

UNITED STATES COAST GUARD AUXILIARY



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District 13 Auxiliary,

Forwarded for compliance and related actions are updated District Commodore Instructions (DCOINSTs) applying to stated subject programs and activities.

Article XI of the District 13 Standing Rules authorizes the establishment of administrative directives to document policies, procedures, and processes. Established as DCOINSTs or DCONOTES, these directives provide information in an organized fashion to supplement, clarify, and/or amplify, but do not supersede or replace the District Standing Rules or governing publications referenced therein.

District 13 DCOINSTs and DCONOTES are signed by the District Commodore and include actions, systems, policies, procedures, etc., which have been coordinated with, and/or approved by, the District Board, District EXCOM, or District Commodore, as noted in each directive. These directives are current until updated or cancelled, as noted in DCOINST I-20001. They are numbered sequentially beginning with "001". The year of the latest issue precedes the sequential number, i.e. "18001" indicating that Directive "001" was issued or last revised and reissued in 2020. The letter "I" precedes the number of an "Instruction", and "N" precedes the number of a "Notice". As of this issuance, there are no Notices in effect.

The numbered DCOINSTs in this communication are the only ones currently in effect. All previously issued instructions are no longer current or have been cancelled and no longer have recognition in operating policies, procedures, or processes as of 7 July 2020.

I suggest that each District Captain, Division Commander, and Flotilla Commander maintain a copy of all DCOINSTs to guide their actions relating to subjects covered in each directive. The DCOINST's are located under "Leadership" on the District 13 website.

Following is a list of the current DCO Instructions.

DCOINST Memo 02-24-23

I-20001 7-7-20	Auxiliary Directive System
I-18002 8-15-18	Reports by District Board and Staff
I-22003 9-30-22	Auxiliary Travel and Expense Reimbursement Policy
I-22010 9-30-22	Flotilla Meritorious Achievement Medal
I-21011 11-04-21	District 13 Auxiliarist of the Year Award
I-18012 8-15-18	Recognition of District Officers
I-18013 9-15-18	District Captains Award for Member Training Achievement
I-18015 10-15-18	How to prepare a Formal Recommendation
I-23019 2-24-23	Annual Awards to Divisions, Flotillas, and exceptional Program-Performing Members in District 13
I-18022 8-15-18	District 13 Golden Quill Award
I-15028 6-15-15	District Liaison and Program Manager Officer Devices
I-21030 11-04-21	District 13 Auxiliary Assignment to Duty
I-20031 7-7-20	District 13 Auxiliary Unit Flag Standards
I-22032 9-30-22	District 13 Social Media Guidelines

Very Respectfully,



Dan M. Kienle
District Commodore

cc: DCOS