



16798  
27 Apr 2007

## MEMORANDUM

From: S. J. ALBRIGHT, LCDR  
CGD SEVENTEEN (DIRAUX)

To: D17 AUXILIARY OPERATIONAL FACILITY OWNERS/OPERATORS AND PWOs

Subj: CANCELANATION OF GOVERNMENT CREDIT CARD FUEL PROGRAM FOR  
OPFACS

Ref: (a) Simplified Acquisition Procedures Handbook, COMDTINST M4200.13G  
(b) Operations Policy Manual, COMDTINST M16798.3 (series)

1. It is with regret that I am canceling the current D17 use of the government credit card for purchase of fuel for Auxiliary Operational Facilities (OPFACs) when under orders. Current regulations in Ref (a) prohibit multiple users of a single government credit card. These regulations also prohibit issuing government credit cards to Auxiliary members. This change is unfortunate but necessary. I ask for everyone's understanding and cooperation.

2. Effective immediately, operators of Auxiliary OPFACs and Personal Watercraft Operators (PWOs) must purchase their own fuel and then submit their fuel receipts through Patrol Order Management System (POMS) for reimbursement. All fuel receipts must accompany the POMS orders sent to DIRAUX in order to receive reimbursement for fuel related to that patrol. POMS has streamlined the reimbursement process, completing most of the process electronically which means Auxiliarists will be reimbursed for out-of-pocket mission expenses in a timely manner. The fuel portion of the reimbursement will be directly deposited to the owner or operator's bank account along with applicable meals and, if authorized, the Standard Auxiliary Maintenance Allowance (SAMA), provided that they have previous set-up the mandatory "FastStart" Direct Deposit through the CG Finance Center to their personal bank account. Claims for reimbursements must be submitted within 30 days after completing the mission as required by Chapter 2 of Ref (b).

3. Additionally, DIRAUX has obtained a government fuel card for each of the Coast Guard owned SAFE Boats. These government fuel cards are for use by the SAFE Boat Coxswain on orders. These cards will remain onboard and be used only for fueling that specific SAFE Boat and will be part of the pre-underway check sheet and end-of-patrol sign off. The fuel receipt must accompany the POMS order sent to DIRAUX and SAFE Boat fuel will be entered as "received-in-kind" on the POMS order.

Copy: FCs, FSO-Ops, D17 LINC's, DSO-OP, DCPs, DCO, VCO, RCO