

COAST GUARD AUXILIARY SHARES PROGRAM APPLICATION SECURITY PROCEDURE

05 JAN 2015

Auxiliary members who possess a valid HF radio facility call sign, are eligible for membership in **SH**Ared **RE**Sources High Frequency Radio Program, administered by the Department of Homeland Security (SHARES). To join, the member must submit the Auxiliary version of the SHARES Application, Form 1, for consideration. The Auxiliary Application Form 1 is only available on this (Auxiliary) website. Do not use the form found on the DHS website.

1. Applicants must include their name, member number and unit designation (District, Division, and Flotilla, i.e. 013-04-03), and valid HF radio call sign on the Auxiliary Application Form 1. The applicant must then mail the signed original Application Form to the DVC-RT, whose address may be found on this website.*

*Once completed by the member, this form is designated as "For Official Use Only (FOUO)" and therefore **CANNOT** be transmitted by e-mail.

2. Up on review, the DVC-RT will endorse the SHARES Application Form and forwards it to the SHARES HF Radio Program Office, at the Department of Homeland Security. From this point on the DVC-RT steps back and is no longer the Point of Contact for the process.
3. The applicant will then be contacted by the SHARES Program Office, once their application has been processed by The Department of Homeland Security. The Applicant will receive further documents and instructions from the SHARES Program Office at DHS.