



Appendix G

Auxiliary Station Establishment Guidance

Introduction District Commanders, with concurrence from Commandant (G-OCS), may establish Auxiliary stations or detachments in areas where sufficient Coast Guard personnel are not available or when the District Commander deems such action desirable. However, Auxiliarists are never to assume Coast Guard Boarding officer or officer-in-charge positions. This appendix provides guidance for the establishment of Auxiliary stations and Auxiliary detachments.

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Section A. Auxiliary Stations

Introduction	The Coast Guard may augment existing stations with Auxiliarists or authorize Auxiliarists to use a decommissioned Coast Guard station as a base of operations for an Auxiliary station. The Coast Guard must authorize an Auxiliary unit such use in writing, specifying policies, guidelines, and an expected operating schedule. Individual reimbursement for actual necessary operating expenses will follow the guidelines provided in <i>Section A of Chapter 2</i> .
A.1. Local Notice to Mariners	The Coast Guard must publish a Local Notice to Mariners indicating the geographical area within which the Auxiliary will perform SAR, the radio frequencies guarded, and the dates and hours of operation.
A.2. Prohibited Functions	The Auxiliarists shall not perform any law enforcement or military functions.
A.3. Required Actions by the Director	<p>The Director must be sure to perform the following:</p> <ul style="list-style-type: none">• Ensure the Coast Guard assigns Auxiliarists only to nonmilitary missions and that Auxiliarists have no implied or actual law enforcement authority. The Coast Guard must limit Auxiliary augmentation of Coast Guard boats to duties that do not include the exercise of direct law enforcement authority (see <i>paragraph E.1 of Chapter 4</i>).• Brief unit commanders on Auxiliary capabilities.• Liaison with the Coast Guard district chief of operations, unit commanders, and involved Auxiliary forces to carry out this policy.• Process any agreements for use of facilities by Auxiliary stations other than simple license agreements within the authority delegated to the Auxiliary in accordance with current Coast Guard regulations.



A.4. Required Actions by the Operational Commander

The Operational Commander must be sure to perform the following:

- Publish an OPORDER concerning the staffing of authorized Auxiliary stations.
 - Coordinate with appropriate Coast Guard district staffs to develop an OPORDER when establishing any authorized Auxiliary station. The OPORDER, in addition to other items, must specify the following:
 - The Auxiliary leader responsible for administrative control - FC, division captain, or District Staff officer. The responsibility must fall clearly within the Auxiliary chain of leadership and management, even though the Auxiliary station may have its own command and control structure within the flotilla, division, or district.
 - The Coast Guard unit commander responsible for operational control of all missions performed within the Auxiliary station's area of responsibility (AOR).
 - If authorized, the Coast Guard delegates authority for ordering unscheduled sorties (i.e., Auxiliary station officer-of-the-day, Operations officer, FC, or division captain). Upon launching any sortie or other operational mission, the Auxiliarist authorizing the sortie must immediately notify the appropriate Coast Guard commander.
 - Ensure the Coast Guard assigns Auxiliarists only to nonmilitary missions and that Auxiliarists have no implied or actual law enforcement authority. The Coast Guard must limit Auxiliary augmentation of Coast Guard boats to duties that do not include the exercise of direct law enforcement authority (see *paragraph E.1 of Chapter 4*).
 - Set up local qualification procedures for communications watchstanding. These procedures must be based on the *Group and Station Communications Watchstander Qualification Guide*, COMDTINST M16120.7 (series), as modified by the Director to meet local Auxiliary and operational needs. See *paragraph C.9 of Annex 4* of this manual for policies on communications watchstanders.
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Section B. Auxiliary Detachments

Introduction	District Commanders (with concurrence from Commandant (G-OCS)) may establish Auxiliary detachments, manned solely by Auxiliarists, using donated or shared facilities such as docking areas, waterfront buildings, boats, and other equipment. However, District Commanders may consider implementing this program only in those areas where sufficient Auxiliary resources exist to sustain a continuous program. Directors and Operational Commanders must be aware that Auxiliary manned units may raise the public's expectations for "Coast Guard" services.
B.1. Auxiliarist Participation	Auxiliarists desiring to become a part of this innovative concept must direct their interest through normal channels to the Director.
B.2. Local Notice to Mariners	Upon establishment, the Coast Guard may issue a Local Notice to Mariners, similar to that discussed in <i>Section A</i> of this appendix.
B.3. Real Property Licensing Authority	FCs, division captains, district commodores, and the national commodore have the authority to sign licenses for the use of real property. This authority is valid only after review and approval of the license by the Auxiliary District Staff officer - Legal (DSO-LP) or, in the case of the national commodore, after review by the Department Chief - Legal (DC-L). This delegation is limited and does not include the authority to obligate appropriated funds or to establish or disestablish Auxiliary detachments. No Auxiliarists or Auxiliary corporations have the authority to enter into leases for the use of Auxiliary detachments. Proper Coast Guard authority, using the procedures for leasing of real property, must sign agreements for the use of Auxiliary detachment facilities which are beyond the Auxiliary's license signing authority.
B.4. Required Actions	The required actions for establishing an Auxiliary detachment are the same as those required for an Auxiliary station. (see <i>Section A</i> of this appendix)

