

United States Coast Guard Auxiliary
COMPASS



District 5 – Northern Region

Division 16 – Northern Jersey Shore

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America's Volunteer LifesaversSM

November/December 2009

Meeting on the 1st Tuesday of each month at the Sail Loft, USCG Station Manasquan Inlet, 1930 Hours

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FROM THE DIVISION COMMANDER:



It was Sinatra who sang, "And now the end is near, and I face the final curtain---". My curtain is just about down, and I better get out of the way.

If you did not make it to the Change of Watch you missed a really great time, fine meal, and the fellowship of really great friends. It was wonderful to rub elbows with and converse with, some really great gold side officers. And how 'bout Capt. Gatlin, that man has another career ready when he retires from the CG. What a funny guy!

Our own silver side, the District officers were very gracious in their comments toward you, Division 16 for the job that you've done and continue to do.

There were a whole bunch of awards spread around, one even came my way. I am humbled at receiving it. My thanks for that has to go to Vice Commander Ted Hall and the greatest staff a Division Commander could have. Each and every one of you made the whole thing work, you were the constant lookout, you were the ones who took the vision and ran with it. I am grateful for your contribution and service. The flotilla commanders, who form the Division board, were very supportive and carried the message home to their membership. That support and encouragement is "Priceless" as the commercial says. Thank you and Bravo Zulu.

Congratulations to Terry Bearce and Jim Lonergan. Terry, you certainly deserve being named "Auxiliarist of the Year"; and Jim, your Letter of Accommodation from the Commandant was a long time in coming.

The new 'sheriffs' in town are Doug Smith and Terry Bearce. They'll bring a new vision, in which we should all participate; and work within the framework of their goals. Please support them and give them the same respect that all of you showed me.

Finally, my best to you and your families, and have a

Merry Christmas and Happy Hanukkah.

Semper Paratus

**DIVISION CHANGE OF WATCH
WOODLAKE COUNTRY CLUB**

The Division 16 Change of Watch Ceremony was held on December 6, 2009 at The Woodlake Country Club in Lakewood, NJ. Guests at the Change of Watch included: Captain Todd Gatlin, Deputy Commander, Sector Delaware Bay; Commander Richard J. Schultz, Commanding Officer, Atlantic Strike Team; CWO2 Philip Pinto, Operations Training Officer, Fifth Northern Region; CWO2 Joseph Carlino, Commanding Officer, USCG Station Manasquan Inlet; John S. Witemeyer, Commodore, Fifth Northern Region; Harold T. Robinson, District Chief of Staff, Fifth Northern Region; Bruce J. Long, District Captain (East), Fifth Northern Region; Harold Harris, Past Rear Commodore, First Southern Region; and, Patrolman Scott Dierking, Brick Police Department.

The elected Division Commander, Douglas L. Smith, and Division Vice Commander, Terry F. Bearce, accepted their oath of office from CWO2 Philip Pinto, Operations Training Officer, D5NR.



The Flotilla elected officers accepted their oath of office. They were sworn in by Bruce J. Long, District Captain-East.

The Division Staff Officers accepted their oath of office, sworn in by Douglas L. Smith, Division Commander.

Extra Fathom Awards are presented to individuals who continually go that “Extra Mile” in the performance of Auxiliary activities and/or Coast Guard support missions.

The Captain’s Award goes to the individual who consistently goes above and beyond the duties of their position in support for the Coast Guard and Coast Guard Auxiliary.



James Lonergan received the Commandant’s Letter of Commendation for his work with both Station Manasquan Inlet and Station Shark River.

Congratulations were presented to the members of the Change of Watch Committee: Theodore R. Hall, VCDR Division 16, Flotilla 16-07; Dennis J. Georgia, DCDR Division 16, Flotilla 16-07; Louis J. Lucatelli Jr, Flotilla 16-01; John M. Fisher Jr, Flotilla 16-07; Douglas L. Smith, Flotilla 16-05; and, Terry F. Bearce, Flotilla 16-05. Special Thanks to Petty Officer Andrew Beaton USCG, for serving as the official photographer of the event.

Make your plans now to attend next year’s event in December of 2010.

AUXILIARIST OF THE YEAR TERRY F. BEARCE

This individual has earned the qualifications of Coxswain and Instructor and along with those, other Auxiliary endeavors, has earned 8 Sustained Service Awards for 6000 hours of volunteer contribution.

No stranger to hard work, this member has served his Flotilla, the Division, and District in a variety of elected and appointed offices. This member takes every office very seriously and performs at a level that makes most of us envious. The number of offices held and the terms in those offices are numerous; all while

managing an extremely demanding full time career and family life.

This member has served his Flotilla as Commander, Vice Commander, Finance Officer, Member Training Officer, Publications and Computer Services Officer. He also serves the Division as Publication and Member Training Officer, and serves the District as District Staff Officer Computer Services. For his past accomplishments he has been recognized with the Division Publications Award, a Division 16 Extra Fathom Award, and the Coast Guard Auxiliary Achievement Medal for superior performance.

This member is the epitome of the Coast Guard Motto “SEMPER PARATUS” and is a true role model of an Auxiliarist; has ‘raided the bar’ with every position held, and every deed performed, and is an inspiration to all of us.



SAILOR OF THE QUARTER THIRD QUARTER



Whereas, in the international code of signals the flag hoist “Bravo Zulu” has long been used to indicate congratulations on a job well done, and

Whereas, the crew of Station Manasquan Inlet recognize that a shipmate has distinguished himself by promoting the highest standards of professionalism in accomplishing the Coast Guard’s missions, this award is presented to

James M. Lonergan EMC (USN ret)

Congratulations, you have been selected as Sailor of the Quarter, Third quarter by the Crew of Station MANASQUAN INLET for your performance of duty from April 2009 to June 2009. During this period you demonstrated outstanding initiative, judgment, and sustained a level of performance to which all members should aspire. Since Station MANASQUAN INLET is without an Electrician, you eagerly volunteered your time and took it upon yourself to fill this role. You an experienced Chief Petty Officer were a key member in numerous electrical upgrades, repairs and scheduled maintenance throughout Station MANASQUAN INLET and Station SHARK RIVER (sm). You assisted in the expedited repair and correction of discrepancies that were noted during the previous Safety Mobile Assistance Response and Training (SMART) visit. You volunteered your time, experience, supplies and expertise to take on additional duties allowing the Engineering Petty Officer to focus on the more complex tasking of managing all facilities of the unit. Furthermore, you demonstrated exemplary initiative and worked additional hours to repair several heating

units and directly assisted in the maintenance and upkeep of Station MANASQUAN Inlet's security lighting and boat house. Your efforts have directly resulted in a savings of several thousand dollars to this unit and the CG. The support role you have assumed has played an intricate part in the completion of all work assigned and the safe execution of all engineering department evolutions. Your strong work ethic and desire for professionalism have played a major role in Station MANASQUAN Inlet's mission success during this quarter. Your noteworthy performance gained the recognition and praise from your peers and superiors a like.

Bravo-Zulu!

01 July 2009

Joseph J. Carlino, CW02, USCG
Commanding Officer
Station Manasquan Inlet

NATIONAL COMMODORE'S HOLIDAY MESSAGE



The holiday season is a wonderful time of year. For many it is a time when fond memories of magical moments kindle warm and mystical feelings in our heart. For others, it is a time when the colors, sounds, tastes and fragrances of the season work together to lift our spirits and rekindle cherished memories. Of special importance, this time of year should be a time when we draw those who are closest to us even closer and give thanks for the gifts and blessings we have received. As we give thanks, we must also be mindful of those around us who may be experiencing a difficult time this holiday season. Our thoughts and prayers are with those who have recently lost a loved one and who will be experiencing for the first time holidays without someone they continue to love and miss very much. It will also be a difficult time for everyone who has loved ones serving on deployed operations at various locations around the world. We must remember to extend a friendly hand to those neighbors and friends. The simplest act of kindness can change a lonely and difficult time into an unexpected blessing.

I cherish this time of year not only for the brief pause it offers from our hectic lives, but also as a time to reflect on all that we have accomplished over the past year. As we reflect, one cannot help but be amazed by the achievements of our Coast Guard Auxiliary members around the nation. The secret to our success continues

to be commitment, dedication and teamwork reinforced by a burning desire to excel.

As we look forward to a few well-deserved quiet moments over the holidays, I cannot help but think how fortunate we are to be living in the greatest nation in the world. Enjoy being with family and friends and relaxing creating memories that will last a lifetime.

As I remain hopeful that rest and relaxation will rank high on the priority list of everyone over the holidays, I am mindful that there will be significant challenges waiting for us in 2010. Coast Guard Modernization (and, yes, Coast Guard Auxiliary Modernization) is a work in process that will require all of us to adapt to the needs of the Service. We will be reinforcing our core mission of Recreational Boating Safety to meet the needs of our customers, the American public. The Coast Guard will continue to ask more of us and we need to be ready to adapt and respond.

While the Auxiliary is fully energized and engaged to embrace these challenges, I very much hope that everyone will focus on enjoying some time with family and friends, and remembering the true meaning of this special time of year.

Once again, I thank you for the time and effort you give to our Coast Guard Auxiliary, and our nation. I wish you joy, peace, health and happiness in 2010 and beyond.

CAMERA FOR STATION MANASQUAN INLET

Station Manasquan needed to expand its ability to view the entire Inlet. A new PTZ camera was purchased and installed on the antenna tower on October 22 to augment the three other cameras already working. The antenna tower provides a tall and unique position to view virtually the entire inlet and the horizon over the ocean.

Cabling was finished on Friday, October 23rd and the camera was scheduled to come on line shortly thereafter.

Assisting Holger Skurbe on the tag line was Auxiliarist Salvatore Ciappetta, also from Flotilla 16-01, along with Station Manasquan Inlet personnel. This project took about 8 hours from testing, setup and installation. It was a little tricky to maneuver the camera and mounts into position at the top of the tower, but it was a success after a little bit of thinking.

This was team work at its best.



Story by Holger Skurbe, FSO-PS/CS, Flotilla 16-01
 Pictures by William Francen, Flotilla 16-05

NEW AUXILIARY WATCHSTANDER

Auxiliarist Salvatore Ciappetta of Flotilla 16-01 stands watch at Station Manasquan Inlet. He is shown below as he receives his certification as a watchstander.



Salvatore is the first Auxiliary watchstander to qualify at the Station in the last five years.



**STATION MANASQUAN INLET
 DECEMBER 25, 2009**

What has become an annual event for the members of Flotilla 16-05, once again ten members of the Flotilla took time out of their busy Christmas morning to deliver the Flotilla’s Christmas goodies to the duty watch at Station Manasquan Inlet on Christmas morning. The members attending, included: Joe Cotignola, Ted Hahula, Don Grius, Joyce Balchunas,

Dottie and Doug Smith, Kevin and Adele Pace, Ruth and Terry Bearce delivered



Members and Station Duty Crew on steps of Administration Building

FLOTILLA LEADERSHIP COURSE

The Flotilla Leadership Course (FLC) provides Flotilla Commanders (FC) an organizational framework and resources to successfully manage their Flotillas. It orients the FC by presenting leadership and management concepts and providing tools and other online resources that support the requirements of this position throughout its tenure. The FLC covers essential aspects, resources and tools for effective transitioning of the Flotilla to the new administration.

The topics covered include: surveying the needs of members; applying Robert’s Rules of Order; conducting effective meetings; managing communications and financial operations; recognizing performance and developing members; recruiting new members; utilizing computer tools and web resources and handling data management issues.

Requirements for Elected Office: The existing APC Course and online test is still an acceptable method of assuming Leadership in the Auxiliary. Below are 2 new ways to meet eligibility requirements. The FLC may be used to satisfy current requirements to stand for election. It may be taken locally as a residential course or online as a self-paced course.

The online version was developed with the assistance of Southern New Hampshire University (SNHU). For the online version members are required to take a test at the completion of each module. There are a total of 12 modules and a bank of 120 test questions. Members need to respond to 108 questions correctly (90%) out of 120 questions to pass the tests for all modules. Upon completion of the online course a certificate will be issued and the qualification for election will be entered into AUXDATA.

The residential version of the FLC will be made available via a CD to all Districts. This course has the same core content and materials as the online version. It is intended for two days of instruction and a test is not required. Upon completion of the residential course a certificate will be issued and the qualification for election will be entered into AUXDATA.

Two requirements are needed for the residential course:

1. It must be endorsed by the Director and the District COMO and offered by the District.
2. It must contain all core content. Districts may add additional content as needed, but must guarantee the core.

This multiple approach to course delivery gives members more options to receive the necessary training to pursue leadership roles within the organization.

Course Goals and Objectives: The Coast Guard provides a working environment that enables everyone to reach his or her full potential and maximize the Coast Guard's mission success. Every member of Team Coast Guard - Military, Civilian, and Auxiliary at every rate, rank, grade, and position - has important leadership responsibilities: Honor, Respect and Devotion to Duty. Only DCOs can order the Flotilla Leadership Course CD-2024 from ANSC.

To take the Online Course contact Juan Hernandez, info below: Please address your inquiries to: Juan C. Hernandez, PhD Commander Flotilla 86 & Division Chief - Instructional Design USCG Auxiliary National Training Dept. (941-493-2840 7FAX: 941-497-1548 drjhernandez@comcast.net)

To: ALAUX
From: CHDIRAUX
Subj: PLEDGE OF ALLEGIANCE -049/09

1. There has been considerable concern recently about whether or not Auxiliarists may recite the Pledge of Allegiance when in uniform. The following is provided to re-iterate and confirm associated policy.
2. There is U.S. Code that addresses the Pledge. It is 4 U.S.C. 4 which states, "The Pledge of Allegiance to the Flag: "I pledge allegiance to the Flag of the United States of America, and to the Republic for which it stands, one Nation under God, indivisible, with liberty and justice for all.", should be rendered by standing at attention facing the flag with the right hand over the heart. When not in uniform men should remove any non-religious headdress with their right hand and hold it at the left shoulder, the

hand being over the heart. Persons in uniform should remain silent, face the flag, and render the military salute."

3. Specific provisional language exists in Coast Guard Auxiliary policy.

Section 1.A.5.b. of the Auxiliary Manual (COMDTINST M16790.1 (series)) states, "When the Pledge of Allegiance is given, Auxiliarists, in uniform or not, should face the National Ensign and stand at attention with their right hand over their heart." This provision is re-stated in Appendix A.6. of the Auxiliary Manual.

4. It is true that some convention exists among active duty and Reserve ranks to remain silent during the Pledge, if in uniform. However, it is also recognized that the recitation of the Pledge of Allegiance by Auxiliarists in uniform, with their right hand over their heart, has been a traditional mainstay of Auxiliary custom, ceremonies, and meetings, and that U.S. Code does not prescribe a mandate despite its implication of silence.

The option for Auxiliarists in uniform to therefore recite the Pledge with right hand over the heart remains firmly in place, and section 1.A.5.b. and Appendix A.6. of the Auxiliary Manual remain firmly in effect.

ALCOAST 657/09

COMDTNOTE 16798

Subj: Auxiliary Vessel Salvage Funding Procedures

- A. Auxiliary Manual, COMDTINST M16790.1 (Series)
 - B. Auxiliary Operations Policy Manual, COMDTINST M16798.3 (Series)
 - C. Coast Guard Claims And Litigation Manual, COMDTINST M5890.9 (Series)
1. The Purpose Of This ALCOAST Is To Set Policy And Guidelines For The Salvage Of Auxiliary Vessels Operating On Orders During Emergent Situations To Minimize:
 - A. The Possibility For Loss Of Life Or Severe Injury To Members,
 - B. The Possibility For Total Vessel Loss,
 - C. The Possibility For A Marine Pollution Incident,
 - D. The Possibility For Hazards To Navigation,

- E. The Possibility For Endangerment Of Marine Life Or Wildlife.
2. Auxiliary Vessels Operating On Orders Are, By Law, Coast Guard Vessels And Shall Be Treated As Coast Guard Vessels.
 3. The Use Of Coast Guard Funds Is Authorized For Auxiliary Vessel Salvage Operations. This Process Shall Be Executed Exactly Like A Response To A Government Vessel. Depending On The Circumstances, An Operational Commander May Direct Local Funds To Be Expended Or Seek Support Through The Naval Engineering Program.
 4. Office Of Boat Forces (Cg-731) Will Reimburse The Funding Unit For Funds Expended In Auxiliary Salvage Operations.
 5. References A And B Are Being Updated To Reflect This Policy Clarification.
 6. The Existing Auxiliary Damage Claims Process Outlined In Ref C Remains Unchanged. Auxiliarists Are To Submit Damage Claims For The Repair Of Auxiliary Vessels Damaged During Operation On Orders. The Damage Claim Process Shall Be Used For All Non Emergent Cases As Determined By The Coast Guard Operational Commander. This Is Merely Intended To Validate That The Operational Commander May Commit CG Funds In Emergent Situations.
 7. Office Of Auxiliary And Boating Safety (Cg-542) POC Is LT Lori Bard, (202) 372-1265.
 8. Released By RADM Sally Brice-O'Hara, Deputy Commandant For Operations.
 9. Internet Release Authorized.

VADM PAPP NOMINATED TO BE 24TH COMMANDANT OF THE COAST GUARD



Department of Homeland Security (DHS) Secretary Janet Napolitano applauded President Obama's intent to nominate Vice Admiral Robert J. Papp, Jr., as Commandant of the U.S. Coast Guard. If confirmed by the U.S. Senate, Vice Admiral Papp would relieve Admiral Thad Allen in May 2010.

"The Coast Guard plays a vital role in protecting our nation—securing America's borders, protecting our ports, and providing critical aid during disasters," said Secretary Napolitano. "Vice Admiral Papp's extensive

knowledge of the Coast Guard's operations and broad mission will strengthen our efforts to ensure the nation's maritime security."

As Coast Guard Commandant, Papp will lead one of the Department's largest components—comprised of approximately 42,000 Active Duty men and women and more than 7,000 civilian employees—and oversee Coast Guard functions as a branch of the armed services and a federal law enforcement agency.

Biography

Papp currently serves as Commander of the Coast Guard Atlantic Area (LANTAREA) and Defense Force East—functioning as the operational commander for all Coast Guard missions within the eastern half of the world. Prior to assuming command of LANTAREA, he served as the Chief of Staff of the Coast Guard in Washington.

Papp served as Ninth Coast Guard District Commander from 2004-2006, and was previously promoted to Flag rank in October 2002 and appointed Director of Reserve and Training. His Coast Guard career includes extensive tours on both land and sea including service on six Coast Guard Cutters and posts such as Chief of the Capabilities Branch in the Defense Operations Division; Chief of the Fleet Development Team; and Chief of the Coast Guard's Office of Congressional Affairs.

Papp graduated from the U.S. Coast Guard Academy and holds a master's in national security and strategic studies from the U.S. Naval War College and a master's in management from Salve Regina College.

UNIFORM PROCUREMENT GUIDE UPDATE

The Auxiliary UPG (Uniform Procurement Guide) has been updated Oct 1st to reflect new contacts and sew on uniform device and insignia vendors. It is available to view and download on the P-Department website from the Uniform Division Link. <http://www.auxdept.org>

Web 2.0 - Federal CIO Council Releases Guidelines for Secure Use of Social Media

By Christy Crimmins

The use of social media has become a popular topic across the federal government. As agencies begin to venture into this media, whether it is creating an agency Facebook page or updating constituents via Twitter, precautions must be taken and risks should be assessed. While these tools open up many avenues for

broader communication and collaboration, they also come with threats to network security.

On Sept. 17, 2009, the Federal Chief Information Officers Council released a paper titled, “Guidelines for Secure Use of Social Media by Federal Departments and Agencies.” This paper, issued by the Federal CIO Council’s Information Security and Identity Management Committee, provides guidance for federal agencies that use social media to collaborate, communicate and share information both internally and externally.

Today’s Threats

While the threats to social media users are numerous and ever-changing, the Federal CIO Council’s paper narrows focus to the top three potential threats to federal employees, infrastructure and information. They are: spear phishing, social engineering and Web application attacks.

Spear phishing, a targeted approach to traditional phishing scams, uses information unique to the users to trick them into divulging valuable information. This is accomplished by masking communications as internal documents or using personal information to make the communication appear as though it is coming from a legitimate source. These attacks rely on the perpetrator obtaining specific information about the target. When users post personal information to their social networking sites, they are providing attackers with the tools they need to carry out these scams.

Like spear phishing, social engineering relies on the attacker’s ability to gather personal information about a target. The paper’s primary author, Earl Crane, outlined the threat. “The first step in any social engineering attack is to collect information about the attacker’s target. Social networking Web sites can reveal a large amount of personal information, including resumes, home addresses, phone numbers, employment information, work locations, family members, education, photos and private information. Social media Web sites may share more personal information than users expect or need to keep in touch.”

As more government employees join social networking sites, they are likely to identify themselves as government employees. When aggregated, this information can provide an Internet footprint valuable to our enemies. According to Crane, an attacker may learn personal information about an individual and build a trust relationship by expressing interest in similar topics.

Attackers use social media to build relationships with a single user, gaining trust and exploiting the relationship by collecting personal information and using their association to extend their reach throughout the user’s network of friends and colleagues.

The third threat outlined in the paper is Web application attacks. Web applications are dynamic Web pages that use scripting to provide additional functionality. However, additional functionalities come with additional opportunities to exploit the Web application. Social media Web sites are advanced Web applications; their use requires a high level of interaction and capabilities. This opens up social media Web sites to a wide range of vulnerabilities exploitable by attackers.

For example, Web applications written by third parties are routinely deployed on social networking sites and often require users to grant them access to their profiles as a condition for accessing or running the application. Granting full access to these third party applications can result in the compromise of user accounts and/or the installation of malware on the users’ computer.

Mitigating the Threat

In addition to outlining the threats, the Federal CIO Council’s paper provides suggestions for mitigating threats. These include a detailed outline of five recommendations: Policy Controls, Acquisition Controls, Training, Network Controls and Host Controls. Users are generally the weakest link when attempting to secure social media networks. While network, host and acquisition controls can go a long way toward monitoring and preventing intrusions, the onus is on users to keep their personal information private.

To this end, federal agencies are advised to update current information sharing and security policies to include emerging Web 2.0 and social media technologies. Additionally, agencies should include awareness of Web 2.0 policy, guidance and best practices as part of employee annual security training.

Agencies across the federal government are using social media tools to both engage with the public and perform their day-to-day operations. While they provide an opportunity for the government to achieve its mission collaboratively and efficiently, they also present significant risks to network security. Agencies must be aware of the threats and mitigating factors to successfully and effectively use Web 2.0 tools.

The full document, Guidelines for Secure Use of Social Media by Federal Departments and Agencies, is

located at: [http://www.chips.navy.mil/archives/09 Oct /web_pages/Web2_0.html](http://www.chips.navy.mil/archives/09%20Oct/web_pages/Web2_0.html)

Thomas Nunes
Deputy Director, Public Affairs
U.S. Coast Guard Auxiliary

NEW 7029 FORM FOR 2010

A new 7029H-Jan 2010, has been posted on the National forms page at <http://forms.cgaux.org/archive/a7029H-Jan2010.pdf>.

The old 7029G will NOT be able to be entered into AUXDATA after Sunday, 3 January 2010. The new form will be necessary. The old one CANNOT be used. The old mission 99 has been expanded into 5 sub-missions; 99-A through 99-E.

99-A – Auxiliary Leadership: Report all time spent by elected and appointed staff performing National, District, Division, and Flotilla position duties.

99-B - Recreational Boating Safety (RBS) Support: Report all time spent in RBS Support that is not otherwise reported on a 7030, 7038, 7039, or 7046.

99-C - Marine Safety (MS) Support: Report all time spent in MS Support that is not otherwise reported on a 7030 or 7038.

99-D – Training Support: Report all time spent in Training Support that is not otherwise reported on a 7030 or 7039. Any hours spent as a Trainee, other than attending a workshop, should be reported here.

99-E – Auxiliary Administrative/Logistical Support: Report all time spent for Auxiliary and CG Support missions not otherwise reported on any other form or any other Mission Code above. Include all time working on committees or attending meetings (if you are not an elected or staff officer.)

There are added fields for Non-Reimbursable Miles Drive and, Tolls and Parking. These two enhancements will provide the Coast Guard with important "Return on Investment (ROI)" information relating to the Auxiliary.

IMPORTANT C-SCHOOL INFORMATION

If you are attending a C-School here is some very important information you need to know! Coast Guard Expectations of Students Attending C Schools Coast Guard C Schools are intended to properly train Auxiliarists to perform the CG Auxiliary duty for which they have volunteered. Since each set of orders to a C School is a substantial Coast Guard expense (i.e. tax-payer dollars), each student is expected to adhere to

the rules for every C School they attend. Regardless of an Auxiliarist's status or office, these expectations apply to everyone. These are the Chief Director's expectations for every Auxiliarist who attends any C School. Failure to properly abide by them may result in a wide range of consequences including lost credit for the school, non-reimbursement of travel expense claims, expulsion, and in the most severe of cases, disenrollment from the Auxiliary. These expectations are:

- Follow the instructions on your orders. Any deviation from the orders must be communicated in advance to the order issuing authority (usually the Auxiliarist's DIRAUX).
- Students are expected to attend each day of a C School, and be on time each day. They are also expected to stay until the very end of class each day.
- C Schools require pre-class assignments, in-class assignments, and/or post-class assignments. Students are expected to complete all assignments issued by the instructor(s), in the timeframe given by the instructor(s).
- Students are expected to demonstrate the Coast Guard's core values of Honor, Respect, and Devotion to Duty at every step of the C School process. This includes adhering to proper CG courtesies and protocols, proper wearing of the uniform, saluting, non-cohabitation of unmarried couples on any base, and respecting military base rules (whether a CG base, a DOD base, or any other type of military installation). Students who display fraudulent, belligerent, argumentative, or aggressive behavior will not be tolerated. If rental cars are assigned for a class, the authorized drivers are expected to transport their fellow students, as appropriate. Additionally, authorized drivers are responsible for ensuring the timely and proper return of any rental cars in accordance with the rental company's agreement.
- The authorized Government per diem rate (normal rate or reduced – as stated on the orders) for meals and lodging are fixed and non-negotiable. Incurring more expensive lodging or meals are the personal responsibility of the student. If students do not understand reduced rates for lodging or meals stated on their orders, then they should seek clarification from their DIRAUX as soon as they receive their orders. If students prefer to "upgrade" their accommodations, they should discuss such desire with the order issuing authority with the understanding that any cost in excess of the authorized lodging rate will not be reimbursed by the CG.

- Extra travel days must be requested of the order issuing authority well in advance of any C School. The order issuing authority will contact the CG Auxiliary Division (CG-5421). When an earlier flight is available and would preclude a traveler from needing an extra day on either end, utilizing the earlier flight is mandatory unless the traveler wishes to personally incur an extra day's expenses (this applies to OCONUS travel as well as CONUS). Extra travel days will not be authorized for shopping, sight-seeing, personal visits, etc.

- Lodging will not be authorized for any student who lives 50 miles or less from the school. If there are extenuating circumstances, those circumstances should be communicated to the order issuing authority and a waiver requested from CG-5421. Anyone who desires to drive their POV to a class must obtain authorization from the order issuing authority in writing (e-mail is fine). They must also submit a Government Travel Request (GTR) form. This form clearly indicates how much someone will be reimbursed if they choose to drive their own vehicle. All tolls are reimbursable, but lodging and additional per diem are specifically prohibited for reimbursement per the Joint Federal Travel Regulations (JFTR).

FORMER 16-10 MEMBER CROSSES THE BAR

John Wilson "Jack" Sneddon, 76, of Port Charlotte, Fla., passed away on Saturday, Nov. 14, 2009 at TideWell Hospice House.

He was born May 6, 1933 to Helen and Richard Sneddon, Scottish immigrants, in Kearny, N.J.

A 1951 graduate of Kearny High, Jack lived in Kearny, Garfield and Toms River, N.J. before moving to Florida in 2006. Jack proudly served in the U.S. Army and was stationed in Korea. Following his time in the service, he began his lifelong career as a printing pressman. For many years he served with the U.S. Coast Guard Auxiliary in New Jersey and Florida. Until very recently, he was active in his Flotilla, his favorite assignment being on patrol. Jack loved to be out on the water, sailing or boating.

Jack is survived by his devoted wife of 29 years, Lucille; daughter, Suzanne Sneddon; grandson, Drew Wilson Sneddon; and nieces, Nancy Sneddon and Lori Clair. He was preceded in death by his son, John Wilson Sneddon; and brother, Richard Sneddon.

A memorial service was held at sea as a private family event hosted by his local Coast Guard Auxiliary Flotilla. Donations may be made to, TideWell Hospice, 5955 Rand Blvd., Sarasota, FL 34238.



DATES TO REMEMBER

Eastern Area Appointed Officers Training.....	Jan 09
Flotilla Commanders Meeting	Jan 16
Division Staff Officers Meeting	Jan 23
5NR Spring Conference.....	Mar 19-21
Topside Deadline	Mar 31
Summer Uniform Begins.....	Apr 01
Operations Meeting w/Station Manasquan.....	TBD
National Safe Boating Week	May 21-27
Workshop Deadline	Jun 30
Wooden Boat Festival (Huddy Park).....	Jul 17
National Conference	Aug 24
5NR Fall Conference	TBD
Division Picnic	Sep 18
Division Memorial Service.....	Sep 19
Division Auxiliariest of Year to DCO.....	Oct 01
Winter Uniform Begins	Nov 01
Disenrollment Deadline to DSO-PS	Nov 30
Division Change of Watch.....	Dec 05
Election & Staff Reports to SO-IS.....	Dec 15
Annual Currency Maintenance Deadline.....	Dec 31



Informational Web Sites.....

Division 16	http://a05316.uscgaux.info
National Auxiliary	http://nws.cgaux.org
Fifth Northern District	http://www.5nr.org
Chief Director Auxiliary.....	http://www.cgaux.info/g_ocx
On-line Training.....	http://www.dirauxannex.org
Vessel Examination.....	http://safetyseal.net
SITREP, e-Magazine	http://teamcoastguard.org
Navigator Online	http://www.auxpa.org/navigator
US Coast Guard.....	http://www.uscg.mil/USCG.shtm
USCG Navigation Center	http://www.navcen.uscg.gov
Dept. of Homeland Security	http://www.dhs.gov
Maritime Domain Awareness	http://www.opr.auxnstaff.org

Editors Note:

To all Division and Flotilla Officers:

This Newsletter is a bi-monthly platform for each of you to communicate information and/or activities that should be shared with the other Flotillas in the Division.

Sharing our activities, will not only be cost effective but will capitalize on our exceptional resources in all levels of expertise.

A copy of this publication may be found on the Division web site at <http://a05316.uscgaux.info/>