

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 Department of Personnel "Awards Guide" and found on-line or obtained from the DSO-HR. EXCOM shall make recommendations for these national awards as appropriate. These awards include:

Auxiliary Recruiting Service Award
NACO Membership Growth Award: Individual, Flotilla, Division, District
Flotilla 50th Anniversary Award
NACO 3 Star Award for Excellence in Diversity
COMO Charles S. Greanoff Inspirational Leadership Award
The Eagle Award – National RBS Award of Excellence
Association for Rescue at Sea Silver Medal
New Auxiliarist of the Year Award (NAUXOY)

2. Auxiliary Annual Service Performance Awards. These awards recognize the individual contribution of Auxiliarists in Auxiliary Recruiting, VE, RBSVP, PE and Operations programs. This annual award is 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, etc. shall follow the Chain of Leadership or Parallel Staffing and be forwarded electronically (by e-mail) through the appropriate chain to the Auxiliary Awards Coordinator, who shall serve as the primary reviewer. The following chains for the forwarding of personal award recommendations should be followed:

Non-Staff Initiator → FC → DCDR → DCAPT → Awards Coordinator → DCO.

Staff Initiator → FC or SO → DCDR → DCAPT → DCOS → Awards Coordinator → DCO.

District Staff Initiator → DSO → DDC → DCOS → Awards Coordinator → DCO.

2. 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.

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

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. The U.S. Coast Guard Auxiliary Seventh District Board shall approve the name, purpose, nature and applicable conditions for awards authorized by the District Board. Approved changes to this Annex shall take effect in the calendar year following their adoption unless otherwise so mandated by the Board.

3. 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.

4. Any recommendation for the creation of a new District award or recognition must be submitted to the EXCOM for acceptance and approval. The EXCOM shall establish qualifications for any such award.

5. All District awards are permanent, with the exception of the Commodore's Cups, which are to be presented to the recipient Division or Flotilla Commander at an appropriate time and place as specified by the District Commodore. Division and Flotilla

Commodore's Cups are not permanent but shall rotate among the recipient Division and Flotilla Commanders annually, as appropriate.

6. The Board shall give due consideration to any award(s) offered to the Seventh Coast Guard District Auxiliary by an individual or organization. Any award(s) found to be fitting and appropriate as a District Award should be accepted and officially established by the EXCOM as such.

E. District Commodore's Certificate of Excellence.

1. District awards to Auxiliarists will be separated into the District's three Departments and the Seventh District's general mission requirements included in each; current alignment is Response (AV, CM, NS, OP); Prevention (MS, MT, PE, PV, VE); and Logistics (CS, DV, HR, IS, 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. Changes in recommended hours for a current calendar year must be presented to the Board at their annual Fall meeting.

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
Operations/Marine Safety	NS, MS, OP - 1A/B,2,22A,24,54A,55A	250
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	1000
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	AV all categories	60

3. The DCO's Certificates of Excellence awards are based on individual annual performance by calendar year. Annually, and not later than 28 February, the DSO-IS will compile and provide a listing of eligible award recipients by group to the District Chief of Staff for action.

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 and Flotilla Publications Officers whose publications are judged to be the best in the District. To qualify for consideration, publications must be issued with sufficient frequency (four per division and six per flotilla annually) and be in compliance with the most recent Commandant Publications Guide [COMDTPUB P5600.7 (Series)]. Eligible Publication Officers will submit their newsletters directly to the area DSO-PB. The judging of these publications shall be done by a committee consisting of the DSO-PB, who shall serve as chairperson, and a minimum of two additional Auxiliarists knowledgeable in the field of journalism. The committee members will be selected by the DSO-PB and shall represent each area within the district. Judging for the award shall be complete and the winner determined prior to the end of March. The DSO-PB shall procure suitable plaques for presentation at an appropriate time.

b. The winning Flotilla and Division publications, if they meet national awards criteria, 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 August.

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 Observer. 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 Vessel Safety Checks 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 June and nomination packages shall be submitted through the chain of leadership to the district EXCOM no later than July 31. Nomination packages shall adhere to the minimum requirements for such an award as prescribed in the sample formant in Appendix F of the Auxiliary Manual.

9. Commodore's Cup Awards. The Commodore's Cup Awards are presented annually to the best performing flotilla and division. Data used to select the winning flotilla and division is taken from AUXDATA and AUXINFO, and each unit's performance in the district's core activities (as determined by the EXCOM) is measured against its performance in those same activities for the prior year. In recognition of receiving the Commodore's Cup for Best Performance by a division, each member of the division's leadership team 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 awarded the FMAM may wear the ribbon that accompanies the award.

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 graduates reported in AUXDATA/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. A winning flotilla will not be eligible for the award for the following two years.

11. Past Division Captains Association Growth Award. This award is presented by the PDCPA to the flotilla and the FSO-HR that showed the best growth in new members within the district during the previous calendar year. Criteria for this award are established by theDCPA.