

U.S. COAST GUARD
AUXILIARY
DISTRICT 7
DSO-LP FORM

RFI 4

This is a fillable form

U.S. COAST GUARD AUXILIARY

NOTICE OF REQUEST FOR PRELIMINARY INVESTIGATION

TO: [1] _____ [2] 085 DIV _____ FLT _____

On [3] _____ A REQUEST FOR PRELIMINARY INVESTIGATION WAS FILED. A COPY OF THE REQUEST IS ATTACHED AS "ANNEX 1" AND STATES THE GROUNDS FOR THE REQUEST AND THE SOURCE OF THE REQUEST. AFTER REVIEWING THE REQUEST AND SUPPORTING DOCUMENTATION THE AUXILIARY LEADER, ACTING AS THE CONVENING AUTHORITY, DETERMINED THAT A PRELIMINARY INVESTIGATION SHOULD BE CONDUCTED.

INITIAL PLAN OF ACTION

ON [4] _____ THE CONVENING AUTHORITY APPOINTED AUXILIARIST [5] _____ AS THE PRELIMINARY INVESTIGATING OFFICER (PIO). A COPY OF THE APPOINTMENT IS ATTACHED AS "ANNEX 2". PLEASE NOTE THAT THE CONVENING AUTHORITY HAS [6] _____ HAS NOT [7] _____ RECOMMENDED TO THE DCO AND DIRAUX THAT YOUR MEMBERSHIP PRIVILGES BE SUSPENDED DURING THE PRELIMINARY INVESTIGATION. THE PRELIMINARY INVESTIGATION REPORT IS TO BE FILED NO LATER THAN [8] _____.

THE PURPOSE OF A PRELIMINARY INVESTIGATION IS TO GATHER ALL INFORMATION RELEVANT TO THE COMPLAINT. YOU HAVE THE RIGHT TO SUBMIT A WRITTEN RESPONSE TO THE ALLEGATIONS IN THE REQUEST AND TO SUPPORT YOUR RESPONSE WITH CORROBORATING DOCUMENTS AND EVIDENCE. YOU ARE ENCOURAGED TO DO SO. **YOU SHOULD SUBMIT YOUR RESPONSE DIRECTLY TO THE PIO AND IT WILL BECOME**

PART OF THE INVESTIGATION RECORD. ALL DECISIONS WILL BE BASED UPON THE INVESTIGATION RECORD. CONSEQUENTLY IT IS IMPORTANT THAT YOU SUBMIT ALL OF THE INFORMATION YOU WANT THE CONVENING AUTHORITY TO CONSIDER IN DECIDING THIS CASE. BASED UPON THE WRITTEN REPORT BY THE PRELIMINARY INVESTIGATING OFFICER THE CONVENING AUTHORITY WILL MAKE A DETERMINATION AS TO WHETHER THE MATTER SHOULD BE DISMISSED OR PROCEED TO INFORMAL OR FORMAL DISCIPLINARY ACTION. YOU ARE URGED TO READ AUXILIARY MANUAL CHAPTER 3 CONCERNING THE AUXILIARY DISCIPLINARY PROCESS.

DATE: _____

DISTRICT 7 DSO-LP

ATTACHED:

ANNEX 1: (RFI 1) REQUEST FOR PRELIMINARY INVESTIGATION

ANNEX 2 (RFI 2) APPOINTMENT OF PRELIMINARY INVESTIGATION OFFICER

YOUR ATTENTION IS CALLED TO THE FOLLOWING REFERENCES

COMDTINST M16790.1G, Auxiliary Manual, Chapter 3:

Section F, Auxiliary Administrative Discipline

Section G, Informal Discipline

Section H, Formal Discipline

Section I, Temporary Suspension

Section J, Appeals of Disciplinary and PSI Actions.