



U.S. Coast Guard Auxiliary

# Public Affairs



## USCGAUX National PA P&P 1-09

### Subj: Communications Guidelines

**1. Purpose:** The purpose of these guidelines is to increase the comfort zone of the B Department staff by explaining the chain of leadership and management and how to accomplish projects in an effective manner.

**2. A Department Internal Communications:** Divisions Chiefs (DVC) report to the Department Chief. The Deputy Department Chief should be provided a copy of any such communications.

### 3. Auxiliary Internal Communications

- a. National Staff: All DVC's and the Deputy Department Chief are authorized to communicate directly with other National Departments. Branch Chiefs (BC's) may communicate with other BC's as required.
- b. District elected positions: DC-A and DC-Ad will communicate directly.
- c. District appointed staff (DSO's): All division chiefs and Media Relations BC's may communicate directly.