



5400  
25 June 2008

## MEMORANDUM

From: *Robert J. Coyle*  
Robert J. Coyle, CWO2, USCG  
Commanding Officer

Reply to  
Attn of:

To: Commander, Seventeenth Coast Guard District (d)  
Thru: Peter E. Bower, CWO3, USCG

Subj: RELIEF OF COMMAND

Ref: (a) Coast Guard Regulations, COMDTINST M5000.3 (series)  
(b) Aids to Navigation Manual, COMDTINST M16500.13 (series)  
(c) Loran-C Operations Manual, NAVCENINST M16562.1 (series)

1. In conjunction with the change of command at LORAN Station Attu, the requirements of reference (a) have been met. References (b) and (c) will be of further reference for your use.
2. The station's personnel strength is at full allowance level; one (1) officer and nineteen (19) enlisted billets. The present compliment is matched with the Personnel Allowance List (PAL). Training levels of all personnel assigned are sufficient to support the mission. All rates assigned have proper qualification codes. Crew morale is high. No pay problems are noted. There are no mishap cases pending.
3. CASREPs Pending:
  - a. 06011 – LORAN TOWER GROUND RADIAL SYSTEM. Repair is pending good weather. All parts are on station to complete repairs.
4. There are no classified documents on board the unit. All accountable materials are present and all classified material accountability systems were found to be in good order. A change in Command Security Officer (CSO) and remote Cryptographic Materials System (CMS) Use has been effected via separate correspondence.
5. All narcotics and controlled substances were inventoried. There were no discrepancies. Relief of custodial responsibility has been effected via separate correspondence.
6. There are no service weapons on board. All morale weapons were inventoried and inspected. All weapons were accounted for.
7. A random card check of the commissary was conducted with no discrepancies noted. A complete inventory of the commissary was not required because CWO3 Bower is not relieving as Food Services Officer.

25 June 2008


8. All End of Course Tests and CLEP Tests were inventoried with no discrepancies noted. The unit's designation as a DANTES Test Control Center has been suspended pending assignment of a Permanent Testing Control Officer. The CG Institute and DOD Voluntary Education programs have been contacted and advise that Attu can be designated as an Information Only Site. ISC Kodiak's ESO, Gary Dorman, can administer future DANTES exams to ensure no break in crew educational pursuits.
9. CWO3 Bower reviewed the unit OPTAR records. The following is a summary for the AFC-30 ledger:  
  

OPTAR FY2007 total:	\$179,811.00
Obligated to date:	\$175,431.21
Remaining as of 07JUN08:	\$ 4,379.79
10. CWO3 Bower has examined the records and accounts of the Morale Fund and found them to be in order.
11. An audit of the unit's CG Satellite Exchange was conducted, no discrepancies were noted.
12. Station engineering personnel continue to perform all maintenance on and dispense fuel to all unit vehicles due to the absence of commercial resources.
13. Diesel and gas fuel quantities on hand are sufficient to supply the unit through March 2009. A fuel barge is scheduled to arrive late summer 2008.
14. The material condition of the exterior and interior spaces are in fair to good condition, with various safety, code, and habitability discrepancies noted. The majority of the discrepancies will be completed this summer during the station rehabilitation project.
15. CWO3 Bower is fully aware of all station projects, material conditions, and personnel status. He has signed all pertinent letters of designation and has assumed custody of all accountable materials and station funds.
16. There are no facts in dispute.
17. CWO3 Bower will relieve me as Commanding Officer of U.S. Coast Guard LORAN Station Attu effective 1500, 25 June 2008.

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FIRST ENDORSEMENT

25 June 2008

  
From: Peter E. Bower, CWO3, USCG

To: Commander, Seventeenth Coast Guard District (d)

Thru: Robert J. Coyle, CWO2, USCG

1. Forwarded. As of this date, I have relieved CWO2 Coyle as Commanding Officer, USCG Loran Station Attu.
2. My overall impression of the crewmembers and their abilities and attitudes to get the job done is very favorable. So far they have responded well to positive leadership efforts. The electronics suite and engineering plant condition and operation is good. I am very happy for the opportunity to continue to serve, and look forward to working with the crew and everyone in the district during the next twelve months.

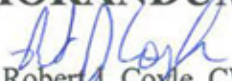
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Copy: D17 (dpw)



1601  
25 June 2008

## MEMORANDUM

From:   
Robert A. Coyle, CWO2, USCG  
Commanding Officer

Reply to  
Attn of:

To: Peter E. Bower, CWO3, USCG


Subj: COLLATERAL DESIGNATIONS FOR SECURITY PROGRAMS

Ref: (a) Physical Security and Force Protection Program, COMDTINST M5530.1 (series)  
(b) Military Personnel Security Program, COMDTINST M5520.12 (series)  
(c) Classified Information Management Program, COMDTINST M5510.23 (series)  
(d) Information Assurance Manual, COMDTINST M5500.13 (series)  
(e) Standard Workstation Security Handbook, COMDTINST M5500.17 (series)  
(f) Automated Information System Security, D17 INST 5510.1 (series)  
(g) COMSEC Handling Inst. For EKMS Account 35174, D17INST M2280.2 (series)  
(h) CMS Policy and Procedures Manual, CMS-1

1. You are designated the Command Security Officer for this unit. In performing your duties, you shall be thoroughly familiar with, and adhere to, the provisions of references (a) through (h). The LORAN Regional Manager, Pacific Area will assist you in the completion of these duties.
2. You are designated the Alternate Classified Material Control Officer for this unit. In performing your duties, you shall be thoroughly familiar with, and adhere to, the provisions of references (a) thru (c), Seventeenth Coast Guard District SOP, and other applicable instructions, directives, and publications.
3. You are designated the Alternate CMS Custodian for this unit. In performing your duties, you shall be thoroughly familiar with, and adhere to, the provisions of reference (g) and the specific handling instructions of references (c) and (h).

#

### FIRST ENDORSEMENT

From:   
Peter E. Bower, CWO3, USCG

To: Commanding Officer, Loran Station Attu

1. I have read and understand the above designation.

#

Copy: CCGD17 (dpw, dt)



1601  
25 June 2008

## MEMORANDUM

From:  Robert J. Coyle, CWO2, USCG  
Commanding Officer

Reply to  
Attn of:

To: Peter E. Bower, CWO3, USCG

Subj: COLLATERAL DESIGNATIONS GENERAL

Ref: (a) Coast Guard Regulations, COMDTINST M5000.3 (series)  
(b) Coast Guard, US Code Title 14  
(c) USCG LORAN Station Attu Organization Manual  
(d) Personnel Manual, COMDTINST M1000.6 (series)  
(e) Personnel Management Information System, COMDTINST M1080.7 (series)  
(f) Uniform Code of Military Justice  
(g) Military Justice Manual, COMDTINST M5810.1 (series)  
(h) Administrative Investigations Manual, COMDTINST M5830.1 (series)  
(i) Non-Appropriated Fund Activities (NAFA) Manual, COMDTINST M7010.5 (series)  
(j) Supply Policy and Procedures Manual, COMDTINST M4400.19 (series)  
(k) Coast Guard Medical Manual, COMDTINST M6000.1 (series)  
(l) CG Participation in Navy Motion Picture Service, COMDTINST 1710.3 (series)  
(m) Military Civil Rights Manual, COMDTINST M 5350.11 (series)  
(n) Small Arms Manual, COMDTINST M8370.11 (series)  
(o) Transportation, Aviation US Code Title 49, SUBTITLE VII, SUBPART III, CH 445  
(p) Airport Certification Specifications for Loran Station Attu  
(q) Public Affairs Manual, COMDTINST M5728.2 (series)


1. You are designated the Administrative Officer for this unit. In performing your duties, you shall be thoroughly familiar with, and adhere to, the provisions of references (a) thru (e).
2. You are designated the Personnel Officer for this station. In performing your duties, you shall be thoroughly familiar with, and adhere to, the provisions of references (a), (d), and (e).
3. You are designated the Legal Officer for this unit. In performing your duties, you shall be thoroughly familiar with, and adhere to, the provisions of references (f) thru (h).
4. You are designated the Civil Rights Officer for this unit. In performing your duties, you shall be thoroughly familiar with, and adhere to, the provisions of reference (m).
5. You are designated the Public Affairs Officer for this unit. In performing your duties, you shall be thoroughly familiar with, and adhere to, the provisions of reference (q).
6. You are designated the Weapons Officer for this unit. In performing your duties, you shall be thoroughly familiar with, and adhere to, the provisions of reference (n).

25 June 2008

7. You are designated the Supply Officer for this unit. In performing your duties, you shall be thoroughly familiar with, and adhere to, the provisions of references (a) and (j).
8. You are designated the Career Counselor for this unit. In performing your duties, you shall be thoroughly familiar with, and adhere to, the provisions of reference (d).
9. You are designated the Medical Officer for this unit. In performing your duties, you shall be thoroughly familiar with, and adhere to, the provisions of reference (k).
10. You are designated the Alternate Controlled Substance and Materials Custodian for this unit. In performing your duties, you shall be thoroughly familiar with, and adhere to, the provisions of reference (k) chapter 10.
11. You are designated the Alternate Movie Officer for this unit. In performing your duties, you shall be thoroughly familiar with, and adhere to, the provisions of reference (l).
12. You are designated the Satellite Exchange Officer for this unit. In performing your duties, you shall be thoroughly familiar with, and adhere to, the provisions of references (a) and (i).
14. You are designated the Airport Manager for this unit. In performing your duties, you shall be thoroughly familiar with, and adhere to, the provisions of references (o) and (p).

#

FIRST ENDORSEMENT

From:  Peter E. Bower, CWO3, USCG

To: Commanding Officer, Loran Station Attu

1. I have read and understand the above designation.

#

Copy: CCGD17 (dpw, dt)



1601  
25 June 2008

## MEMORANDUM

From: *Robert J. Coyle*  
Robert J. Coyle, CWO2, USCG  
Commanding Officer

Reply to  
Attn of:

To: *Peter E. Bower*  
Peter E. Bower, CWO3, USCG

Subj: RELIEF OF ALTERNATE CLASSIFIED MATERIAL CONTROL OFFICER

Ref: (a) Physical Security and Force Protection Program, COMDTINST M5530.1 (series)  
(b) Classified Information Management Program, COMDTINST M5510.23 (series)

1. In conjunction with the relief of the Alternate Classified Material Control Officer, an inventory of classified material was conducted. The following material was present:

<u>MATERIAL</u>	<u>QUANTITY</u>	<u>ACCOUNTING NO.</u>
NONE	N/A	N/A

Total lines: 00, Total Quantity: 00.

Robert J. Coyle, CWO2, USCG  
(Alternate CMCO)

Peter E. Bower, CWO3, USCG  
(Relieving Alternate CMCO)


#

Copy: CCGD17 (dpw, dt)



1601  
25 June 2008

## MEMORANDUM

From:   
Robert J. Coyle, CWO2, USCG  
Commanding Officer

Reply to  
Attn of:

To: Peter E. Bower, CWO3, USCG

Subj: COLLATERAL DESIGNATIONS FOR EDUCATION PROGRAMS

Ref: (a) Coast Guard Regulations, COMDTINST M5000.3 (series)  
(b) Training and Education Manual, COMDTINST M1500.10 (series)  
(c) Non-Resident Training Manual, CGI Pamphlet E46001  
(d) ESO Reference Guide, CGI 10460/1560 (series)  
(e) DANTES Examination Program Handbook, DOD 1300.8-H  
(f) Personnel Manual, COMDTINST M1000.6 (series)

1. You are designated the Educational Services Officer for this unit. In performing your duties, you shall be thoroughly familiar with, and adhere to, the provisions of references (a) thru (f).
2. You are designated the Local Examining Board for this unit. In performing your duties, you shall be thoroughly familiar with, and adhere to, the provisions of reference (f) (Chap 5, Section D).
3. The LORAN Station Attu designation as a DANTES testing center, site #2447, has been suspended until appointment of a permanent Test Control Officer. Once you have completed the qualification process you will be designated the DANTES Test Control Officer (TCO) for this unit. In performing these duties, you shall be thoroughly familiar with, and adhere to, the provisions of reference (e).

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### FIRST ENDORSEMENT

From:   
Peter E. Bower, CWO3, USCG

To: Commanding Officer, Loran Station Attu

1. I have read and understand the above designation.

#

Copy: CCGD17 (dpw, ap)  
CG Institute



U.S. Department of  
Homeland Security

United States  
Coast Guard



Commanding Officer  
LORAN-C Station Attu  
United States Coast Guard

P.O. Box 190090  
Kodiak, AK 99619-0090  
Phone (907) 392-3315  
Fax: (907) 392-3317

1601  
25 June 2008

## MEMORANDUM

From: *RJ Coyle*  
Robert J. Coyle, CWO2, USCG  
Commanding Officer

Reply to  
Attn of:

To: *P E Bower*  
Peter E. Bower, CWO3, USCG

Subj: RELIEF OF ALTERNATE CMS CUSTODIAN

Ref: (a) COMSEC Handling Inst. For EKMS Account 358174, D17INST M2280.2 (series).

1. In conjunction with the relief of the Alternate CMS custodian, an inventory of classified material was conducted on the date. The following material was present:

<u>MATERIAL</u>	<u>QUANTITY</u>	<u>ACCOUNTING NO.</u>
KOV 14	001	125871
KOV 14	001	125873

Total lines: 02, Total Quantity: 02.

Robert J. Coyle, CWO2, USCG  
(Alternate CMS Custodian)

Peter E. Bower, CWO3, USCG  
(Relieving Alternate Custodian)


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Copy: CCGD17 (dpw, dt, dc)



1500  
18 June 2008

## MEMORANDUM

From:   
Robert J. Coyle, CWO2, USCG  
Commanding Officer, LORSTA Attu

To:   
Peter E. Bower, CWO3, 1101132

Subj: DESIGNATION AS EDUCATION SERVICES OFFICER (ESO)

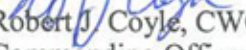
Ref: (a) CG Institute ESO Procedures Guides, Vols I-IV

1. You are hereby designated as the LORSTA Attu primary Education Services Officer (ESO). You will familiarize yourself with reference (a).
2. You are authorized to complete the ESO and Command certification section of the Application for Coast Guard Tuition Assistance and the Application for Tuition Assistance Waiver, CG Form 4147-1.
3. You are hereby designated as authorized to sign the command endorsement block of the Coast Guard Foundation Education Grant Program (CGFEGP) application, CGI Form 1560/10a.
4. As ESO, you will responsible for using the TACCTS to send inquiries and requests to the CG Institute on behalf of the command. This customer service tool is to be used for tuition assistance, non-resident training (tests) and resource support section (courses) issues.

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### FIRST ENDORSEMENT

From:   
Peter E. Bower, CWO3, USCG

To:   
Robert J. Coyle, CWO2, USCG  
Commanding Officer, LORSTA Attu

1. I hereby acknowledge the above designation.

Copy: Admin  
CG Institute (NRT)

U.S. Department of  
Homeland Security

United States  
Coast Guard



Commanding Officer  
LORAN-C Station  
Attu  
United States Coast  
Guard

P.O. Box 190090  
Kodiak, AK 99619-0090  
Phone (907) 463-2970  
Fax: (907) 463-2975

1500  
18 June 2008

## MEMORANDUM

From: *Robert J. Coyle*  
Robert J. Coyle, CWO2, USCG  
Commanding Officer, LORSTA Attu

Reply to  
Attn of:

To: *Peter E. Bower*  
Peter E. Bower, CWO3, 1101132

Subj: EDUCATION SERVICES OFFICER RELIEF/AUDIT

Ref: (a) Education Services Officer Procedures VOL. I, CGINST P1550.1

1. IAW reference (a) and effective the date of this memorandum, I have been relieved by CWO Peter E. Bower, 1101132 of the duties and responsibilities of primary ESO for LORSTA Attu.

2. An audit of all End Of Course Tests has been completed. All tests have been accounted for. All relevant documents, logs, files have been turned over and are in a secure safe.

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Copy: Unit Files  
CG Institute (NRT)