

D1NR Form Flow 2010 Revision

ANSC NO	Current Revision Date	Title	Initiated by	Send to	Send to	AUXDATA Entry Done by	Notes	
7001	Jan-08	Enrollment Application	Prospective Member and FSO-PS	FC	DIRAUX Boston	DIRAUX	send 2 copies of Finger print cards SF-86 must be completed online	
7002	May-05	Coast Guard Award Recommendation	<i>See Auxiliary Manual</i>					
7003	Jul-07	Facility Inspection and Offer for Use	Qualified VE	FSO-OP and FSO-VE Verify form complete and keep copy and record of date sent to OTO	ASSTDIRAUX-OTO	ASSTDIRAUX-OTO	Send ADAFO Form also if owner is not Coxswain qualified	
7004	Apr-07	Radio Facility Inspection and Offer for Use	FSO-CM or SO-CM	FSO-OP and FSO-CM Verify form complete and keep copy and record of date sent to OTO	ASSTDIRAUX-OTO	ASSTDIRAUX-OTO		
7005	Jan-08	Pilot Qualification/ Aircraft Offer for Use	Qualified Aircraft Commander	ADSO-AV and DSO-AV enters inspections into AUXDATA	New Facilities sent to ASSTDIRAUX-OTO	DSO-AV for reinspections, ASSTDIRAUX-OTO for new facilities		
7006	Nov-08	Change of Officers Report	COMO, DCDR, FC	SO-IS (or authorized FSO-IS) for entry into AUXDATA	Cape Office	SO-IS		
7007	Nov-08	Annual Unit Officers Report	COMO, DCDR, FC	SO-IS (or authorized FSO-IS) for entry into AUXDATA	Cape Office	SO-IS		
7008	May-07	PWC Facility Inspection and Offer for Use	Qualified VE	FSO-OP and FSO-VE Verify form complete and keep copy and record of date sent to OTO	ASSTDIRAUX-OTO	ASSTDIRAUX-OTO	Send ADAFO Form also if owner is not Coxswain qualified	
7012	Apr-08	Vessel Safety Check	Qualified VE	Vessel Owner	Copy to FSO-VE	na		
7015	Oct-05	Pilot/ Aircraft Crew Qualification	Consult Air Crew Training manual			DIRAUX		
7023	Mar-10	Notice of Intent to Teach	FSO-PE	DSO-PE		na	FSO-PE also complete PE course announcement on District Website	
7025	Jan-06	Financial Report of Auxiliary Unit	Unit Finance Officer (FSO, SO or DSO)	DSO- FN, copy to DIRAUX		na	Signed by Unit leader (FC, DCDR, COMO)	
7026	Mar-02	CGI/OSC Examination Request	SO-MT, FSO-MT, FC or DCDR	Cape Office		na	See AUX manual Chapter 8	
7028	Feb-05	Change of Member Information	Member	FSO-IS	SO-IS	SO-IS or delegated FSO-IS		
7029	Jan-10	Member Activity Log	Member	FSO-IS	SO-IS	SO-IS or delegated FSO-IS		

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7030	Mar-10	Mission Activity Report	Member	FSO-IS	SO-IS	SO-IS or delegated FSO-IS	
7034	May-99	Auxiliary SAR Incident Report	Coxswain	Controlling CG Unit		na	
7035	Oct-04	Change of Membership Status	Member	FC to DSO-PS	DIRAUX BOSTON	DIRAUX	Enclose Member ID for retirements and resignations
7037	Jul-97	NOS Chart Updating Program	Qualified NS	DSO-NS		na	
7038	Jan-08	Vessel Safety Check Activity Report	Qualified VE	FSO-IS	SO-IS	SO-IS or delegated FSO-IS	
7039	Apr-07	Workshop Mission and Attendance Report	Workshop Instructor	FSO-IS for Flotilla Level workshops, SO-IS for Division Level Workshops, Cape Office for District Level Workshops and 8 hr TCT		SO-IS or delegated FSO-IS for all workshops EXCEPT 8hr TCT and District- Level Workshops (Cape Office)	
7043	Dec-99	Air Crew Application Form	Member	Consult Air Crew Training Guide		DIRAUX	
7045	Feb-02	Vessel Safety Check Action Information	Qualified VE	DSO-VE		na	
7046	Oct-04	Program Visit Report	Qualified PV	FSO-IS	SO-IS	SO-IS or delegated FSO-IS	
7047	Apr-05	Manufacture ID Code and Mail Label	Qualified PV	FSO-PV		none	
7054	Jan-08	Aids to Navigation Report	Qualified ATON Verifier	FSO-NS	DSO-NS	none	Electronic reporting may replace this form. ANSC 7030 must also be submitted for activity
7056	Oct-04	Member Transfer Request	Member	Flotilla Commander of current flotilla	DIRAUX	DIRAUX	
7059	May-04	Short Term Resident Training Request	Member	Flotilla Commander	DIRAUX	na	
7065	Jan-07	Vehicle Offer For Use	Member	DIRAUX		DIRAUX	
DD Form 1351-2	Mar-08	Travel Voucher or Subvoucher	Member	DIRAUX in Boston		na	Attach a SIGNED copy of orders authorizing trip
OTHER FORMS							
SF-86		Security Review	Member	Prospective member MUST request form from DIRAUX and form MUST be completed and submitted electronically- see form instructions	DIRAUX	DIRAUX	
ICS Course Certificates		Course Completion Certificates ICS courses	Sent Electronically to Member	Cape Office		Cape Office	
1st Aid and CPR Course Certificates		Course Completion Certificates 1st Aid, CPR	Given to member	Cape Office		Cape Office	