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16798

Eleventh Coast Guard District, Auxiliary, Southern Region Policy Directive 03-14

Subj: CODE OF CONDUCT

Ref: (a) Auxiliary Manual, COMDTINST M16790. 1E; Para 4-E-4 (f)

1. **PURPOSE.** The purpose of this policy directive is to establish parameters and procedures within the Eleventh Coast Guard District (SR) Auxiliary to support and enhance a positive Code of Conduct during elections.

2. **MISSION STATEMENT.** It is the intent of the Eleventh Coast Guard District Commander that all Auxiliary elections are effectively carried out and support the membership and the Coast Guard Auxiliary.

3. **DISCUSSION.** The Eleventh Coast Guard District Commander supports any person who chooses to run for any elected office and commends them for their interest in helping form a better Coast Guard Auxiliary. By their willingness to run for an elected office they are accepting all the requirements for the position they intend to seek in terms of time and money. Members of the Auxiliary must be able to look up to their elected leaders knowing that they are willing to place the interests of the members ahead of their own personnel interests and objectives. Any member who seeks an elected office must first understand that their primary interest is to support the membership and the Coast Guard Auxiliary. Because of the importance of providing the best-qualified individuals to lead the membership, the following conduct of district elections shall be followed:

- A. Each person seeking a District Elected Office should forward a letter of intent to run for a specific office along with a resume outlining the candidate's qualifications, past offices held and accomplishments. The letter of intent along with the resume should be sent to each member of the District Board no later than 60 days before the election.
- B. Each candidate should be aware of the costs in time and money for the office they are seeking. They are strongly encouraged to consult with current and past officers to determine these costs.
- C. Each voting member of the board is encouraged to invite all candidates to attend board meetings or social functions. There shall be no barriers, geographic or other, imposed on any candidate to prevent him or her from attending any activity they are invited to attend.

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- D. Candidates are encouraged to contact voting members to solicit their support either via phone, e-mail or letter. The letters should be confined to their accomplishments and their plans for leading the auxiliary, should they be elected. Candidates are encouraged to solicit letters of support from other members or past officers.
- E. The District Commodore, Vice Commodore and the Immediate Past District Commodore shall not publicly endorse one candidate over another with any voting member.
- F. At no time should any negative references be made regarding other candidates. This district will not tolerate rumors, innuendo, slanderous remarks, or any other negative reference to any candidate and every candidate is cautioned to refrain from this type of conduct.
- G. A violation of this Code of Conduct may subject the offender to appropriate administrative disciplinary action, including temporary suspension action, under Para 3-F, page 3-11 of the Auxiliary Manual.
- H. Nothing in this Code of Conduct shall prohibit or preclude floor nominations at the election meeting, as authorized by the Auxiliary Manual (COMDTINST M16790. 1E; Para 4-E-4 (f), page 4-18).



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