



25 AUG 2018  
FM: CHDIRAUX  
TO: ALAUX  
ALAUX 021/18

**SUBJ: CHANGE TO SIMULTANEOUS AUXILIARY OFFICE POLICY**

Ref: (a) Auxiliary Manual, COMDTINST M16790.1 (series)  
(b) ALAUX 018/14

1. The following change to Section 4.G.5 of reference (a) completes the past review and action taken by the National Board and the Chief Director of Auxiliary reflected in reference (b) issued on September 14, 2014:

"4.G.5. Simultaneous Offices

Staff officers are not barred from holding simultaneous elected offices or other staff offices except that no member holding elected office may concurrently serve as the Finance or Materials Staff Officer at any organizational level (e.g., an Auxiliarist may not concurrently serve as FC/VFC and FSO-FN or FSO-MA, nor may a DCAPT serve as an FSO-FN or FSO-MA). The Director may waive this prohibition for elected offices within their district in the event there is no effective way for the unit to comply. The Chief Director may similarly waive this prohibition for elected offices at the national level.

This provision does not affect elected office eligibility criteria. It is understood, though, that if an Auxiliarist serving in a Finance or Materials Staff Officer position is elected to an elected office, then they must relinquish that staff officer position prior to commencing their term of elected office unless a waiver has been granted. Similarly, if an elected officer wants, needs, or is otherwise compelled to assume the duties of a Finance or Materials Staff Officer, then they must relinquish their elected office before doing so.

Before appointment of additional offices, the added burden on the Auxiliarist should be considered by the elected leader and by the unit membership. It is wholly reasonable and prudent for an elected leader to review associated workloads and expectations with staff officer candidates before making appointments in order to ensure clear understanding of how programs will be managed."

2. This change is effective immediately and will be incorporated in the next change to reference (a).