

AUXILIARY SEARCH, COORDINATION, AND EXECUTION (AUXSC&E) COURSE TRAINING POLICY

Revision 1

1. Purpose

This document provides policy and guidance concerning the Auxiliary Search, Coordination, and Execution (AUXSC&E) specialty course and the Train the Trainer element for this course. The document was developed jointly by the U.S. Coast Guard Auxiliary Division (CG-5421), the U.S. Coast Guard National Search and Rescue School, and the U. S. Coast Guard Auxiliary – National Training Department.

2. Background:

For many years, the Auxiliary Search and Rescue (AUXSAR) specialty course had outdated information and extraneous material (e.g. - search planning elements) that was much more pertinent for active duty Coast Guard members (e.g. – command center controllers) instead of Auxiliary operators. With this in mind, the National Search and Rescue School at Training Center Yorktown re-designed the course and arranged to train an initial cadre of Auxiliary instructors in late FY07. The new course was re-designed and re-titled Auxiliary Search, Coordination, and Execution (AUXSC&E).

This is the first case in which an Auxiliary specialty course is meant to be delivered by specially trained instructors who are specifically knowledgeable of the material, the method of its instruction, and the operations that it supports. Accordingly, its deployment throughout Auxiliary applications will be closely monitored and assessed by the USCG Auxiliary Division (CG-5421), the Auxiliary Department of Training, and the National SAR School in the course of the next few years.

3. Status:

The AUXSC&E course has replaced the AUXSAR course. AUXSC&E is the course title, but successful completion of the AUXSC&E course shall continue to be entered in AUXDATA under the SEARCH AND RESCUE SPECIALTY (AUXSAR) COURSE task as a requirement for the AUXOP device.

Only Auxiliarists who meet certain criteria (see paragraph 4 below) may serve as qualified instructors and teach the AUXSC&E course (i.e. - serve as AUXSC&E Instructors). An AUXSC&E Instructor competency, distinct from the Auxiliary Instructor (IT) competency, is predicated on tasks that reflect the criteria in paragraph 4. Auxiliarists who meet the criteria shall be recognized in AUXDATA as SEARCH COORD & EXECUTION TRAIN-THE-TRAINER.

4. Training:

The AUXSC&E course is designed to be taught over a period of five full days or the equivalent thereof. AUXSC&E requires the 13218 chart for proper instruction and practical exercises. This chart will be stocked at the Auxiliary National Supply Center (ANSC). No other charts may be substituted. Other course materials (e.g. – Student Guide / Instructor Guide CDROMs, manuals and exams) will also be stocked or printed to order at ANSC. No other materials may be substituted for this course. Failure to use prescribed course materials shall constitute grounds for nullification of successful course completion.

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Minimum paper-based material required for each course is the Student Guide, the abbreviated Coast Guard Addendum to the U.S. National Search and Rescue Supplement (available through ANSC), and chart. All other material may be on a CD-ROM. Orders for materials should be placed only for those students truly committed to successfully passing this course. Material costs are rising and future stock limitations could occur. Auxiliary instructors for this course must order course materials through the Auxiliary FSO-MAs and Flotilla Commanders, who will order the materials from the ANSC. Each student's name and EMPLID must be submitted for each order to ANSC.

In order to teach the AUXSC&E and the AUXSC&E Train-the-Trainer (TTT) course, Auxiliarists must meet the following criteria (have them reflected in AUXDATA as completed tasks for the AUXSC&E Instructor competency described in paragraph 3 above):

- A. Successfully complete the AUXNAV course as a prerequisite before taking the AUXSC&E TTT course. This requirement will become effective 1 June 2009. All current AUXSC&ETTT qualified instructors are not subject to this requirement. The AUXNAV prerequisite requirement only applies to the AUXSC&E TTT course. The AUXSC&E course does not require the AUXNAV prerequisite.
- B. Successfully complete the AUXSC&E TTT course as delivered either by the National SAR School or by an Auxiliarist who has successfully completed the AUXSC&E TTT course.
- C. Is current in their qualification as an Auxiliary instructor (IT).
- D. Is current in their qualification as an Auxiliary coxswain, boat crew member, pilot (at any level), or air crew member. This criterion may be waived by the DIRAUX, in consultation with the DCO, but the member must have been current in the last five (5) years if they are to serve as the lead instructor.

Additionally any current member of the National SAR School instructor staff may teach this course as requested by the Auxiliary.

While the AUXNAV prerequisite is not required before taking the AUXSC&E course, potential students must understand that the AUXSC&E course is an intense course of study and a strong background in navigation is necessary for successful completion. Anyone weak in the area of navigation should not take this course.

5. Testing

In order to successfully complete the AUXSC&E or the AUXSC&E TTT course, a student must pass an administered two-part end-of-course exam (knowledge section and performance skills - charting section). Both parts do not have to be administered on the same day, but no more than one week should separate their completion. Additionally, since the active duty Coast Guard SC&E exam is open book, so are the AUXSC&E and AUXSC&E TTT exams.

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A student may directly challenge the end-of-course exams. If a student receives passing scores, the student will receive credit for the successful course completion. Attempts to pass these courses are limited to not more than 7 times in a 30 day period. Attempts to pass the exams are at the discretion of the test administrator.

The knowledge section written exam will be taken by each student individually. A minimum grade of 80% is passing on the written exam. The written exam will be allotted 60 minutes. It will be administered in the same manner as all AUXOP courses. An AUXOP proctor or an AUXSC&E qualified instructor may order the exam from their respective DIRAUX, proctor the exam and return the exam to DIRAUX for grading. An on-line version of the written exam is under development.

The performance skills - charting exam may be taken in a team setting (two persons team). The performance skills exam will be allotted four hours for completion. An AUXSC&E qualified instructor must proctor this exam. Pass or fail on the performance skills exam will be determined by the judgment of the AUXSC&E qualified instructor. A designation of "GO" or "NO GO" will be rendered by the instructor based on the student's charting skills and responses to questions over search pattern activity. Students working in teams may work together, but must respond to the instructor's questions individually.

A list of students who have received a "GO" will be prepared by the instructor and sent to their respective DIRAUX on Form 7039 Workshop Mission and Attendance Report. In addition, for each student, a copy of the AUXSC&E Registration Form must be attached to the 7039 to verify that the student has met the prerequisite requirements of the course. DIRAUX will determine which students have passed the course by reviewing the results of both examinations and prerequisite compliance. Students passing both exams will be issued the appropriate certificate for course completion.

6. Certificates:

Certificates shall be issued for either successful completion of the AUXSC&E TTT course or the AUXSC&E course itself. This is a direct relationship with the competencies recognized in AUXDATA.

ANSC will provide an electronic certificate template for successful completion of the AUXSC&E TTT course to DIRAUX offices. These certificates shall be signed by the appropriate DIRAUX and issued to Auxiliarists who successfully complete the course.

Certificates for students who complete the AUXSC&E course (i.e. – Search and Rescue Specialist only) shall be signed by the appropriate DIRAUX.

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7. Administration

In order to be admitted to an AUXSC&E or AUXSC&ETTT course, the student must complete the AUXSC&E Registration form. This form has been designed to provide the following information for the AUXSC&E instructor and DIRAUX:

1. Verified the student's completion of prerequisites
2. Secured the student's commitment to offer the AUXSC&E course when called upon to be an instructor.
3. Provided documentation to DIRAUX that the student has met the prerequisites for the course.

Attached is a copy of the AUXSC&E Registration Form. It may be copied and distributed by the course instructor. A copy for each student must be attached to the 7039 when it is filed with your respective DIRAUX.