



16790 / AUX-PL-030(A)
BSX Policy Letter 25-02
11 Aug 2025

MEMORANDUM

Reply to Mr. S. Minutolo
Attn of: (571) 607-2713

From: /B. R. Schmadeke, CAPT/
Chief, Office of Auxiliary and Boating Safety (CG-BSX)

To: Distribution

Subj: COAST GUARD MERITORIOUS TEAM COMMENDATION AWARD
AUTHORITY

Ref.: (a) CG-PSD-PSC-MA email of 13 Jun 2025
(b) Auxiliary Manual, CIM 16790.1 (series)
(c) ALCGPSC 091/23 of 02 Aug 2023
(d) Coast Guard Medals and Awards Manual, CIM 1650.25 (series)

1. PURPOSE. The purpose of this Policy Letter is to authorize District Directors of Auxiliary (DIRAUX) to award the Coast Guard Meritorious Team Commendation (CGMTC) pursuant to reference (a).

2. ACTION. All DIRAUX shall comply with the provisions in this Policy Letter.

3. AUTHORIZED RELEASE. Internet release is authorized.

4. DIRECTIVES AFFECTED. Respective sections of Chapter 11 of reference (b) are superseded as indicated in this Policy Letter.

5. BACKGROUND.

- a. Reference (c) expanded CGMTC awarding authority to Commanding Officers (O-3 and below) and Officers-in-Charge who have Article 15 NJP authority. Since there was no Auxiliary equivalent to the CGMTC for Auxiliary teams, award authority for the CGMTC remained limited to provisions of reference (b)-(d) for Auxiliary teams.
- b. Though DIRAUX (O-5s and O-4s) are not in a command billet, they are nonetheless the District Commander's direct representative and coordinator for the Auxiliary program in their respective districts as defined in reference (b). Moreover, the nature of Auxiliary program management lends itself greatly to teamwork by groups of Auxiliarists. Consequently, not only have CGMTCs been commonly awarded to Auxiliary teams, but the leadership exerted by DIRAUX over Auxiliary teams and the interaction between

DIRAUX and Auxiliary teams have been significantly and justifiably on par with that between Commanding Officers (O-3 and below) and Officers-in-Charge and Auxiliary teams. Thus, if pursuant to reference (c) Commanding Officers (O-3 and below) and Officers-in-Charge have authority to award the CGMTC to Auxiliary teams in the interest of reducing time spent approving awards while promoting timely recognition, then DIRAUX should have similar authority.

- c. Reference (a) reflects CG-PSC-PSD-MA concurrence. The associated CGMTC award authority change will be memorialized in the next change to reference (d).

6. DISCLAIMER. This Policy Letter 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.

7. MAJOR CHANGES. DIRAUX are authorized to award the CGMTC subject to the criteria in reference (d) and the conditions described in the following changes to reference (b):

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| 11.B.4. Coast Guard Meritorious Team Commendation | Unless awarded by the Director or Chief Director as described below, the Coast Guard Meritorious Team Commendation (CGMTC) must be processed in accordance with provisions of the Coast Guard Military Medals and Awards Manual, COMDTINST M1650.25 (series) and as otherwise prescribed for the Coast Guard award authority. To be eligible, an Auxiliarist must have made a significant contribution to the team cited for the award. |
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| 11B.4.a. Recommendations | The Coast Guard command exercising operational or administrative control of a team is expected to initiate the CGMTC recommendation package. The appropriate Auxiliary national elected leader or program leader is expected to initiate the CGMTC recommendation package for a team that had national or multi-regional Auxiliary program impact, and the Chief Director will normally serve as award authority for such CGMTCs. The appropriate Auxiliary regional elected leader or program leader is expected to initiate the CGMTC recommendation package for a team that had regional or multi-regional (no more than five regions) Auxiliary program impact, and the Director is authorized to serve as award authority for such CGMTCs subject to the following conditions: |
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- (1) Teams can include Auxiliarists, Coast Guard and DoD civilians, Coast Guard military personnel who are junior to the award authority, and NOAA and PHS officers who are junior to the award authority.
- (2) Teams cannot include contractors or civilians of other federal, state, or local agencies.

- (3) There must be an Auxiliary program nexus to the actions recognized by the award. For example, the award recognizes: a team of Auxiliarists who provided vital support to an Auxiliary unit, program, or event; a team of Auxiliarists, DIRAUX civilian office staff, and Coast Guard military personnel who provided vital support to a significant regional program or event.

Separate recommendations for each team member are not necessary. A single award recommendation form (CG-1650), a proposed citation, and a complete roster of all eligible Auxiliarists (if unable to fit the complete roster on the CG-1650 form) must be included as part of the recommendation package. If the operational "O" device is recommended and approved by the award authority, then the citation must indicate the same.

8. SCOPE AND AUTHORITIES. It is recommended the reader become familiar with the directives referenced in this Policy Letter.
9. ENVIRONMENTAL ASPECT AND IMPACT CONSIDERATIONS. This Policy Letter will not result in any substantial change to existing environmental conditions or violation of any applicable federal, state, or local laws relating to the protection of the environment.
10. DISTRIBUTION. No paper distribution will be made of this Policy Letter. An electronic version will be posted on the Chief Director of Auxiliary section of the Auxiliary Leadership web site: <https://www.cgaux.org>. Websites in this Policy Letter are the most current available. If the cited web 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.
11. RECORDS MANAGEMENT CONSIDERATIONS. Records created as a result of this Policy Letter, regardless of format or media, must be managed in accordance with records retention guidance in reference (b).
12. FORMS. The forms referenced in this guide are available on the Coast Guard Auxiliary web site: <https://forms.cgaux.org>.
13. REQUESTS FOR CHANGES. Individuals may formally recommend changes in writing through the appropriate chain of leadership (email acceptable). Comments and suggestions from users of this Policy Letter are welcomed. All such correspondence may be emailed to Commandant (CG-BSX) at: CGAUX@uscg.mil.

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Dist: DIRAUX, CG-PSC-PSD-MA, NEXCOM