



Appendix L. Glossary

Introduction This appendix contains a list of terms used throughout this manual and their definitions.

In this Appendix This appendix contains the following information:

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Glossary	L-3





TERM	DEFINITION
Activity	Coast Guard administrative unit responsible for a designated geographic area.
Adjudication	An overall common sense determination based upon consideration and assessment of all available information, both favorable and unfavorable, with particular emphasis being placed on the seriousness, recency, frequency, and motivation for the individual's conduct; the extent to which conduct was negligent, willful, voluntary, or undertaken with knowledge of the circumstances or consequences involved; and, to the extent that it can be estimated, the probability that conduct will or will not continue in the future.
Adjudicator	Trained and certified military, Government, and contractor personnel who have been trained in the "whole person" concept and recommends suitability/clearance determinations based upon all available information.
Alien	Any person not a citizen of the United States.
Assistant Director	Military or civilian employee assigned to the Director to assist or govern Auxiliary administration within a district or region.
Authority	Coast Guard active duty unit commander or other active duty or Coast Guard civilian personnel that may exercise or direct action to a unit or person (e.g., Coast Guard order-issuing authority, Commandant for policy, Director to execute and modify policy as needed for local execution, etc.).
AUXDATA	Auxiliary Computer Management Information System.
Auxiliarist	A volunteer.
Auxiliary Coxswain	Highest qualification level in a Boat Crew Program.
Auxiliary Crewmember	First qualification step in a Boat Crew Program.
Auxiliary Leader	Elected or appointed Auxiliarist.
Auxiliary Liaison (AUXLO)	An active duty member assigned by the Coast Guard unit Commander, who coordinates with the applicable Auxiliary elected leaders, Staff officers, or Auxiliarists.
Auxiliary Unit Liaison (AUXULO)	An experienced Auxiliarist assigned by the District Commodore in consultation with the Director of Auxiliary and the Coast Guard unit commander, works with the Coast Guard command to provide immediate input and response to requirements for Auxiliary support and facilitate Auxiliary service to the unit.



TERM	DEFINITION
Base Enrollment Date (BED)	The actual date an applicant is accepted for membership by the Director as reflected on the application. In cases where the membership has not been continuous, the BED must be amended to reflect the total break in membership. An amended BED is determined by calculating total membership time, and subtracting that total from the current date.
Boat Crew Qualification & Certification	Stratified levels of expertise required to be attained before receiving Auxiliary operational orders.
Branch	A component of a division within the Auxiliary National Staff.
Chain of Leadership and Management	The organizational concept where current elected leaders are responsible to elected leaders on a higher level and responsible for all Auxiliarists whom they represent by virtue of their elected office. It neither violates nor should be confused with the parallel (or vertical) staffing concept which guides appointed staff members or military chain of command where authority is derived from earned rank.
Chief Director	The Coast Guard officer (normally a Captain) at Coast Guard Headquarters who is responsible to the Commandant for the administration of the Auxiliary (G-OCX).
Citizen	United States citizens, either by birth or who are U.S. Nationals, those who have derived U.S. Citizenship or those who acquired it through naturalization.
Classified Information	Information that requires protection in the interests of National Security in accordance with Executive Order 12958.
Clearance	A security determination that an individual is eligible and authorized to be allowed access to classified information on a need-to-know basis. The level of clearance will not exceed the required level of access.
Command	For the purpose of this regulation, a Command is any organizational entity under one individual authorized to exercise direction and control. The term includes units, ships, laboratories, bases, squadrons activities, facilities, or any other indication of organizational integrity.
Command Security Officer	Designated by the Commanding Officer to manage the security program and to provide unit or staff level security support. Commands not required to designate a CSO per <i>Information Security Program</i> , COMDTINST M5510.21 (series), shall designate a unit security officer to perform the functions designated for the CSO in this manual.
Commandant	The Commandant of the Coast Guard (G-C).



TERM	DEFINITION
Commanding Officer	Unless otherwise noted, the term “Commanding Officer” includes “Commander”, “Officer-in-Charge”, “Director”, “Inspector”, and any other title assigned to an individual, military or civilian, who, through Command status, position, or administrative jurisdiction, has the authority to render a decision with regard to a specific question under consideration.
Commodore	Appointed or elected Auxiliary leader.
Department	One of the basic organizational components of the Auxiliary National Staff.
Director	An officer serving in the operation’s staff of the District Commander who is a direct representative of the District Commander. Responsible for Auxiliary administration within a district or Auxiliary region.
District	A Coast Guard district defined by statute.
District Commander	The Senior Coast Guard Flag officer in command of a Coast Guard district.
District Commodore	The highest elected Auxiliary leader within a district or region.
District Rear Commodore(s)	The elected Auxiliary leader on a district level who may represent a given area of the district or region, positioned immediately after the District Vice Commodore.
District Vice Commodore	The second highest elected Auxiliary leader who assists the District Commodore.
Division	A geographical and administrative Auxiliary subdivision in a district or region. Also an Auxiliary national department staff component. When used in terms of Coast Guard organization, division means a basic organizational component of a Coast Guard district office or, at Coast Guard Headquarters, a component of one of the primary Offices of the Commandant’s Headquarters’ organization.
Eligibility	Results from a determination made by a trained adjudicator, which establishes the highest level of final security clearance that an individual may qualify to receive. The determination will be based upon the type and recency of the member’s personnel security investigation. Also, eligibility can be affected by the review of any other pertinent information relating to the member’s qualification for a final security clearance.
Examiner	A currently qualified vessel examiner or fishing vessel examiner.



TERM	DEFINITION
Facility	A privately-owned motorboat, yacht, aircraft, or fixed-land or land-mobile radio station, at least 25% of which is owned by an Auxiliarist, and which has been accepted by the Director.
Favorable	A determination based upon a "whole person" concept that the individual is an acceptable security risk and is suitable for conditions of employment or Auxiliary service. <i>See also Unfavorable.</i>
Flag Officer	Coast Guard or Navy officer above the rank of Captain (06 paygrade).
Flotilla	The basic Auxiliary unit.
Foreign National	Considered to be any person not a U.S. citizen or immigrant alien. American citizens representing foreign Governments, foreign private interests, or other foreign nationals are considered to be foreign nationals for the purposes of this regulation, when acting in that capacity.
General Officers	USA, USAF, USMC officers above rank of Colonel.
Group	An organizational Coast Guard unit within a district, usually with a specific geographic responsibility for operational purposes.
Guide	A semi-permanent publication containing practical application of procedures.
Headquarters	United States Coast Guard Headquarters, Washington, D.C.
Immediate Past	Indicates an elected office held by an Auxiliarist who was the last to hold that office for a full term. Elected leaders must have been succeeded in office as a result of a regular election, and must not have been removed from office. An immediate past officer shall retain designation until another immediate past officer is generated by a regular election. If an immediate past officer leaves the office for any reason, the immediate past office remains vacant until the next regular scheduled election.
Immigrant Alien	Any person lawfully admitted into the United States under an immigration visa for permanent residence.
Instructor	A currently qualified public education (PE)/member training (MT) instructor.
Manual	A permanent publication containing basic organization, policy, and procedures (i.e., the AUXMAN).
Motorboat	Any documented or numbered vessel propelled by machinery, not more than 65 feet in length. (Must be at least 14 feet in length for facility purposes.)



TERM	DEFINITION
National Commodore (NACO)	The highest elected Auxiliary leader who represents the Auxiliary at the National level.
National Directorate Commodores (NADCO)	Appointed Directorate Commodores responsible for program directorate of Member Services, Operations and Marine Safety, and Recreational Boating Safety.
National Elected and Appointed Commodores	Key Auxiliary leaders who have established themselves as leaders vital to the Auxiliary. Though not to be confused as Coast Guard Flag officers, the National elected and appointed Commodores' sustained leadership that has earned them high respect and adoration with Coast Guard Flag officers is normal. Auxiliary Commodores: NACO, NAVCO, ARCO, NADCO, and DCO.
National Security	The national defense and foreign relations of the United States.
National Staff	Collectively the organization of National Staff officers appointed by the NACO to assist nationally in Auxiliary administration.
National Vice Commodore	An Auxiliarist elected on a national level, who is second in the chain of leadership and management on the national staff.
Need-to-Know	A determination by an authorized holder of classified information that a prospective recipient requires access to specific classified information in order to perform or assist in a lawful and authorized Governmental function. Knowledge or possession of, or access to, classified information shall not be afforded to any person solely by virtue of the individual's office, position, or security clearance.
Parallel Staffing	The organizational concept where appointed staff members at all levels, in conducting their activities, report (upward to senior staffing levels) or monitor (downward to junior staffing levels) the activities of other appointed staff members. It neither violates nor should be confused with a chain of command concept. It could be considered the appointed staff chain of leadership and management. Also referred to as <i>Vertical Staffing</i> .
Past	A designation indicating an Auxiliarist who has previously held an elected office, at any level, for at least one-half of the normal term of office. An Auxiliarist removed from office is not eligible for the past designation. Past office holder designation entitles the wearing of the past officer device. Holding of an immediate past (voting) designation is not a requirement for holding the past designation.
Past Officer Device	A device worn to indicate the Auxiliarist's insignia (elected and appointed) that no longer represents that Auxiliarist's current Auxiliary office.



TERM	DEFINITION
Peril	Danger, or likelihood of danger, or inconvenience so as to result in threats to life. and/or property.
Personnel Security Investigation	Any investigation required for the purpose of determining the eligibility of an individual for access to classified information, acceptance or retention in the Armed Forces, assignment or retention in sensitive duties, or other designated duties requiring such investigation.
Qualification Examiner	Qualification Examiner in Boat Crew Qualification Program.
Radio Station	Any fixed land or land mobile radio station equipped as the Commandant may prescribe and maintained in a well ordered condition.
Region	A sub-division of a Coast Guard district, but structured for Auxiliary administration as a Coast Guard Auxiliary district with a Director, Commodores, and staff.
Regional or District Director	The Coast Guard officer (normally a Commander, but may also be a Lieutenant Commander, or Captain) assigned to the District Commander's staff for Auxiliary administration within a region. Also referred to as the Director. <i>See also</i> Director .
Sortie	The individual movement of a resource in giving assistance from the time it moves underway for assistance until it returns for replenishment, or terminates to begin another case. Each individual movement comprises one sortie.
Staff Officer	An Auxiliarist appointed to the national, district, division, or flotilla staff.
Unfavorable	A determination based upon a "whole person" concept that the individual is not an acceptable security risk and is not suitable for conditions of employment or Auxiliary service. <i>See also</i> Favorable .
Unit	A unit is any Coast Guard Command, Auxiliary flotilla, division, or district.



TERM	DEFINITION
U.S. National	<ul style="list-style-type: none"> • A person born in an outlying possession of the United States on or after the date of formal acquisition of such possession; or • A person born outside the United States and its outlying possessions of parents both of whom are nationals, but are not citizens of the United States, and have had residence in the United States or one of its outlying possessions prior to the birth of such person; or • A person of unknown parentage found in an outlying possession of the United States while under the age of five years, unless shown, prior to attaining the age of 21 years, not to have been born in such outlying possession. For the purposes of this manual, U.S. Nationals are included in the use of the term “U.S. Citizens”.
Vertical Staffing	<i>See also Parallel Staffing.</i>

