

MONTHLY REPORT
INFORMATION SERVICES
May 2022

REYR PROCESSING

The May REYR processing has not yet been run, but it will be done within the next few days.

2022 NATIONAL WORKSHOPS

Just a reminder about reporting of the 2022 National workshops. ALAUX 033/22 laid out the requirements for the 2022 National Workshops to be completed by 30 June 2022. The process for getting these workshops entered into AUXDATA II depends on which workshop is being completed.

- National Operations Workshops (Surface, Air & Telecommunications). These three workshops are instructor led (in person or via web). Instructors of these workshops must submit a Workshop Mission and Attendance Report (ANSC 7039) to their IS officer for entry into AUXDATA II.
- National Vessel Examiner and Instructor Workshops. These workshops are intended to be viewed by members and the completion is logged via a self-attestation form that is sent their IS officer for entry into AUXDATA II.
- National Culinary Assistance Specialists Sanitation Workshop. This workshop includes a test that is administered through the National Testing Center (NTC). The results of this test will be automatically uploaded to the members record in AUXDATA II.

The proper forms for all workshops, including Core Training and RM/TCT, **must be submitted to the IS Officer for entry into AUXDATA II,** at no time is a member allowed to enter a workshop.

There is a self-attestation form in circulation nationally that erroneously includes the Operations Workshop. The 2022 Operations workshop is not eligible for self-attestation; the workshop training material must be delivered by an Auxiliarist qualified in the respective operations program provided they are either under a certified instructor or are under the supervision of a certified instructor. This erroneous form has been corrected but the original form may still be in circulation.

Please encourage your members and instructors to get these forms to their IS Officers ASAP so that they may be entered into AUXDATA II.

COMPETENCIES

So far, the competencies of two divisions have been reviewed. I will be working with the IS officers of those division to confirm the competency status before any changes are made to member records.

As always, my staff and I will be happy to help with any AUXDATA II needs, such as generating reports.

Respectfully submitted,

Pamela Berger, DSO-IS