NATIONAL INCIDENT MANAGEMENT SYSTEM	One Time	Green	9/2/2008		▼
7	MCT-1530500	(BCM) ANNUAL NIGHT TASKS	Once Per CY	Green			▼
8	MCT-1535450	(BCM) ANNUAL NIGHT U/W HOURS	Once Per CY	Green			▼
9	MCT-1547638	QE APPROVAL CREW	Annual	Green	10/21/2022	12/31/2025	▼
10	MCT-1562946	OPERATIONS WORKSHOP	Workshop	Green	4/29/2024	12/31/2024	▼

Disregarding those tasks with a green status, let's focus on the two at the top....

- This first task “BOAT CREWMEMBER U/W HOURS” (MCT-1555292) has a Competency Type of “Progressive”, meaning that this is accumulated throughout the year to reach a certain objective requirement, and differ in definition depending on the competency. As previously discussed, objectives are based on either Time or Missions Completed , in this case it is Time expressed as “number of hours”. As this screenshot was captured in Oct, 2024, this task is still in the process of being completed prior to its due date of 12/31/2024, hence the yellow status. It is still a valid task to complete event though the member is in REYR, as to recertify this task will still need to be completed and assumption is that they may complete it in the current year. With that, we can determine that this task is not the reason for the REYR status.
- The second task however, “(BCM) ANNUAL DAY TASKS” (MCT-1525550) is an “Once Per CY” type, which means it needs to be completed once every Calendar Year. Looking at the Task Last Completed date of 10/21/2022, it's clear that this task was not completed in 2023, most likely resulting in the REYR status.

But to be sure, let's look deeper into the MTC record by selecting the MTC Record #, MCT-1525550.

## MCT-1525550

Looking at the MC tasks records from above, we're pretty sure that the reason for the REYR is the failure to meet the "(BCM) ANNUAL DAY TASKS", but let's confirm that by reviewing the MCT record for the task....

 Member Competency Task  
**MCT-1525550**

**DETAILS** RELATED

Member Name <b>JANE DOE</b>	Task Last Completed <b>10/21/2022</b>
Competency <b>BOAT CREW CREWMEMBER</b>	Expiry Date <b>12/31/2024</b>
Task Type <b>(BCM) ANNUAL DAY TASKS</b>	Expiry Date Override ⓘ <b>12/31/2023</b>
Currency Type <b>Once Per CY</b>	Expiry Override Notes ⓘ
Task Status Color 	Expiry Override Policy Ref <b>Task new to CY 2023</b>
Task Status Color Text <b>Red</b>	Task Next Due <b>12/31/2024</b>
Days Until Due ⓘ <b>0</b>	
Task Status <b>Expired</b> <b>C</b>	

▼ **Competency Task Notes**

Task Notes

> **Progressive Totals**

> **References**

Most of the data here we saw in the MC record, but there's a few items we didn't that will help determine exactly why this competency is REYR.

If we look at the Expiration Override Date(**A**) and the Expiration Override Policy Ref(**B**), we can see that this task was newly introduced in 2023 and therefor required to be completed by 12/31/2023 but was not, hence the Task Status(**C**) of Expired and the state of REYR

After reviewing this data, we can conclude that for this member to re-certify for BCM, they would need to complete this task for 2024, along with any other required tasks for that year, working with the FSO-MT & FSO-IS to ensure proper recording of said tasks.

# Locating and Tracking Your Required Inspections

Like any organization that is public facing and uses safety equipment to perform their tasks, regular inspections are required to maintain uniformity and to keep our members safe. In D11S our inspection cycle is bi-annually and occurs in March and September. These inspections are conducted by designated personnel and recorded in AD2. As with Competency Currency, it is the member's responsibility to ensure that their inspections are current.

## Uniform Inspections

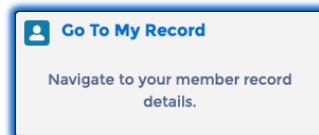
Uniform Inspections can occur any time you're in uniform, usually at a flotilla meeting. These inspections are not focused on any one specific uniform and can be applied to any of the Auxiliary uniforms that the member will most likely use during their service. The most common of these uniforms are the Tropical or Trops. If your inspection status is not current, then you may have all your competencies be placed in ADMIN status until your inspection occurs. ADMIN status will prevent you from conducting any competency mission.

For more information on Uniform Inspections, please refer to the [AUXMAN Section, CH 10, Section C.1](#)

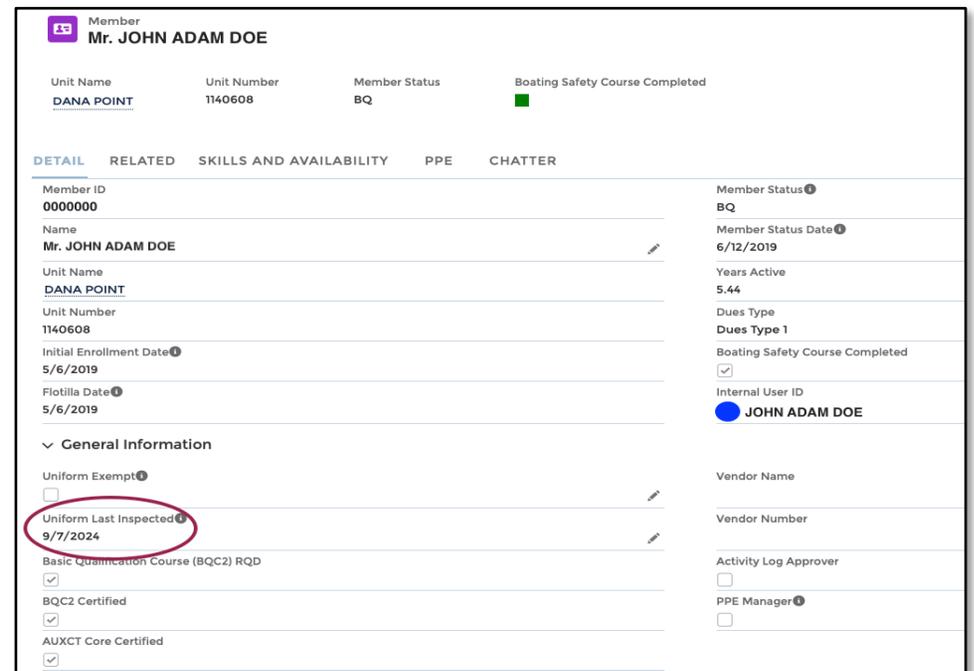
For more information on Uniform Types and how to obtain them, please refer to the [Interactive USCG Auxiliary Uniform Guide](#)

## Locating Your Uniform Inspection Status

To locate your inspection status, log into AD2 and from the Home dashboard page, select the **Go To My Record** button



Once your record appears, it will default to the **DETAIL** page. Under the *General Information* section, you will find your *Uniform Last Inspected* date. If the inspection did not occur in either March or September of the current calendar year(CY), then you are overdue and need to contact your Flotilla Commander(FC) to schedule an inspection.

A screenshot of a member's record page in AD2. The member is Mr. JOHN ADAM DOE, unit DANA POINT. The page shows various fields for member information, including status (BQ), enrollment date (5/6/2019), and a "Uniform Last Inspected" date of 9/7/2024, which is circled in red. Other fields include "Boating Safety Course Completed" (checked), "Internal User ID" (JOHN ADAM DOE), and "Vendor Name" and "Vendor Number". The page has tabs for "DETAIL", "RELATED", "SKILLS AND AVAILABILITY", "PPE", and "CHATTER".

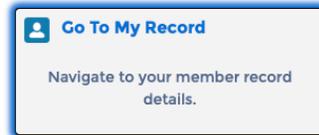
Member	
Mr. JOHN ADAM DOE	
Unit Name	Unit Number
DANA POINT	1140608
Member Status	Boating Safety Course Completed
BQ	<input checked="" type="checkbox"/>
<b>DETAIL</b> RELATED SKILLS AND AVAILABILITY PPE CHATTER	
Member ID	Member Status
0000000	BQ
Name	Member Status Date
Mr. JOHN ADAM DOE	6/12/2019
Unit Name	Years Active
DANA POINT	5.44
Unit Number	Dues Type
1140608	Dues Type 1
Initial Enrollment Date	Boating Safety Course Completed
5/6/2019	<input checked="" type="checkbox"/>
Flotilla Date	Internal User ID
5/6/2019	JOHN ADAM DOE
▼ General Information	
Uniform Exempt	Vendor Name
<input type="checkbox"/>	
Uniform Last Inspected	Vendor Number
9/7/2024	
Basic Qualification Course (BQC2) RQD	Activity Log Approver
<input checked="" type="checkbox"/>	<input type="checkbox"/>
BQC2 Certified	PPE Manager
<input checked="" type="checkbox"/>	<input type="checkbox"/>
AUXCT Core Certified	
<input checked="" type="checkbox"/>	

## Personal Protective Equipment (PPE) Inspections

Not all competencies require PPE. Currently only Vessel Examiner, PWC Operator, AUXPAD(Paddle-craft Operator), and Boat Crew/Coxswain require PPE. If you hold one of these competencies, then this section is for you, and as with the uniform inspections it is your responsibility to ensure that your PPE inspection is up to date.

### Locating Your PPE Inspection Status

To locate your inspection status, log into AD2 and from the home dashboard page, select the **Go To My Record** button

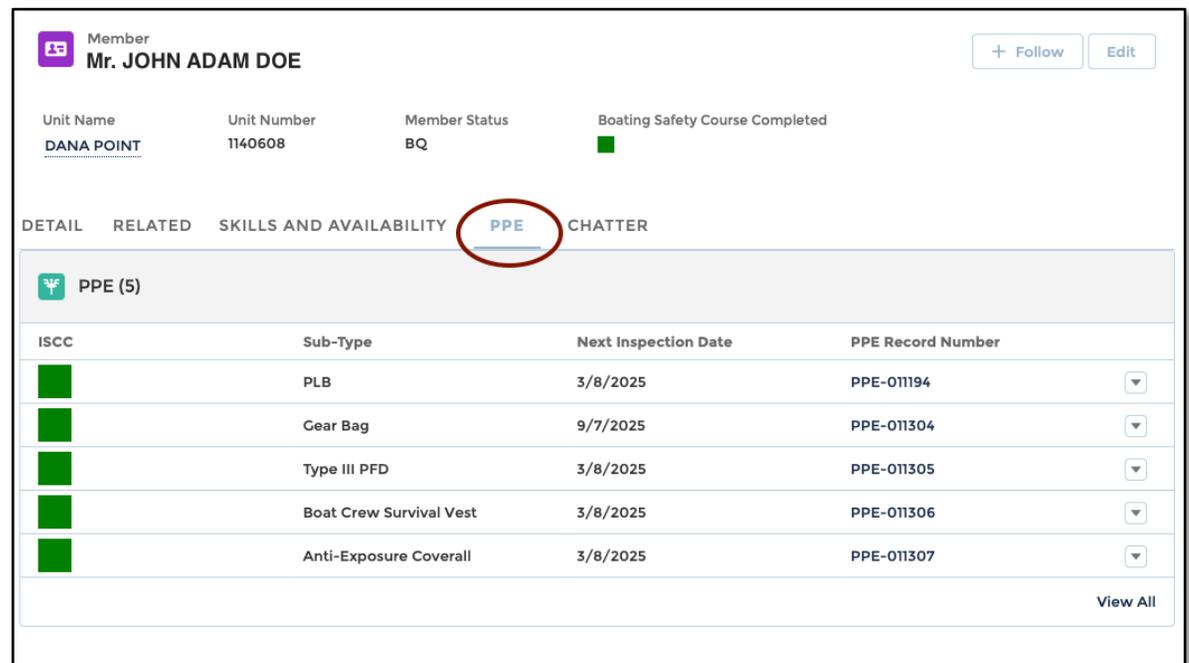


Once your record appears, select the **PPE** tab. Once on this page you will see all the PPE assigned to you. If you have more than 6 items, then select *View All* from the bottom right to see all your PPE.

The ISCC statuses are as follows:

- Green** = Inspection up-to-date
- Yellow** = Inspection coming up
- Red** = Inspection past due

Like an overdue uniform inspection, if your PPE inspection becomes past due, then any competency requiring said PPE will go into ADMIN status and will not be removed until the inspection process is satisfied.

A screenshot of a web application interface for a member record. At the top, it says "Member Mr. JOHN ADAM DOE" with "Follow" and "Edit" buttons. Below this are fields for "Unit Name: DANA POINT", "Unit Number: 1140608", "Member Status: BQ", and "Boating Safety Course Completed" with a green indicator. A navigation bar has tabs for "DETAIL", "RELATED", "SKILLS AND AVAILABILITY", "PPE" (circled in red), and "CHATTER". Below the tabs is a section titled "PPE (5)" containing a table with 5 rows of PPE items. Each row has a green square icon, a sub-type, a next inspection date, and a PPE record number with a dropdown arrow. A "View All" link is at the bottom right of the table.

ISCC	Sub-Type	Next Inspection Date	PPE Record Number
■	PLB	3/8/2025	PPE-011194
■	Gear Bag	9/7/2025	PPE-011304
■	Type III PFD	3/8/2025	PPE-011305
■	Boat Crew Survival Vest	3/8/2025	PPE-011306
■	Anti-Exposure Coverall	3/8/2025	PPE-011307

Further detailed information about each piece of your PPE, you can select the associated **PPE Record Number(PPE-999999)**.

## Appendix - Reference

### A-1: Competency Statuses

Status	Description
<b>Admin</b>	There is some administrative action that is required by your competency that has not been met. In most cases this refers to a scheduled event that has not occurred. For example, in the case of Operations, if your PPE has been inspected by its Inspection due date, then your operational competency (PWC, BCM, Coxswain, etc) will be placed into ADMIN status
<b>Archive</b>	The member has requested that they would no longer like to keep this competency current. This will also occur if a competency has been in an REYR status for several years. NOTE: If the member desires to reinstate themselves in the competency, then they must re-certify from scratch.
<b>Certified</b>	Indicates that the member has kept up on previous currency requirements and is certified to perform mission within said competency.
<b>Not Certified- Trainee</b>	Indicates person who is in training for the competency. Not all competencies support this status
<b>REWK</b>	Indicates Required Workshop has not been completed by 6/30/CY. If a competency is in this status, the member has not lost their certification, however they cannot perform any competency tasks until the workshop is completed. Once completed they must notify their FSO-IS as this status must be updated manually.
<b>REYR</b>	Indicates Required Yearly Currency Tasks have not been completed by 12/31 of the previous year. If a competency is in this status then the member lost their certification & cannot perform any competency tasks until the currency requirements are met. Once completed they must notify their FSO-IS as this status must be updated manually. NOTE: Each competency has different recertification rules, so please check with the competency's FSO or FSO-MT for recertification requirements
<b>REYR – CHECK FLIGHT</b>	Has not met annual currency requirements for aviation competency
<b>Superseded by Higher Competency</b>	Certain competencies are pre-req requirements or sub-components for advanced competencies. For example, BCM is a pre-req for Coxswain, so a Coxswain will have this status for their BCM competency.

## A-2: Maintenance Cycles

Status	Description
<b>Annual</b>	Does not necessarily mean every year, but on an annual basis, so the basis may be every 3 years (triannual), 5 years (quinquennial), etc. For Annual tasks due/expiration date(s), the date will always be Dec 31 <sup>st</sup> of the due date year and not X years from the completion date. For example, if the task is required quinquennially and last completed on 9/1/20, then the expiration/next due date would be 12/31/25.
<b>Once Per CY</b>	Once per Calendar Year
<b>Progressive</b>	The completion progresses through the year until the objective is met. The objective goal number may differ from task to task depending on the competency. For Boat Crew the objective may be in hours. For Vessel Examiner it represents the number of required exams. For a full list of competency requirements please refer to our <a href="#">Annual Competency Currency Requirements</a> table.
<b>Sliding End of Month</b>	Needs to be completed over a sliding scale based on last completion date, e.g. Every 15 months
<b>Workshop</b>	Competency workshop completed by June 30 <sup>th</sup> of current year or competency status will be REWK. If not completed by end of current year competency status will become REYR
“-“	Not Applicable