

DISTRICT SEVEN STANDING RULES

ANNEX "A"

AWARD PROCEDURES AND POLICIES

References: (a) Auxiliary Manual, COMDTINST M16790.1 (series), Chapter 11
(b) Medals and Awards Manual, COMDTINST M1650.2 (series)

A. General. EXCOM shall review and make recommendations on awards as outlined in this Annex of the Standing Rules. The basic reference for all national Auxiliary awards is reference (a).

B. National Awards.

1. There are many national awards available to individual divisions and flotillas for specific accomplishments (as listed below). Information about these awards may be found in the National "Awards Guide" and found on-line at:

<http://hdept.cgaux.org/pdf/National%20Awards%20Guide.pdf> These awards include:

NACO Membership Growth Award: Individual, Flotilla, Division, District
Awards Streamers
NACO 3 Star Award for Diversity Excellence
NACO 3 Star Award for Excellence in Auxiliary Mandated Training
COMO Charles S. Greanoff Inspirational Leadership Award
The Eagle Award – National RBS Award of Excellence
Auxiliarist of the Year Award (AUXOY)

2. Auxiliary Annual Service Performance Awards. These awards recognize the individual contribution of Auxiliarists in Auxiliary Recruiting, Vessel Examinations, Program Visitation, Public Education and Operations programs. These annual awards are to promote activity in critical areas and to recognize individual efforts with a certificate and ribbon. Service Performance Awards are generated by DIRAUX based on AUXDATA entries. The requirements may be found in reference (a), para A.10 of Chapter 11.

C. Auxiliary Personal Awards.

1. All Auxiliary personal award recommendations and correspondence, including Citations, Form 1650, checklists, etc. shall follow the Chain of Leadership or Parallel Staffing and be forwarded electronically (by e-mail) through the appropriate chain to the District Awards Coordinator (DAC), who shall serve as the primary reviewer. The following chains for the forwarding of personal award recommendations should be followed:

Non-Staff Initiator MTC & ACLOC: FC- DCDR- DCO- DAC- Sector AUXLO

Non-Staff Initiator Higher Awards: FC- DCDR- DCAPT- DCO- DAC- Sector AUXLO

Awards for District Executive Committee, District Staff Officers and Assistant District Staff Officers: Originator- DSO- DDC- DCOS- DCO- DAC- Director of Auxiliary

2. The District Commodore shall review all District recommendations or resolutions submitted having to do with awards. Prior awards, mandated training completion and recorded hours in AUXINFO will be reviewed for appropriateness for the recommended award.

3. The EXCOM shall review all National recommendations or resolutions submitted having to do with awards.

4. Approved awards will be forwarded to the appropriate Sector Commander for action. Awards to District Officers shall be forwarded to the District Director for action.

D. District Awards.

1. District Seven Awards and the District Commodore's Certificate of Excellence are open to all members of the District. The Aviation Award of Excellence is open to Auxiliary Aviation program members only.

2. All expenses incurred in connection with awards authorized by the District Board shall be borne by the U.S. Coast Guard Seventh District Auxiliary Board and DIRAUX.

3. Approved changes to this Annex shall take effect in the calendar year following their adoption unless otherwise so mandated by the Board

4. Any recommendation for the creation of a new District award or recognition must be submitted via the Chain of Leadership and Management to the EXCOM for acceptance and approval. The EXCOM shall establish qualifications for any such award. Submissions will include eligibility, criteria, time frame, award title, type of award and how it is verified. Any submission for a new award or recognition must be received by the Commodore a minimum of 2 months prior to the end of the year. EXCOM will then submit the award to the District 7 Board for final approval.

5. All District awards are permanent, and retained by the recipient. (except for the William Mansfield Commodore’s Cup that is permanently housed at DIRAUX with a plaque given to the awardees)

6. EXCOM shall review and approve any award(s) offered to the Seventh Coast Guard District Auxiliary by an individual or organization.

E. District Commodore’s Certificates of Excellence.

1. District awards to Auxiliarists will be separated into the District’s three Directorates and the Seventh District’s general mission requirements included in each; current alignment is Response (AV, CM, OP); Prevention (MS, MT, NS, PE, PV, SL, VE); and Logistics (CS, DV, FS, HR, IS, MA, PA, PB). Missions shall be tracked through information maintained in AUXDATA. Category 99 hours shall not be included in any award calculation except for the Auxiliary Sustained Service Award. The EXCOM shall, in conjunction with the DSO-IS, monitor any significant changes to AUXDATA in order to keep award criteria current.

2. Auxiliarists qualifying for the Commodore’s Certificate of Excellence by contributing or exceeding the required documented total of hours in any one-mission area or a combination of mission areas. The minimum required hours in each category is noted in the table below and may be adjusted periodically. Awards are made in the following categories:

| Category | Mission Areas | Hours |
|---|--|-------|
| Recreational Boating Safety | PV, PA, PE, VE -10A/B/C/D/F/H/J/K,11,14A/H,91 | 250 |
| Surface Operations/Marine Safety | NS, MS, OP - 1A/B,2,22A ,28G, 41, 42, 43, 54A,55A, 70B, 70D, 70E, 70F, | 200 |
| Member Services | IS, MT, MA, PB, HR – 6A/B/C,10G/L,90C | 100 |
| Multi-Department | Combination of departments - OP/MS/RBS | 250 |
| Operational Standby | Category 23A | 100 |
| Radio Watch Standing | Categories 7A, 20B | 100 |
| CG Operational & Administrative Support | Categories 7B/C/D,8,9,10E,22B/C/D,26,28A/B& G,40,41,42,60A/B,65A/B,70E/K,90A/B,93A/B/C/K | 100 |
| Aviation Operations/Marine Safety | -NS, OP, MS,01A,02 03,07D,22A,22B,28G,41, 42, 43,54, 55A, 70B, 70D,70E, 70F, 70M, 70N | 100 |

3 The DCO’s Certificate of Excellence awards are based on individual annual performance by calendar year. Annually, the DSO-IS will compile and print the certificates and send a copy to the Commodore, and Chief of Staff.

F. Other District Awards.

1. District Seven Chartering Award. Awarded to the member(s) primarily responsible for organizing a new Flotilla. The Division Commanders shall provide this information to the DIRAUX prior to the chartering ceremony.

2. Publication Awards.

a. Awarded to the Division, Flotilla and other District 7 Publications Officers/editors whose publications are judged to be the best in the District. To qualify for consideration, publications must be issued with sufficient frequency (three per division and four per flotilla and other publications published between 1 May and 30 April) and be in compliance with the most recent Commandant Publications Guide [COMDTPUB P5600.7 (Series)]. Eligible Publication Officers/editors will submit their newsletters directly to the DSO-PB. The judging of these publications shall be conducted by a committee consisting of the DSO-PB, who shall serve as chairperson, and a minimum of four additional Auxiliarists knowledgeable in the field of journalism (PA or PB officers). The committee members will be selected by the DSO-PB, with the concurrence of the DCO and DCOS, and shall represent each geographic (North, East & West) area within the district. All submitted newsletters must meet the same criteria as for national publication awards. Judging for the award shall be complete with the winner determined prior to May15 and submitted to EXCOM for review and approval. The DSO-PB shall procure suitable plaques for presentation. The criteria for the Publications Award is listed in Attachment "A".

b. The winning Flotilla, Division and other District 7 publications must meet national publications award criteria, and will be submitted for consideration in national competition.

3. New Member Award. Awarded to Auxiliarists who recruit three or more new members within a calendar year. The Flotilla Commander will provide this information to the DSO-HR by the end of January in the subsequent calendar year.

4. National Safe Boating Week Award. Awarded to the Division and the Flotilla judged to have been most outstanding in this category. A National Safe Boating Week Selection Committee composed of the DDC-P (Chair), DSO-PA, ADSO-PA (NSBW Chair), DSO-SL, DSO-VE and DSO-PV. The recommendations of this committee shall be made annually to the District Commodore prior to 1 July. Judging is based on the submitted results, percentage of members in the unit participating in the NSBW event/project, innovative ideas, creativity, outreach, message and timeliness for submitting the NSBW calendar of events and activity being considered for the award.

5. The Casey E. Purvis and Robert S. Fuller Aviation Awards of Excellence. These awards recognize the Pilot (Aircraft Commander, First Pilot or Co-Pilot) and Air Crew/Observer who have accumulated the most aviation program flight hours in a calendar year. Pilot hours must be non-mishap hours; Air Crew/Observer hours are the total hours by an air crew member while serving as an Air Crew/Observer. The DSO-AV and the DDC-R shall procure suitable plaques for presentation. The awards honor the memory of Auxiliary aviation program members Casey E. Purvis and Robert S. Fuller who lost their lives on 1 February 2001 while flying a training mission with the Coast Guard. Both Auxiliarists made great contributions to the program in terms of time and dedication.

6. Commodore William Mansfield Perpetual Trophy. This award honors the memory of Commodore William Mansfield who served as District Commodore from 1948 to 1950. First awarded in 1950, the Mansfield Perpetual Trophy is presented annually to the flotilla that conducted the highest number of RBS hours (Vessel Safety Checks, Program Visits, Public Education and/or Public Affairs) in the previous year.

7. District Seven Auxiliarist of the Year (AUXOY). The award recognizes exemplary performance by an eligible Auxiliarist during the previous 12 months. Only Auxiliarists who have demonstrated sustained, exceptional standards of proficiency and conduct, and whose appearance and bearing were consistently impeccable, shall be considered for this award. AUXOY nominees must meet the criteria listed for AUXOY in AUXMAN Chapter 11.A.16.e.(1). Requirements for a nomination package may be found in AUXMAN CH.11. A.16.e(2). The DCO shall, no later than 28 February of the following year, endorse and forward the EXCOM selection of AUXOY as a nominee for National AUXOY.

8. Commodore Donald L. Frasch Inspirational Leadership Award. This award recognizes the most exemplary performance by a Flotilla Commander during the previous calendar year. Only Flotilla Commanders who have demonstrated sustained, exceptional standards of proficiency and conduct, and whose appearance and bearing were consistently impeccable, shall be considered. Nominees must meet the criteria found in AUXMAN CH 11.A.16.f.(1). The DCO shall solicit nominations during the month of May and nomination packages shall be submitted through the chain of leadership to the District Commodore no later than June 30. Nomination packages shall adhere to the minimum requirements for such an award as prescribed in the sample format in Appendix F of the Auxiliary Manual and shall be reviewed and voted by the EXCOM.

9. Commodore's Cup Awards. The Commodore's Cup Awards are presented annually to the most improved flotilla and division. Data used to select the winning flotilla and division is taken from AUXDATA, and each unit's performance in the district's core activities (membership, operations, vessel examinations, program visits, public education graduates and member training). The data is compared against the unit's performance in those same activities for the prior year. Each person who participated in each program must have recorded 12 hours in the respective category (member training instructor, public education instructor, boat crew, coxswain and program visitor. Vessel examiners must have completed 12 vessel exams during the recognized period. In recognition of receiving the Commodore's Cup for all around most improved by a division, each member of the division's leadership team (DCDR, VCDR and SOs) may be awarded the Coast Guard Meritorious Team Commendation.

The flotilla that is awarded the Commodore's Cup for Best Flotilla of the Year for its performance in the district's core activities shall be recommended for the Flotilla Meritorious Achievement Medal (FMAM). Only one flotilla in the district may receive the FMAM each year and eligible members of the flotilla (who have recorded a minimum of 12 hours in AUXDATA for the year), awarded the FMAM may wear the ribbon that accompanies the award. Members receiving the award must have completed mandated training, be active at the time of presentation and have been a member of the awarded flotilla for a minimum of 6 months during the year for which the award is being granted.

10. The Ernest T. and Anne Fruhner Award of Excellence in Public Education is presented annually to recognize the two flotillas with the highest number of public education course (NASBLA approved courses) graduates reported in AUXINFO for the previous year. The winning flotillas shall each receive \$1000 in public education materials or equipment of their choice to enhance their public education program. Money must be spent on public education supplies. The flotilla must submit to the Commodore: a receipt showing what was purchased and the cost; a purchase order for the supplies to be purchased; other suitable

verification that the money had/will be spent on public education supplies/materials. A copy should also be sent to the District Staff Officer-Finance. A winning flotilla will not be eligible for the award for the following two years.

PAST DIVISION CAPTAINS AND
COMMANDERS ASPAST DIVISION CAPTAINS AND
COMMANDERS ASSOCIATION SOCIATION

Revised 30 SEPT 2017