

8 DECEMBER, 2006

FROM: NACO
TO: DISTRIBUTION

SUBJECT: ANNOUNCING- REQUEST FOR AWARD NOMINATIONS FOR THE
NEW AUXILIARIST OF THE YEAR AWARD

New Auxiliarist of the Year Award

The New Auxiliarist of the Year (NAUXOY) award recognizes the most exemplary performance by an eligible Auxiliarist during the previous calendar year. Only those Auxiliarists who demonstrated sustained, exceptional standards of proficiency and conduct, and whose appearance and bearing were consistently impeccable, shall be considered for nomination. This award parallels the awards for the Coast Guard Enlisted Person of the Year (EPOY) and the Civilian Employee of the Year (CEOY) awards. NAUXOY tenure shall extend from the date of their announcement as NAUXOY until the date of announcement of their successor.

Eligibility Criteria

NAUXOY nominees must meet the following criteria:

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- Be a member in good standing of the Auxiliary for no less than one year and no more than three years from initial enrollment.
- Demonstrated exemplary conduct.
- Embraced Coast Guard core values of "Honor, Respect, and Devotion to Duty."
- Projected exceptional uniform appearance and bearing.
- Delivered consistently outstanding performance in terms of leadership, Auxiliary program skills, personal and work ethics, and Auxiliary knowledge.
- Displayed superb initiative and motivation that helped significantly advance themselves and Auxiliary program(s).
- Performed duties in outstanding fashion and achieved results of high quality, customer service, and teamwork that resulted in improved efficiency and effectiveness of Auxiliary and/or Coast Guard unit(s).
- Other related contributions, achievements, and awards should be included for consideration.

Submission Requirements

NAUXOY nomination packages shall be processed as follows:

- The National Commodore shall solicit nominations during the month of December each year.

- Nomination packages must originate at the Flotilla level and be able to be electronically forwarded and processed. Packages should adhere to the minimum requirements prescribed by the sample format in Appendix G. Any package must be submitted to the regional EXCOM via the nominee's chain of leadership.
- The regional EXCOM must validate all nomination packages and determine which nomination to forward. The DCO shall endorse and forward only one NAUXOY nomination from the region to the respective ARCO by 15 February.
- Upon review of all packages, the ARCO shall endorse and forward only one nomination to NAVCO by 1 March.
- NAVCO shall chair a selection committee composed of NACOS and ARCOs to make the NAUXOY selection. NAVCO shall serve as tie-breaker among selection committee members. Upon selection, NAVCO shall forward the package to NACO.
- NACO shall submit the package to G-PCX by 1 April.
- G-PCX shall review and forward the package to G-C by 10 April.

Recognition

The NAUXOY shall receive the following recognition:

- Announcement of award by ALCOAST message.
- Award presentation at ceremonies in Washington, D.C. in conjunction with Coast Guard EPOY and CEOY presentations. Travel, lodging and per diem expenses for the NAUXOY and spouse will be covered, and orders shall be issued by G-PCX.
- Recommendation for the Auxiliary Commendation Medal to be submitted by NAVCO.
- NAUXOY names shall be inscribed on a perpetual plaque on permanent display at CGHQ.
- Issuance of a personalized keeper plaque.

A NAUXOY may be requested, with NACO concurrence, to represent the Auxiliary at other official functions and ceremonies during their tenure.

Appendix G

NAUXOY Nomination Package Format

Date

From: District Commodore

To: Chairman, New Auxiliarist of the Year (NAUXOY) Selection Committee

Thru: Area Commodore

Subj: NEW AUXILIARIST OF THE YEAR NOMINATION

Ref: (a) The Coast Guard Auxiliary Manual, COMDTINST M16790.1 series, ch.11

- Nominations shall not exceed three typed pages.
- They must be in MS Word format.
- Include two digital color photos (.jpg); one photo to be full length wearing Tropical Blue Long uniform with combination cap, and one photo to be head and shoulder without combination cap (similar to Auxiliary ID photo).
- Nomination packages shall be submitted via email with this document and both .jpg photos as attachments.

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1. The following background information is provided per reference (a):

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1a. Name: James R. Jones, EMPLID 1234567

2b. Unit: XXX-XX-XX

3c. Date of enrollment: YY MMM DD

2d. Name of spouse and/or children (if applicable)

0e. Offices attained (if any): Example –

FSO-MT YY MMM DD to YY MMM DD

VFC YY MMM DD to YY MMM DD

National Staff – BA-XXX YY-MM-DD to present

2. Special projects (describe):

Example: Mentored boat crew over past three years.

Qualified five Auxiliary crewmembers

Worked 46 hours on the Catastrophic Oil Spill

3. Previous recognition during Auxiliary membership (describe):

Example: Flotilla Auxiliarist of the Year - 2005

Runner up – Division Auxiliarist of the Year - 2005

LT Robert Perchard Award

Letter of Appreciation

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4. List and describe any personal Auxiliary awards:

Example: Auxiliary Commandant Letter of Commendation (2)
Auxiliary Golden Web Award

5. Brief synopsis of significant professional and personal achievements within the calendar year that warrant nominee's selection:

Example: Leadership and Management School
Coxswain qualified
ICS-100, 200
PA-2 Correspondence Course completed

6. Narrative of the nominee's outstanding achievements based on specific facts and examples, which clearly show that they were exceptional in accordance with nomination criteria.

7. Community Service:

Community service may address what the Auxiliarist has done for everyone they came into contact with through the Auxiliary, local Coast Guard units, and other organizations.

8. Required Photos.

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