



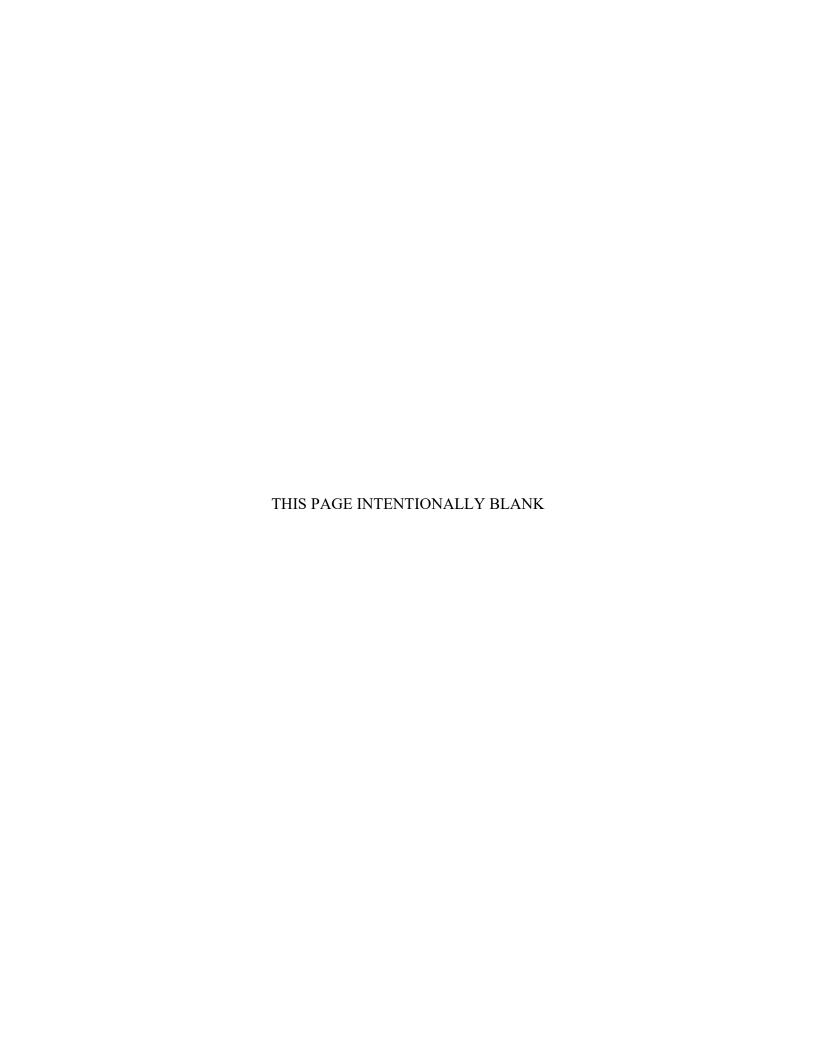
Auxiliary Boat Crew Qualification Handbook

"Safe, Proficient, Professional"



ABQH 16794.52B

January 2023



Commandant United States Coast Guard

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AUXILIARY BOAT CREW QUALIFICATION HANDBOOK-16794.52B

Subj: AUXILIARY BOAT CREW QUALIFICATION HANDBOOK, BOAT CREWMEMBER – COXSWAIN – PERSONAL WATERCRAFT OPERATOR

- 1. <u>PURPOSE</u>. This Handbook provides standardized performance objectives and guidance for the purpose of training, qualifying and certifying auxiliary members for patrol duty on Coast Guard Auxiliary vessel facilities.
- 2. <u>ACTION</u>. All Coast Guard unit commanders, commanding officers, officers-in-charge, deputy/assistant commandants, chief of headquarter directorates must comply with the policies contained.
- 3. <u>AUTHORIZED RELEASE</u>. Internet Release is Authorized.
- 4. DIRECTIVES AFFECTED.
 - a. Auxiliary Boat Crew Qualification Handbook, Boat Crewmember Coxswain Personal Watercraft Operator, 16794.52A is canceled.
- 5. <u>DISCUSSION</u>. This Handbook is to provide guidance to train and qualify members of the Coast Guard Auxiliary as Coxswain, Boat Crewmember, Personal Watercraft Operators.
- 6. <u>DISCLAIMER</u>. This guidance is not a substitute for applicable legal requirements, nor is it itself a rule. It is intended to provide operational guidance for Coast Guard Auxiliary personnel and is not intended to nor does it impose legally-binding requirements on any party outside the Coast Guard.
- 7. <u>MAJOR CHANGES</u>. Major changes to the Auxiliary Boat Crew Qualification Handbook are as follows:
 - a. Updated TASK BCM-02-02-AUX: Removed "Glasses" and replaced with "corrective lenses".
 - b. Updated TASK BCM-02-02-AUX: Removed "Doctor (eye)" and replaced with "ophthalmologist (MD or DO) or optometrist (OD)".
 - c. Updated TASK BCM-02-02-AUX: Vision Chart added "Third line from the top".
 - d. TASK BCM-02-05-AUX: Updated NOTE.
 - e. TASK BCM-02-06-AUX: Updated NOTE.

- f. TASK BCM-02-14-AUX: Performance criteria number 4. Removed 100 yards. Added "Demonstrate swimming"
- g. Updated TASK BCM-04-11-AUX: Removed performance criteria numbers 1 through 5.
- h. Updated TASK BCM-07-01-AUX: Renamed "Participate in a Man Overboard Evolution as a Pointer (Direct Pick up)"
- i. Updated TASK BCM-07-02-AUX: Renamed "Participate in a Man Overboard Evolution as a Recovery/Pickup Person (Indirect Pick Up)"
- j. TASK BCM-07-07-AUX: This task was combined from old task BCM-07-04-AUX and BCM-07-08-AUX.
- k. Updated TASK BCM-08-02-AUX: Renamed to "Perform as a Crewmember During a Navigation and Piloting Exercise (Day and Night)"
- 1. TASK BCM-08-02-AUX: Updated "Standards" requirements.
- m. TASK BCM-08-02-AUX: Updated "Performance Criteria" number 1.
- n. Updated TASK BCM-08-02-AUX: Added "Day and Night" initials to performance criteria.
- o. Updated TASK BCM-08-04-AUX: "Standards" requirements.
- p. Updated TASK BCM-08-04-AUX: Added "Day and Night" initials to performance criteria.
- q. Updated TASK COXN-07-01-AUX: Removed five minutes in "Standards" requirements and replaced with three minutes.
- r. Updated TASK COXN-09-04-AUX: Renamed to "Perform a Navigation and Piloting Exercise (Day and Night)"
- s. Updated TASK COXN-09-04-AUX: "Standards" requirements.
- t. Updated TASK COXN-09-04-AUX: Updated "Performance Criteria" number 1.
- u. Updated TASK COXN-09-04-AUX: Added "Day and Night" initials to performance criteria.
- v. Updated TASK COXN-09-06-AUX: "Standards" requirements.
- w. Updated TASK COXN-09-06-AUX: Added "Day and Night" initials to performance criteria.
- 8. ENVIRONMENTAL ASPECT AND IMPACT CONSIDERATIONS. The Office of Auxiliary and Boating Safety, Commandant (CG-BSX) reviewed this handbook and the general policies contained within, and determined that this policy falls under the Department of Homeland Security (DHS) categorical exclusion A3. This handbook will not result in any substantial change to existing environmental conditions or violation of any applicable federal, state, or local laws relating to the protection of the environment. It is the responsibility of the action proponent to evaluate all future specific actions resulting from this policy for compliance with the National Environmental Policy Act (NEPA), other applicable environmental requirements, and the U.S. Coast Guard Environmental Planning Policy, COMDTINST 5090.1 (series).

- 9. <u>DISTRIBUTION</u>. No paper distribution will be made of this Handbook. An electronic version will be located on the Office of Auxiliary and Boating Safety (CG-BSX) Portal site: http://wow.uscgaux.info/content.php?unit=H-DEPT&category=auxiliary-manuals
- 10. <u>FORMS/ REPORTS</u>. The Coast Guard forms called for in this Handbook are available on the internet at https://www.dcms.uscg.mil/Our-Organization/Assistant-Commandant-for-C4IT-CG-6/The-Office-of-Information-Management-CG-61/Forms-Management/
 Coast Guard Auxiliary forms can be found at http://forms.cgaux.org/
- 11. <u>REQUESTS FOR CHANGES</u>. Proposed changes to this Handbook shall be submitted to the Office of Boating Safety and Auxiliary, Commandant (CG-BSX-12), via the Response Directorate, thru the requesting members Chain of Leadership and Management (COLM). Please submit a formal request email, through your COLM to: CGAUX@uscg.mil, Attn: CG-BSX-12. CG-BSX has ultimate approval authority.

T. P. Glendye Captain, U.S. Coast Guard Chief, Office of Auxiliary and Boating Safety



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PART 1 Introduction to Auxiliary Boat Crew Qualification System

In this Part

This Part contains the following Chapters:

Chapter	Title	See Page
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2	Boat Crew Qualifications	1-3
3	Qualification System Structure	1-4
4	Task Designations	1-5
5	Overview of Qualification Tasks	1-6
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Mentors

Mentors have several key responsibilities. They must:

- (01) Instruct in a way which maintains a high level of professionalism yet encourages each trainee toward challenges that the mentor understands to be within the trainee's grasp.
- (02) Completely execute the training qualification process described in this Part.



CHAPTER 1How to Use this Handbook

References for this Chapter	Commandant directives and other official reference documents are listed here. References will be provided at the beginning of each Chapter.		
Part Layout	The first page of each <i>Part</i> includes an <i>In this Part</i> , which lists each Chapter title. In the left column of most pages are block titles, which provide descriptive words for the corresponding blocks of text to their right.		
Warnings, Cautions, and Notes	The following definitions apply to "Warnings, Cautions, and Notes" found throughout the Handbook.		
WARNING 💖	Operating procedures or techniques that must be carefully followed to avoid personal injury or loss of life.		
CAUTION!	Operating procedures or techniques that must be carefully followed to avoid equipment damage.		
NOTE &	An operating procedure or technique that is essential to emphasize.		



CHAPTER 2 Boat Crew Qualifications

A.1. Qualification List

The qualification Parts are:

Qualification	Part
Boat Crew Qualifications	PART 2
Coxswain Qualifications	PART 3
Personnel Watercraft (PWC) Operator	PART 4

Table 1-1 Boat Crew Qualification Parts



CHAPTER 3 Qualification System Structure

A.1. Organization

Each *qualification part* is structured as follows:

Chapter	Title	Provides:
1	Task Accomplishment Record *PWC Operator is Chapter 2.	The mentor's task-level record of trainee's qualification progress. Contains mentor's initials and task completion date signifying the trainee successfully performed the task in accordance with the prescribed standards.
2	Qualification Tasks This Chapter is sub-divided into lettered sections representing training divisions. (e.g. Section B. Physical Fitness, First Aid and Survival.) *PWC Operator is Chapter 3.	The mentor's criterion-level record of trainee's qualification progress. Contains: (01) mentor's initials and completion date. signifying the trainee successfully performed each criterion in accordance with the prescribed standards. (02) Comments. Circumstances or conditions which may affect task completion (including if task was attempted/completed under more arduous conditions than those required) and failure to complete any performance criterion.
3	Trainee Study Guide This Chapter's sections match those found in Chapter 2.	Reading assignments and questions. Chapter 3 is to be removed from the perspective qualification PART and retained by the trainee. There is no study guide for PWC Operator.

Table 1-2 Qualification Part Structure

NOTE &

This Handbook is not meant to be ordered through the Auxiliary National Supply Center for purposes of obtaining individual qualification tasks. Qualification tasks should be reproduced locally and provided to trainees.



CHAPTER 4 **Task Designations**

Components

A.1. Task Designation A task designation is comprised of three elements followed by the word "AUX". The three elements of a task designation are:

- (01) Qualification
- (02) Division Designation Number
- (03) Task Designation Number

A.2. Task Structure

Below is an example:

BCM-07-05-AUX

Indicated that the task must be accomplished on an Auxiliary

Task designation number. The task is a knowledge or skill objective to be performed.

Division designation number

Qualification designation (e.g., BCM = Boat Crewmember; COXN = Coxswain; PWC = Personal Watercraft).

Requirement

A.3. Task Completion All tasks shall be completed unless specifically stated otherwise. Certain tasks in the Qualification Guide are designated as "Waiverable Tasks by **DIRAUX**". The Director may waive these designated tasks on a case-by-case basis given the mission requirements, the nature of the waters, or if the task is not operationally required for the geographical area. Any tasks that is either determined to be "Waiverable Tasks by DIRAUX", Not Applicable (N/A), or as applicable require appropriate comments in the "Comments" section for that specific "TASK".

A.4. Deferred Tasks

When situations exist that preclude a member from completing qualification tasks outside of "Waiverable Tasks by DIRAUX" or Not Applicable (N/A), the mentor may defer those tasks. The decision to defer a task should not be taken lightly. Deferment applies to a members inability to complete a task due to equipment and/or facility constraints. Deferred Tasks require appropriate comments in the "Comments" section for that specific "TASK".

NOTE &

Members moving to a new location or with multiple residences, previously "Waiverable Tasks by DIRAUX", Not Applicable (N/A), or Deferred Task must be reconsidered for completion based on new location and facility capabilities before recertification.



CHAPTER 5 Overview of Qualification Tasks

A.1. Organization

Each task is organized into four components:

- (01) Reference(s)
- (02) Conditions
- (03) Standards
- (04) Performance Criteria

Locate the four components in the *sample task* shown below.

A.2. Sample Task

TASK COXN-01-AUX	Complete The Incident Command System (ICS) Courses			
Reference	a. Federal Emergency Management Agency (FEMA) on-line courses or Coast Guard Correspondence courses.			
Conditions	Task is conducted on-line or through Correspondence Courses			
Standards	The Trainee must show proof of completion.			
	Performance Criteria		Completed (Initials)	
ISC-100 Course.			<u>IMU</u>	
ISC-200 Course			<u>IMU</u>	
ISC-700 Course.			<u>IMU</u>	
Mentor	I. M. UNDERWAY	Date	10DEC13	
Comments				

A.3. References

References are the information sources which describe how to do the task. However, members are encouraged to use a wide range of references for small boat handling, navigation, and seamanship skills.



A.4. Conditions

Conditions are the environmental and physical circumstances under which the tasks must be performed. Any tools or special equipment needed for the completion of the task are listed here. The conditions listed with each task must be met. The following table describes task conditions and standards terms that are not contained in the stated references used in this Handbook:

Term	Definition		
Boat Operations	Slow	Underway and moving ahead at clutch speed or slower.	
	Underway:	Not tied to a pier or float and not anchored or moored.	
Visibility	Clear	All other states of visibility.	
	Restricted	Visibility less than 1/4 mile.	
Sea Conditions	Calm	Seas less than 1 FT	
	Moderate	Seas 1 to 4 FT	
	Heavy	Waves 4 FT or greater	
Wind	Calm	Less than 1 to 6 knots.	
Conditions	Moderate	7 to 19 knots	
	Heavy	20 knots and above.	

Table 1-3
Wind and Sea Conditions Definitions



A.5. Standards

Standards describe how well a task must be performed in order to be acceptable. Standards will often refer to *task criteria* to put steps into logical order for learning. Successful task completion is a function of how well a trainee is able to complete the task without assistance. Generally, the task performance standards are as follows:

AUX	Requirement
Parameter	A specific standard must be met, e.g. "recover a man overboard within X minutes." X is the parameter.
Knowledge	Recite, from memory, the required information. Mentors may wish to ask questions concerning particular steps for accomplishment in order to measure the trainee's total comprehension of the subject matter.
Skill	Perform tasks without prompting or assistance from the mentor. (Prompting should not be confused with cueing. A cue is a signal, such as a word or action, used to initiate another step in a procedure, etc. Example: when the mentor announces "Man Overboard," that is a cue, not a prompt.) Each task demonstration must follow the correct sequence with little or no hesitation between the steps for accomplishment.

Table 1-4
Task Performance Standards

A.6. Additional Standards

No additional qualification tasks or modification of task therein may be required to achieve either qualification or certification. The tasks (not including waiverable tasks) in each part of the Qualification Guide represent a uniform, national standard for qualification and certification. National standard tasks may be altered with CHDIRAUX approval. A member who successfully completes the national standard tasks is entitled to be certified by the Director, and to earn appropriate recognition, including certificates, insignia, and ribbons.

Order-issuing authorities may require additional training, based on local operational considerations, prior to assigning a certified member to boat crew duty.

A.7. Criteria

Criteria are the specific learning items required for each task. Criteria work hand-in-hand with *Reading Assignments* to move the trainee from gaining knowledge (facts, concepts and principles) to demonstrating skills.



CHAPTER 6Mentor Guidance

A.1. General Process

Tasks are meant to be learned through constant practice under the mentor's guidance and evaluation. The process normally proceeds as follows:

Initial Preparation
Provide Chapter 3 of the appropriate qualification Part (e.g., Part 2, Boat
Crewmember) to trainee
Qualification Process:
Assign the task
Assign reading
Confirm the completion of the reading assignment
Demonstrate the task
Walk-through the task
Monitor performance
Evaluate performance
Sign-off the task
Maintain records
Certification Process:
Dockside Oral Examination
Schedule Underway Checkride
Qualification Examiner (QE) recommend certification

Table 1-5 General Task Process

A.2. Provide Chapter 3

Remove *Chapter 3* from the appropriate **Part** and give it to the trainee to retain.

A.3. Assign Task

While *divisions* may at times be done concurrently, the tasks within each division should be accomplished in the order listed.

(01) Tasks are based on the crew position for which the trainee is being qualified. Where needed, *notes* specifying applicability may be found at the beginning of each task.

The mentor and trainee develop a work plan. This includes how many tasks will be assigned, whether tasks will be learned individually or in groups, scheduling on-thewater sessions, etc.

A.4. Assign Reading

Provide the trainee the applicable reading assignments.



A.5. Confirm Knowledge

Review study guide questions for completeness and accuracy. Clarify any misunderstandings the trainee might have about the material.

Mentors should identify consistent problem areas for trainees, and forward recommendations for improvements via the Chain of Leadership and Management (COLM). In example, QEs, FSO, SO, DSO-OP.

Task

A.6. Demonstrate Demonstrate the steps required to complete the task. During the demonstration, the mentor should narrate the procedures, including problem solving (also known as "thinking out loud").

A.7. Walk-**Through Task**

Walking a trainee through a procedure can take several forms and sessions. Walkthroughs typically begin with the trainee observing the mentor, while describing to the mentor the mentor's actions and any problem solving. Next, the trainee performs the procedure for the mentor, including describing any problem solving. There is no limit to the number of times the mentor performs the walk-through, however, trainee understanding must be ensured before continuing.

Successive walk-throughs should be used to allow the trainee to master basic skills before attempting more complex skills.

A.8. Monitor **Progress**

Qualification does not end the first time a task is successfully completed; it ends when successful task completion can be met consistently, during operations and training.

A.9. Evaluate

Verify that the trainee's performance meets the standard. This includes two parts:

- (01) The trainee must perform the task to established standards and conditions.
- (02) The trainee must perform the task with no assistance.

The trainee is expected to perform each task on a consistent basis in accordance with the established standards and conditions.

A.10. Sign-Off

The mentor signs the task at the bottom of the page when he/she is confident that the trainee can perform the task consistently, while unsupervised.

A.11. Records

Maintain records as follows:

Paper documentation: It is the responsibility of the member to retain the original completed qualification tasks in his/her personal records.

<u>Electronic documentation</u>: Director makes appropriate AUXDATA II entries.



A.12. Dockside Oral Examination and Underway Checkride

The mentor should follow the District DIRAUX policy to schedule a QE when all qualification tasks are completed. The QE and mentor will schedule the trainee for a dockside oral examination and an underway check ride.

A.13. Recommend Certification

When the QE is satisfied with the trainee's performance and abilities, the trainee is then qualified. The QE submits a recommendation for certification, in accordance with Auxiliary Training Handbook, ATH 16794.51 (series) (Appendix C).



CHAPTER 7 Trainee Guidance

A.1. Introduction

This guidance is written to you, the trainee. *What* you learn during qualification, as well as *how well* you learn, will impact your future, as well as those who follow you. Taking the time to thoroughly learn the qualification knowledge and skills will prove invaluable when you advance to the role of mentor.

If you have not read the material in Chapters 1 through 5 of this Part, do so.

A.2. Qualification Learning Tips

The following tips will help you in your qualification process:

- (01) You will have many reading assignments. Always make sure that you are using up-to-date material. Commandant directives may be superseded.
- (02) Always complete the written questions in Chapter 3 of perspective qualification **PART**, and if an answer is found to be in error, correct work with your mentor and Chain of Leadership and Management (COLM) to resolve any issues, and when needed, report recommendations.
- (03) If information must be recited from memory, practice reciting information out loud.
- (04) Help improve training materials. Often trainees are in a position to spot inconsistencies in publications, procedures, etc. When this happens, work with your mentor and Chain of Leadership and Management (COLM) to resolve any issues, and when needed, report recommendations.



PART 2 Boat Crewmember Qualification

Introduction

This Part contains a collection of tasks, which must be learned, practiced, and performed by the trainee. These tasks represent the minimum elements of skill and knowledge necessary for an Auxiliarist to be a safe, proficient, professional and effective Coast Guard Auxiliary Boat Crewmember.

NOTE &

This Volume is not meant to be ordered through the Auxiliary National Supply Center for purposes of obtaining individual qualification tasks. Qualification tasks should be reproduced locally and provided to trainees.

In this Part

This Part contains the following chapters:

Chapter	Title	See Page
1	Task Accomplishment Record for Boat Crewmember	2-2
2	Boat Crewmember Qualification Tasks	2-6
3	Boat Crewmember Trainee Study Guide	2-88



CHAPTER 1 Task Accomplishment Record for Boat Crewmember

TRAINEE'S NAME:	MEMBER #:		
Mentor/QE's Name (Printed)	Mentor/QE's Signature	Initials	Date



N	0	TE	G-/

Mentors should use a copy of this form (for each trainee) to record accomplishment of tasks. Following task completion, member shall retain this for their record.

TRAINEE'S NAME:	MEMBER #:
NOTE &	Mentors should document and initial those tasks not applicable, wavied, or deferred to this qualification. Use Comments.

Task	Date Started	Date Completed	Mentor's Initials
BCM-01-01-AUX			
BCM-01-02-AUX			
BCM-01-03-AUX			
BCM-01-04-AUX			
BCM-02-01-AUX			
BCM-02-02-AUX			
BCM-02-03-AUX			
BCM-02-04-AUX			
BCM-02-05-AUX			
BCM-02-06-AUX			
BCM-02-07-AUX			
BCM-02-08-AUX			
BCM-02-09-AUX			
BCM-02-10-AUX			
BCM-02-11-AUX			
BCM-02-12-AUX			
BCM-02-13-AUX			
BCM-02-14-AUX			
BCM-02-15-AUX			
BCM-02-16-AUX			
BCM-02-17-AUX			
BCM-02-18-AUX			
BCM-02-19-AUX			
BCM-03-01-AUX			



TRAINEE'S NAME:		MEMBER'S#		
Task	Date Started	Date Completed	Mentor's Initials	
BCM-03-02-AUX				
BCM-03-03-AUX				
BCM-03-04-AUX				
BCM-03-05-AUX				
BCM-03-06-AUX				
BCM-03-07-AUX				
BCM-03-08-AUX				
BCM-03-09-AUX				
BCM-04-01-AUX				
BCM-04-02-AUX				
BCM-04-03-AUX				
BCM-04-04-AUX				
BCM-04-05-AUX				
BCM-04-06-AUX				
BCM-04-07-AUX				
BCM-04-08-AUX				
BCM-04-09-AUX				
BCM-04-10-AUX				
BCM-04-11-AUX				
BCM-04-12-AUX				
BCM-05-01-AUX				
BCM-05-02-AUX				
BCM-05-03-AUX				
BCM-06-01-AUX				
BCM-06-02-AUX				
BCM-06-03-AUX				
BCM-06-04-AUX				
BCM-06-05-AUX				
BCM-06-06-AUX				



TRAINEE'S NAME:	TEE'S NAME: MEMBER'S #		
Task	Date Started	Date Completed	Mentor's Initials
BCM-06-07-AUX			
BCM-06-08-AUX			
BCM-06-09-AUX			
BCM-06-10-AUX			
BCM-06-11-AUX			
BCM-06-12-AUX			
BCM-06-13-AUX			
BCM-07-01-AUX			
BCM-07-02-AUX			
BCM-07-03-AUX			
BCM-07-04-AUX			
BCM-07-05-AUX			
BCM-07-06-AUX			
BCM-07-07-AUX			
BCM-07-08-AUX			
BCM-07-09-AUX			
BCM-07-10-AUX			
BCM-07-11-AUX			
BCM-07-12-AUX			
BCM-08-01-AUX			
BCM-08-02-AUX			
BCM-08-03-AUX			
BCM-08-04-AUX			



CHAPTER 2Boat Crewmember Qualification Tasks

Introduction

The following are the instructions for this chapter:

- (01) The purpose of this Chapter is to provide guidance on the trainee's progress through the qualification tasks.
- (02) The mentor should present the tasks to the trainee in a logical order using the instructions provided in *Part 1*.
- (03) Tasks should be signed and dated when the mentor is satisfied that the trainee can consistently perform a task in accordance with all standards and conditions.

In this Chapter

This chapter contains the following sections:

Section	Title	See Page
A	Crew Efficiency Factors, Risk Factors and Team Coordination	2-7
В	Physical Fitness, First-Aid and Survival	2-10
С	Marlinespike Seamanship, Boat Nomenclature, Nautical Terminology, and Basic Stability	2-29
D	Boat Handling	2-39
Е	Communications	2-51
F	Navigation	2-55
G	Mission-Oriented Operations	2-69
Н	Auxiliary Specific Tasks	2-80



Section A. Crew Efficiency Factors, Risk Factors and Team Coordination

Introduction

The following are objectives of this Section A:

- (01) **Demonstrate** knowledge of the factors that affect crew performance.
- (02) Attend Team Coordination Training.

In this Section

This Section contains the following tasks:

Task Number	Task	See Page
BCM-01-01-AUX	Crew Fatigue Standards	2-7
BCM-01-02-AUX	Motion Sickness	2-8
BCM-01-03-AUX	Risk Management/Team Coordination Training	2-8
BCM-01-04-AUX	Completed ICS and Required Workshops and Courses	2-9

TASK BCM-01-01-AUX: Crew Fatigue Standards

Reference

- a. Boat Crew Handbook Boat Operations, BCH16114.1 (series)
- b. U. S. Coast Guard Boat Operations and Training (BOAT) Manual Vol I, COMDTINST M16114.32 (series)
- c. Auxiliary Operations Policy Manual, COMDTINST M16798.3 (series)

Conditions

Task should be performed at any time ashore, at the dock, or underway. Trainee must accomplish task without prompting or use of a reference.

Standards

In response to the mentor, the trainee must either demonstrate knowledge or perform each task to the minimum standards included in each performance step.

	Performance Criteria	Completed (Initials)
1.	State the situations that may cause fatigue.	
2.	State the crew's responsibility.	
3.	State the primary symptoms of fatigue.	
4.	State the prevention measures.	
5.	State what Crew Endurance Management (CEM) is based on.	
6.	State the requirements for Underway Time Computation.	
7.	State underway limits set for vessels by the District, Sector or Station.	

Mentor	Date	
Comments		



References Boat Crew Handbook – First Aid, BCH16114.5 (series) Task should be performed at any time ashore, at the dock, or un task without prompting or use of a reference. Standards In response to the mentor, the trainee must either demonstrate to the minimum standards included in each performance step. Performance Criteria 1. State the causes of motion sickness. 2. List the symptoms of motion sickness. 3. List the prevention and medication for motion sickness. 4. State when best to take anti-motion sickness medication. Mentor Comments TASK BCM-01-03-AUX: Risk Management/Team Coordination Training References a. Updates To Team Coordination Training (TCT) Facilitator Requirements for Coordination Training (TCT) Fac	
task without prompting or use of a reference. In response to the mentor, the trainee must either demonstrate to the minimum standards included in each performance step. Performance Criteria 1. State the causes of motion sickness. 2. List the symptoms of motion sickness. 3. List the prevention and medication for motion sickness. 4. State when best to take anti-motion sickness medication. Mentor Comments Risk Management/Team Coordination Training a. Updates To Team Coordination Training (TCT) Facilitator Requirements for Coordination Training (TCT) Faci	
Performance Criteria 1. State the causes of motion sickness. 2. List the symptoms of motion sickness. 3. List the prevention and medication for motion sickness. 4. State when best to take anti-motion sickness medication. Mentor Comments TASK BCM-01-03-AUX: Risk Management/Team Coordination Training a. Updates To Team Coordination Training (TCT) Facily ALAUX 010/19 b. ALCOAST COMDT Notice (ACN) 068/19 - Clarificate Coordination Training (TCT) Facily Coordinat	knowledge or perform each task
1. State the causes of motion sickness. 2. List the symptoms of motion sickness. 3. List the prevention and medication for motion sickness. 4. State when best to take anti-motion sickness medication. Mentor Comments Risk Management/Team Coordination Training a. Updates To Team Coordination Training (TCT) Facial ALAUX 010/19 b. ALCOAST COMDT Notice (ACN) 068/19 - Clarificat Coordination Training (TCT) Facilitator Requirements for the symptoms of the s	
2. List the symptoms of motion sickness. 3. List the prevention and medication for motion sickness. 4. State when best to take anti-motion sickness medication. Mentor Comments Risk Management/Team Coordination Training a. Updates To Team Coordination Training (TCT) Facilitatus (TCT) Facilitatu	Completed (Initials)
3. List the prevention and medication for motion sickness. 4. State when best to take anti-motion sickness medication. Mentor Comments Risk Management/Team Coordination Training a. Updates To Team Coordination Training (TCT) Fact ALAUX 010/19 b. ALCOAST COMDT Notice (ACN) 068/19 - Clarificat Coordination Training (TCT) Facilitator Requirements for	
4. State when best to take anti-motion sickness medication. Mentor Comments Risk Management/Team Coordination Training a. Updates To Team Coordination Training (TCT) Fact ALAUX 010/19 b. ALCOAST COMDT Notice (ACN) 068/19 - Clarificat Coordination Training (TCT) Facilitator Requirements for	
TASK BCM-01-03-AUX: Risk Management/Team Coordination Training a. Updates To Team Coordination Training (TCT) Facilitator ALAUX 010/19 b. ALCOAST COMDT Notice (ACN) 068/19 - Clarificated Coordination Training (TCT) Facilitator Requirements for	
TASK BCM-01-03-AUX: Risk Management/Team Coordination Training a. Updates To Team Coordination Training (TCT) Facilitator ALAUX 010/19 b. ALCOAST COMDT Notice (ACN) 068/19 - Clarificated Coordination Training (TCT) Facilitator Requirements for	
TASK BCM-01-03-AUX: Risk Management/Team Coordination Training a. Updates To Team Coordination Training (TCT) Facilitator ALAUX 010/19 b. ALCOAST COMDT Notice (ACN) 068/19 - Clarificated Coordination Training (TCT) Facilitator Requirements for	Date
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References a. Updates To Team Coordination Training (TCT) Facing ALAUX 010/19 b. ALCOAST COMDT Notice (ACN) 068/19 - Clarification Coordination Training (TCT) Facilitator Requirements for	
ALAUX 010/19 b. ALCOAST COMDT Notice (ACN) 068/19 - Clarifica Coordination Training (TCT) Facilitator Requirements for	
Coordination Training (TCT) Facilitator Requirements for	ilitator Policies for Auxiliarists,
	or Auxiliarists
c. CG-BSX Policy Letter 19-03 - Auxiliary Team Coordinate	ion Training (TCT) Facilitators
d. Risk Management, COMDTINST 3500.3 (series) Task should be performed at any time, at a location suitable fo	ar that nurnose
Standards Trainee must attend the training as prescribed in reference (a).	
Performance Criteria	Completed (Initials)
Completed Introduction to Risk Management LMS Course (100202). Date recorded in AuxData II:	
Completed Annual Risk Management/TCT Refresher Training and is recorded in AuxData Most Recent Data TCT training completed:	II
3. State importance of a crew communications and operational communications plan encompa boat, boat-to-shore, shore-to-boat. Include discussion of cellular phone technology and poli	
 Conduct risk assessment for sortie using appropriate risk management tools (SPE, GAR or TCT/RM and include discussion of risks as part of crew briefs including weather conditions limitations, crew fitness and patrol fatigue limits. 	
Mentor	Date
Comments	



TASK BCM-01-04-AUX:	Completed ICS and Required Workshops and Courses				
References	a. Federal Emergency Management Agency (FEMA) on-line courses orb. Coast Guard Auxiliary courses.				
Conditions	Task should be performed at any time, at a location suitable for that purpose.				
Standards Trainee must demonstrate knowledge of each task to the minimum standards included in performance step.					
Performance Criteria Complete (Initials)					
1. Passed the IS-100 Course.					
2. Passed the IS-700 Course.					
Completed Annual Operations Workshop.					
4. Completed Core Training, is in good standing and is recorded in AuxData II.					
5. Completed BQII (if memb	er enrollment date is February 1, 2018 to present) and is recorded in AuxData II.				
Mentor	Date				
Comments					



Section B. Physical Fitness, First-Aid and Survival

Introduction

The following are objectives of Section B:

- (01) **Achieve** and **maintain** the level of physical conditioning necessary to safely and properly carry out the duties of a Boat Crewmember aboard a Coast Guard Auxiliary facility.
- (02) **Identify** and **become** proficient in those skills necessary for coping with open water survival situations.
- (03) Effectively use all standard boat crew signaling and survival equipment.

In this Section

This Section contains the following tasks:

Task Number	Task	See Page
BCM-02-01-AUX	Personal Physical Requirements and Policy	2-11
BCM-02-02-AUX	Personal Physical Fitness and Vision	2-12
BCM-02-03-AUX	Crew First-Aid Responsibility	2-16
BCM-02-04-AUX	Don the Type III PFD	2-16
BCM-02-05-AUX	Don Anti-Exposure Coveralls (as applicable)	2-17
BCM-02-06-AUX	Don the Boat Crew Dry Suit (as applicable	2-18
BCM-02-07-AUX	Identify Boat Crew Survival Equipment	2-19
BCM-02-08-AUX	Use the Emergency Signaling Mirror	2-20
BCM-02-09-AUX	Describe the Use of Hand-Held Distress Flares	2-21
BCM-02-10-AUX	Describe the Use of Aerial Flares	2-22
BCM-02-11-AUX	Operate the Personal Marker Light (PML) or Strobe Light	2-23
BCM-02-12-AUX	Operate the Personal Locator Beacon	2-24
BCM-02-13-AUX	State Survival Procedures in Event the Boat Capsizes or Swamps	2-24
BCM-02-14-AUX	Perform Water Survival Exercise	2-25
BCM-02-15-AUX	Sun and Heat Related Factors	2-26
BCM-02-16-AUX	State the Symptoms of Shock	2-26
BCM-02-17-AUX	State the Symptoms of Anaphylactic Shock (Allergic Reaction)	2-27
BCM-02-18-AUX	State the Signs for Burns	2-27
BCM-02-19-AUX	State the Symptoms of Hypothermia	2-28



TASK BCM-02-01-AUX: Personal Physical Requirements and Policy					
References a. Auxiliary Operations Policy Manual, COMDTINST M16798.3 (series), Charles b. Auxiliary Manual, COMDTINST M16790.1 (series)					
Conditions	Task should be performed at any time ashore, at the dock, or underwater accomplish task without prompting or use of a reference.	Task should be performed at any time ashore, at the dock, or underway. Trainee must accomplish task without prompting or use of a reference.			
Standards In response to the mentor, the trainee must state the physical requirements to be and policies required to be practiced to participate as an Auxiliary crewmember, in Boat Crew program.					
	Performance Criteria	Completed (Initials)			
1. State the physical requ	irements necessary to participate in the Auxiliary Boat Crew program.				
2. State the policy and re required duties on an	sponsibility of a crewmember when that member is unable or unfit to perform ordered mission.				
	sponsibility of a crewmember that becomes aware of any incapacity, disability, condition in another crewmember.				
4. State who is responsible unfit to perform assign	le to abort the operational mission if the crewmember or coxswain is reported as ned duties.				
5. State the policy on pe	rsonal grooming and proper uniform requirements.				
Mentor	Date				
Comments					



TASK BCM-02-02-AUX: Personal Physical Fitnesss and Vision

References a.		Merchant Mariner Medical Manual,	COMDTINST M16721.48 (series)
---------------	--	----------------------------------	-----------------------	---------

Tasks may be performed at any time; ashore, at the dock, or underway. The candidate/requalification must accomplish the tasks without prompting or use of any other Conditions

reference not part of this task.

The candidate/requalification must demonstrate the ability to perform the requirements set Standards

forth below.

	Completed (Initials)		
1. Accomplish all ph			
TASK,FUNCTION, EVENT, OR CONDITION:	RELATED PHYSICAL ABILITY:	THE MENTOR SHOULD BE SATISFIEDTHAT THE AUXILIARIST:	
Routine movement on slippery, uneven and unstable surfaces.	Maintain balance (equilibrium) and move with agility.	Has no disturbance in sense of balance. Has no impairment or disease that prevents or limits any of the movements and physical activities listed in this table.	
Routine access between levels. (If Applicable)	Climb up and down vertical ladders and stairways. (If applicable to the facily)	Is able to climb up and down vertical ladders and stairways, without assistance.	
Routine movement between spaces and compartments.	Step over high door sills and coamings. Work in constricted spaces and move through restricted openings.	Is able to perform the following, without assistance: Move around the facility safely.	
Stand a routine watch.	Stand a routine watch. Stand, walk and remain alert for extended periods of time.	Is able to perform the following, without assistance: remain awake and mentally alert while underway.	
React and respond to visual alarms, warnings, and instructions; emergency response procedures.	Maintain balance (equilibrium) and move with agility. Has strength and range to put on a personal flotation device.	The candidate/requalification is able to safely respond to any emergency and can safely accomplish any BCM TASK in the qualification process with no physical limitations.	



Performance Criteria 2. Accomplish all vision requirements as stated in table below:		
	A doctor's eye exam certificate (issued within the last 2 years) may be used in lieu of this test. The certificate must state the candidate/requalification has been tested and their vision in each eye is 20/40 or greater. If needed, with corrective lenses.	
Distinguish colored navigational aids. See Note 2.	Auxiliarist can distinguish red, yellow, white, and green colors using the associated color recognition chart on page 2-15. A doctor's eye exam certificate (issued within the last 2 years) may be used in lieu of this test. The certificate must state the candidate/requalification has been tested and has normal vision	

Note 1: Candidates/requalification's who cannot distinguish objects or shapes are prohibited from participating in operations until member is further evaluated by a licensed ophthalmologist (MD or DO) or optometrist (OD). If member is determined to be legally blind by a certified [eye] Doctor, then member is prohibited from participating as Crewmember, Coxswain, or PWC operator. A written attestation of approval by the certifying Doctor showing 20/40 or greater must be provided to the QE in order for the task to be signed off (written attestation may not be retained by the QE).

Note 2: Candidates/requalification's who cannot distinguish the colors are prohibited from participating in operations until member is further evaluated for color blindness by a licensed ophthalmologist (MD or DO) or optometrist (OD). If member is determined to be color blind and color blindness cannot be correct by special eyewear, then member is prohibited from participating as Crewmember, Coxswain, or PWC operator. A written attestation of approval by the certifying Doctor must be provided to the QE in order for the task to be signed off (written attestation may not be retained by the QE).

I certify the above information to be true and accurate.

QE:	Date	
Comment s		



VISION CHART

Holding the chart approximately 10.5 feet away from the candidate, for each eye, independently, the QE will have the candidate / requalification read the **third** line from top. If needed, corrective lenses may be worn



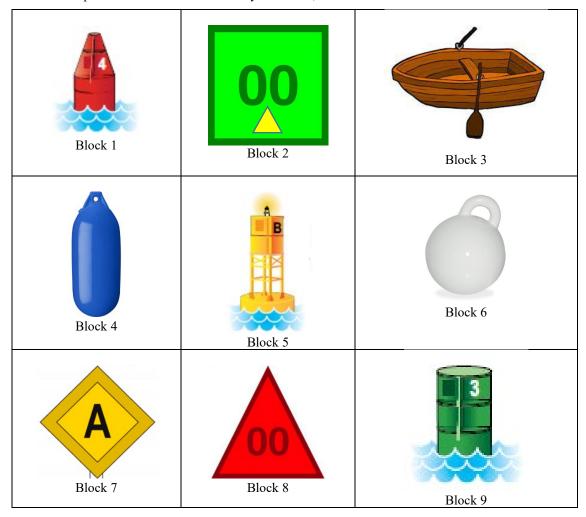


COLOR RECOGNITION CHART

Ignoring the background, the QE will ask the candidate/requalification to:

Identify all the objects, from the chart below, which are: Yellow, Green, Red, or White. Color correction glasses may be used.

If the candidate/requalification is unable to identify the colors, see Note 2 in the Performance Criteria.





TASK BCM-02-03-AUX:	Crew First-Aid Responsibility		
Reference	a. Auxiliary Operations Policy Manual, COMDTINST M16798.3 (series), Cha	pter 4	
Conditions	Task should be performed at any time ashore, at the dock, or underway. Trainee near task without prompting or use of a reference.	nust accomplish	
Standards	Trainee must demonstrate knowledge of key elements of crew responsibilities fo aid.	r rendering first	
	Performance Criteria	Completed (Initials)	
1. State the policy for renderi	ng first aid, including CPR, by an Auxiliary member.		
Mentor	Mentor Date		
Comments			
TASK BCM-02-04-AUX:	Don the Type III PFD		
Reference	a. Rescue and Survival Systems Manual, COMDTINST M10470.10 (series)		
	b. Boat Crew Handbook - Rescue and Survival Procedures, BCH 16114.2 (see	ries)	
Conditions	Task should be performed at any time ashore, at the dock, or underway. Trainee must accomplish task without prompting or use of a reference.		
Standards	In response to the mentor, the trainee shall, without error, don the Type III PFD.		
	Performance Criteria	Completed (Initials)	
1. Demonstrate proper donning	Demonstrate proper donning of the Type III PFD and adjust for proper fit.		
2. State when the Type III PF	State when the Type III PFD is required to be worn.		
Mentor Date			
Comments			



TASK BCM-02-05-AUX:	Don Anti-Exposure Coveralls	(as annlicable)
111011 DCM-02-03-11011.	Don Minu-Laposui C Cover ans	tas applicable

Reference

- a. Rescue and Survival Systems Manual, COMDTINST M10470.10 (series)
- b. Boat Crew Handbook Rescue and Survival Procedures, BCH 16114.2 (series)

Conditions

Task should be performed at any time ashore, at the dock, or underway. Trainee must accomplish task without prompting or use of a reference.

NOTE &

Task MAY BE DEFERRED for members exempt from issuance of hyperthermia gear based on geographic area IAW reference (a).

	hyperthermia gear based on geographic area IAW reference (a).	
	Performance Criteria	Completed (Initials)
1.	Demonstrate proper donning of the anti-exposure coveralls and adjust for proper fit.	
2.	Demonstrate proper use of the special construction features of the anti-exposure coveralls (i.e., zipper closures; ankle, thigh and wrist straps; pillow; waist belt and hood, and state how these increase hypothermia protection when used in the water.	
3.	State when the anti-exposure coveralls are required to be worn.	
4.	Demonstrate donning attached hood.	
Me	entor Date	

Mentor	Date	
Comments	•	



TASK BCM-02-06-AUX:	Don the Boat Crew Dry Suit (as applicable)	
Reference	Reference a. Rescue and Survival Systems Manual, COMDTINST M10470.10 (series)	
	b. Boat Crew Handbook - Rescue and Survival Procedures, BCH 16114.2 (ser.	ies)
Conditions	Task should be performed at any time ashore, at the dock, or underway. Trainee must accomtask without prompting or use of a reference.	
Standards	In response to the mentor, the trainee shall, without error, don a boat crew dry suit.	
NOTE &	Task MAY BE DEFERRED for members exempt from issuance of hyperthermia gear based on geographic area IAW reference (a).	
	Performance Criteria	Completed (Initials)
1. State the proper thermal pr	rotective layers to be worn under the boat crew dry suit.	
2. Demonstrate proper donnin of attached or neoprene ho	ng of the boat crew dry suit and adjust for proper fit. Demonstrate proper donning od.	
3. State the requirements for	when a boat crew dry suit is to be worn.	
	State material condition inspection procedure; methods for sizing neck and wrist seals; problems that would make a boat crew dry suit unserviceable.	
5. State requirements and pro	oper methods for maintenance and stowage of the boat crew dry suit.	
Mentor Date		
Comments		



TASK BCM-02-07-AU	M-02-07-AUX: Identify Boat Crew Survival Equipment		
References	a. Rescue and Survival Systems Manual, COMDTINST M10470.10 (series)		
	b. Boat Crew Handbook - Rescue and Survival Procedures, BCH 16114.2 (see	ries)	
Conditions	Task should be performed at any time ashore, at the dock, or underway. Trainee must accomp task without prompting or use of a reference.		
Standards	In response to the mentor, the trainee must, without error, state the policy for west the survival equipment required while on a surface patrol or mission.	In response to the mentor, the trainee must, without error, state the policy for wearing PFDs, and the survival equipment required while on a surface patrol or mission.	
Performance Criteria Completed (Initials)			
State the types of PFD	s required to be worn when on patrol.		
2. Identify the required s	rrvival equipment that must be on the PFD.		
a. Emergency signal m	irror,		
b. Signal whistle,			
c. Distress signal light,			
d. SOLAS Reflective tape attached to the PFD,			
e. Personal Locator Beacon			
f. Knife (optional)			
Mentor Date			
Comments			
·		·	



TASK BCM-02-08-AUX: Use the Emergency Signaling Mirror References Boat Crew Handbook - Rescue and Survival Procedures, BCH 16114.2 (series) b. Manufacturer Guidelines Rescue and Survival Systems Manual, COMDTINST M10470.10 (series) c. **Conditions** This task is not intended to be performed at the dock, underway, or from the beach, unless specific permission to do so has been granted by DIRAUX. A swimming pool (heated if necessary and available) should be used. Task should be performed while floating in water deeper than the trainee's height, during daylight hours. Trainee should be wearing survival gear consistent with the weather and water temperature, and a boat crew personnel survival vest. Sunlight should be reflected onto a predetermined target (i.e., boat, location on a wall, etc.). Trainee must accomplish the task without prompting or use of a reference. Standards The light rays from the sun must be reflected onto the predetermined object within one minute of trainee receiving a signal from the mentor. Completed Performance Criteria (Initials) Locate and break out signal mirror. Reflect sunlight from the mirror onto a nearby surface (i.e., hand, wall, boat). 3. Bring mirror to eye level, and sight target through sighting hole. 4. Hold mirror close to eye and manipulate so that light spot is on designated target. Sweep horizon to demonstrate attention-attracting technique. Mentor Date Comments



TA	TASK BCM-02-09-AUX: Describe the Use of Hand-Held Distress Flares		
References		 a. Boat Crew Handbook - Rescue and Survival Procedures, BCH 16114.2 (series) b. Rescue and Survival Systems Manual, COMDTINST M10470.10 (series) 	
Co	Task should be performed at any time ashore, at the dock, or underway. Trainee must acc task using the manufacturers guidelines and safety precautions.		inee must accomplish
Sta	ndards	In response to the mentor, the trainee must, without error, identify the CG approved hand-held distress flares (used on the vessel facility) and describe the sequence required to safely ignite the signal.	
		Performance Criteria	Completed (Initials)
1.	Signal broken out and iden	tified whether day or night flare.	
2.	Described the proper use o	f the flare in accordance with manufacturer's operating instructions.	
3.	3. Demonstrated the safe use (a walk through without igniting) of the flare.		
4.	Stated the proper disposal	of a used hand-held flare.	
5.	Stated conditions when each	ch hand-held distress flare would be most effective.	
	Mentor Date Comments		



TASK BCM-02-10-AUX:	ASK BCM-02-10-AUX: Describe the Use of Aerial Flares		
References a. Boat Crew Handbook - Rescue and Survival Procedures, BCH 16114.2 (series) b. Rescue and Survival Systems Manual, COMDTINST M10470.10 (series) c. Manufacturer's Operating Instructions		ries)	
Conditions	Task should be performed at any time ashore, at the dock, or underway. Trainee must accomplish task using the manufacture guidelines and safety precautions.		
Standards	In response to the mentor, the trainee must identify the CG approved aerial flare (used on the Auxiliary Facility) and describe the sequence required safely to ignite the flare.		
Performance Criteria Completed (Initials)			
Aerial flare broken out and identified.			
Described the proper use of the aerial flare in accordance with manufacturer's instruction.			
Demonstrated the safe use (a walk through without igniting) of the aerial flare.			
Described the proper disposal of a used aerial flare			
Stated conditions when the aerial flare would be most effective.			
Mentor Date			
Comments			



TASK BCM-02-11-AUX:	Operate the Personal Marker Light (PML) or Strobe Light	
References	 a. Boat Crew Handbook - Rescue and Survival Procedures, BCH 16114.2 (series) b. Rescue and Survival Systems Manual, COMDTINST M10470.10 (series) c. Manufacturer's Operating Instructions 	
Conditions	Task should be performed at any time ashore, at the dock, or underway, candidate should be wearing personnel survival equipment and must accomplish task using the manufacturer's guidelines.	
Standards	In response to the mentor, the candidate must properly operate and explain the characteristics and maintenance of the PML or Strobe light.	
NOTE &	If PML is a "Chem Lite" type, task steps may be described versus actually activating the PML.	

Performance Criteria		
1. Light located on, and retrieved from, the PFD (light should be attached to PFD by a lanyard).		
2. Activated the PML or Strobe light.		
3. Describe the characteristics and maintenance of the specific light being used.		
Mentor Date Comments		



TASK BCM-02-12-AUX:	UX: Operate the Personal Locator Beacon	
References	 a. Personal Locator Beacon Operator's Manual b. Rescue and Survival Systems Manual, COMDTINST M10470.10 (series) c. Manufacturer's Operating Instructions 	
Conditions	Task should be performed at any time, at facilities available to the member. accomplish task without prompting or use of a reference.	Trainee must
Standards	In response to the mentor, the trainee shall, without error, simulate the activation Locator Beacon.	of the Personal
NOTE &	For the purpose of qualification and training, PLB shall not be activated unless within prescribed PMS Standards.	
	Performance Criteria	Completed (Initials)
1. Locate and remove PLB.		
2. Simulate Activation of PL	В.	
Mentor	Mentor Date	
Comments		
TASK BCM-02-13-AUX:	State Survival Procedures in Event the Boat Capsizes or Swamps	
Reference	a. Rescue and Survival Systems Manual, COMDTINST M10470.10 (series)	- ,
G W	b. Boat Crew Handbook - Rescue and Survival Procedures, BCH 16114.2 (see	· ·
Conditions	Task should be performed at any time ashore, at the dock, or underway. Trainee must accomplish task without prompting or use of a reference.	
Standards	In response to the mentor, the trainee must state all steps in the procedure.	
	Performance Criteria	Completed (Initials)
1. Describe the action to be to	aken during capsizing.	
Describe the route(s) of escape to be taken, in the event of capsizing.		
Explain the action to be taken if trapped inside an enclosed compartment.		
Describe the action to take if unable to exit the capsized vessel.		
Mentor Date		
Comments		



TASK BCM-02-14-AUX: Perform Water Survival Exercise

References

- a. Boat Crew Handbook Rescue and Survival Procedures, BCH 16114.2 (series)
- b. Rescue and Survival Systems Manual, COMDTINST M10470.10 (series)

Conditions

This task is not intended to be performed at the dock, underway, or from the beach, unless specific permission to do so has been granted by DIRAUX. A swimming pool (heated if necessary and available) should be used. The trainee must enter the water wearing a PFD or dry suit. Trainee should be wearing all other survival gear consistent with the weather and water temperature or the local operating area. Trainee must accomplish task without prompting, hesitation, or use of a reference.

Standards

In response to the mentor, the trainee shall, without error, complete all steps of the water survival exercise.

NOTE &

TASK BCM-02-08-AUX, BCM-02-11-AUX, & BCM-02-12-AUX should all be completed at the same time with this task, if possible, For the purpose of qualification and training, PLB shall not be activated unless within prescribed MPC Standards.

	Performance Criteria	Completed (Initials)
1.	Don flotation, hypothermia protective garments and survival equipment, and adjust for proper fit. Personnel wearing dry suits shall don the required attached hood, or neoprene after entering the water.	
2.	Execute the following steps:	
	a. Enter the water from a height of approximately 3 FT or from the level of the boat's main deck.	
	b. Check surrounding water for debris and depth.	
	c. Look straight ahead when entering water, but maintain awareness of surroundings (i.e. boat movement, wave action, currents).	
	d. Maintain vertical position (body erect) upon entry into water.	
	e. Minimize initial immersion by spreading arms and applying a scissors kick upon entry.	
3.	Adjust flotation, hypothermia protective garments and survival equipment to reduce water intrusion, heat loss, and to improve mobility and buoyancy.	
4.	Demonstrate swimming using an energy conserving stroke or movement.	
5.	Demonstrate the Heat Escape Lessening Position (HELP) for a single person in the water.	
6.	Demonstrate the HELP for multiple survivors.	
7.	Access and demonstrate the use of the following equipment:	
	a. Distress signal light	
	b. Whistle	
	c. Signal mirror	
	f. Knife (if carried)	
	g. PLB	
	h. Tether (if carried)"	

Mentor	Date	
Comments	•	



TASK BCM-02-15-AUX:	Sun and Heat Related Factors	
References	a. Boat Crew Handbook – First Aid, BCH 16114.5 (series)	
Conditions	Task should be performed at any time ashore, at the dock, or underway. Trainee task without prompting or use of a reference.	nust accomplish
Standards	In response to the mentor, the trainee must either demonstrate knowledge or per to the minimum standards included in each performance step.	erform each task
	Performance Criteria	Completed (Initials)
1. Described the symptoms a	nd explained the preventative measures for sun burn.	
2. Defined dehydration. Desc	cribed the symptoms and preventive measures for dehydration.	
3. Defined heat rash (Prickly	Heat). Stated the causes, symptoms, and preventative measures for heat rash.	
4. Defined heat cramps. State	ed the causes and preventative measures for heat cramps.	
5. Defined heat exhaustion. S	Stated the causes, symptoms, and preventative measures for heat exhaustion.	
6. Defined heat stroke. Stated	d the causes, symptoms, and preventative measures for heat stroke.	
Mentor Comments	Date	
TASK BCM-02-16-AUX:	State the Symptoms of Shock	
References	a. Boat Crew Handbook – First Aid, BCH 16114.5 (series)	
Conditions	Task should be performed at any time ashore, at the dock, or underway. Trainee it task without prompting or use of a reference.	nust accomplish
Standards	In response to the mentor, the trainee must, without error, state the common symplectic state of the mentor of the	otoms for shock.
	Performance Criteria	Completed (Initials)
1. Defined shock and stated to	the causes of shock.	
2. Stated four common symp	toms of shock.	
Mentor	Date	
Comments		



TASK BCM-02-17-AUX:	State the Symptoms of Anaphylactic Shock (Allergic Reaction)		
References	a. Boat Crew Handbook – First Aid, BCH 16114.5 (series)		
Conditions	Task should be performed at any time ashore, at the dock, or underway. Trainee task without prompting or use of a reference.	must accomplish	
Standards	In response to the mentor, the trainee must, without error, state the common symptoms for anaphylactic shock.		
	Performance Criteria	Completed (Initials)	
1. Define anaphylactic shock	C		
2. State the causes of anaphy	lactic shock.		
3. List the symptoms of anap	phylactic shock.		
Mentor	Date		
Comments			
TASK BCM-02-18-AUX:	State the Signs for Burns		
References	a. Boat Crew Handbook – First Aid, BCH 16114.5 (series)		
Conditions	Task should be performed at any time ashore, at the dock, or underway. Trainee task without prompting or use of a reference.	must accomplish	
Standards	In response to the mentor, the trainee must, without error, state the signs for bur	ns.	
	Performance Criteria	Completed (Initials)	
1. Stated the three degrees of	f burns and their signs.		
Mentor	Date		
Comments			
			



TASK BCM-02-19-AUX:	State the Symptoms of Hypothermia			
Reference	a. Boat Crew Handbook – First Aid, BCH 16114.5 (series)			
Conditions	Task should be performed at any time ashore, at the dock, or underway. Trainee n task without prompting or use of a reference.	nust accomplish		
Standards	In response to the mentor, the trainee must, without error, state the symptoms of	hypothermia.		
	Performance Criteria	Completed (Initials)		
1. State the signs and sympto	oms for hypothermia.			
State the factors that increase the possibility of hypothermia.				
State the preventive measures used to increase the chances for cold water survival.				
4. State the survival time for	4. State the survival time for a person in the water in the local area of operation.			
Mentor Date Comments				



Section C. Marlinespike Seamanship, Boat Nomenclature, Nautical Terminology, and Basic Stability

Introduction

The following are objectives of Section C:

- (01) **Identify**, **State** the use of, and be able to consistently tie the basic knots and hitches used aboard Coast Guard boats.
- (02) **Demonstrate** the ability to secure lines of various sizes to several types of deck and dock fittings.
- (03) **Identify** the different parts of a boat's ground tackle and be able to assist in anchoring a boat.

In this Section

This Section contains the following tasks:

Task Number	Task	See Page
BCM-03-01-AUX	State Common Boat Nomenclature and Terminology	2-30
BCM-03-02-AUX	Locate and Identify the Purpose of the Equipment Aboard the Boat; Perform Pre- Underway Testing; Conduct Pre-Underway Briefings	2-31
BCM-03-03-AUX	Boat Construction	2-32
BCM-03-04-AUX	Watertight Integrity	2-33
BCM-03-05-AUX	Stability	2-34
BCM-03-06-AUX	Identify the Different Parts of a Line and the Hitches Used in Line Handling	2-35
BCM-03-07-AUX	Tie Various Knots, Hitches, and Bends	2-36
BCM-03-08-AUX	Secure Lines to Cleats, Bitts, and Posts	2-37
BCM-03-09-AUX	State the Types of Breaking Seas, Characteristics, and Causes	2-38



TASK BCM-03-01-AUX: State Common Boat Nomenclature and Terminology Reference Boat Crew Handbook – Seamanship Fundamentals, BCH16114.4 (series) Conditions Task should be performed onboard an Auxiliary OPFAC. Trainee must accomplish the task without prompting or use of a reference. Standards In response to the mentor, the trainee must, without error, identify different locations and positions aboard the boat. Completed **Performance Criteria** (Initials) Identify bow of the boat. On command, move forward on the boat. 3. Identify starboard side of boat. Identify port side of boat. 5. Identify athwartships. Identify outboard and inboard areas. Identify stern of the boat. 8. Identify port quarter. Identify starboard bow. 10. Identify windward and leeward side of the boat. Mentor Date Comments



TASK BCM-03-02-AUX: Locate and Identify the Purpose of the Equipment Aboard the Boat; Perform Pre-Underway Testing; Conduct Pre-Underway Briefings

Reference a. Boat Crew Handbook – Seamanship Fundamentals, BCH16114.4 (series)

Conditions

Task should be performed using a simple line diagram of an OPFAC and the OPFAC preunderway Check Off list. Trainee should list the location of each piece of equipment on the

diagram. Trainee must accomplish the task without prompting or use of a reference.

Standards Trainee must label and state the use of installed equipment.

	Performance Criteria Completed (Initials)			
1.	Verified appropriate Coast Guard orders have been issued.			
2.	Under the observation of the coxswain, located and verified the proper operation/usage, condition and stowage of the following equipment: a. Personal Floatation Device (PFD) and required equipment b. Fire extinguishers c. Visual distress signals d. Anchor(s) and anchor line(s) e. Dewatering device f. Watch or clock g. Boarding ladder (or other means of boarding) h. Kicker/skiff hook (if required) i. Binoculars j. Fenders			
	k. Towline l. Bridle m. Heaving lines n. Mooring lines o. Searchlight p. Spare navigation light bulbs q. Boat hook r. Navigation lights s. Fathometer or sounding pole t. Charts and navigation plotting instruments u. Tools and spare parts v. First aid kit w. Sound producing device x. Current Rules of the Road publication			
3.	Completed required mechanical, electrical, and engine checks listed below: a. Oil level b. Water level c. Reduction gear oil level (if applicable) d. Fuel system and fuel shut off valves e. Ventilation system Participated in crew briefing, including:			
	 a. Purpose of the mission b. Any special circumstances concerning the mission c. Working radio frequency to be used for the mission 			



	Performance Criteria	Completed (Initials)
d. Expected weather and	sea conditions	
e. Crewmembers in prop	per uniform and equipment (PFDs, etc.)	
f. Confirmed crewmem	pers are physically capable to perform the mission	
g. Discussed Risk Mana	gement and encouraged team coordination	
h. Discussed the policy	on the wearing of jewelry. Crew is in compliance	
Mentor		Date
Comments		
TASK BCM-03-03-AUX:	Boat Construction	
Reference	a. Boat Crew Handbook – Seamanship Fundamentals, BCH16	114.4 (series)
Conditions	Task should be performed at any time, ashore or underway, w reference.	vithout prompting or use of
Standards	Trainee must demonstrate knowledge of each task from memory,	without references.
	Performance Criteria	Completed (Initials)
1. Describe the hull type.		
2. Define keel type.		
3. Explain the significance of	the following:	
a. Length		
b. Beam		
_	nt above water, not making way	
	ve water (e.g., antennas up)	
e. Draft (keel and lowes		
f. Maximum fixed heigh	nt above ground when properly prepared for trailering	
Mentor		Date
Comments		<u> </u>
-		



TASK BCM-03-04-A	UX: Watertight Integrity		
Reference	a. Boat Crew Handbook – Seamanship Fundamentals, BCH16114.4 (serie	es)	
Conditions	Task should be performed at any time at the dock or underway. Trainee mu without prompting or use of a reference.	st accomplish task	
Standards	Trainee must either demonstrate knowledge of, or perform each task.		
	Performance Criteria	Completed (Initials)	
1. Explain water tight	Explain water tight doors, hatches and through hull fittings and identify on the facility.		
2. Explain watertight c	compartments on a boat.		
	3. State the factors that should be determined before you open watertight doors, hatches, and scuttle covers on a damaged boat.		
4. If equipped, open ar	4. If equipped, open and close a watertight door and hatch.		
Mentor Date Comments			



TASK BCM-03-05-AUX:	Stability		
Reference	a. Boat Crew Handbook – Seamanship Fundamentals, BCH16114.4 (series)		
Conditions	Task should be performed at any time, ashore or underway, without prompting or use of a reference.		
Standards	Trainee must either demonstrate knowledge of or perform each task.		
	Performance Criteria	Completed (Initials)	
1. State the two primary for	rees that affect a boat's stability.		
2. Define center of gravity a	and state how it changes as weight is added or subtracted upon the boat.		
3. Define buoyancy.			
4. Define equilibrium and s	tate how it is changed during rolling, heeling, and listing.		
5. State the two types of sta	bility.		
6. State the two types of for	rces that affect stability.		
7. List the general boat desi	gn features that influence stability.		
8. State the effects of freezi	ng spray.		
Mentor Comments	Date		



TASK BCM-03-06-AUX:		Identify the Different Parts of a Line and the Hitches Used in Line Handling		
Reference Conditions		a. Boat Crew Handbook – Seamanship Fundamentals, BCH16114.4 (series) Task should be performed at any time, ashore or underway, without prompting or use of a reference.		
		Performance Criteria	Completed (Initials)	
1.	Define lay of line for:			
	a. Double braid,			
	b. Plain laid.			
2.	Define line material:			
	a. Polypropylene,			
	b. Nylon, including dou	ble braid,		
	c. Natural fiber.			
3.	Identify bitter end of line.			
4.	Identify standing part of li	ne.		
5.	Make bight in the line.			
6.	Make overhand loop in the	e line.		
7.	Make underhand loop in the	he line.		
8.	Make turn around an object	ct.		
9.	Make round turn around a	n object.		
Me	ntor	Date	•	
Coı	nments		-	



TASK BCM-03-07-AUX:		Tie Various Knots, Hitches, and Bends		
Reference Conditions Standards		a. Boat Crew Handbook – Seamanship Fundamentals, BCH16114.4 (series)		
		Task should be performed at any time, ashore, at the dock, or underway, Trainee task without prompting or use of a reference.	must accomplish	
		In response to the mentor, the trainee must tie an assortment of knots, hitches and bends quickly and confidently. The bitter ends must be of sufficient length to preclude the knot from working loose. All knots, bends and hitches must hold fast under a strain.		
		Performance Criteria	Completed (Initials)	
1.	Tie a square (reef) knot.			
2.	Tie bowline in the end of	a mooring line.		
3.	Put a temporary eye in tov	vline, using a bowline.		
4.	Untie knot by "breaking"	the bowline.		
5.	Secure line to a rail using	a clove hitch.		
6.	Secure clove hitch by usin	g two half hitches.		
7.	Attach heaving line to a to hitches.	wline using a sheet bend, snap hook, bowline and/or clove hitch with two half		
8.	Add length of mooring lin	e to a towline using a double becket bend.		
9. Secure log, board, or other rough surfaced object, by using a timber hitch and two half hitches.				
10.	Tie bowline around an obj	ect.		
Me	ntor	Date		
Co	mments			



TASK BCM-03-08-AUX:		Secure Lines to Cleats, Bitts, and Posts		
Reference Conditions Standards		a. Boat Crew Handbook – Seamanship Fundamentals, BCH16114.4 (series)		
		Task should be performed ashore, at the dock, or underway. Trainee must accomplish task without prompting or use of a reference. In response to the mentor, the trainee must tie an assortment of knots, hitches and bends quickly and confidently. The bitter ends must be of sufficient length to preclude the knot from working loose. All knots, bends and hitches must hold fast under a strain.		
1.	Secure a line to a cleat:			
	a. Locate all standard c	leats on boat.		
	b. Place complete round	d turn around the base of the cleat.		
	c. Lead line over the top	p of the cleat and around the horns to form a figure eight.		
	d. Secure additional fig	ure eights until the cleat is secured with at least three figure eights.		
2.	Make fast a line to a moor	ring cleat:		
	a. Locate mooring cleat	ts on dock.		
	b. Feed eye of the line t	hrough the opening in the base of the cleat.		
	c. Loop line back over			
3.	Dip the eye on a bollard (if available):			
	a. Identify bollards on o	dock.		
	b. Place eye of first moo	oring line over the bollard.		
	c. Run eye of second m	ooring line through the eye of the first.		
	d. Place eye of second r	mooring line over the bollard.		
4.	Make fast a line to a bitt (if available):		
	a. Identify all bitts on b	oat.		
	b. Make a complete turn	n around the near horn.		
	c. Make three or more f	figure eights around both horns.		
5.	Secure a line to a Samson	post (if available):		
	a. Identify Samson post			
	b. Make complete round	d turn around the base of the Samson post.		
	c. Make several figure	eights around horns of the post.		
Me	entor	Date		
Co	mmonts			
C0	omments			



TASK BCM-03-09-AUX: State the Types of Breaking Seas, Characteristics, and Causes				
References	 a. Boat Crew Handbook – Seamanship Fundamentals, BCH16114.4 b. The American Practical Navigator (Bowditch) c. Chapman Piloting 			
Conditions	Task should be performed ashore, at the dock, or underway. Trainee must accomplish task without prompting or use of a reference.			
Standards	Trainee must demonstrate knowledge of each task to the minimum standards in performance step.	ncluded in each		
Performance Criteria Completed (Initials)				
1. State differences between	deep-water waves and near shore breaking waves.			
State characteristics of various breaker types (plunging, spilling, surging).				
3. State the causes of each ty	ype of breaker.			
4. State the effects of bottom	n contour, jetties, islands and obstructions.			
5. State the effects of wind of	on sea conditions.			
6. State the effects of current and tidal conditions on breaking seas.				
Mentor Date				
Comments				



Section D. Boat Handling

Introduction

The following are objectives of Section D:

- (01) **Define** the common terms used for identification aboard a Coast Guard boat.
- (02) **Identify** and **State** the purpose or use of the different fittings and equipment located on a Coast Guard boat.
- (03) **Demonstrate** the ability to participate in the common watches performed aboard Coast Guard boats.

In this Section

This Section contains the following tasks:

Task Number	Task	See Page
BCM-04-01-AUX	Rig Fenders to Side of the Boat	2-40
BCM-04-02-AUX	Make Fast a Boat to a Pier (Bow On Mooring, No Current/Wind)	2-40
BCM-04-03-AUX	Assist in Anchoring the Boat	2-41
BCM-04-04-AUX	Assist in Weighing the Boat's Anchor	2-42
BCM-04-05-AUX	Identify the Common Navigation Lights Displayed by Ships and Boats	2-43
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ΓASK BCM-04-01-AUX: Rig Fenders to Side of the Boat		
Reference	a. Boat Crew Handbook – Seamanship Fundamentals, BCH16114.4 (series)	
Conditions	Task should be performed at any time onboard an Auxiliary facility while we anchor. Trainee must accomplish task without prompting or use of a reference.	ighing the boat's
Standards	In response to the mentor, the trainee must correctly rig fenders to the side of t should be the proper height to avoid damage.	he boat. Fenders
	Performance Criteria	Completed (Initials)
1. Tie fenders in place using	a slip clove hitch.	
2. Position all fenders approp	priately for width and height of pilings and piers.	
3. Place fenders at contact po	pints between boat and pier, dock or another boat.	
Mentor	Date	
Comments		
TASK BCM-04-02-AUX:	Make Fast a Boat to a Pier (Bow On Mooring, No Current/Wind)	
References	 a. Boat Crew Handbook – Seamanship Fundamentals, BCH16114.4 (series) b. Chapman Piloting 	
Conditions Task should be performed at any time, onboard an Auxiliary facility. Trainee must ac task without prompting or use of a reference.		
Standards	In response to the mentor, the trainee must demonstrate, in proper seque procedures for securing a boat to a pier using the boats mooring lines.	ence, the correct
	Performance Criteria	Completed (Initials)
1. Place forward spring line	on pier cleat tended and secure to the boat.	
2. Place stern line on pier cle	eat and secure to the boat.	
3. Place bow line on pier cle	at and secure to the boat.	
4. Place aft spring line on pic	er cleat and secure to the boat.	
Mentor	Date	
Comments		



TA	TASK BCM-04-03-AUX: Assist in Anchoring the Boat			
Reference		a. Boat Crew Handbook – Seamanship Fundamentals, BCH16114.4 (series)		
Conditions		Task should be performed at any time, onboard an Auxiliary facility. Trainee must accomplish task without prompting or use of a reference.		
Standards In response to the mentor, trainee must demonstrate, in proper sequence, the for anchoring the boat.		correct procedure		
		Performance Criteria	Completed (Initials)	
1.	State the main parts of the	anchor.		
2.	State the equipment associ	lated with anchoring.		
3.	Establish communications	with Coxswain during the evolution.		
4.	Ascertain amount of scope	e needed based on depth of water and type of bottom.		
5.	Break out and attach anche	or line to anchor.		
6.	Deploy anchor by safest m	neans.		
7.	Inform Coxswain of direct	tion line tending at all times as anchor line pays out (veers).		
8.	Secure anchor line to bitt a	at Coxswain's command.		
9.	Explain how to apply chaf	ing gear.		
10.	10. Describe the duties of the anchor watch.			
	Mentor Date Comments			



TASK BCM-04-04-AUX: Reference Conditions Standards		Assist in Weighing the Boat's Anchor		
		a. Boat Crew Handbook – Seamanship Fundamentals, BCH16114.4 (series) Task should be performed at any time onboard an Auxiliary facility while weighing the boat's anchor. Trainee must accomplish task without prompting or use of a reference.		
				Performance Criteria
1. Es	tablish communications	with Coxswain.		
2. Re	emove slack from anchor	line as boat moves ahead.		
3. St	Stow anchor line below deck, away from work area, immediately as it's brought aboard.			
4. Si	4. Signal to Coxswain when the anchor line is at short stay (up and down).			
	Break anchor free from bottom (if anchor does not break free, trainee makes fast anchor line to bitt while Coxswain moves the boat ahead to break it free).			
6. De	etermine if anchor is clea	ur and clean.		
7. Ha	Haul anchor aboard the boat.			
8. M	ake up and stow all equi	pment.		
Mento	r 	Date		
Comm	ents			



TASK BCM-04-05-AUX:		Identify the Common Navigation Lights Displayed by Ships and Boats			
References		a. Promulgation of the Navigation Rules and Regulations Manual, COMDTINST 16672.2 (series)			
			b.	Chapman Piloting	
Conditions		Task criteria 1-2 may be performed anytime ashore. Criteria 3 should be performed, onboard any facility. Trainee must identify the lights, dayshapes, aspect and type of vessel when presented with pictures or actual lights or dayshapes by the mentor. Trainee must accomplish the task without prompting or use of a reference.			
Sta	ındar	ds		response to being presented with a picture or actual light/dayshape by the mest, without error, identify verbally.	ntor, the trainee
				Performance Criteria	Completed (Initials)
2.	a.b.c.d.e.f.g.h.i.	Mastheads Side lights Stern light Towing light(s) All around light Flashing light Special flashing light Combination lantern/ Forward and aft anch	lights or lights	r vessels of various sizes, propulsion, and nature of work.	
3. Identify the lights and dayshapes(as applicable) for the following vessels: a. Power driven vessel over 50 meters in length b. Power driven vessel under 50 meters in length c. Not under command d. Restricted in ability to maneuver e. Constrained by draft f. Fishing g. Sailing h. Towing i. Pilot boat 4. State when boats are required to display navigational lights and dayshapes.					
Me	entor			Date	
Co	mme	nts			



TASK BCM-04-06-AUX:	SK BCM-04-06-AUX: Identify Common Sound Signals Used by Ships and Boats		
References a. Promulgation of the Navigation Rules and Regulations Manual, COMDTIA		TINST 16672.2	
	(series) b. Chapman Piloting		
Conditions	Task should be performed at any time ashore, at the dock or underway, naming the when presented with an imitated or actual sound signal by the mentor. Trainee metask without prompting or use of a reference.		
Standards In response to the mentor, the trainee must, without error, identify verbally the soulisted below.			
	Performance Criteria	Completed (Initials)	
1. State the characteristics of	a short blast.		
2. State the characteristics of	a prolonged blast.		
3. State function of supplement	ntal light signal. Generally seen on a commercial vessel.		
4. Identify common boat sour	nd signal equipment (whistle/horn, bell, portable signal horn).		
5. Identify sound signals for v	vessels in sight of one another (inland & international)		
a. Alteration of course to	STBD		
b. Alteration of course to	PORT		
 c. Overtaking and agreer 	nent signal		
d. Operating astern propo	ulsion		
6. Identify the danger signal (inland & international).		
7. Identify sound signals for v	vessels during periods of restricted visibility (inland & international).		
a. Underway, making w	vay		
b. Underway, not makin	ng way		
c. One prolonged follow	wed by two short blasts.		
d. One prolonged follow	wed by three short blasts.		
e. At anchor			
f. One short, one prolo	nged, one short blast.		
Mentor	Date		
Comments			



ASK BCM-04-07-AUX: Identify Maritime Distress Signals					
References	a. Promulgation of the Navigation Rules and Regulations Manual, COMI (series)	OTINST 16672.2			
	b. 47 CFR 80.317 - Radiotelegraph and radiotelephone alarm signals.				
Conditions	Task should be performed at any time ashore, at the dock, or underway. Trainee must accomplish task without prompting or use of a reference.				
Standards	In response to the mentor, the trainee must, without error, identify and describe at least six of the seventeen accepted maritime distress signals.				
Performance Criteria Completed (Initials)					
Identify and describe at least 6 of the 17 accepted maritime distress signals.					
Mentor	Date				
Comments					



TASK BCM-04-08-AUX	: Stand a Lookout Watch	
References	a. Boat Crew Handbook – Boat Operations, BCH16114.1 (series)	
	b. Promulgation of the Navigation Rules and Regulations Manual, COMDTA (series)	INST 16672.2
Conditions	Task should be performed while underway, by pointing and verbal identification of relative bearing to objects. Trainee must accomplish task without prompting or use	
Standards	In response to the coxswain, the trainee must, without error, identify objects, state reand range. All reports must be repeated until the coxswain acknowledges the coxswain along with the mentor should supervise the trainee.	
	Performance Criteria	Completed (Initials)
1. State importance of a lo	okout.	
2. State lookout assignmen	nt policies.	
3. State boat characteristic	s and operations that may limit lookout visibility, and how these risks are mitigated.	
4. State the effects of dark	adaptation on a lookout's vision.	
5. State off-center vision a	and how it may be used to see objects at night.	
6. Identify true, compass, a	and relative bearings.	
7. State target angle and ho	ow it may be figured at night by the appearance of a ship's lights.	
8. State lookout responsibi	ilities during man overboard.	
9. Recognize and report th		
a. Meeting (head on)	-	
b. Crossing [Rule 15]c. Overtaking [Rule 1		
	range and relative bearing of four different type vessels, common to local area.	
11. Identify and report the r	relative bearing and position angle of four aircraft.	
12. Identify and report the r	range and relative bearing to deadhead or other floating hazard to navigation.	
13. Identify buoys, fixed str	ructures, and other navigational aids.	
14. Identify sound encounte	ered (such as, whistles, bells, gongs, audio aids to navigation).	
15. Demonstrate the use of	binoculars and scanning techniques.	
Mentor Comments	Date	



TASK BCM-04-09-AUX:		Act as a Helmsman and Steer a Compass Course		
Reference		 a. Boat Crew Handbook – Navigation and Piloting, BCH16114.3 (series) b. Coast Guard Navigation Standards Manual, Enclosure 6, COMDTINST 3520.2 (series) 		
Cor	nditions	Task should be performed underway in calm conditions. Trainee must accorprompting or use of a reference.	nplish task without	
Standards		In response to the coxswain's command, the trainee must repeat and perf throttle, and shift commands. All commands must be repeated (in a loud acknowledged by the coxswain. All courses must be maintained to within 5° The coxswain along with the mentor should supervise the trainee.	l clear voice) until	
		Performance Criteria	Completed (Initials)	
1.	Checked with coxswain fo	r any special instructions and course to steer.		
2.	2. State meaning of standard helm commands, including rudder, throttle, joystick and/or tiller commands as appropriate for boat type.			
3.	3. Demonstrate procedures for shifting helm control, as appropriate for boat type.			
4.	4. Steer course ordered by the Coxswain.			
5.	5. Maintain course to within ±5° of ordered course over a ten-minute staged run.			
6.	Alter course (at least 35°)	to new course on Coxswain's command.		
7.	Steady-up on new course a	and hold to within ±5° of ordered course.		
8.	Demonstrate, and report completion of, specific rudder, throttle, joystick and/or tiller commands as appropriate for boat type.			
9.	. Monitor and report engine(s) gauge(s), depth sounder, and other electronic gear as available.			
10.	10. Keep careful watch of the surrounding area.			
Mentor Date				
Cor	nments			



TASK BCM-04-10-AUX:			
References			
Conditions	Task should be performed while getting underway in calm to moderate conditions. Train accomplish task without prompting or use of a reference.		
Standards	In response to the coxswain's command, the trainee must repeat and phandling commands. All commands must be repeated (in a loud clear voice by the coxswain. After boat clears the dock, stow all lines and fenders. The the mentor should supervise the trainee.	e) until acknowledged	
	Performance Criteria	Completed (Initials)	
1. Acknowledge all comman	ds.		
Remove mooring lines from pier as directed.			
3. Inform coxswain when lin	es are onboard.		
4. Retrieve all fenders, when directed by the coxswain.			
5. Coiled and stowed lines (n	. Coiled and stowed lines (neat and accessible).		
6. Stowed fenders when direct	. Stowed fenders when directed by the coxswain.		
7. Act as helmsman and get t	7. Act as helmsman and get the boat away from the pier/dock.		
Mentor	Date		
Comments			



TASK BCM-04-11-AUX: Prepare for, Moor and Secure the Boat to a Pier/Dock References Boat Crew Handbook – Seamanship Fundamentals, BCH16114.4 (series) Chapman Piloting Task should be performed at any time on board an Auxiliary facility. Trainee must accomplish task **Conditions** without prompting or use of a reference. The coxswain who will be maneuvering the boat should supervise trainee. In response to the mentor, the trainee must, under the direction of the coxswain of the boat, Standards demonstrate the correct method for securing the boat to a dock using its mooring lines. The coxswain along with the mentor should supervise the trainee. Completed **Performance Criteria** (Initials) Fenders properly spaced for height of dock or boat or pilings. Did not use hands or feet to fend off the dock. 3. At the direction of the coxswain, secure lines to the proper dock cleat, post, or ring and tend them on the boat. Demonstrated how to dip a mooring line. At coxswain's command, made fast all lines to cleats (posts or rings), adjusted all lines and doubled up if required for expected tidal or weather conditions. Mentor Date Comments

TASK BCM-04-12-AUX: Boat Handling



Reference a. Boat Crew Handbook – Seamanship Fundamentals, BCH16114.4 (series) Task should be performed underway in calm conditions. Trainee must accomplish task without prompting or use of a reference. Standards Trainee must perform each task to the minimum standards included in each performance step. Any

Trainee must perform each task to the minimum standards included in each performance step. Any endangering of personnel or boat will cause the task to be secured until further training can be accomplished. Maintain safe speed for trainee's ability, potential wake damage and weather conditions. The coxswain along with the mentor should supervise the trainee.

	Performance Criteria	Completed (Initials)
1.	Determine the rudder/tiller limits.	
2.	Check engine control action.	
3.	Move boat forward in a straight line.	
4.	Turn the boat (as directed) with the helm/tiller.	
5.	Stop the boat in a safe manner.	
6.	Hold a course while backing the boat.	
7.	Rotate boat about the pivot point.	
8.	Turn boat with a reduced tactical diameter (make a tighter turn).	

Mentor	Date	
Comments	•	



Section E. Communications

Introduction

The following are objectives of Section E:

- (01) State radio communications security policy.
- (02) **Demonstrate** the ability to operate a VHF-FM radiotelephone and the SSB-HF transceiver.
- (03) **Demonstrate** the ability to use the radiotelephone to give a position or operations report.

In this Section

This Section contains the following tasks:

Task Number	Task	See Page
BCM-05-01-AUX	Operate a VHF-FM Radiotelephone	2-52
BCM-05-02-AUX	Use the VHF-FM Radiotelephone to Give an Operations and Position Report	2-53
BCM-05-03-AUX	State General Communications Policy and Doctrine	2-54



TASK BCM-05-01-AUX	: Operate a VHF-FM Radiotelephone			
References	a. Radio Telephone Manual, TTP 06-01.1 (series)			
	b. Manufacturer's Operators Manual			
Conditions		Task should be performed at any time underway or at the dock. Message to be sent should be composed by the trainee and the mentor prior to the beginning of the task. Trainee must accomplish task without prompting or use of a reference.		
Standards	In response to the mentor, the trainee must, without error, identify the different of the radio and operate the radio.	operating parts		
	Performance Criteria	Completed (Initials)		
1. Identify VHF-FM transc	eeiver and speakers.			
2. Identify breaker that ene	ergizes radio – if applicable.			
Identify power switch and turn radio on.				
4. Identify channel selection	4. Identify channel selection switch or buttons for emergency and working frequencies.			
5. Identify volume controls	s and adjust volume.			
6. Identify squelch control	and adjust to the point where static disappears.			
7. Identify microphone and	I transmitting button and obtain a radio check on appropriate working frequency.			
8. Demonstrate knowledge	and use of "Pro-words".			
9. Demonstrate knowledge	and use of phonetic alphabet.			
NOTE &	No radio checks are permitted on the International VHF distress and calling frequency, Channel 16.			
Mentor	Date			
Comments				



TASK BCM-05-02-AUX: Use the VHF-FM Radiotelephone to Give a Operations and Position Report				
References	a. U.S. Coast Guard Boat Operations and Training (BOAT) Manual, Volume I, COMDTINST M16114.32 (series)			
	b. Radio Telephone Manual, TTP 06-01.1 (series)			
Conditions	Task should be performed at any time underway or at the dock. Message to be sent should be composed by the trainee and the mentor prior to the beginning of the task. Trainee must accomplish task without prompting or use of a reference.			
Standards	In response to the mentor, the trainee must transmit message traffic using prope procedures, including pro-words, and phonetic alphabet.	r radiotelephone		
	Performance Criteria	Completed (Initials)		
1. Turn on, tune, and set radio to an Auxiliary or Coast Guard working frequency.				
2. Estiablish communication	using an Auxiliary or Coast Guard working frequency.			
3. Ensure that Channel 16 (emergency frequency) is being monitored at the same time.				
4. Send status of operations a	nd position.			
5. Sign off using proper prow	vords at conclusion of the message.			
Mentor	Date			
Mentor	Date			
Comments				



TASK BCM-05-03-AUX:	State General Communications Policy and Doctrine		
References	a. U.S. Coast Guard Boat Operations and Training (BOAT) Manual, Volume I, M16114.32 (series)	COMDTINST	
	b. Radio Telephone Manual, TTP 06-01.1 (series)		
	c. Manufacturers Operating Instructions		
	d. ALAUX 011/19 Dated 33 JUL 2019		
	e. Auxiliary Operations Policy Manual, COMDTINST M16798.3 (series), Cha _j A.4	pter 4, Section	
	f. Local Coast Guard Communications policy.		
Conditions	Task should be performed at any time, onboard an OPFAC. Trainee must ac without prompting or use of a reference.	complish task	
Standards	Standards In response to the mentor, the trainee must describe, without error, the following criter accordance with the above reference.		
	Performance Criteria	Completed (Initials)	
1. State secure radio commun	nications policy in accordance with reference a - if applicable.		
State the visual and audible modes - if applicable.	e indicators of a radio transceiver operating in encrypted and non-encrypted		
3. State policy on cell phone ALAUX 011/19 DATED 2	smart phone usage, texting and web surfing in accordance with reference (a) and 3 JUL 2019.		
4. State position and status re	port policy in accordance with local policy.		
5. State lost communications	procedures.		
Mentor	Date		
Comments			



Section F. Navigation

Introduction

The following are objectives of Section F:

- (01) **Demonstrate** the use of paper and electronic nautical charts.
- (02) **Demonstrate** the ability to identify navigation and general landmark symbols on paper and electronic nautical charts.
- (03) **Demonstrate** the ability to plan a voyage by laying down a track line across safe water and through marked channels using paper based and electronic charting systems.
- (04) **Demonstrate** the ability to take a fix and plot a position on a paper chart.
- (05) **Demonstrate** ability to calculate actual speed of boat, determine amount of water beneath keel, and recommend adjustments to boat's course and speed to match voyage plan at specified intervals.

In this Section

This Section contain the following tasks:

Task Number	Task	See Page
BCM-06-01-AUX	Identify the Symbols, Abbreviations and Basic Parts of a Nautical Chart	2-56
BCM-06-02-AUX	Identify Common Aids to Navigation Used for Inland and Coastal Piloting	2-57
BCM-06-03-AUX	Identify Local Landmarks on a Nautical Chart	2-58
BCM-06-04-AUX	Plot a Position Using Latitude and Longitude	2-59
BCM-06-05-AUX	Plot a Magnetic Course on a Nautical Chart	2-60
BCM-06-06-AUX	Measure Distance on a Nautical Chart	2-61
BCM-06-07-AUX	Compute Time, Speed, and Distance	2-62
BCM-06-08-AUX	Determine the Depth of Water Using a Fathometer/Depth Sounder	2-63
BCM-06-09-AUX	Operate RADAR (If equipped)	2-64
BCM-06-10-AUX	Report Range and Bearing of Charted RADAR Objects (If equipped)	2-65
BCM-06-11-AUX	Use RADAR to Determine if Risk of Collision Exists (If equipped)	2-66
BCM-06-13-AUX	Obtain a Fix Using GPS/DGPS	2-67
BCM-06-14-AUX	Operate Electronic Charting System (if equipped)	2-68



TASK BCM-06-01-AUX:		Identify the Symbols, Abbreviations and Basic Parts of a Nautical C	hart	
Reference Conditions Standards		 a. Boat Crew Handbook – Navigation and Piloting, BCH16114.3(series) b. Nautical Chart Symbols, Abbreviations, and Terms, Chart No. 1 c. The American Practical Navigator (Bowditch) 		
		Task should be performed at any time ashore, at the dock or underway, using a nautical chart of the local operating area. Trainee must accomplish task without prompting. Use of a reference is allowed. In response to the mentor, the trainee must identify the basic parts, symbols, and abbreviations found on a chart of the local operating area.		
1.	Identify the longitude and	longitude scales.		
2.	Identify the Nautical Mile minute of latitude and appr	(NM) and yards (YDs) scale and describe the relationship between 1 NM, 1 roximately 2025 Yds.		
3.	Identify 1 NM using the la	titude scale.		
4.	Identify the chart coordina	te format as degrees-minutes-decimal minutes or degree-minutes-seconds.		
5.	Identify the scale of a char	t.		
6.	Identify datum used for wa	ater depths (tidal datum).		
7.	Identify sounding units of	measure (meters/feet/fathoms).		
8.	Identify the depth conversi	ion scale and the relationship between meters, feet and fathoms.		
9.	Identify depth curves (con-	tours).		
10.	Identify shading colors and	d stated meaning of each.		
11.	Identify datum used for ov	erhead clearances of bridges, cables, etc.		
12.	Identify horizontal and ver	tical clearances of overhead bridges and cables.		
13.	Identify the general inform	nation block.		
14.	Identify the compass rose	and indicate the purpose of each of its prominent parts.		
15.	Identify the symbol for a v	vreck, rock, or other submerged obstruction.		
16.	Identify latest changes to t	he chart determined by Notice to Mariners and Local Notice to Mariners.		
	ntor nments	Date		



TA	SK BCM-06-02-AUX:	Identify Common Aids to Navigation Used for Inland and Coastal Pi	loting		
References Conditions Standards		 a. Boat Crew Handbook – Navigation and Piloting, BCH16114.3(series) b. Nautical Chart Symbols, Abbreviations, and Terms, Chart No. 1 c. The American Practical Navigator (Bowditch) 			
		Task should be performed while underway, using a corrected paper nautical chart of the local operating area. A stopwatch will be used to time and identify lighted ATON. Trainee must accomplish task without prompting or use of a reference.			
		In response to the mentor, the trainee must identify and point out common aid used in small boat piloting. Trainee must correctly identify on the chart those objective must discuss each aid to navigation listed below even if not in the local and the contraction of the contractio	ects pointed out.		
		Performance Criteria	Completed (Initials)		
1.	State the key features of IA	ALA Maritime Buoyage Region A or B (area, ATON colors, numbering, etc.).			
2.	State the difference between	en cardinal and lateral marks, and where they are encountered.			
3.	Identify port and starboard	l marks.			
4.	Identify preferred channel	marks.			
5.	Identify cardinal marks.				
6.	Identify safe water marks.				
7.	Identify isolated danger m	arks.			
8.	Identify special purpose m	arks.			
9.	Identify mooring buoys.				
10.	Identify beacons.				
11.	Identify ICW ATON and s	state waterways markings.			
12.	Identify ranges and state th	neir purpose.			
13.	Identify sound signals used	d on ATON, including BELL, GONG, and WHISTLE.			
14.	Identify light patterns used	d on ATON to include flashing, quick flashing, morse ALFA, ISO Phase, etc.			
15.	While underway, identify operations.	by type, number, and characteristic, the primary aids used in the local area of			
Mei	ntor	Date			
Con	nments				



TASK BCM-06-03-AUX:	Identify Local Landmarks on a Nautical Chart		
References	a. Boat Crew Handbook – Navigation and Piloting, BCH16114.3(series)		
	b. Nautical Chart Symbols, Abbreviations, and Terms, Chart No. 1		
Conditions	Task should be performed while underway, using a corrected paper nautical chart of the local operating area. Trainee must accomplish task without prompting or use of a reference.		
Standards	In response to the mentor, the trainee must point out prominent landmarks. Trained identify on the chart those objects pointed out.	e must correctly	
	Performance Criteria	Completed (Initials)	
1. Identify all major piers an	d docks in the area.		
2. Identify any prominent dangerous submerged or semi-submerged rocks, shoals and structures.			
Identify all prominent submerged or partially submerged wrecks in the area.			
4. Identify all prominent antennas and towers used as navigational landmarks in the area.			
5. Identify all prominent buildings and structures used as navigational landmarks in the area.			
6. Identify all prominent land	dmarks in the area.		
7. Identify all bridges and the	eir types in the area.		
Mentor Date Comments			



TASK BCM-06-04-AUX: Plot a Position Using Latitude and Longitude

References a. Boat Crew Handbook – Navigation and Piloting, BCH16114.3(series)

b. The American Practical Navigator (Bowditch)

Conditions Trainee shall be given a paper nautical chart (scale 1:80,000 or larger), plotting gear, and five

position coordinates expressed as degrees, minutes and seconds (DD-MM-SS λ DDD-MM-SS) Trainee must convert the positions to degrees, minutes and decimal minutes (DD-MM.MM λ DDD-MM.MM), then plot the five positions as waypoints without prompting or use of a

reference.

Note to mentor: give positions that will be used in later tasks to form a navigation trackline.

Standards Convert, without error, the positions within 5 minutes. Then, plot and label ("A", "B", etc.) the

latitude and longitude coordinates within five minutes. Positions must be accurate within 100

yards.

	Performance Criteria			
Position	Given Coordinates (DD-MM-SS λ DDD-MM-SS)	Converted Coordinates (DD-MM.MM λ DDD-MM.MM)		
A	LAT	<u>LAT</u>		
А	LONG	LONG		
D	LAT	LAT		
В	LONG	LONG		
C	LAT	LAT		
С	LONG	LONG		
D	LAT	LAT		
D	LONG	LONG		
F	LAT	LAT		
Е	LONG	LONG		

Mentor	Date	
Comments		



TASK BCM-06-05-AUX:		Plot a Magnetic Course on a	Nautical Chart	
References		a. Boat Crew Handbook – Na	vigation and Piloting, BCH16114.3(series)	
		b. The American Practical Na	vigator (Bowditch)	
Conditions		Trainee shall be given plotting gear, the nautical chart used in TASK BCM-06-04-AUX with the five waypoint positions plotted (and verified correct). Trainee must accomplish task without prompting or use of a reference.		
Standards		Plot, without error, the trackline legs between positions A and E, then label each track leg with magnetic course, within five minutes. Courses must be accurate to within 3°.		
		Performance Crite	ria	Completed (Initials)
Position		Given Coordinates	Magnetic Course (to next waypoint)	
Δ.	LAT			
A	LONG			
D	<u>LAT</u>			
В	LONG			
	LAT			
С	LONG]	
	LAT			
D	LONG		7	
_	<u>LAT</u>		N/A	<u>.t</u>
Е	LONG		Next Coordinates not specified.	
Mentor Comments			Date	
-				



TASK BCM-06-06-AUX:	SK BCM-06-06-AUX: Measure Distance on a Nautical Chart		
References	a. Boat Crew Handbook – Navigation and Piloting, BCH16114.3(series)		
	b. The American Practical Navigator (Bowditch)		
Conditions Trainee shall be given plotting gear, the nautical chart used in TASK BCM five waypoint positions and magnetic courses plotted (and verified corre consistently labeled using nautical miles or yards, as appropriate for the Trainee must accomplish task without prompting or use of a reference.). Distances shall be	
Standards Trainee must, without error, measure and label the distances indicated in the below criter three minutes. Distance must be accurate to within 200 yards (.1NM).			
	Performance Criteria	Completed (Initials)	
Distance from A to B =			
Distance from B to C =			
Distance from C to D =			
Distance from D to E =			
Mentor	Date		
Comments			



TASK BCM-06-07-AUX:	Compute Time, Speed, and Distance		
References	 a. Boat Crew Handbook – Navigation and Piloting, BCH16114.3(series) b. The American Practical Navigator (Bowditch) 		
Conditions	Trainee shall be given a nautical chart, nautical slide rule, and the positions calculated in TASK BCM-06-06-AUX (verified correct). All answers should be nearest tenth of an hour, knot, or nautical mile as indicated in the criteria. accomplish task without prompting or use of a reference.	be given to the	
Standards	The trainee must, without error, calculate the answer indicated for all criteria within	n five minutes.	
NOTE &	The Nautical Slide Rule may be used for criteria 1 through 4. In criteria 5 and 6, calculations are done mentally; use of the Nautical slide Rule is not allowed.		
	Performance Criteria	Completed (Initials)	
1. Calculate the time, in minu	utes, required to travel from point A to point B at 8 KTS.		
2. Calculate the time, in hour	rs, required to travel from point A to point E at 8 KTS.		
3. Calculate the speed, in knots, required to travel from point A to point B in 18 minutes.			
4. Calculate the speed, in known	ots, required to travel from point A to point E in 90 minutes.		
5. Apply 3 Minute Rule: mea point B to point C in three	sure from point B to point C in YARDS, then state speed required to transit from minutes.		
6. Apply 6 Minute Rule: mea point C to point D in six m	sure from point C to point D in NM, then state speed required to transit from inutes.		
Mentor	Date		
Comments	Comments		



TASK BCM-06-08-AUX:		Determine the Depth of Water Using a Fathometer/Depth Sounder		
References		a. Boat Crew Handbook – Navigation and Piloting, BCH16114.3(series)		
		b. Applicable Fathometer / Depth Sounder Operator's Manual		
Conditions Standards		Task should be performed at any time, while underway. Trainee will be provided the state of the tide by the mentor. Criteria 1 through 3 should be accomplished in water greater than 5 fathoms. Steps 4 and 5 should be accomplished in water less than 30 FT. Trainee must accomplish task without prompting or use of a reference. In response to the mentor, the trainee must, without error, identify different parts of the depth sounder, operate various functions, report sounding and determine if sounding agrees with charted depth. Soundings should be within 10% (allowing for range of tide) of the charted depth when working in water less than 30 FT. All other soundings should be within 2 fathoms of the charted depth.		
1.	State depth sounder principal	ple of operation.		
2.	Energize fathometer/depth	sounder, and related equipment as required.		
3.	Identify location of fathon	neter/depth sounder depth readout(s).		
4.	Identify location of video	sounder display (if available).		
5.	Adjust illumination, backl	ighting and contrast as appropriate.		
6.	Demonstrate setting depth	units to match paper chart.		
7.	Demonstrate entering "Off	fset Setup". Set appropriate depth.		
8.	Correct "Offset Depth" in	each piece of equipment (as required).		
9.	Demonstrate setting shallo	w water alarm.		
10.	State boat operations / con	ditions that may interfere with obtaining a reliable sounding.		
11.	. Using fathometer/depth sounder depth readout, report the depth and whether sounding agrees with charted depth (allowing for state of tide) in three different positions. Mentor will provide fix position and verify sounding.			
12.		ay (if available), report depth based on interpretation of sea-bed display and with charted depth (allowing for state of tide) in three different positions. Mentor nd verify sounding.		
Mei	ntor	Date		
Cor	nments			



TASK BCM-06-09-AUX:		Operate RADAR (If Equipped)	
References		 a. Boat Crew Handbook – Navigation and Piloting, BCH16114.3(series) b. RADAR Operator's Manual c. The American Practical Navigator (Bowditch) d. Nautical Chart Symbols, Abbreviations, and Terms, Chart No. 1 	
Co	nditions	Task should be performed at any time, while underway. This task requires the sea and rain clutter controls: All of the steps must be accomplished using the Trainee must accomplish task without prompting or use of a reference.	
Sta	ndards	In response to the mentor, the trainee must, without error, correctly demonstrate	e the task criteria.
		Performance Criteria	Completed (Initials)
1.	Energize radar and related	equipment and allow unit to warm up.	
2.	Demonstrate toggling bety	ween transmit and stand-by modes.	
3.	Demonstrate automatic an	d manual tuning.	
4.	Demonstrate the use of Ga	ain, Anti-Clutter Sea (A/C Sea) and Anti-Clutter Rain (A/C Rain).	
5.	Identify the following RA a. Heading (indicator for b. Cursor, Cursor reado	or True and Magnetic)	
 Demonstrate the use of all presentation modes available, including description of when each mode would be used. a. Head Up b. Course Up c. North Up d. True Motion e. Offset 			
7.	Demonstrate adjusting ran	ge scale for long range scanning and close-in target detection.	
8.	Identify a RACON on the RACON on a radar displa	radar screen (if applicable). If not available, describe the appearance of a y.	
Me	entor	Date	
Co	mments		

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TASK BCM-06-10-AUX:	Report Range and Bearing of Charted RADAR Objects (If Equipped	l)
References	 a. Boat Crew Handbook – Navigation and Piloting, BCH16114.3(series) b. RADAR Operator's Manual c. The American Practical Navigator (Bowditch) 	
Conditions	Task should be performed at any time, while underway. This task requires the trainee to adjust and operate the RADAR to obtain RADAR data on objects designated by the mentor. All of the steps must be accomplished using the installed radar and a corrected local area paper chart. Trainee must accomplish task without prompting or use of a reference.	
Standards	The trainee must, without error, report the RADAR range and bearing to char vessels designated by the mentor. RADAR bearings must be reported consisten <i>stabilization mode</i> in use (e.g., true, relative). Bearings are to be visually comentor. A <i>turn range report</i> should include at least 3 statements at regular intervishould include object name (or designation), actual range to turn object, range to turn range" when at turn range.	nt with RADAR on firmed by the rals. Each report
	Performance Criteria	Completed (Initials)
Energize radar and related	equipment; adjust as required for optimal target return.	
 State the type of radar bea a. Head Up b. Course Up c. North Up d. True Motion 	ring obtained for each presentation mode:	
3. State factors effecting accu	uracy and reliability of radar bearings.	
4. Report range and bearing	to three different prominent charted landmarks.	
5. Report range and bearing to	to three different charted aids to navigation.	
6. Report range and bearing	to three different moving targets.	
Mentor	Date	
Comments		



TASK BCM-06-11-AUX: Use RADAR to Determine if Risk of Collision Exists (If Eq		Use RADAR to Determine if Risk of Collision Exists (If Equipped)	
References		a. Radar Navigation Manual, Pub 1310	
		b. Promulgation of the Navigation Rules and Regulations Manual, COMDTINST 16672.2 (series)	
		c. RADAR System Operator's Manual	
		d. The American Practical Navigator (Bowditch)	
Conditions		Task may be performed at any time, while underway. Weather should be calm to moderate. Trainee will use radar target bearings and ranges to aid in establishing risk of collision on vessels in sight of one another, and, during simulated (.1NM) or actual restricted visibility, use RADAR to determine if risk of collision exists and recommend action to avoid collision. All of the steps must be accomplished manually using the installed RADAR without active ARPA functions. Collision avoidance determinations shall be verified by sight by the mentor. Trainee must accomplish task without prompting or use of a reference.	
Standa	ards	Trainee must be able to determine the relative motion of the target within a "reaso of time and recommend an adjustment to the boat's course to a risk of collision.	onable" amount
		Performance Criteria	Completed (Initials)
1. S	tate the meaning of "Cor	stant Bearing, Decreasing Range".	
2. D	etect and verbally design	nate (3) radar targets.	
3. F	or vessels in sight of one	another (complete 3 times):	
a.	Correlate radar target	to visual target.	
b	. Systematically observ	ve (i.e., record at regular intervals) radar target bearing and range.	
c.	Report target bearing	change (bearing drift).	
d.	. Report situation as m	eeting, crossing, or overtaking.	
e.	Recommend action to	avoid collision.	
4. F	or vessels not in sight of	one another (i.e., restricted visibility) (complete 2 times):	
a.	Systematically observ	ve (i.e., record at regular intervals) radar target bearing and range.	
b	. Determine target time	e and bearing of Closest Point of Approach (CPA).	
c.	Determine target true	course and speed.	
d.	. Recommend action to	avoid collision.	
5. F	or vessels not in sight of	one another (i.e., restricted visibility) (complete 2 times):	
a.	Scan next track leg al	head for contacts.	
b	. Report whether next	leg clear or not clear.	
Mento	or	Date	
Comn	nents		



TASK BCM-06-12-AUX:	Obtain a Fix Using GPS/DGPS		
References	 a. Boat Crew Handbook – Navigation and Piloting, BCH16114.3(series) b. Manufacturer's Operator Manual c. The American Practical Navigator (Bowditch) 		
Conditions	Task should be performed at any time, onboard. Trainee must accomplish task without prompting or use of a reference.		
Standards	In response to the mentor, the trainee must correctly demonstrate the use of the G	PS receiver.	
	Performance Criteria	Completed (Initials)	
1. Define the following term	s, in regard to GPS accuracy, positioning source category (A or B).		
a. Selective Availability			
b. Selective Availability			
c. Differential GPS - re			
	ation System (WAAS)		
e. Precise Positioning S			
2. State the indicators of loss	of GPS signal.		
3. State the meaning of GPS	Course Over Ground and Speed Over Ground.		
4. State the type of position of	displayed and update source, on the GPS unit during a loss of GPS signal.		
5. Energize set and report sig	gnal type being received (per criteria number 1, this task).		
6. Report GPS latitude and le	ongitude.		
7. Plot latitude and longitude	position on chart.		
Mentor Date			
Comments			



TA	SK BCM-06-13-AUX:	Operate Electronic Charting System (If Equipped)	
Ref	erence	a. The American Practical Navigator (Bowditch)	
		b. Boat Crew Handbook - Navigation and Piloting, BCH16114.3(serie	es)
		c. Electronic Charting System Operation Manual	
		d. Local Command Navigation Standards	
Coı	nditions	Task should be performed at any time. Some features may not be available	in all charting systems.
Sta	ndards	Trainee must either demonstrate knowledge or perform each task to the included in each performance step. Trackline will contain at least 5 ways	
		Performance Criteria	Completed (Initials)
1.	Energize the chart plotter	and associated equipment as needed.	
2.	Adjust screen for daytime	and nighttime viewing.	
3.	Display electronic chart.		
4.	Compare electronic chart	symbols (ATON, etc.) to paper chart symbols.	
5.	b. Using cursor.	oved trackline coordinates. BOARD / SAVE function.	
6.	a. Alarm managementb. Method of indicatingc. Filter Settings, intentd. Fix source compariso	ional overscale	
7.	Identify boat's position sy	embol, to include heading, course/speed vector.	
8.	Identify boat's navigation	data (Position, COG/SOG, etc.)	
9.	Diagram concept "Maxim	um Allowable Cross Track Error" alarm.	
10.	Enter Cross Track Error A	ılarm value.	
11.	Diagram concepts: depth l	below keel, sounder offset, depth alarm.	
12.	Enter Depth Alarm value.		
13.	Activate a route and ident	ify route navigational data display.	
14.	Display integrated tide and	d current data for area along route (if equipped).	
15.	Select alternate positionin	g source (if equipped and available, e.g., radar map match, LOP fix).	
16.	Provide navigation recom	mendations while completing three (3) "Automated Navigation drills".	
Me	ntor	Date	e
Co	mments		



Section G. Mission-Oriented Operations

Introduction

The following are objectives of Section G:

- (01) **Demonstrate** actions to take during a man overboard emergency.
- (02) **Demonstrate** procedures to signal an emergency.
- (03) **Demonstrate** procedures for towing astern and alongside.
- (04) **Demonstrate** procedures to combat a fire onboard.

In this Section

This Section contains the following tasks:

Task Number	Task	See Page
BCM-07-01-AUX	Participate in a Man Overboard Evolution as a Pointer (Direct Pickup)	2-70
BCM-07-02-AUX	Participate in a Man Overboard Evolution as a Recovery/Pickup Person (Indirect Pickup)	2-71
BCM-07-03-AUX	Stand a Tow Watch	2-72
BCM-07-04-AUX	Bend a Heaving Line to a Bridle and Pass the Heaving Line to Another Boat	2-73
BCM-07-05-AUX	Pass a Towline to Another Boat	2-74
BCM-07-06-AUX	Connect a Towline to a Trailer Eyebolt Using a Skiff Hook	2-75
BCM-07-07-AUX	Execute an Alongside Tow and Moor a Towed Vessel	2-76
BCM-07-08-AUX	Identify the Different Classes of Fires; State the Fuel and Primary Extinguishing Agents Associated with Each	2-77
BCM-07-09-AUX	Locate and Identify the Firefighting Equipment Carried Onboard the Boat (as applicable)	2-77
BCM-07-10-AUX	Operate a CO2 Fire Extinguisher (Simulate), (If Equipped)	2-78
BCM-07-11-AUX	Operate a Dry Chemical Fire Extinguisher (Simulate), (If Equipped	2-79
BCM-07-12-AUX	Locate and Operate the Boat's Bilge Pump	2-79



TASK BCM-07-01-AUX:	Participate in a Man Overboard Evolution as a Pointer (Direct Pick	kup)		
WARNING 💖	UNDER NO CIRCUMSANCES SHOULD A PERSON BE PLACED IN THE WATER.			
Reference	a. Boat Crew Handbook – Boat Operations, BCH16114.1 (series)			
Conditions	Task should be performed at any time, underway Training boat crews for Person in the Water Recovery recommends the use of a life-like dummy (OSCAR). The recommended OSCAR is a stuffed and weighted (approximately 180 lbs. dry) Anti-Exposure Coverall secured at the neck and feet. Trainee must accomplish task without prompting or use of a reference.			
Standards In response to the mentor, the trainee must move to his/her correct station and performance steps without hesitation.				
	Performance Criteria	Completed (Initials)		
Seeing a person fall overbo OVERBOARD PORT/ST.	oard, keep PIW continuously in sight and sound the alarm ("MAN ARBOARD SIDE").			
2. Proceed immediately to as	signed position.			
3. Keep Coxswain informed	of PIW position both vocally and by pointing.			
Upon command from the Coxswain, move to assist with the pickup of PIW.				
Mentor	1entor Date			
Comments				



TASK BCM-07-02-AUX:	Participate in a Man Overboard Evolution as a Recovery/Pickup Pickup)	Person (Indirect	
WARNING 💖	UNDER NO CIRCUMSANCES SHOULD A PERSON BE PLACED IN THE WATER		
Reference	a. Boat Crew Handbook – Boat Operations, BCH16114.1 (series)		
Conditions	Task should be performed at any time, underway. Training boat crews for Person in the Water Recovery recommends the use of a life-like dummy (OSCAR). The recommended OSCAR is a stuffed and weighted (approximately 180 lbs. dry) Anti-Exposure Coverall secured at the neck and feet. Trainee must accomplish task without prompting or use of a reference.		
Standards	In response to the mentor, the trainee must move to his/her correct Station and perform the task steps without hesitation.		
	Performance Criteria	Completed (Initials)	
Proceed immediately to as nozzles, buckets).	ssigned position (should be lowest point of free board away from screws,		
2. Prepare a rescue heaving l	ine, if PIW is conscious.		
3. On command, throw a rese	cue heaving line to PIW, if PIW is conscious.		
4. Pull PIW alongside the bo	at, if PIW is conscious.		
5. Pull the PIW aboard using	two persons.		
Mentor	Date		
Comments			



TASK BCM-	07-03-AUX:	Stand a Tow Watch		
References Conditions Standards		a. Boat Crew Handbook – Boat Operations, BCH16114.1 (series)		
		Task should be performed at any time underway on an Auxiliary facility while taking another boat in tow. Trainee must accomplish task without prompting or use of a reference.		
		In response to the mentor, the trainee must state and demonstrate how to stand a accordance with the guidelines listed below. The coxswain along with the supervise the trainee.		
		Performance Criteria	Completed (Initials)	
1. State pred	etermined dange	er signals/emergency communications for towed boat		
	s of danger to w ling, or too taut	atch for during a stern tow (towed boat's yawing, jerking, strain on the towline, or slack, etc.).		
3. Keep both	the towline and	towed boat under constant observation.		
4. Keep chaf	ing gear riding i	in place.		
5. Identify to	w as in or out o	f step and proper catenary maintained.		
	oortant develops on from the cox	ments to the coxswain, in a loud clear voice, and continue reporting until receiving swain.		
7. Keep deck	(snapback dang	ger area) clear of all unnecessary lines, gear, and personnel.		
8. Adjust tov	Adjust towline at Coxswain's command.			
9. Maintain t	he tow watch ur	ntil properly relieved or until tow terminated.		
Mentor		Date		
Comments				



TASK BCM-07-04-AUX:		Bend a Heaving Line to a Bridle and Pass the Heaving Line to Another Boat		
Reference Conditions		a. Boat Crew Handbook – Boat Operations, BCH16114.1 (series)		
		Task should be performed at any time, onboard an Auxiliary facility. Heaving line used should be at least 75 FT long. The target boat must be at least 40 FT away from the boat at the time of the toss. Trainee must accomplish task without prompting or use of a reference.		
	Standards In response to the mentor, the trainee must pass the line to the target boat, in accordance steps listed below, on two out of three throws. The heaving line should pass over the but not hit it. The coxswain along with the mentor should supervise the trainee.			
		Performance Criteria	Completed (Initials)	
1.	Wet down heaving line to	relieve stiffness.		
2.	Bend one heaving line ont with two half hitches, or a	o the bridle eye using a bowline and second onto the throat using a clove hitch snap hook.		
3.	Make heaving line into tig	tht coils.		
4.	Place two-thirds of coil in	casting hand.		
5.	Instruct people on other bo	oat to take cover.		
6.	On command, throw heav	ing line over the target boat and tend.		
Me	ntor	Date		
Coı	nments			



TASK BCM-07-05-AUX:	Pass a Towline to Another Boat		
Reference	a. Boat Crew Handbook – Boat Operations, BCH16114.1 (series) Task should be performed at any time, onboard an Auxiliary facility, while taking another boat in tow. Trainee must accomplish task without prompting or use of a reference.		
Conditions			
Standards	In response to the mentor, the trainee must, in accordance with the procedures listed below, perform all line handling related to passing a tow line. The coxswain along with the mentor should supervise the trainee.		
	Performance Criteria	Completed (Initials)	
1. Using heaving lines, pass	towline to the boat to be towed.		
2. Tend towline while people	e on other boat make attachment.		
3. Place a proper working tur	rn around the towing bitt and pay out the line, as directed.		
4. On command, secure towl	ine to the towing bitt.		
5. On command, break towir	ng bitt down to a working turn, pay towline out.		
6. On command, make up bit	tt.		
7. Rig chafing gear where ne	eeded and at the command of the coxswain.		
Mentor	Date		
Comments			

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TASK BCM-07-06-AUX

Reference a. Boat Crew Handbook – Boat Operations, BCH16114.1 (series)			
	Conditions	Task should be performed at any time, onboard an Auxiliary facility, while t in tow. Trainee must accomplish task without prompting or use of a reference	
	Standards	In response to the mentor, the trainee must, in accordance with the proceed perform all line handling related to connecting a towline to a boat's trailer eye along with the mentor should supervise the trainee.	
		Performance Criteria	Completed (Initials)
1.	Prepare towing line wi	ith skiff hook assembly attached.	
2.	Connect towline to eye	ebolt using skiff hook assembly, while disabled boat is off either quarter.	
3.	Tend towline from tow	ving boat with proper working-turn around the tow bitt or cleat.	
4.	On command, secure t	owline to the tow bitt or cleat.	
5.	On command, break de	own the tow bitt or cleat to a working turn, and pay out towline.	
6.	On command, make up	p tow bitt or cleat.	
7.	Keep coxswain inform	ned how the towline is tending and keep excess slack out of the water	
	ntor 	Date	
C01			

Connect a Towline to a Trailer Eyebolt Using a Skiff Hook



TASK BCM-07-07-AUX: Execute an Alongside Tow and Moor a Towed Vessel Boat Crew Handbook - Boat Operations, BCH16114.1 (series) Reference **Conditions** Task should be performed underway on an Auxiliary facility in calm sea conditions while transferring a boat from a stern tow to an alongside tow or free approach. Trainee must accomplish task without prompting or use of a reference. This task should be done only in areas where alongside tows are safe, practical, and/or a normal mission requirement. Standards In response to the Coxswain, the trainee must, without prompting, correctly tend and secure the towline and sidelines in accordance with the procedures listed below. The eye end of the alongside towlines should be passed to the boat being towed and direction given for its placement to persons on board the disabled boat. The coxswain along with the mentor should supervise the trainee. Completed **Performance Criteria** (Initials) Participated in crew brief for alongside towing operations discussed: duties, type of towing approach, attachment points for towlines (both disabled vessel and the Auxiliary Facility), verbal commands and/or hand signals to be used, and any safety concerns. Rig fenders set up lines on the side where tow will be secured and prepare walking fenders for use, if necessary. If using stern towline, upon command, walk towline forward and fake out excess line on deck, out of the way - as practical Secure other lines as directed by the Coxswain. Identify the purpose of each line (bow, stern, towing strap, back spring). Moored towed boat to dock or pier. Mentor Date Comments



TASK BCM-07-08-AUX:	Identify the Different Classes of Fires; State the Fuel and Primary Agents Associated with Each	Extinguishing
Reference	a. Boat Crew Handbook – Boat Operations, BCH16114.1 (series)	
Conditions	Task should be performed at any time ashore or underway. Trainee must accomprompting or use of a reference.	nplish task without
Standards	In response to the mentor, the trainee must, without error, state the answers cal below.	led for in the steps
	Performance Criteria	Completed (Initials)
1. State most common fuels	for Class A fires, and the primary extinguishing agent for a Class A fire.	
2. State most common fuels	for Class B fires, and the primary extinguishing agent for a Class B fire.	
3. State most common source	e for Class C fires, and the primary extinguishing agent for a Class C fire.	
4. State most common fuels	for Class D fires, and the primary agents for containing a Class D fire.	
Mentor	Date	
Comments		
TASK BCM-07-09-AUX:	Locate and Identify the Firefighting Equipment Carried Onboar applicable)	d the Boat (as
Reference	a. Boat Crew Handbook – Boat Operations, BCH16114.1 (series)	
Conditions	Task should be performed at any time, onboard an Auxiliary facility. Only to on the boat need to be identified. Trainee must accomplish task without properties.	
Standards	In response to the mentor, the trainee must identify all of the firefighting equipment carried on the boat, and state the purpose of each piece.	
	Performance Criteria	Completed (Initials)
1. Identify and state the purp	oose of the installed fire pump and controls.	
2. Identify and state the purp	oose of the portable fire pump(s).	
3. Identify and state the purp	oose of the fixed extinguishing system.	
4. Identify and state the purp	oose of all CO ₂ fire extinguishers.	
5. Identify and state the purp	ose of all dry chemical extinguishers.	
Mentor	Date	
Comments		



TASK BCM-07-10-AUX:	Operate a CO2 Fire Extinguisher (Simulate), (If Equipped)		
Reference	a. Boat Crew Handbook – Boat Operations, BCH16114.1 (series)		
Conditions	Task should be performed at any time, ashore or underway. Trainee must accomplish task without prompting or use of a reference. Discharge is simulated for training purposes.		
Standards In response to the mentor, the trainee must demonstrate the use of a accordance with the guidelines listed below.		e extinguisher in	
	Performance Criteria	Completed (Initials)	
1. Carry extinguisher in upri	ght position.		
Identify the locking pin and state its purpose, and remove from valve (simulate removing pin).			
Demonstrate approaching the simulated fire from the windward side.			
4. Ground cylinder by placing it on deck.			
5. Point horn at target and sta	ate how to activate the extinguisher.		
6. Demonstrate putting out th	ne simulated fire while sweeping the fire with the extinguishing agent.		
7. Direct CO ₂ at the base of t	the fire (simulate).		
Mentor Date			
Comments	Comments		



TASK BCM-07-11-AUX:	Operate a Dry Chemical Fire Extinguisher (Simulate), (If Equipped)	
Reference	a. Boat Crew Handbook – Boat Operations, BCH16114.1 (series)	
Conditions	Task should be performed at any time, ashore or underway. Trainee must without prompting or use of a reference. Actual discharge is to be simulated.	accomplish task
Standards	In response to the mentor, the trainee must demonstrate the use of a dry chemica in accordance with the guidelines listed below.	l fire extinguisher
	Performance Criteria	Completed (Initials)
1. Check fill cap for tightnes	s.	
2. Identify and explain remo	val of the locking or safety pin.	
3. State how puncture lever	is pushed down, and why this is done – if applicable.	
4. Demonstrate approaching	the simulated fire from the windward side.	
5. Remain at least 8 FT from	the fire.	
6. Point extinguisher at base extinguishing agent.	of fire, and explain discharge procedure while sweeping the fire with the	
Mentor	Date	
Comments		
TASK BCM-07-12-AUX:	Locate and Operate the Boat's Bilge Pump	
Reference	a. Boat Crew Handbook – Boat Operations, BCH16114.1 (series)	
Conditions	Task should be performed onboard an Auxiliary facility. Trainee must accomprompting. A pre-underway check-off sheet may be used. A line diagram location on the facility may be used.	
Standards	In response to the mentor, the trainee must demonstrate the use of a boat's bilge the steps listed below.	pumps following
	Performance Criteria	Completed (Initials)
1. Locate bilge pump.		
2. Confirm the correct set up	of the bilge pump.	
3. Monitor pump and all hos	es while pumping.	
Mentor	Date	
Comments		



Section H. Auxiliary Specific Tasks

Introduction

The following objective of Section H is:

(01) **Demonstrate** the ability to perform duties of an Auxiliary facility crewmember.

In this Section

This Section contains the following tasks:

Task Number	Task	See Page
BCM-08-01-AUX	Basic Knowledge of Boating Skills	2-81
BCM-08-02-AUX	Perform as a Crewmember During a Navigation and Piloting Exercise (Day and Night)	2-82
BCM-08-03-AUX	Dockside Oral Examination	2-84
BCM-08-04-AUX	Underway Check Ride	2-85



TASK BCM-08-01-AUX:	Basic Knowledge of Boating Skills	
Reference	a. Auxiliary Manual, COMDTINST M16790.1 (series), Chapter 1	
Conditions	Auxiliary member must complete the requirement prior to requesting a Qualification Examiner check ride.	
Standards	Auxiliary members must show proof of being a Basically Qualified member by having satisfactorily completed one of the following prerequisites for basic knowledge of boating skills.	
Performance Criteria Completed (Initials)		
Demonstrate the completion of any NASBLA approved Boating Safety Course (Date of Completion/); Name of course:; or		
Challenge and pass the closed book monitored exam for one of the NASBLA approved Boating Safety Courses		
Qualification Examiner's Signature: Date		



TASK BCM-08-02-AUX: Perform as a Crewmember During a Navigation and Piloting Exercise (Day and Night)

Night) a. Boat Crew Handbook – Boat Operations, BCH16114.1 (series)

- b. Boat Crew Handbook Rescue and Survival Procedures, BCH 16114.2 (series)
- c. Boat Crew Handbook Navigation and Piloting, BCH16114.3 (series)
- d. Boat Crew Handbook Seamanship Fundamentals, BCH16114.4 (series)
- e. Boat Crew Handbook First Aid, BCH 16114.5 (series)

Conditions

Task should be performed at the dock and underway in calm conditions (and on a clear night for night exercise). The trainee must perform crewmember duties and assist the coxswain, using available equipment to integrate information and safely navigate the facility. All chart work, including courses, distances, time to run, and electronics set up shall be completed prior to getting underway. Trainee must accomplish task without prompting or use of a reference.

Standards

After receiving a position (given by the mentor) the trainee should assist the coxswain in plotting a course and determining an Estimated Time of Arrival (ETA), then perform the duties of a crewmember during a piloting exercise. For completion of the this task, the nighttime exercise must be performed. The coxswain along with the mentor should supervise the trainee.

	Performance Criteria	Completed (Initials)	
1.	Assist in obtaining a compass course laid out on the chart or enterend into the electronic navigation system,		
	indicating predicted turns, and ETA established.	Day: Night:	
2.	Participate in a pre-underway check off.	Day:	
		Night:	
3.	Participate in a pre-underway brief, including use of RM/TCT.	Day:	
		Night:	
4.	Properly don PFD and demonstrate an understanding of the use of personnel survival equipment. Tested	Day:	
	electronic PMLs.	Night:	
5.	Make preparations for getting underway in accordance with coxswain's instructions.	Day:	
		Night:	
6.	Efficiently and safely handle lines and communicate effectively with the coxswain and other crewmembers while getting underway.	Day:	
		Night:	
7.	Assist the coxswain in piloting the facility by dead reckoning and "Seaman's Eye." Consider and adjust for the effects of:		
	a. Tide	Day:	
	b. Currents	Night:	
	c. Wind and sea conditions		
	d. Navigation hazards.		
8.	Use manual and electronic navigation equipment (if trained) to assist the coxswain to determine facility's	Day:	
	position.	Night:	



9.	Perform the following crewmember duties:		
	a. Lookout		
	b. Helm watch		Day:
	c. Assist with navigation		Night:
	d. Radio communications		
	e. Other duties as directed.		
10.	Effectively use Risk Management and Team Coordination with crewmembers.		Day:
			Night:
Me	ntor	Date	
Co	mments		



TASK BCM-08-03-AUX:	Dockside Oral Examination		
Reference Conditions Standards	 c. Boat Crew Handbook – Navigation and Piloting, BCH16114.3 (series) d. Boat Crew Handbook – Seamanship Fundamentals, BCH16114.4 (series) e. Boat Crew Handbook – First Aid, BCH 16114.5 (series) f. Auxiliary Operations Policy Manual, COMDTINST M16798.3 (series) g. District Standard Operating Procedures, Policy Manuals, and other lower than the prompting or use of a reference. The trainee must successfully demonstrate knowledge of qualification tasks The QE will select at least one task from each section (A- G) of the Qualification 	Boat Crew Handbook - Rescue and Survival Procedures, BCH 16114.2 (series) Boat Crew Handbook - Navigation and Piloting, BCH16114.3 (series) Boat Crew Handbook - Seamanship Fundamentals, BCH16114.4 (series) Boat Crew Handbook - First Aid, BCH 16114.5 (series) Boat Crew Handbook - First Aid, BCH 16114.5 (series) Auxiliary Operations Policy Manual, COMDTINST M16798.3 (series) District Standard Operating Procedures, Policy Manuals, and other local Instructions should be performed ashore or aboard a moored facility. Trainee must accomplish task out prompting or use of a reference. trainee must successfully demonstrate knowledge of qualification tasks selected by the QE. QE will select at least one task from each section (A- G) of the Qualification Guide, plus at three tasks of the QE's choice, as outlined by the performance criteria below. The QE may	
	Performance Criteria	Completed (Initials)	
1. Section A, BCM-01	AUX		
2. Section B, BCM-02	AUX		
3. Section C, BCM-03	AUX		
4. Section D, BCM-04	AUX		
5. Section E, BCM-05	AUX		
6. Section F, BCM-06	AUX		
7. Section G, BCM-07	AUX		
8. BCMAUX			
9. BCMAUX			
10. BCMAUX			
Accomplished:			
Qualification Examiner's Sign	nature: Date		
Qualification Examiner's Sign	nature: Date		
Con	nments:		



TASK BCM-08-04-AUX: Underway Check Ride

NOTE &

The QE may add tasks to the performance criteria if he/she feels it necessary to evaluate a trainee's readiness for qualification. The addition of any tasks will be reported to Commandant (CG-BSX-12) via the Director of Auxiliary for possible inclusion in future revisions of the program.

Reference

- a. Boat Crew Handbook Boat Operations, BCH16114.1 (series)
- b. Boat Crew Handbook Rescue and Survival Procedures, BCH 16114.2 (series)
- c. Boat Crew Handbook Navigation and Piloting, BCH16114.3 (series)
- d. Boat Crew Handbook Seamanship Fundamentals, BCH16114.4 (series)
- e. Boat Crew Handbook First Aid, BCH 16114.5 (series)
- f. Auxiliary Operations Policy Manual, COMDTINST M16798.3 (series)
- g. District Standard Operating Procedures, Policy Manuals, and other local Instructions

Conditions

Task should be performed underway on an Auxiliary Facility in calm sea conditions. Trainee must accomplish task without prompting or use of a reference.

Standards

In response to the QE and as directed by the coxswain, trainee must answer questions on, and perform the below listed evolutions as the crewmember. The coxswain along with the QE should supervise the trainee.

(Note 1): For canadates wanting to be "Night Certified" Performance Criteria #7, #8, and #15 must be part of the checkride conducted at night.

	Performance Criteria	Completed (Initials)
1.	Assist coxswain with a pre-underway check-off.	
2.	Participate in a pre-underway brief, including use of RM/TCT.	
3.	Correctly don a PFD and demonstrate an understanding of the use of personnel survival equipment.	
4.	Efficiently and safely handle mooring lines while getting underway and secure the boat for sea.	
5.	Stand an alert helm watch, with the correct responses to the coxswain's commands.	
6.	Stand an alert lookout watch, correctly report distance and relative bearings of objects and sounds encountered.	
7.	(Note 1) Correctly respond to and act as a pointer in a Man Overboard drill.	Day:
8.	(Note 1) Correctly respond to and act as a recovery/pickup man in a Man Overboard drill.	Day:
9.	Demonstrate proficiency and safety while performing duties during a stern tow and a towing watch.	
10.	Demonstrate proficiency and safety while performing duties during an alongside tow.	
11.	Demonstrate proficiency in knot tying and line handling. a. Bowline b. Clove Hitch c. Sheet bend d. Round Turn and Half Hitch	
12.	Demonstrate proficiency in line handling.	



	Performance Criteria	Completed (Initials)		
13. Demonstrate proficiency in anchoring and weighing anchor.				
14. Assist the coxswain with safe na chart of the operating area.	avigation, identify aids to navigation and local landmarks encountered on a			
15. (Note 1) Perform as a Crewmen TASK BCM-08-02-AUX.	nber During a Night Familiarization Navigation and Piloting Exercise	Day:		
16. Correctly make a scheduled Pos	ition and Ops Normal report, on the facility's VHF-FM radiotelephone.			
17. Efficiently and safely position for	enders and handle mooring lines while the boat moored.			
18. Satisfactorily answer QEs quest required by the above qualificat	ions on policies and procedures. Questions should pertain to knowledge ion tasks.			
Accomplished: Qualification Examiner's Signature:	Qualification Examiner's Date			
Qualification Examiner's Signature:	Date			
NOTE GS Comments should be made in detail. Tasks that were not performed to standard require specific comments addressing what the deficiencies were and why, and corrective action must be taken to be successful at the next check ride. Each QI should initial on the line by the task that was successfully accomplished during check ride they evaluated and then sign on the "Signature" and "Date" line. A company the letter for Recommend for Certification, to Operations Training Officer.		y, and what Each QE during the ne. A copy of		
Comments:				
	-			



CHAPTER 3 Boat Crewmember Trainee Study Guide

Introduction

This Chapter should be removed and given to the trainee to keep. Its purpose is to provide guidance for the trainee's reading assignments and is not a part of the training record.

The trainee should read the appropriate reading assignment and answer the related questions prior to beginning training in each new task. The mentor should then discuss the trainee's answers to ensure understanding of the subject matter prior to beginning instruction for each new task.

NOTE &

If there is no reading assignment assigned for a specific task, then the task will not have a page number to reference.

In this Chapter

This Chapter contains the following sections:

Section	Title	See Page
A	Reading Assignments – Crew Efficiency Factors, Risk Factors and Team Coordination	2-89
В	Reading Assignments – Physical Fitness, First Aid, and Survival	2-91
С	Reading Assignments – Marlinespike Seamanship, Boat Nomenclature, Nautical Terminology, and Basic Stability	2-95
D	Reading Assignments – Boat Handling	2-99
Е	Reading Assignments – Communications	2-104
F	Reading Assignments - Navigation	2-106
G	Reading Assignments – Mission Oriented Operations	2-113
Н	Reading Assignments – Auxiliary Specific Tasks	2-116

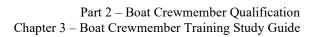


Section A. Reading Assignments – Crew Efficiency Factors, Risk Factors and Team Coordination

Introduction	The reading assignment(s) should be read prior to beginning instruction of each
	task.

In this Section This Section contains the following reading assignments:

Task Number	Task Title	Reading Assignment	See Page
BCM-01-01-AUX	Crew Fatigue Standards	Boat Crew Handbook – Boat Operations, BCH16114.1 (series)	2-90
BCM-01-02-AUX	Motion Sickness	Boat Crew Handbook – First Aid, BCH16114.5 (series)	2-90
BCM-01-03-AUX	Team Coordination Training (TCT)	None assigned	





TASK BCM-01-01-AUX: Crew Fatigue

1.	Mental and physical fatigue is an	nong the	during rough weather operations.
2.	The primary symptoms of fatigue	e are:	
	a.		
	b.		
	c.		
	d.		
	e.		
	f.		
3.	Some preventive measures are:		
	a.		
	b.		
	c.		
	d.		
	e.		
4.	Some other environmental condit	ions that also promote fatigue are:	
	a.		
	b.		
	c.		
TA	SK BCM-01-02-AUX:	Motion Sickness	
1.		re is an imbalance between	images and the portion of the
	which sense	es motion.	
2.	Reading chart work, or other task	s that require close attention, will _	motion sickness.



Section B. Reading Assignments – Physical Fitness, First Aid, and Survival

Introduction The reading assignment(s) should be read prior to beginning instruction of each

task.

In this Section This Section contains the following reading assignments:

Task Number	Task Title	Reading Assignment	See Page
BCM-02-01-AUX	Personal Physical Requirements and Policy	None Assigned	
BCM-02-02-AUX	Personal Physical Fitness and Vision	None Assigned	
BCM-02-03-AUX	Crew First-Aid Responsibility	Auxiliary Operations Policy Manual, COMDTINST M16798.3 (series), Chapter 4, Section E	
BCM-02-04-AUX	Don the Type III PFD	Rescue and Survival Systems Manual, COMDTINST M10470.10 (series) Boat Crew Handbook - Rescue and Survival Procedures, BCH 16114.2 (series)	2-93
BCM-02-05-AUX	Don Anti-Exposure Coveralls (as applicable)	Rescue and Survival Systems Manual, COMDTINST M10470.10 (series) Boat Crew Handbook - Rescue and Survival Procedures, BCH 16114.2 (series)	2-93
BCM-02-06-AUX	Don the Boat Crew Dry Suit (as applicable)	Rescue and Survival Systems Manual, COMDTINST M10470.10 (series) Boat Crew Handbook - Rescue and Survival Procedures, BCH 16114.2 (series)	2-93
BCM-02-07-AUX	Identify Boat Crew Survival Equipment	Boat Crew Handbook - Rescue and Survival Procedures, BCH 16114.2 (series)	2-93
BCM-02-08-AUX	Use the Emergency Signaling Mirror	None Assigned	
BCM-02-09-AUX	Describe the Use of Hand-Held Distress Flares	None Assigned	
BCM-02-10-AUX	Describe the Use of Aerial Flares	None Assigned	
BCM-02-11-AUX	Operate the Personal Marker Light (PML) or Strobe Light	None Assigned	
BCM-02-12-AUX	Operate the Personal Locator Beacon	None Assigned	
BCM-02-13-AUX	State Survival Procedures in Event the Boat Capsizes or Swamps	Boat Crew Handbook - Rescue and Survival Procedures, BCH 16114.2 (series)	<u>2-93</u>
BCM-02-14-AUX	Perform Water Survival Exercise	Boat Crew Handbook - Rescue and Survival Procedures, BCH 16114.2 (series) Rescue and Survival Systems Manual, COMDTINST M10470.10 (series)	<u>2-94</u>

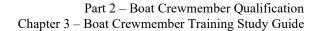


Task Number	Task Title	Reading Assignment	See Page
BCM-02-15-AUX	Sun and Heat related Exercise	Boat Crew Handbook – First Aid, BCH 16114.5 (series)	
BCM-02-16-AUX	State the Symptoms of Shock	Boat Crew Handbook – First Aid, BCH 16114.5 (series)	
BCM-02-17-AUX	State the Symptoms of Anaphylactic Shock (Allergic Reaction)	Boat Crew Handbook – First Aid, BCH 16114.5 (series)	
BCM-02-18-AUX	State the Signs for Burn	Boat Crew Handbook – First Aid, BCH 16114.5 (series)	
BCM-02-19-AUX	State the Symptoms of Hypothermia	Boat Crew Handbook – First Aid, BCH 16114.5 (series)	



TASK BCM-02-04-AUX: Don the Type III PFD

1.	The Type III PFD is normally worn aboard boats when is required.
2.	True or False. The Type III PFD will turn a crewmember face up if they fall overboard and are rendered unconscious.
3.	The Type III PFD has a tendency to on the wearer in the water.
TA	SK BCM-02-05-AUX: Don Anti-Exposure Coveralls (as applicable)
1.	True or False. Wearing a Type I or III PFD over an anti-exposure coverall may be dangerous in certain situations.
2.	The anti-exposure coveralls have straps located at the,, and which should be tightened before entering the water.
3.	The anti-exposure coveralls are ideal for cold weather operations with cockpit boats.
TA	SK BCM-02-06-AUX: Don the Boat Crew Dry Suit (as applicable)
1.	The dry suit, undergarments, PFD, and neoprene hood shall be worn when the water temperature is below ° F and the air temperature is below ° F.
2.	The dry suit has watertight seals at the and
3.	The dry suit, with, provides the best protection for crewmembers in adverse weather and cold water immersion.
4.	A must be worn over a dry suit at all times while underway.
TA	SK BCM-02-07-AUX: Identify Boat Crew Survival Equipment
1.	The boat crew survival equipment provides crewmembers a means to their position on the surface of the water or
2.	The survival knife is is a basic tool used to free the crewmember from
3.	The emergency signaling mirror is used to attract the attention of passing, or
4.	Reflected light from the emergency signal mirror can be seen at a from the point of origin.
5.	It does this by light at them.
6.	To use the mirror, you should face a point about between the sun and the object you wish to signal.
TA	SK BCM-02-13-AUX: State Survival Procedures in Event the Boat Capsizes or Swamps
1.	While capsizing, personnel should something sturdy.
2.	Before attempting to escape, an inventory should be made of all that might be taken along.
3.	Because air will eventually leak or run out, every effort should be made to
4.	Sometimes it is necessary to your PFD in order to exit. If necessary, it should be attached to a so it can be after exiting
5.	If the engines are still running, you should the stern.
6.	When trapped in an open cockpit, you should exit by swimming the gunwales and alongside the boat.
7.	If trapped in an enclosed cabin, you must remember that all exits are when the boat capsizes





TASK BCM-02-14-AUX: Perform Water Survival Exercise

- 1. A signal whistle's audible sound may be heard up to ______ yards.
- 2. Define the acronym HELP in regards to water survival.
- 3. True or False. Swimming in cold water will warm you up and increase your chances for survival



Section C. Reading Assignments – Marlinespike Seamanship, Boat Nomenclature, Nautical Terminology, and Basic Stability

Introduction The reading assignment(s) should be read prior to beginning instruction of each

task.

In this Section This Section contains the following reading assignments:

Task Number	Task Title	Reading Assignment	See Page
BCM-03-01-AUX	State Common Boat Nomenclature and Terminology	Boat Crew Handbook – Seamanship Fundamentals, BCH16114.4 (series)	2-96
BCM-03-02-AUX	Locate and Identify the Purpose of the Equipment Aboard the Boat	Boat Crew Handbook – Seamanship Fundamentals, BCH16114.4 (series)	2-96
BCM-03-03-AUX	Boat Characteristics – Boat Construction	Boat Crew Handbook – Seamanship Fundamentals, BCH16114.4 (series)	2-96
BCM-03-04-AUX	Boat Characteristics – Watertight Integrity	Boat Crew Handbook – Seamanship Fundamentals, BCH16114.4 (series)	2-97
BCM-03-05-AUX	Stability	Boat Crew Handbook – Seamanship Fundamentals, BCH16114.4 (series)	2-97
BCM-03-06-AUX	Identify the Different Parts of a Line and Hitches Used in Line Handling	Boat Crew Handbook – Seamanship Fundamentals, BCH16114.4 (series)	2-97
BCM-03-07-AUX	Tie Various Knots, Hitches, and Bends	Boat Crew Handbook – Seamanship Fundamentals, BCH16114.4 (series)	2-97
BCM-03-08-AUX	Secure Lines to Cleats, Bitts, and Posts	Boat Crew Handbook – Seamanship Fundamentals, BCH16114.4 (series)	2-97
BCM-03-09-AUX	Identify the Types of Breaking Seas, Characteristics, and Causes	Boat Crew Handbook – Seamanship Fundamentals, BCH16114.4 (series)	2-98



TASK BCM-03-01-AUX: State Common Boat Nomenclature and Terminology

1.	The front end of the boat is the
2.	When proceeding toward the bow, you are going
3.	The right side of the bow is the bow.
4.	The central or middle area of the boat is
5.	The left center side of the boat is the
6.	The rear of the boat is the
7.	The left rear section of the boat is the port
8.	A line running from one side of the boat to the other is said to be
9.	From the center line toward either side is referred to as
10.	From either side toward the centerline is called
11.	The side of the boat against a dock is also called
12.	If you go down inside the boat, you are going
13.	If you are up into the rigging of the boat, you are going
TAS	SK BCM-03-02-AUX: Locate and Identify the Purpose of the Equipment Aboard the Boat
1.	A is used to allow the anchor line to spin freely.
2.	75 FT and 100 FT are used for passing the towline when maneuverability is restricted.
3.	A is used to attach a towline to a trailer eyebolt on boats.
4.	When securing chafing gear to a line, you should use
5.	Ring are used during man overboard emergencies.
TAS	SK BCM-03-03-AUX: Boat Characteristics – Boat Construction
1.	The three basic types of hull forms based on boat speed are,, and semi-displacement.
2.	A displacement hull boat pushes away (displaces) water allowing them to into the water.
3.	Heavy displacement hulls cannot exceed a speed of times the of their waterline length without requiring excessive power.
4.	Once "on top," the skims along the of the water, whereas the displacement hull always forces water around it.
5.	The semi-displacement hull is a combination of characteristics of the hull and the hull. Many boats are this type.
6.	The is the backbone of the boat.
7.	are attached to the keel, which extend athwartships. The of the boat is attached to the frames.
8.	controls the direction of the boat and may vary widely in size, design, and method of construction.
	The three rudder types are,, and
	is the distance a propeller advances in revolution with no slip.
	frames provide hull strength along the of the hull.
	A is a seagoing floor and provides strength to the by reinforcing the transverse and deck beams.
	If decks are seagoing floors, then hatches are seagoing
	are small openings.

over each horn.

placed on the same cleat.



TASK BCM-03-04-AUX: Boat Characteristics – Watertight Integrity Watertight closures must have clean, bright, unpainted, smooth ______ for gaskets to press against. Scuttles must be secured for ______ at all times except when they are open for inspection, cleaning, or painting. The interior of a boat is compartmentalized into bulkheads, decks, and hatches. The hatches are actually "doors" though the bulkheads. With the hatches closed, the space between them becomes watertight and is called a TASK BCM-03-05-AUX: Stability 1. The tendency to remain upright is its (the boat's) ______. and _____ are the two primary forces acting upon a floating boat that 2. affect stability. The ______ is the point at which the weight of the boat acts vertically downwards. 3. is the upward force of water displaced by the hull. 4. When a boat is at rest, the center of buoyancy acting upward/vertically is below the center of gravity acting downwards. A boat is considered to be in ______. 6. A boat has two principal types of stability: _____ and ____. 7. The two principal forces that affect stability are _____ and ____ forces. 8. General boat design features that influence stability include: TASK BCM-03-06-AUX: Identify the Different Parts of a Line and Hitches Used in Line Handling 1. The running or free end of a line is called the ______. 2. The long, unused, or belayed end is called the _____ 3. An overhang loop is made by crossing the ______ over the standing part. 4. A bight is a _____ formed by turning the line back on itself. 5. A ______ is a single turn and a _____ is two complete turns around an object. TASK BCM-03-07-AUX: Tie Various Knots, Hitches, and Bends 1. The advantage of a bowline is that it does not 2. The best all-around hitch for securing a line to a ring, spar, or other round or near round object is the 3. Timber hitches are used to secure a line to logs, planks, or other ____ are used to lengthen one line by bending one to another. TASK BCM-03-08-AUX: Secure Lines to Cleats, Bitts, and Posts 1. Deck fittings permit easy handling of lines and reduce _____ and friction on lines. When securing a line to a cleat, bitt, or post, you should first take a _____ around the deck You should finish securing the line by forming several figure and securing them with a half

To facilitate speed and safety, the dipping the _____ method should be used when two mooring lines have to be



TASK BCM-03-09-AUX: Identify the Types of Breaking Seas, Characteristics, and Causes

1.	Wave occurs when the wave passes around a point of land, jetty, or moves into shoaling water and interacts with the bottom and slows down.
2.	should be avoided because they can create more energy than a single break.
3.	are created along a long beach or reef surf zone.
4.	The three characteristics which determine wind waves are:
	a
	b
	c



Section D. Reading Assignments - Boat Handling

Introduction The reading assignment(s) should be read prior to beginning instruction of each task.

task.

In this Section This section contains the following reading assignments:

Task Number	Task Title	Reading Assignment	See Page
BCM-04-01-AUX	Rig Fenders to Side of the Boat	Boat Crew Handbook – Seamanship Fundamentals, BCH16114.4 (series)	<u>2-100</u>
BCM-04-02-AUX	Make Fast a Boat to a Pier (Bow on Mooring, No Current/Wind)	Boat Crew Handbook – Seamanship Fundamentals, BCH16114.4 (series)	<u>2-100</u>
BCM-04-03-AUX	Assist in Anchoring the Boat	Boat Crew Handbook – Seamanship Fundamentals, BCH16114.4 (series)	<u>2-100</u>
BCM-04-04-AUX	Assist in Weighing the Boat's Anchor	Boat Crew Handbook – Seamanship Fundamentals, BCH16114.4 (series)	<u>2-100</u>
BCM-04-05-AUX	Identify the Common Navigation Lights Displayed by Ships and Boats	Promulgation of the Navigation Rules and Regulations Manual, COMDTINST 16672.2 (series)	<u>2-100</u>
BCM-04-06-AUX	Identify the Common Sound Signals Used by Ships and Boats	Promulgation of the Navigation Rules and Regulations Manual, COMDTINST 16672.2 (series)	<u>2-101</u>
BCM-04-07-AUX	Identify and State Accepted Maritime Distress Signals	Boat Crew Handbook – Seamanship Fundamentals, BCH16114.4 (series) Promulgation of the Navigation Rules and Regulations Manual, COMDTINST 16672.2 (series)	<u>2-101</u>
BCM-04-08-AUX	Stand a Lookout Watch	U.S. Coast Guard Boat Operations and Training (BOAT) Manual, Volume I, COMDTINST M16114.32 (series) Shipboard Lookout Manual, COMDTINST M9450.1 (series) Boat Crew Handbook – Boat Operations, BCH16114.1 (series)	<u>2-101</u>
BCM-04-09-AUX	Act as a Helmsman and Steer a Compass Course	Boat Crew Handbook – Boat Operations, BCH16114.1 (series) Boat Crew Handbook – Navigation and Piloting, BCH16114.3 (series) Coast Guard Navigation Standards Manual, COMDTINST M3530.2 (series)	<u>2-101</u>
BCM-04-10-AUX	Get the Boat Away from a Pier/Dock and Secure the Deck	Boat Crew Handbook – Seamanship Fundamentals, BCH16114.4 (series) Chapman Piloting, 61st Edition, Page 207	<u>2-102</u>
BCM-04-11-AUX	Prepare for, Moor and Secure the Boat to a Pier/Dock	Boat Crew Handbook – Seamanship Fundamentals, BCH16114.4 (series) Chapman's Navigation & Piloting	<u>2-102</u>
BCM-04-12-AUX	Boat Handling	Boat Crew Handbook – Seamanship Fundamentals, BCH16114.4 (series)	<u>2-103</u>



TASK BCM-04-01-AUX: Rig Fenders to Side of the Boat

1.	When docking or taking as	nother boat alongside, you sh	hould always	s rig fenders to prevent	damage.
2.	Fenders should be adjusted	d to cushion points of		·	
3.	Fenders should be secured	using a		or	·
4.	Fenders should be secured	to a stanchion, a	,	bitt, or cleat.	
TAS	SK BCM-04-02-AUX:	Make Fast a Boat to a Pie	er (Bow on	Mooring, No Current/Wi	ind)
1.	All fenders should be rigg	ed and	S	hould be broken out and re	eady before reaching the dock.
2.	Normally the after-most _	line is secured	l first.		
3.	The order in which the line	es are attached depends on the	he	evaluation of the situ	ation.
TAS	SK BCM-04-03-AUX:	Assist in Anchoring the B	Boat		
1.	Most Coast Guard boats us	se a	type anchor		
2.	The	of the anchor are the parts th	nat dig into t	he bottom to provide holdi	ng power.
3.	The anchor line, or chafing	g chain, is secured to the			
4.	A	is used to attach the chain s	so that the a	nchor line can spin freely.	
5.	Never stand in the	of an anchor line	e.		
6.	The anchor line should alv	vays form an angle of	or less	with the bottom.	
TAS	SK BCM-04-04-AUX:	Assist in Weighing the Bo	oat's Ancho	r	
1.	Slack in the anchor line sh	ould be		as the boat is moved ahead	l.
2.	As the line comes onboard	l, it should be or	n deck.		
3.	If the anchor refuses to break in ahead a few feet to break in			around the forward bi	tt while the Coxswain moves
TAS	SK BCM-04-05-AUX:	Identify the Common Na	vigation Li	ghts Displayed by Ships a	and Boats
1.	The purpose of navigation	al lights is to	vessels o	f the presence or approach	of another boat.
2.	Navigational lights also ai	d in determining the		of the boat.	
3.	Lights must be used from	to		and in times of res	stricted visibility.
4.	A green sidelight means ye	ou are looking at a boat's		_ side.	
5.	A red sidelight means you	are looking at a boat's		side.	
6.	If you see both a red and g	reen sidelight, it means you	are looking	at the boat	·
7.	A power-driven boat 50 m light, a stern light, and a _	eters or more in length must	t display red ht.	and	sidelights, a masthead
8.	A power-driven boat less t light, and a	han 50 meters in length mus light.	st display red	l and	sidelights, a masthead
9.	A power-driven boat less t	han 7 meters and whose max	ximum spee	d does not exceed 7 KTS o	only has to show an
10.		0 meters (international/inlanding a			d stern light. Optionally, these
11.		less than 7 meters in length,			ole, they may display



TASK BCM-04-06-AUX: Identify the Common Sound Signals Used by Ships and Boats 1. A short blast is a blast of about second(s) duration. 2. A prolonged blast is from _____ to ____ seconds in duration. 3. Vessels 12 meters in length or more must carry a along with a whistle. 4. If you hear a rapid striking of the gong for at least 5 seconds, you know the vessel is at least _____ meters long. 5. Vessels under 12 meters in length are required to . . A power-driven vessel underway, making way, in conditions of reduced visibility sounds When a power-driven vessel making way in reduced visibility stops to evaluate the situation (not making way) the whistle 7. signal is shifted to Sailing vessels during periods of reduced visibility sound . 9. Bells and gongs are used by vessels that are ______. TASK BCM-04-07-AUX: Identify and State Accepted Maritime Distress Signals 1. MAYDAY, MAYDAY is the_____ _____ priority of urgency call. 2. A gun fired at intervals of about _____ minute(s) may be used as an emergency signal. 3. Rockets, shells, or flares should be of a color to indicate an emergency. 4. A square flag above a _____ also can be a distress signal. 5. Slowly _____ and ____ outstretched arms indicates an emergency. 6. The signal ···--- means and indicates an situation. TASK BCM-04-08-AUX: Stand a Lookout Watch 1. Lookout(s) shall be assigned by the Coxswain 2. When coming onto a plane, the rise of the _____ may limit visibility forward. 3. It is the lookout's job to report everything ______ or _____ to the boat Coxswain. 4. When making reports, the lookout first ______ the object, then _____ bearing and _____ to the object. 5. Lookouts should always remain at their Station until 6. During an onboard emergency or event, you shall not proceed to your emergency station until 7. If a report to the Coxswain is not acknowledged, it is _____. TASK BCM-04-09-AUX: Act as a Helmsman and Steer a Compass Course 1. The arc of the compass card is divided into °. 2. A reading of 000° on the magnetic compass card should point toward North. 3. The is in line with the boat's centerline and indicates the boat's 4. To ensure understanding, the helmsman always all orders given to him/her by the Coxswain. 5. The helmsman should attempt to maintain a course within \pm ° of ordered course. 6. The helmsman should not execute any orders unless _____ by the Coxswain.



TASK BCM-04-10-AUX: Get the Boat Away from a Pier/Dock and Secure the Deck The pivot point is normally of the way aft of the bow. Single-Screw Boats 1. 2. When the stern is clear, the bow should be cast off and the Coxswain should shift the rudder and back away. **Twin-Screw Boats** 3. The screws are arranged so that the top of each blade moves The starboard screw is right-handed and the port screw is -handed. 4. With the starboard screw astern and the port screw stopped, the stern of the boat will move to With the starboard screw ahead and the port screw astern, the boat will in a leftward direction. When clearing a pier, port side to, against the wind or current, the Coxswain should go ahead on the engine and astern on the with full rudder, until the stern clears. Instead of the engine turning a propeller, in a waterjet, the engine turns an . **Jet Drive Boats** Instead of turning using a rudder, a waterjet boat turns via directive . 10. If there is no thrust, then maneuverability is 11. While leaving a pier, should be checked to ensure it is clear of obstructions and debris. 12. True/False: Reverse thrust is applied to stop momentum. TASK BCM-04-11-AUX: Prepare for, Moor and Secure the Boat to a Pier/Dock When mooring port side to, with a wind or current from astern, the approach should be made using an Single-Screw Boats approximately o angle. 2. When mooring port side to, against the wind or current, the approach should be made on an angle, as the wind will tend to throw the _____ out. When mooring port side to, against the wind or current, after the bow spring line is secured, the 3. Coxswain should use full _____ rudder and kick the engine _____. When mooring starboard side to, with no wind or current, the approach angle should be as as possible. **Twin-Screw Boats** When mooring port side to, the approach should be made slowly at an approximately of angle. 5. When mooring port side to, after securing the bow line, the Coxswain should apply full rudder and go ahead on the ______ engine.



TASK BCM-04-12-A	UX:	Boat Handling		
Environmental	1.	The acts on the hull, topsides, and, on smaller boats, the crew.		
Forces	2.	affect the boat handling in various ways, depending on their height and direction and the particular boat's characteristics.		
	3.	A one-knot may affect a boat to the same degree as 30 KTS of wind. Strong will easily move a boat upwind.		
Vessel Generated Forces	4.	When rotating to move in a forward direction, a draws its supply of water from every direction forward of and around the blades.		
	5.	Regardless of whether the propeller is turning to go ahead or astern, the water flow pattern in the propeller's arc of rotation is called		
	6.	In addition to the thrust along the shaft axis, another effect of propeller rotation is		
	7.	The speed of the water flowing past the greatly enhances the force.		
	8.	When a hull moves forward through the water, the effective moves forward.		
	9.	In single-screw vessels, propeller side force presents a major obstacle to in the direction you want.		
	10.	With the rudders over full, the pivot point is generally located at the		



Section E. Reading Assignments - Communications

Introduction The reading assignment(s) should be read prior to beginning instruction of each

task.

In this Section This Section contains the following reading assignments:

Task Number	Task Title	Reading Assignment	See Page
BCM-05-01-AUX	Operate a VHF-FM Radiotelephone	Telecommunications Manual (TCM), COMDTINST M2000.3 (series)	<u>2-105</u>
		Radiotelephone Manual, COMDTINST M2300.7 (series)	
BCM-05-02-AUX	Use the VHF-FM Radiotelephone to Give a Position or Operations	Telecommunications Manual (TCM), COMDTINST M2000.3 (series)	<u>2-105</u>
	Report	Radiotelephone Manual, COMDTINST M2300.7 (series)	
BCM-05-03-AUX	State Radio Communications Policy and Doctrine	Telecommunications Manual (TCM), COMDTINST M2000.3 (series)	<u>2-105</u>
		Radiotelephone Manual, COMDTINST M2300.7 (series)	
		Boat Operations and Training Manual, Volume I, COMDTINST M16114.42 (series)	



TASK BCM-05-01-AUX: Operate a VHF-FM Radiotelephone

1.	The effective range of the VHF-FM radio is up to miles.
2.	The squelch control should be turned counterclockwise until just beyond the point where thedisappears.
3.	The CG VHF-FM radios will automatically monitor Channel
4.	156.65 MHz, Channel 13 is the boat to frequency.
5.	156.8 MHz, Channel is the international VHF-FM calling and distress frequency.
TAS	SK BCM-05-02-AUX: Use the VHF-FM Radiotelephone to Give a Position or Operations Report
1.	Every transmission should be ended with the words or
2.	Message should be sent so that the receiving party will have a chance to copy the entire message.
3.	The microphone should not be until you are ready to speak.
4.	Unofficial conversationsbe transmitted.
5.	Only prowords or abbreviations should be used.
6.	The alphabet is used to spell difficult words, which are hard to understand over a radio.
TAS	SK BCM-05-03-AUX: State Radio Communications Policy and Doctrine
1.	If communications are lost on the primary system, then communications on the system shall be used.
2.	When are encrypted communications used?
3.	What is the audible indicator that an unencrypted transmission is being executed?
4.	How often are position reports required? When is this interval reduced?



In this Section

Section F. Reading Assignments - Navigation

Introduction The reading assignment(s) should be read prior to beginning instruction of each task.

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This Section contains the following reading assignments:

Task Number	ask Number Task Title Reading Assignment		See Page
BCM-06-01-AUX	Identify the Basic Parts, Symbols and Abbreviations Found on a	Boat Crew Handbook – Navigation and Piloting, BCH16114.3 (series)	<u>2-108</u>
	Nautical Chart	Nautical Chart Symbols Abbreviations and Terms Chart No. 1	
		The American Practical Navigator	
BCM-06-02-AUX	Identify Common Aids to Navigation Used in Small Boat	Boat Crew Handbook – Navigation and Piloting, BCH16114.3 (series)	<u>2-109</u>
	Piloting	Nautical Chart Symbols Abbreviations and Terms Chart No. 1	
		The American Practical Navigator	
BCM-06-03-AUX	Identify Local Landmarks Used in Small Boat Piloting	Boat Crew Handbook – Navigation and Piloting, BCH16114.3 (series)	<u>2-109</u>
		Nautical Chart Symbols Abbreviations and Terms Chart No. 1	
BCM-06-04-AUX	Plot a Position Using Latitude and Longitude	Boat Crew Handbook – Navigation and Piloting, BCH16114.3 (series)	<u>2-109</u>
		The American Practical Navigator	
BCM-06-05-AUX	Plot a Magnetic Course on a Nautical Chart	Boat Crew Handbook – Navigation and Piloting, BCH16114.3 (series)	<u>2-109</u>
		The American Practical Navigator	
BCM-06-06-AUX	Measure Distance on a Nautical Chart	Boat Crew Handbook – Navigation and Piloting, BCH16114.3 (series)	<u>2-110</u>
		The American Practical Navigator	
BCM-06-07-AUX	Compute Time, Speed, and Distance	Boat Crew Handbook – Navigation and Piloting, BCH16114.3 (series)	<u>2-110</u>
		The American Practical Navigator	
BCM-06-08-AUX	Determine the Depth of Water Using Fathometer/Depth Sounder	Boat Crew Handbook – Navigation and Piloting, BCH16114.3 (series) Fathometer Depth Sounder Operator's Manual	<u>2-110</u>
BCM-06-09-AUX	On anota DADAD if Faving ad	1 1	2 111
DCM-00-09-AUA	Operate RADAR if Equipped	Boat Crew Handbook – Navigation and Piloting, BCH16114.3 (series)	<u>2-111</u>
		The American Practical Navigator	
		Radar Operator's Manual	
BCM-06-10-AUX	Report Range and Bearing of Charted RADAR Objects	Boat Crew Handbook – Navigation and Piloting, BCH16114.3 (series)	<u>2-111</u>
		The American Practical Navigator	
		Radar Operator's Manual	

Part 2 – Boat Crewmember Qualification Chapter 3 – Boat Crewmember Training Study Guide



Task Number	Task Title	Reading Assignment	See Page
BCM-06-11-AUX	Use RADAR to Determine if Risk of Collision Exists – if equipped	Knights Modern Seamanship; Eighteenth Edition, Pages 611-616	<u>2-111</u>
		The American Practical Navigator	
		Radar Operator's Manual	
BCM-06-12-AUX	Obtain a Fix Using GPS	Boat Crew Handbook – Navigation and Piloting, BCH16114.3 (series)	<u>2-112</u>
		The American Practical Navigator	
BCM-06-13-AUX	Operate Electronic Charting System – if equipped	None assigned	



TASK BCM-06-01-AUX

Identify the Basic Parts, Symbols and Abbreviations Found on a Nautical Chart

1.	One degree is equal to minutes.
2.	One minute of is equal to 1 NM.
3.	of latitude are normally indicated by lines running from side to side.
4.	Latitude scales are normally indicated along the margins.
5.	The meridian that passes through Greenwich, England is designated as $__\{\circ}$ (degrees longitude).
6.	All meridians intersect at the
7.	Most charts are oriented with at the top.
8.	Any location on a chart can be expressed in terms of and
9.	True direction is printed around the of the compass rose.
10.	The sounding numbers show the water level at tide.
11.	In regard to tidal datum's, the term "mean" is another way of saying
12.	Bridge clearances are based on the height above tide.
13.	The scale of a chart is a ratio of a distance on the chart and the actual distance on the
14.	A memory aid to remember chart scale is "Small Scale Area"
15.	A buoy's type is indicated by the printed with it.
16.	The color of a buoy symbols print indicates the of the buoy.
17.	The symbol for a lighthouse or other fixed light is a black with a magenta
18.	Ranges are indicated by the symbol for lights and aindicating the limits of where the range is used.
19.	Day beacons are indicated by small
20.	Coastlines are viewed at both and water.
21.	Preferred channel marks exhibit group flashing light.
22.	You sight a large buoy, red and black banded, showing a double ball top mark and flashing "". This is a mark.
23.	A white flashing (2) rhythm (two flashes repeated regularly) indicates a
24.	show a yellow light exhibiting a or fixed rhythm.
25.	Quick flashing means flashes per minute and is used where a cautionary significance is present, such as at turns, channel constrictions,, or obstructions.



TASK BCM-06-02-AUX: Identify Common Aids to Navigation Used in Small Boat Piloting

Characteristic	Port Hand	STBD Hand		
Color				
Shape (buoys)	(can) or	(nun) or		
Dayboard	square	triangle		
Topmark (if fitted)		, pointed upward		
Light Color (if lighted)				
Reflector Color				
Number				
When steering on a range, if the to channel.	p is left of the bottom mark, then you are _	of the center of the		
A cylindrical buoy that tapers to a b	lunt point at the top is called a	buoy.		
Channel buoys that are painted green should be taken on the side of the boat when entering a harbor				
If the top stripe of an obstruction or junction buoy were red, it would indicate that it should be taken on the side when leaving the harbor.				
SK BCM-06-03-AUX: Identify	Local Landmarks Used in Small Boat Pile	oting		
Prominent landmarks such as towers a	s, smoke stacks, and flagpoles are pinpointed	by a standard symbol of a dot surrounded by		
All symbols and abbreviations found on a nautical chart are defined in				
How are piers, jetties, and wharves	displayed on a nautical chart?			
SK BCM-06-04-AUX: Plot a P	Position Using Latitude and Longitude			
They (lines) are parallel to the Equa	tor and known as			
To measure latitude, put one point o	of a pair of dividers on the	nearest the object.		
To measure longitude, put one point	t of a pair of dividers on ther	nearest the object.		
For latitude, use the	scale.			
For longitude, use the	scale.			
Tor longitude, use the				
	Aagnetic Course on a Nautical Chart			
SK BCM-06-05-AUX: Plot a N	Magnetic Course on a Nautical Chart bearing, is measured in degreest	hrough		
SK BCM-06-05-AUX: Plot a M Direction, generally referred to as a				



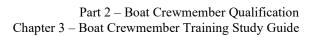
TASK BCM-06-06-AUX: Measure Distance on a Nautical Chart

1.	In piloting distance is measured in or
2.	The mile is used for measurement on most navigable waters.
3.	One nautical mile is approximately yards.
4.	Distance should be measured using the scale.
5.	When the distance to be measured is greater than the span of the dividers, the dividers should be set at a
	·
TAS	SK BCM-06-07-AUX: Compute Time, Speed, and Distance
1.	In working time, distance, and speed problems when piloting a boat, the distance is always measured in, and the time in
2.	Distance should be expressed to the nearest of a nautical mile, speed to the nearest of a knot, and time to the nearest
3.	The nautical was designed to solve time, distance, and speed problems.
4.	By setting any two of the values on their opposite scales, the third can be read from the appropriate
	·
TAS	SK BCM-06-08-AUX: Determine the Depth of Water Using Fathometer/Depth Sounder
TA 9	
	SK BCM-06-08-AUX: Determine the Depth of Water Using Fathometer/Depth Sounder
1.	SK BCM-06-08-AUX: Determine the Depth of Water Using Fathometer/Depth Sounder Fathometers work on the principle of high frequency waves being off the bottom. Because the transducer for the fathometer depth sounder is normally mounted above the low point of the hull, the difference
1. 2.	SK BCM-06-08-AUX: Determine the Depth of Water Using Fathometer/Depth Sounder Fathometers work on the principle of high frequency waves being off the bottom. Because the transducer for the fathometer depth sounder is normally mounted above the low point of the hull, the difference must be from the reading in order for the reading to be accurate.
1. 2. 3.	Fathometers work on the principle of high frequency waves being off the bottom. Because the transducer for the fathometer depth sounder is normally mounted above the low point of the hull, the difference must be from the reading in order for the reading to be accurate. On a video sounder display, the picture displayed is made up of a series of vertical scan lines, one for each
1. 2. 3. 4.	Fathometers work on the principle of high frequency waves being off the bottom. Because the transducer for the fathometer depth sounder is normally mounted above the low point of the hull, the difference must be from the reading in order for the reading to be accurate. On a video sounder display, the picture displayed is made up of a series of vertical scan lines, one for each On a flashing light or video sounder display, flashes or 'hits' at multiple depths may mean:
1. 2. 3. 4. 5.	Fathometers work on the principle of high frequency waves being off the bottom. Because the transducer for the fathometer depth sounder is normally mounted above the low point of the hull, the difference must be from the reading in order for the reading to be accurate. On a video sounder display, the picture displayed is made up of a series of vertical scan lines, one for each On a flashing light or video sounder display, flashes or 'hits' at multiple depths may mean: On a flashing light or video sounder display, a "fuzzy" flash may mean: Anything that interferes with the transducer (air bubbles) or the reflected sound wave (e.g., sediment layers) may render the
1. 2. 3. 4. 5. 6.	Fathometers work on the principle of high frequency waves being off the bottom. Because the transducer for the fathometer depth sounder is normally mounted above the low point of the hull, the difference must be from the reading in order for the reading to be accurate. On a video sounder display, the picture displayed is made up of a series of vertical scan lines, one for each On a flashing light or video sounder display, flashes or 'hits' at multiple depths may mean: On a flashing light or video sounder display, a "fuzzy" flash may mean: Anything that interferes with the transducer (air bubbles) or the reflected sound wave (e.g., sediment layers) may render the depth readout



TASK BCM-06-09-AUX: Operate RADAR if Equipped

1.	Radar navigation depends on the operator's with radar operation and knowledge of the operating area.
2.	The advantages of radar are:
	a. Can be used at night or periods of visibility.
	b. Fixes can be obtained
	c. Fixes are available at greater distances fromthan from most other methods of piloting.
3.	The disadvantages of radar are:
	a. It is subject to mechanical and failure.
	b. There are both and range limitations.
	c. Charts do not always give information necessary for the of radar echoes.
4.	The brilliance control should be set so that the sweep is barely
5.	The control adjusts the receiver for best reception.
6.	The selects the operating range and marker interval.
7.	The plan position indicator indicates bearing of a target and presents a representation of the area around the boat.
8.	The center of the screen represents the position of your
9.	Sandy spits, mud flats, and sandy beaches return the and echoes.
10.	Buoys with radar reflectors will appear to their actual size.
TA	SK BCM-06-10-AUX: Report Range and Bearing of Charted RADAR Objects
1.	The bearing of a target is represented by the direction of its from the center of the screen and the range is represented by its
2.	Radar bearings are measured the same as you would visual bearings.
3.	When reading bearings, the cursor line is placed over the target and the bearing is read where the cursor crosses the ring.
4.	When obtaining target ranges, must be used between rings.
5.	If the radar has a range marker, the ranges can be read directly.
TA	SK BCM-06-11-AUX: Use RADAR to Determine if Risk of Collision Exists – if Equipped
1.	What type of bearings are used to determine risk of collision? Why are relative bearings unreliable for this purpose?
2.	When two power-driven vessels are crossing so as to involve risk of collision, the boat which has the other on her own side shall keep out of the way and shall, if the circumstances of the case admit, avoid crossing of the other boat.
3.	Unless otherwise agreed, when two power-driven vessels are meeting on or nearly courses so as to involve risk of collision, each shall alter her course to starboard so that each shall pass on the side of the other boat.
4.	Just as is true of a visual bearing, the radar bearing of an approaching boat that remains fairly (with a decreasing), is indicative of a collision course and requires immediate and substantial action.
5.	Assumptions shall not be made on the basis of , especially scanty radar information.





TASK BCM-06-12-AUX: Obtain a Fix Using GPS

1.	GPS is a radio navigation system of satellites operated by the
2.	It is available hours per day,, in all weather conditions.
3.	In a process called "", a GPS receiver on the boat uses the signal to determine the distance between it and the satellite.
4.	Once the receiver has computed the range for at least satellites, it processes a three-dimensional position that is accurate, at best, to about meters for GPS SPS.
5.	GPS provides two levels of service (SPS) for civilian users, and (PPS) for military users.



Section G. Reading Assignments - Mission-Oriented Operations

Introduction The reading assignment(s) should be read prior to beginning instruction of each

task.

In this Section This Section contains the following reading assignments:

Task Number	Task Title	Reading Assignment	See Page
BCM-07-01-AUX	Participate in a Man Overboard Evolution as a Pointer (Direct Pickup)	Boat Crew Handbook – Boat Operations, BCH16114.1 (series)	<u>2-114</u>
BCM-07-02-AUX	Participate in a Man Overboard Evolution as a Recovery/Pickup Person (Indirect Pickup)	Boat Crew Handbook – Boat Operations, BCH16114.1 (series) U.S. Coast Guard Addendum to the United States National Search and Rescue Supplement (NSS) to the International Aeronautical and Maritime Search and Rescue Manual (IAMSAR), COMDTINST M16130.2 (series)	<u>2-114</u>
BCM-07-03-AUX	Stand a Towing Watch	None assigned	
BCM-07-04-AUX	Bend a Heaving Line to a Bridle and Pass the Heaving Line to Another Boat	Boat Crew Handbook – Boat Operations, BCH16114.1 (series)	<u>2-114</u>
BCM-07-05-AUX	Pass a Towline to Another Boat	Boat Crew Handbook – Boat Operations, BCH16114.1 (series)	<u>2-114</u>
BCM-07-06-AUX	Connect a Towline to a Trailer Eyebolt Using a Skiff Hook	Boat Crew Handbook – Boat Operations, BCH16114.1 (series)	<u>2-114</u>
BCM-07-07-AUX	Secure an Alongside Tow	Boat Crew Handbook – Boat Operations, BCH16114.1 (series)	<u>2-114</u>
BCM-07-08-AUX	Identify the Different Classes of Fires and State the Fuel and Primary Extinguishing Agents Associated with Each	Boat Crew Handbook – Boat Operations, BCH16114.1 (series)	<u>2-115</u>
BCM-07-09-AUX	Locate and Identify the Firefighting Equipment Carried Onboard the Boat	None assigned	
BCM-07-10-AUX	Operate a CO ₂ Fire Extinguisher	Boat Crew Handbook – Boat Operations, BCH16114.1 (series)	<u>2-115</u>
BCM-07-11-AUX	Operate a Dry Chemical Fire Extinguisher	Boat Crew Handbook – Boat Operations, BCH16114.1 (series)	<u>2-115</u>
BCM-07-12-AUX	Locate and Operate the Boat's Bilge Pump	None assigned	



TASK BCM-07-01-AUX: Participate in a Man Overboard Evolution as a Pointer (Direct Pickup)

1.	The first crewmember to observe a person overboard should give the alarm by yelling "man" followed by either " side" or " side".
2.	The pointer will keep the victim in and continuously to the victim's position.
TA	SK BCM-07-02-AUX: Participate in a Man Overboard Evolution as a Recovery/Pickup Person (Indirect Pickup)
1.	The recovery/pickup person prepares the heaving line for casting to the victim.
2.	After the victim has been brought alongside the boat, the recovery/pickup person shouldaboard.)
TA	SK BCM-07-04-AUX: Bend a Heaving Line to a Bridle and Pass the Heaving Line to Another Boat
1.	A minimum of turns of towline should always be kept on the reel.
2.	You cannot tow beyond the design characteristics of any towing boat simply by the line size.
3.	Thimbles are used to load on the eye and provide maximum protection to the inner top of the eye from abrasion and wear.
4.	The towline should be inspected frequently for damage resulting from cutting,, fusing, and snagging.
5.	A towing bridle should be used in cases where a attachment point is not available on the boat to be towed.
6.	The message line is simply a length of light line, which can be, propelled, or floated further than the tow line.
7.	Having the working with the heaving line increases the range.
8.	The heaving line should be to make it more flexible and less susceptible to becoming tangled.
TA	SK BCM-07-05-AUX: Pass a Towline to Another Boat
1.	Where conditions permit and the towing boat can maneuver enough, the towline should be passed to one of the people on the other boat.
2.	Before attaching the towline, make certain the fitting attachment it is to be attached to is to the deck with through bolts and backing plates.
3.	When attaching to tow bow cleats or bitts, a should be used.
4.	A is used to reduce wear and chafing at the towline end.
TA	SK BCM-07-06-AUX: Connect a Towline to a Trailer Eyebolt Using a Skiff Hook
1.	The trailer eyebolt is normally located on the
2.	Never use a skiff hook for any operation that exceeds the stress load of towing boats.
3.	Attach the skiff hook line to a towline with a or bend.
TA	SK BCM-07-07-AUX: Execute an Alongside Tow and Moor a Towed Vessel
1.	When taking a boat alongside, the takes the strain of forward movement.
2.	When taking a boat alongside, the takes the strain of backing down.
3.	Always rig to prevent hull damage.
4.	When shortening the tow, you should in the slack from the towline to bring the disabled boat alongside.
5.	When securing the boat alongside, you should lead the forward to use as the bow line.



TASK BCM-07-08-AUX: Identify the Different Classes of Fires and State the Fuel and Primary Extinguishing Agents Associated with Each

1.	Fire is a chemicalknown	as combustion.	_
2.	The four elements of a fire are oxygen, heat,	_, and	_ chain reaction.
3.	Fires fueled by common combustible materials, such as wood, extinguishing agent for this class fire is	cloth, or paper, are classifie	ed as Class fires. The best
4.	Fires fueled by flammable or combustible liquids, flammable fires. The primary extinguishing agent for this class fire is		are classified as Class
5.	Fires involving combustible, with fuel sources s Class fire. Given that these type fires are not easily ex		
6.	Fires involving energized equipment, so fires.	ach as conductors or app	liances, are classified as Class
7.	The principle remedy for these type fires is to secure the	and to apply	to the fire.
TAS	ASK BCM-07-10-AUX: Operate a CO ₂ Fire Extinguishe	r	
1.	The range of the extinguisher is approximatelyFT		
2.	The CO ₂ is released in the form of a fine white	·	
3.	Be careful not to let the extinguisher's discharge touch your _	······································	
4.	When using the extinguisher, the cylinder should be kept	·	
TAS	ASK BCM-07-11-AUX: Operate a Dry Chemical Fire Ex	tinguisher	
1.	The effective range for a dry chemical fire extinguisher is	or FT.	
2.	When using dry chemical approach the fire as close as	will allow.	
3.	The dry chemical should be pointed at the	of the flame and use a _	movement.



Section H. Reading Assignments – Auxiliary Specific Tasks

Introduction	The reading assignment(s) should be read prior to beginning instruction of each

task.

In this Section This Section contains the following reading assignments:

Task Number	Task Title	Reading Assignment	See Page
BCM-08-01-AUX	Basic Knowledge of Boating Skills	None Assigned	
BCM-08-02-AUX	Perform as a Crewmember During a Navigation and Piloting Exercise (Day and Night)	None Assigned	
BCM-08-03-AUX	Dockside Oral Examination	None Assigned	
BCM-08-04-AUX	Underway Check Ride	None Assigned	



PART 3 Coxswain Qualification

Introduction

This Part contains a collection of tasks, which must be learned, practiced, and performed by the trainee. These tasks represent the minimum elements of skill and knowledge necessary for safe and effective performance of a Coast Guard Coxswain.

NOTE &

This Volume is not meant to be ordered through the Auxiliary National Supply Center for purposes of obtaining individual qualification tasks. Qualification tasks should be reproduced locally and provided to trainees.

In this Part

This Part contains the following chapters:

Chapter	Title	See Page
1	Task Accomplishment Record for Coxswain	3-2
2	Coxswain Qualification Tasks	3-6
3	Coxswain Trainee Study Guide	3-76



CHAPTER 1 Task Accomplishment Record for Coxswain

TRAINEE'S NAME:	MEMBER #:			
Mentor/QE's Name (Printed)	Mentor/QE's Signature	Initials	Date	



NOT	ΉE	61

COXN-03-06-AUX

COXN-03-07-AUX

COXN-03-08-AUX

COXN-03-09-AUX

COXN-03-10-AUX

COXN-03-11-AUX

COXN-03-12-AUX

of this form (for each trainee) to rec

NOTE &	tasks. Following task completion, member shall retain this for their record.			
TRAINEE'S NAME:		MEMBEI	R'S #:	
NOTE &	Mentors should document and initial those tasks not applicable, wavied, or deferred to this qualification. Use Comments			
Task	Date Started	Date Completed	Mentor's Initials	
COXN-01-01-AUX				
COXN-01-02-AUX				
COXN-01-03-AUX				
COXN-02-01-AUX				
COXN-02-02-AUX				
COXN-02-03-AUX				
COXN-03-01-AUX				
COXN-03-02-AUX				
COXN-03-03-AUX				
COXN-03-04-AUX				
COXN-03-05-AUX				



TRAINEE'S NAME:		MEMBER'S #	
Task	Date Started	Date Completed	Mentor's Initials
COXN-03-13-AUX			
COXN-04-01-AUX			
COXN-04-02-AUX			
COXN-04-03-AUX			
COXN-05-01-AUX			
COXN-05-02-AUX			
COXN-05-03-AUX			
COXN-05-04-AUX			
COXN-05-05-AUX			
COXN-05-06-AUX			
COXN-05-07-AUX			
COXN-05-08-AUX			
COXN-05-09-AUX			
COXN-05-10-AUX			
COXN-05-11-AUX			
COXN-05-12-AUX			
COXN-06-01-AUX			
COXN-06-02-AUX			
COXN-06-03-AUX			
COXN-06-04-AUX			
COXN-06-05-AUX			
COXN-06-06-AUX			



TRAINEE'S NAME:		MEMBER'S #		
Task Date Started		Date Completed	Mentor's Initials	
COXN-06-07-AUX				
COXN-07-01-AUX				
COXN-07-02-AUX				
COXN-07-03-AUX				
COXN-08-01-AUX				
COXN-08-02-AUX				
COXN-08-03-AUX				
COXN-08-04-AUX				
COXN-08-05-AUX				
COXN-08-06-AUX				
COXN-08-07-AUX				
COXN-08-08-AUX				
COXN-08-09-AUX				
COXN-09-01-AUX				
COXN-09-02-AUX				
COXN-09-03-AUX				
COXN-09-04-AUX				
COXN-09-05-AUX				
COXN-09-06-AUX				



CHAPTER 2 Coxswain Qualification Tasks

Introduction

The following are the instructions for this Chapter:

- (01) The purpose of this Chapter is to provide guidance on the trainee's progress through the qualification tasks.
- (02) The mentor should present the tasks to the trainee in a logical order using the instructions provided in *Part 1*.
- (03) Tasks should be signed and dated when the mentor is satisfied that the trainee can consistently perform a task in accordance with all standards and conditions.

Prerequisite

Prospective Auxiliary Coxswain must be a certified Auxiliary or Coast Guard Boat Crewmember prior to certifying as an Auxiliary Coxswain.

In this Chapter

This Chapter contains the following sections:

Section	Title	See Page
A	Crew Efficiency Factors	3-7
В	Boat Characteristics and Stability	3-10
С	Boat Handling	3-14
D	Rules of the Road	3-29
Е	Boat Piloting and Navigation	3-32
F	Search and Rescue (SAR)	3-45
G	Rescue and Assistance	3-53
Н	Towing and Salvage	3-58
I	Auxiliary Specific Tasks	3-68



Section A. Crew Efficiency Factors

Introduction

The following are objectives of Division One:

- (01) **Demonstrate** knowledge of the crew fatigue standards.
- (02) Complete Incident Command System (ICS.

In this Section

This Section contains the following tasks:

Task Number	Task	See Page
COXN-01-01-AUX	Perform Twenty-Eight Hours Underway As Crewmember	3-8
COXN-01-02-AUX	Crew Fatigue Standards	3-8
COXN-01-03-AUX	Incident Command System	3-9



TASK COXN-01-01-AUX: Perform Twenty-Eight Hours Underway As Crewmember

References	a. Auxiliary Operations Policy Manual, COMDTINST M16798.3 (series)	
Conditions	Performed while underway as a certified crewmember on ordered patrols on a or Coast Guard boat.	n Auxiliary facility
Standards	Certified crewmembers must show proof of completing at least 28 hours under	rway on patrols.
	Performance Criteria	Completed (Initials)
	ted 28 hours underway on ordered patrols as certified Auxiliary or Coast Guard boat ith a minimum of 04 hours at night.	
QE	Date	
Comments		
 ΓASK COXN-01-02	2-AUX: Crew Fatigue Standards	
References	a. Boat Crew Handbook – Boat Operations, BCH16114.1 (series)	
	b. U. S. Coast Guard Boat Operations and Training (BOAT) Manual Vo M16114.32 (series)	l I, COMDTINST
Conditions	Task should be performed at any time.	
Standards	Trainee must demonstrate knowledge of each task to the minimum standards performance step.	included in each
	Performance Criteria	Completed (Initials)
. State the crew fatig	gue guidelines as listed in the above references.	
2. State what Crew E	Endurance Management (CEM) is based on.	
3. State the requirem	ents for Underway Time Computation.	
4. State underway lin	nits set for vessels by the District, Sector or Station.	
Mentor	Date	
Comments		
-		



TASK COXN-01-03-AUX: Incident Command System Reference Incident Command System (ICS) Mandated Training Requirements, COMDTINST 3120.22 Federal Emergency Management Agency (FEMA) on-line courses or b. Coast Guard Auxiliary courses. **Conditions** Task should be performed at any time, at facilities available to the member. Standards Trainee must attend the training as prescribed in the reference above. **Performance Criteria** Completed (Initials) Passed the IS-200 Course. Passed the IS-210 or IS-300 Course. Passed the IS-800 Course. Mentor Date Comments



Section B. Boat Characteristics and Stability

Introduction

The following are objectives of Division Two:

- (01) **Identify** and **describe** Operational and Limitations of Auxiliary Facility.
- (02) **Identify** and **describe** Geographical Causes of Local Heavy Weather Conditions
- (03) Identify and describe warning signs of an Unstable Vessel.

In this Section

This Section contains the following tasks:

Task Number	Task	See Page
COXN-02-01-AUX	State the Operational Characteristics and Limitations of Auxiliary Facility	3-11
COXN-02-02-AUX	State the Geographical Causes of Local Heavy Weather Conditions	3-12
COXN-02-03-AUX	Recognize Warning Signs of An Unstable Vessel	3-13



ΓAS	SK COXN-02-01-AUX:	State the Operational Characteristics and Lin Facility	nitations of	the Auxiliary
Ref	erence erence	a. Auxiliary Operations Policy Manual, COMDTINST M1b. Facility's Capacity Plate, (if applicable)	6798.3 (series),	Chapter 1
Coı	nditions	Task should be performed at any time, ashore, at the dock, or utask without prompting. Use of a reference is allowed.	ınderway. Train	ee must accomplish
Sta	ndards	In response to the mentor, the trainee must state the policy for the operational limitations and specific characteristics of the		
Per	formance Criteria		Completed (Initials)	Boat AUX
1.	Stated the policy require establish facility operation	ements for the Director and active duty unit commanders to nal limitation standards.		
2.	Stated the policy requirent published operational lim	nents and responsibility of the coxswain concerning the facility's itations.		
3.	and/or operational con a. Minimum cre b. Maximum sea c. Maximum siz d. Maximum sea	limitations for the facility established by the Director mander. They must include the following: w size for the facility. and wind state the facility can operate in. e and weight of a vessel that can be towed. conditions a vessel can be towed in. Shore allowed during operations (if applicable).		
4.	a. Minimum creb. Maximum nuc. Maximum loa	mber of personnel that can be carried on the facility.		
Me	ntor		Date	
Coı	mments			

d	Maximum speed of the facility.		
Mentor		Date	
Comments			



TASK COXN-02-02-AUX: State the Geographical Causes of Local Heavy Weather Conditions

Ref	erences	a. Boat Crew Handbook – Seamanship Fundamentals, (BCH1611-	4.4)
Coı	nditions	Task to be performed at any time, or place with the use of visual re without prompting	ferences and accomplished
Sta	ndards	The trainee must state without error the local surf/wave conditions, c	auses, areas to be avoided.
		Performance Criteria	Completed (Initials)
1.	State local surf conditions.		
2.	State effects of local conto	ır, jetties, islands and obstructions.	
3.	State effects of winds.		
4.	State effects of local tides	and currents.	
5.	State local surf/breaking w	ave areas to be avoided.	
6.	State characteristics (depth area.	s, shoaling areas, local names) for typical surf/breaker zones in operation	ng
7.	State effects of local weath	er systems and patterns.	
Me	ntor		Date
Coı	mments		



TASK COXN-02-03-AUX: Recognize Warning Signs of an Unstable Boat

Ref	erence	a. Boat Crew Handbook – Seamanship Fundamentals, BCH16114.4 (series)	
Cor	nditions	Task should be performed underway observing other vessels in various situatio trawling, etc.) and weather conditions.	ns (i.e., towing,
Sta	ndards	The observer must note:	
		(01) Listing	
		(02) Sitting high or low in the water	
		(03) Trimming bow up or down	
		(04) Wind/sea conditions	
		(05) Your boat's reaction to the sea compared with that of the distress	ed boat
		Performance Criteria	Completed (Initials)
1.	Determine if other boat is l	isting.	
2.	Determine if other boat is r	riding high or low in the water.	
3.	Determine if other boat is o	down by the bow or the stern.	
4.	Determine wind and sea co	onditions.	
5.	Compare own boat's righti	ng moment with other vessels in the area.	
6.	Determine if other boat is o	damaged.	
7.	State the causes and effects	s of the following:	
	a. Free surface effect		
	b. Down flooding		
	c. Topside icing		
			•
Me	ntor	Date	
Co	mments		



Section C. Boat Handling

Introduction

The following are objectives of Division Three:

- (01) **Define** and **state** the principal forces that effect boat handling.
- (02) **Handle** a boat proficiently during various common maneuvers.
- (03) **State** the different safety aspects involved in boat handling.

In this Section

This Section contains the following tasks:

Task Number	Task	See Page
COXN-03-01- AUX	State the Forces that Affect Boat Handling	3-15
COXN-03-02- AUX	State the Basic Principles of Boat Handling	3-16
COXN-03-03-AUX	Complete A Pre-Underway Check-Off For The Facility	3-17
COXN-03-04-AUX	Get the Boat Away from a Pier	3-19
COXN-03-05-AUX	Trim Tabs (If equipped)	3-20
COXN-03-06-AUX	Come About in a Narrow Channel	3-21
COXN-03-07-AUX	Operate The Boat And Apply Its Handling Characteristics In Following, Head And Beam Seas	3-22
COXN-03-08-AUX	Maneuver in Rivers	3-23
COXN-03-09-AUX	Determine The Approach To An Object And Station Keep	3-24
COXN-03-10-AUX	Maneuver The Boat Alongside Another Boat With No Way On	3-25
COXN-03-11-AUX	Moor the Boat	3-26
COXN-03-12-AUX	Anchor the Boat	3-27
COXN-03-13-AUX	Weigh the Boat's Anchor	3-28



TASK COXN-03-01-AUX: State the Forces that Affect Boat Handling

Ref	erences	 a. Boat Crew Handbook – Seamanship Fundamentals, BCH16114.4 (series) b. Chapman Piloting c. Knight's Modern Seamanship 	
Con	ditions	Task should be performed at any time, ashore, at the dock or underway. Trainee mask without prompting or use of a reference.	nust accomplish
Star	ndards	In response to the mentor, the trainee must, without error, state the basic forces handling as outlined in the steps listed below.	that affect boat
		Performance Criteria	Completed (Initials)
1.	State the two types of stabil	lity.	
2.	State the meaning of the ter	m "force of buoyancy".	
3.	State the meaning of the ter	m "righting moment".	
4.	State the meaning of the wo	ord "set" as related to current and drift.	
5.	State the meaning of the wo	ord "drift" as related to current.	
6.	State the effect of an ebb tie	de on a bar or entrance.	
7.	State the effect of running v	with a current.	
8.	State the effect of running a	ngainst a current.	
9.	State the effects of leeway.		
10.	State the effects of wind blo	owing out an entrance.	
11.	State the causes of cavitation	on.	
12.	State the effects of slip.		
13.	State the effects of dynamic	propeller thrust.	
14.	State the effects of "unequa	ıl blade thrust".	
15.	State the effects of "side for	rce".	
16.	State the effects of "Waterj	et Wash" (i.e., jet drive)	
Mei	ntor nments	Date	
Con	nments	•	



TASK COXN-03-02-AUX: State the Basic Principles of Boat Handling

Ref	erences	a. Boat Crew Handbook – Seamanship Fundamentals, BCH16114.4 (series)b. Chapman Piloting	
Cor	nditions	Task should be performed at any time. Steps 1 through 5 are for single screw be through 8 are for twin screw boats. Trainee must accomplish the task without p of a reference.	
Sta	ndards	In response to the mentor, the trainee must, without error, state the basic prhandling as outlined in the steps listed below.	rinciples of boat
		Performance Criteria	Completed (Initials)
1.	State the reaction of the bo	oat with sternway on and the rudder amidships.	
2.	State the reaction of the bo	oat with sternway on and the rudder left.	
3.	State the reaction of the bo	oat with headway on and the rudder left.	
4.	State the reaction of the bo	oat with the headway on and the rudder right.	
5.	State the reaction of the bo	oat when commencing forward motion from no way-on.	
6.	State the reaction of a twin reverse.	n-screw boat when the port screw is placed ahead and the starboard screw in	
7.	State the reaction of a twin rudders to the right.	n-screw boat with the port screw ahead, the starboard screw in reverse, and the	
8.	State the reaction of a twin rudders to the left.	n-screw boat with the port screw ahead, the starboard screw in reverse, and the	
9.	State the meaning of twin j	jet drive boat Y axis/X axis motion.	
10.	State the function of "joyst	tick" and "tiller" controls.	
11.	State the meaning of a twin	n jet drive boat system operating at "zero thrust".	
12.	State the meaning of "trans	sit" and "docking" propulsion modes.	
13.	a. Movement of vessel ab. Counteraction of bowc. Transit thrust directiond. Transit thrust velocity	n jet drive boat "thrust vectors": as a result of creating high and low water pressure zones around boat. y swing when backing. on controlled by tiller. y controlled by joystick. nidirectional and controlled primarily by joystick; bow drift checked by tiller.	
Me	ntor	Date	
Cor	mments		



TASK COXN-03-03-AUX: Complete A Pre-Underway Check-Off For The Facility

Reference	a. None
Conditions	Performed at the dock AND on the facility. Trainee must accomplish task without prompting, and shall use the pre-underway check-off sheet as a reference. A diagram showing the location of equipment on the facility shall also be used onboard.
Standards	In response to the mentor, the trainee must conduct a pre-underway check-off for the facility to locate and check proper condition, operation, and stowage of required equipment. Routine mechanical, electrical, and engine checks shall also be done. The pre-underway check-off shall be performed using an up-to-date prepared checklist for the facility that covers the specific performance criteria listed below.

	Performance Criteria	Completed (Initials)
1.	Verified appropriate Coast Guard patrol orders have been issued	
2.	Confirmed with the operational commander or controlling authority the working radio frequency to be used for the mission and number of people on board (POB).	
3.	Located and checked the proper condition, operation, and stowage of the following equipment. a. Personal Floatation Devices (PFDs). b. Fire extinguishers. c. Visual distress signals. d. Anchors and anchor lines. e. Dewatering device. f. Watch or clock. g. Boarding ladder (or other means of boarding). h. Kicker/skiff hook (if required).\ i. Binoculars. j. Blanket. k. Fenders. l. Towline. m. Bridle. n. Heaving lines. o. Mooring lines. p. Searchlight. q. Spare navigation light bulbs. r. Boat hook. s. Navigation lights. t. Fathometer or sounding pole. u. Charts, navigation plotting instruments. v. Tools and spare parts. w. First aid kit. s. Sound producing device. y. Current Rules of the Road publication.	



4.	Cor	mpleted the required mechanical, electrical, and engine checks listed below:			
	a.	Oil level (if applicable).			
	b.	Water level (if applicable).			
	c.	Reduction gear oil level (if applicable).			
	d.	Fuel system, especially fuel shut off valves.			
	e.	Ventilation system (if applicable).			
5.	Cor	nducted crew briefing:			
	a.	Purpose of mission.			
	b.	Any special circumstances concerning the mission.			
	c.	Working radio frequency to be used for the mission.			
	d.	Expected weather and sea conditions.			
	e.	Crewmembers in proper uniform and equipment.			
	f.	Confirmed crewmembers are physically capable to perform mission.			
	g.	Discussed and conduct a risk assessment. Incorporated risk elements into pre-underway			
		crew briefing.			
	h.	Discussed the policy on wearing jewelry. Crew is in compliance.			
6.	Per	formed the following to prepare facility for getting underway:			
	a.	Secured all openings.			
	b.	Secured boat for sea (no loose gear).			
	c.	Displayed proper flags and signboards.			
	d.	Opened sea suction (if applicable).			
	e.	Ventilated the engine compartment before starting engine(s).			
	f.	Started the engine(s).			
	g.	Engine/marine gear oil pressure satisfactory (if equipped).			
	h.	Checked cooling water overboard discharge.			
	i.	Energized the electrical and electronic systems (bilge pump, etc.).			
	j.	Engine/marine gear oil pressure satisfactory (if equipped).			
	k.	Disconnected shore tie(s) (if equipped).			
7.	Tes	ted the following electronic equipment (if equipped):			
	a.	VHF - FM radio(s).			
	b.	Loud hailer.			
	c.	Fathometer/ depth sounder			
	d.	GPS/DGPS.			
	e.	Chart Plotter			
	f.	RADAR			
8.	Cor	nduct steering and propulsion test prior to getting underway.			
Mei	Mentor Date				
Cor	Comments				



TASK COXN-03-04-AUX: Get the Boat Away from a Pier

References	 a. Boat Crew Handbook – Seamanship Fundamentals, BCH16114.4 (series) b. Chapman Piloting 				
Conditions	Performed at the dock in calm sea and wind conditions. All mooring lines must be attached before task begins. Adjust operation for any wind or current. Trainee must accomplish the task without prompting or use of a reference.				
Standards	In response to the mentor, the trainee must perform the steps listed below. T verbal commands for all line handling procedures.	rainee must give			
	Performance Criteria	Completed (Initials)			
1. State the expected effects of	f the wind and current on the movement of the boat described.				
2. Brief crew on the procedure	e to be used and their duties.				
3. Take in all mooring lines except the bow spring line.					
4. Clear stern of the boat by g	oing ahead slowly and springing the stern out.				
5. Take in bow spring line wh	en stern is well clear of the pier.				
6. Back boat down until clear	with room to move ahead.				
Mentor	Mentor Date				
Comments	Comments				



Comments

TASK COXN-03-05-AUX: Trim Tabs (If Equipped)

Reference		a. Boat Crew Handbook - Seamanship Fundamentals, BCH16114.4 (series)		
Conditi	ons	Task should be performed underway at any time.		
Standa	rds	Trainee must demonstrate knowledge of each task from memory, v references.	vhile underway, witho	
Perform	nance Criteria		Completed (Initials)	
1.	Describe the following	;;		
	a. The purpose of tri	m tabs.		
	b. The axis that trim	tabs affect (pitch axis and roll axis).		
	c. How boat speed to	hrough water affects trim tab influence on hull trim.		
2.	Describe 'standard' trin	n tab settings for the platform.		
3.	Identify trim tabs contr	rollers.		
4.	Identify trim tabs on h	all.		
5.	Describe trim tab power	er requirements.		
6.	State conditions when	trim tabs should not be used.		
7.	Demonstrate setting tri	m tabs to correct list.		
8.	Demonstrate setting tri	im tabs to correct bow-down/up.		
9.	Demonstrate getting or	n a plane with and without trim tabs deployed.		
Aentor		Date		



TASK COXN-03-06-AUX: Come About in a Narrow Channel

Reference	a. Boat Crew Handbook – Seamanship Fundamentals, BCH16114.	.4 (series)		
Conditions	Task shall be performed onboard at any time on a facility that is within for the conditions. Task must be accomplished within the confines of harbor entrance with limited maneuverability. Trainee must accompany or use of a reference.	f a narrow chai	nnel, river, or	
Standards	Trainee must turn the boat 180° within the confines of a narrow channel in accordance with the steps listed below. Trainee must perform to personnel or boat.			
	Performance Criteria		Completed (Initials)	
1. Brief crew on procedure to	be used and their duties.			
2. Maintain a position in the co	enter of the channel for at least three minutes.			
3. Bring boat around in the cha	annel from an into-the-current position to a with-the-current position.			
4. Bring boat around in the channel from a with-the-current position to an into-the-current position.				
Mentor Date				
Comments				



	TASK COXN-03-07-AUX:		Operate The Boat And Apply Its Handling Characteristics In Head And Beam Seas	Following,	
operational limitations for the conditions. If the above conditions are not available, seas may be created by another boat. Trainee must accomplish task without prompting or use of a reference. In response to the mentor, the trainee must operate the facility in following, head, and beam se accomplishing the steps below without endangering personnel or the facility. Performance Criteria Complet (Initial Stated the Coast Guard's policy on Auxiliary facilities operating in surf. Stated why the facility should not routinely exceed 90% of its speed capability. Brief crew on procedure to be used and their duties before beginning operations: a. Cautioned crew to maintain a firm hold at all times and keep knees slightly flexed to help absorb shock. b. Discussed escape routes and procedures to follow in an emergency. State operational limitations of the boat pertaining to the following conditions: a. Following seas in open water b. Towing in following seas: a. Keep boat's stern square to the seas to prevent broaching. b. Steer into any tendency of the stern to slip sideways. c. Ride on the back of the swells and avoid allowing the boat to ride on the face of a swell. d. Slow down, when necessary, to allow overtaking seas to pass beneath the boat. Operated the facility in head seas:: a. Approached head seas at a slight angle, prepared to straighten boat out quickly to prevent a large wave from pushing boat broadside. b. Adjusted boat's speed as necessary to keep propellers in the water. c. Timed process through the seas so that the boat's bow rose to meet swells. d. Used only enough power to break through the crest; then cut back on power to let the boat fall on the backside of the swell. e. Boat's speed increased as swell approached (lifts bow) and avoided flying boat through the wave crest. Departed the facility in beam seas:: a. Avoided being broadside to heavy swells. b. Tacked facility across sea at a slight angle in a zigzag fashion and made each track as long as possible. C. Warned the cre	Ref	erences	a. Boat Crew Handbook – Seamanship Fundamentals, BCH16114.4 (series)		
Performance Criteria Complet (Initial 1. Stated the Coast Guard's policy on Auxiliary facilities operating in surf. 2. Stated why the facility should not routinely exceed 90% of its speed capability. 3. Brief crew on procedure to be used and their duties before beginning operations: a. Cautioned crew to maintain a firm hold at all times and keep knees slightly flexed to help absorb shock. b. Discussed escape routes and procedures to follow in an emergency. 4. State operational limitations of the boat pertaining to the following conditions: a. Following seas in open water b. Towing in following seas: a. Keep boat's stern square to the seas to prevent broaching. b. Steer into any tendency of the stern to slip sideways. c. Ride on the back of the swells and avoid allowing the boat to ride on the face of a swell. d. Slow down, when necessary, to allow overtaking seas to pass beneath the boat. 6. Operated the facility in head seas:: a. Approached head seas at a slight angle, prepared to straighten boat out quickly to prevent a large wave from pushing boat broadside. b. Adjusted boat's speed as necessary to keep propellers in the water. c. Timed process through the seas so that the boat's bow rose to meet swells. d. Used only enough power to break through the crest; then cut back on power to let the boat fall on the backside of the swell. e. Boat's speed increased as swell approached (lifts bow) and avoided flying boat through the wave crest. 7. Operated the facility in beam seas:: a. Avoided being broadside to heavy swells. b. Tacked facility across sea at a slight angle in a zigzag fashion and made each track as long as possible. c. Warned the crew when reversing course, then allowing boat to lose headway, applied hard rudder, and applied power.	Coi	nditions	operational limitations for the conditions. If the above conditions are not available seas may be created by another boat. Trainee must accomplish task without prom	le,	
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	7.	a. Avoided being broadsidb. Tacked facility across soc. Warned the crew when	e to heavy swells. ea at a slight angle in a zigzag fashion and made each track as long as possible.		
Comments	Me	ntor	Date		
	Cor	mments			



TASK COXN-03-08-AUX: Maneuver in Rivers

Reference		a. Boat Crew Handbook – Seamanship Fundamentals, BCH16114.4 (series)		
Conditions		Performed underway on a facility, during daylight, in good weather and calm seas conditions. This task will be accomplished while transiting parallel to the banks of a river, a narrow channel or seawall with limited maneuverability where <u>bank cushion</u> and <u>bank suction</u> may be expected. Trainee must accomplish task without prompting or use of a reference. Trainee will operate the facility and do all maneuvers.		
Sta	ndards	Trainee must perform the task to the minimum standards in accordance below.	with the steps listed	
		Performance Criteria	Completed (Initials)	
1.	Defined bank cushion and shank cushion and suction.	stated its effect on boat handling/maneuvering. Prevent sheering by controll	ing	
2.	Defined bank suction and s	tated its effect on boat handling/maneuvering.		
3.	Demonstrate "Hug the Poir	nt" maneuver.		
4.	4. Demonstrate "Stay in the Bend" maneuver.			
5.	Demonstrate "Proceed on t	he Bend Side, Middle of the Channel" maneuver.		
Me	Mentor Date			
Coı	mments			



TASK COXN-03-09-AUX: Determine The Approach To An Object And Station Keep

Ref	erence	a. Boat Crew Handbook – Seamanship Fundamentals, BCH16114.	4 (series)	
Conditions		Performed underway in calm to moderate conditions. Trainee must accomplish task without prompting or use of a reference.		
Standards		In response to the mentor the trainee while operating the boat must determine the approach on a stationary object (buoy, piling, anchored boat, etc.) or floating object (boat adrift, life ring, etc.) while using the predominant forces in boat handling. The trainee must then station-keep on the object, at a safe maneuvering distance for the conditions, for 3 minutes in accordance with the steps below.		
		Performance Criteria	Completed (Initials)	
1.	Evaluated the water depth a	and surrounding area for safety of the approach		
2.	Positioned the facility at a	safe distance and determined the rate of drift between object and facility	<i></i>	
3.	Evaluated the predominant	forces to determine the approach and station keeping.		
4.	Briefed the crew of your in	tentions and their responsibilities.		
5.	Approached the object at a	safe speed.		
6.	Kept station on the object f	for 3 minutes.		
Me	Mentor Date			
Coı	Comments			



TASK COXN-03-10-AUX: Maneuver The Boat Alongside Another Boat With No Way On

Reference		a. Boat Crew Handbook – Seamanship Fundamentals, BCH16114.	.4 (series)	
Cor	nditions	Performed while underway on a facility in calm sea conditions. Trawithout prompting or use of a reference.	ninee must ac	complish task
Sta	ndards	In response to the mentor, the trainee must maneuver the facility in below.	accordance	with the steps
		Performance Criteria		Completed (Initials)
1.	Brief the crew and assigned	I duties.		
2.	Established communication	ns with the other boat.		
3.	Briefed personnel on the ot	her boat.		
4.	Made approach to other box	at.		
5.	Brought Auxiliary facility a	alongside other boat		
6.	6. Maneuvered Auxiliary facility away from other boat.			
Mentor			Date	
Cor	nments			



TASK COXN-03-11-AUX: Moor the Boat

Reference		a. Boat Crew Handbook – Seamanship Fundamentals, BCH16114.4 (series)			
Conditions			Performed underway on a facility in calm wind and sea conditions. Trainee must be at the helm as the Coxswain and must accomplish task without prompting or use of a reference.		
Sta	ndards	In response to the mentor, the trainee must moor the facility to a dock in acc steps below. Coxswain trainee must give verbal commands for all line handling			
		Performance Criteria	Completed (Initials)		
1.	State expected effects of the	he wind and current on the mooring of the boat.			
2.	Brief crew on procedure to	be used and their duties.			
3.	Instruct one crewmember	to stand by on the bow with a fender.			
4.	Approach pier slowly on a	ın angle.			
5.	Ensure crewmember secur on the pier.	res the bow spring line when the bow is alongside the intended mooring point			
6.	Apply full rudder/tiller aw	yay from the pier, spring or pivot stern toward the pier.			
7.	Directed crew to secure sto	ern line (#4 line) then the remaining lines (#1 line and #3 line).			
8.	Secure stern line, bowline, and aft spring line. Ensured that all mooring lines were adjusted for expected tidal changes and wave/wake action.				
Me	ntor	Date			
Co	mments				

Reference



TASK COXN-03-12-AUX: Anchor the Boat

Conditions		Performed underway on a facility in calm wind and sea conditions during daylight. Trainee mus be at the helm as the Coxswain, Mentor should provide the trainee with a general location fo anchorage. Trainee should select the specific spot for placing the anchor. Trainee mus accomplish the task without prompting or use of a reference.		
Star	ndards		without casualty to personnel or boat in accordant with room to swing. Scope of anchor line	
		Calm to moderate seas: Heavy Weather:	5 to 7 times the water depth 10 times the water depth	
		Performance Crite	ria	Completed (Initials)
1.	Select and plot position for characteristics.	placement of the anchor; note th	e depth of water, bottom contours, and	
2.	Brief crew on procedures to	o be used and establish crew hand	d signals.	
3.	Pilot boat into the selected	position.		
4.	State expected effects of w	ind and current on the boat.		
5.	Determine scope of anchor	ring by checking the depth of wat	er and the room available for boat swing.	
6.	Ensure crew rigs the ancho	or.		
7.	Approach anchorage keepin	ng the boat headed into the wind	and/or current.	
8.	Check boat's headway at the	he charted anchoring position.		
9.	Ensure crew puts the ancho	or over the side; by safest means.		
10.	Ensure crew lowers (NOT	THROW) the anchor to the botto	m with a round turn around the bitt.	
11.	Back boat down slowly, aw anchor is held.	vay from the anchor with the crev	v slowly veering (paying out) the line until the	
12.	Veer line until proper scope	e is reached.		
13.	Ensure crew makes line fas	st to the forward bitt/cleat with at	least three figure eights.	
14.	Fix actual position and visu Equipped)'	ıal anchor bearings (minimum of	3), or establish and record radar ranges.(If	
15.	Check and record water dep	pth using depth finder, lead line,	or sounding pole.	
16.	Ensure the anchor is not dr	agging.		
17.	Set anchor watch, brief Box	at Crewmembers on responsibilit	ies.	
	Mentor Date Comments			

Boat Crew Handbook - Seamanship Fundamentals, BCH16114.4 (series)



TASK COXN-03-13-AUX: Weigh the Boat's Anchor

References		a. Boat Crew Handbook - Seamanship Fundamentals, BCH16114.4 (series)		
Coi	nditions	Task should be performed at any time, on a facility in calm wind and sea conditions during daylight upon completion of TASK COXN-03-11-AUX. Trainee must accomplish task without prompting or use of a reference.		
Sta	ndards	Trainee must perform the task without casualty to personnel or boat in accordant listed below.	ce with the steps	
		Performance Criteria	Completed (Initials)	
1.	Brief crew on procedure to	be used and establish communications.		
2.	Move boat ahead slowly, u	ising the engines.		
3.	Ensure crew takes up the s into anchor locker/forepea	lack in the anchor line and fakes it on deck out of the way or feeds anchor line k/reel.		
4.	Make line off when anchor	r is at short stay(vertical).		
5.	Ensure crew breaks loose t	he anchor.		
6.	Make the anchor line around free.	nd the forward bitt and advance the boat in a wide circle if the anchor does not		
7.	Ensure the anchor line doe	s not approach the boat's screw(s)/water jets.		
8.	Ensure crew brings anchor	onboard, tending line at all times.		
9.	Ensure crew secured all ge	ar.		
Mentor Date				
Co	mments			



Section D. Rules of the Road

Introduction

The following is an objective of Division Four: **Display** competence in the knowledge and use of the International-Inland Rules of the Road.

- Demonstrate knowledge of various sound signals used while underway
- **Demonstrate** knowledge of various light configurations and/or dayshapes used while underway.

In this Section

This Section contains the following task:

Task Number	Task	See Page
COXN-04-01-AUX	Successfully Complete the Navigation Rules of The Road Exam	3-29
COXN-04-02-AUX	Execute Commonly Used Sound Signals	3-30
COXN-04-03-AUX	Set The Proper Navigation Lights For Common Operational Boat Evolutions	3-31

TASK COXN-04-01-AUX: Successfully Complete the Navigation Rules Of The Road Exam

References	a. Promulgation of the Navigation Rules and Regulations Manual, COMDTINST 16672.2 (series)				
	b. Auxiliary Training Handbook – BOAT CREW, 16794.51 (series)				
Conditions	Task may be performed at any time in a manner prescribed by the above references and the cours or examination issuing authority.				
Standards	Trainee must receive a passing score (90%) on the Auxiliary Navigation Rules Examination (NAV-70)—Initial Qualification (closed book), or pass a commercial course approved by the National Maritime Center (NMC). A QE must verify by checking one of the below and signing the task.				

	Performance Criteria				
1	1. Passed the Auxiliary Navigation Rules Examination (NAV-70) - Initial Qualification, or				
2	2. Passed a commercial course approved by the National Maritime Center (NMC).				

QE	Date	
Comments	-	



TASK COXN-04-02-AUX: Execute Commonly Used Sound Signals

NOTE &∕	When performing the task, care must be exercised to avoid confusing boats underway in the immediate vicinity				
References	a. Promulgation of the Navigation Rules and Regulations Manual, COMD (series)	OTINST 16672.2			
Conditions	Performed by manually operating the boat's horn or fog signal. May be done underway, day or night, in any weather. Signals under international and/or inla be demonstrated depending on which rules normally apply in the trainee's opera	and rules should			
Standards	In response to the mentor, the trainee must demonstrate the proper sound signals	as listed below.			
	Performance Criteria	Completed (Initials)			
1. Activated horn manual	ly.				
2. Demonstrated short bla	ist				
3. Demonstrated prolonge	ed blast.				
4. Sounded signal for acti port.	on or intention and answer for a boat altering course to starboard or passing port to				
5. Sounded signal for acti starboard.	on or intention and answer for a boat altering course to port or passing starboard to				
6. Sounded signal for ope	rating astern propulsion				
7. Sounded signal for ove	rtaking and passing another boat on the starboard side				
8. Sounded signal for ove	rtaking and passing another boat on the port side.				
9. Sounded signal for avo	iding collision, or when failing to understand the action/intention of another boat				
10. Sounded signal for pov	ver driven boat underway with way on in restricted visibility.				
11. Sounded signal for pov	ver driven boat underway with no way on in restricted visibility.				
12. Sounded signal for boa	t not under command or with restricted maneuverability in restricted visibility				
13. Sounded signal for boa	t with stern tow in restricted visibility.				
14. Sounded signal for boa	t being towed astern in restricted visibility.				
15. Sounded signal for boa	t at anchor in restricted visibility.				
Mentor	Date				
Comments					



TASK COXN-04-03-AUX: Set The Proper Navigation Lights For Common Operational Boat Evolutions

References a. Promulgation of the Navigation Rules and Regulations Manual, COME (series)					
Conditions	Task may be done at the dock or underway, day or night, on an Auxiliary facility. Light displays should be for either international or inland rules, depending on which rules normally apply in the trainee's operating area. Trainee must accomplish task without prompting or use of a reference.				
Standards	In response to the mentor, the trainee must energize and set the proper light the steps listed below. Lights must be proper for the situation, size and displayed on.				
	Performance Criteria	Completed (Initials)			
Proper light displayed for vessel underway.					
2. Proper light displayed for	vessel anchored				
3. Proper lights displayed or	explained for towing a vessel astern.				
4. Properly lights displayed	or explained for towing a vessel alongside.				
Mentor Date Comments					
-					



Section E. Boat Piloting and Navigation

Introduction

The following are objectives of Division Five:

- (01) **State** the use of various common navigational references.
- (02) **Demonstrate** the ability to pilot using the installed electronic navigational equipment.
- (03) **Demonstrate** the ability to pilot a facility using dead reckoning (DR) techniques.
- (04) **Demonstrate** knowledge of the local operations area.

In this Section

This Section contains the following tasks:

Task Number	Task	See Page
COXN-05-01-AUX	Identify Navigational Publications	3-33
COXN-05-02-AUX	Sketch A Chart Of The Local Operating Area	3-34
COXN-05-03-AUX	Convert True Course to Compass Course	3-35
COXN-05-04-AUX	Pilot the Boat Using Dead Reckoning (DR) Techniques	3-36
COXN-05-05-AUX	Obtain a Visual Fix	3-37
COXN-05-06-AUX	Pilot a Boat Using "Seaman's Eye"	3-38
COXN-05-07-AUX	Operate the GPS/DGPS	3-39
COXN-05-08-AUX	Pilot a Boat Using GPS/DGPS	3-40
COXN-05-09-AUX	Pilot a Boat Using Electronic Charting System (Automated Navigation)	3-41
COXN-05-10-AUX	Determine the Location of a Boat Using Radar Ranges and Bearings (If equipped)	3-42
COXN-05-11-AUX	Determine Course To Steer And Speed Over Ground (SOG) Allowing For Set And Drift	3-43
COXN-05-12-AUX	River Sailing, (Locks, Dams and Flood Warnings), And Pass Through A Lock	3-44



TASK COXN-05-01-AUX: Identify Navigational Publications

References			Promulgation of the Navigation Rules and Regulations Manual, COM (series)	DTINST 166/2.2
		b.	Coast Pilot	
		c.	Light List	
		d.	Notice to Mariners/Local Notice to Mariners	
		e.	Tide Tables/Tidal Current Tables	
		f.	Nautical Charts of Local Area	
		g.	Nautical Chart Symbols, Abbreviations and Terms, Chart No. 1	
		h.	The American Practical Navigator	
		<u>i.</u>	Coast Guard Navigation Standards Manual, COMDTINST M3530.2 (seri	es)
Con	ditions		sk may be completed at any time. Trainee must accomplish the task without any further reference.	prompting or use
Stai	ndards	and	inee must identify, without error, the commonly used navigational publicat state the use of each one. Trainee must specify those Handbooks or elications that pertain to the local operating area.	ions listed below, chapters of these
			Performance Criteria	Completed (Initials)
1.	Identify the Promulgation	n of the	Navigation Rules and Regulations Manual.	
2.	State the use of the Coast	t Pilot a	and the appropriate entries for local area.	
3.	State the use of the <i>Light</i>	List an	d the appropriate entries for local area.	
4.			ginator of the following Notice to Mariners (NTM):	
	a. Safety Broadcast N			
	b. Summary of Active	-	BNTM.	
	c. Weekly NTM (Distr			
5.	d. Weekly NTM (Glob	-	r the local area	
6.	State how to access Tida			
7.			t and data for the local area. (ie: rivers/inland/Great lakes)	
8.	Identify all Nautical Cha			
9.	State the use of Chart No			
	State the use of The Ame		ractical Navigator.	
			d Navigation Standards Manual, COMDTINST M3530.2 (series)	
11.	state the purpose of Coa.	Si Guar	u Navigation Standards Manual, COMDTINST M3330.2 (series)	
Mei	ntor		Date	
Con	nments			



TASK COXN-05-02-AUX: Sketch A Chart Of The Local Operating Area

References	a. Local charts and personal knowledge of the local area				
Conditions	Performed at any time ashore, at the dock, or underway. Sketch on a plain sheet of paper. Trainee must accomplish task without prompting or use of a reference.				
Standards	In response to the mentor, the trainee must sketch and label from memory a chart of the local operating area. The sketch does not have to be to scale but should approximate relative distances and shapes. The mentor shall approve the area to be sketched.				

	Performance Criteria	Completed (Initials)
1.	Sketched and labeled the local operating area.	
2.	Sketched prominent coast lines noting the following, as appropriate: a. Points b. Capes c. Harbors and local basins d. Landmarks	
3.	Sketched major hazards to navigation (wrecks, rocks, shoals, bars, submerged pilings, fishnet areas, etc.).	
4.	Sketched shipping and boat channels.	

Mentor	Date	
Comments		
_		



TASK COXN-05-03-AUX: Convert True Course to Compass Course

References		 a. Boat Crew Handbook – Navigation and Piloting, BCH16114.3 (series) b. The American Practical Navigator 						
Conditions					chart of the local te task without pro			
Standards		In response to the mentor, the trainee must, without error, convert three given TRUE courses COMPASS courses and plot on a chart.						
		Perfe	ormance Criteria	ı			Completed (Initials)	
1. Identify m	agnetic variation a	nd the annual ch	nange for the local	area.				
2. Plot and la	bel from three TR	UE courses prov	rided by the mento	or.				
3. Convert th	e three resulting tr	ue courses to con	mpass courses. Th	ne following co	onversion table ma	y be used.		
Leg	TRUE	VAR	MAG	DEV	COMPASS			
A								
В								
С								
D								

Mentor			Date	
Comments				



TASK COXN-05-04-AUX: Pilot the Boat Using Dead Reckoning (DR) Techniques

Ref	erences	 a. Boat Crew Handbook – Navigation and Piloting, BCH16114.3 (series) b. Coast Guard Navigation Standards Manual, COMDTINST M3530.2 (series) c. The American Practical Navigator 	·)		
Conditions		Task must be performed, while underway on a facility during day and night, in calm to moderate weather conditions, using only the installed compass, deviation table, engine RPM /speed curve, stopwatch, navigational kit, and plotted/labeled chart(s). The course to be run must be at least three miles long with at least two turns. Waypoint positions and track leg speeds are to be given to the trainee by the mentor. Trainee must accomplish the task without prompting or use of a reference.			
Standards		In response to the mentor, the trainee must perform tasks. Turn points must be determined using the most accurate method available to the boat. All plotting on charts must be done using proper chart notation and symbols. All locations must be verified by taking a simultaneous sounding using the depth sounder, if available. All locations should be verified by the mentor.			
		Performance Criteria	Completed (Initials)		
1.	Plot and label trackline bas	sed on mentor provided waypoints.			
2.	2. Label track legs with specified speed and estimated run-time (based on each leg's specified speed). Note water depths for each leg.				
3.	. Begin navigation exercise at 1 st waypoint, at specified speed (start stopwatch)				
4.	Pilot facility toward the turn point using boat's compass, speed-engine RPM curve and stopwatch. Check soundings concur with predicted depths. Adjust throttles for speed specified for track leg.				
5.					
6.	Turn on time to maintain to	rackline. (update stopwatch)			
7.	Repeat steps 4 through 6 u	ntil voyage is complete.			
Mei	-	Date			
Cor	nments				



TASK COXN-05-05-AUX: Obtain a Visual Fix

References Conditions		a. Boat Crew Handbook – Navigation and Piloting, BCH16114.3 (series)b. The American Practical Navigator	
		Performed underway in fair weather, in calm, or moderate seas. The mentor will provide the trainee with at least three visual objects from which to determine compass bearings. Bearing may be determined using either a hand bearing compass or by sighting over the boat' navigational compass. A nautical chart covering the operating area, pencil and paper, parallel rules/plotter, and a deviation table are necessary to perform task. Trainee must accomplish task without prompting or use of a reference.	
Sta	ndards	In response to the mentor, the trainee must show proficiency in correctly obtain a visual fix on a chart.	ning and plottin
		Performance Criteria	Completed (Initials)
1.	. Obtained compass course and selected objects from which to determine magnetic bearings for plotting from the mentor.		
2.	Plotted the compass course and labeled "course" along the top of the line and "speed" below it.		
3.	Determined the compass bearing of the first object.		
4.	Converted the compass bearing to magnetic bearing.		
5.	Repeat steps 3 and 4 for remaining objects.		
6.	Plotted the magnetic bearing of both objects on the chart, labeled the bearings with the time along the top of the lines and bearing below the lines.		
7.	Labeled the fix where the Lines of Position (LOPs) intersect with a dot enclosed by a circle with the time followed with the letters "VIS FIX" to the side of the circle at an angle clear of the course line.		
8.	Verified depth by fathomet	er/depth sounder.	
	Mentor Date		
C 01			



TASK COXN-05-06-AUX: Pilot a Boat Using "Seaman's Eye"

Ref	erences	c. Coas	Crew Handbook – Navigation and Piloting, BCH16114.3 (series) t Guard Navigation Standards Manual, COMDTINST M3530.2 (serie American Practical Navigator	s)
Conditions		Task must be performed while underway, day and night, in calm weather conditions. Task should be run over a course provided by the mentor of at least 3 NM and containing at least 8 course changes, using only a local chart of the area, local knowledge of the area, aids to navigation, terrestrial landmarks, and "Seaman's Eye. Depth sounder should be checked frequently. Visibility must be at least 1 NM. Trainee must accomplish the task without prompting or use of a reference.		
Standards		Courses must be steered directly without wandering or requiring any stopping or back tracking in order to stay on course or within any channels. At no time may the boat or crew be put in danger.		
			Performance Criteria	Completed (Initials)
1.	. Plot and label trackline based on mentor provided positions, noting charted features, e.g., ATON, visual terrestrial ranges, RADAR terrestrial ranges, depths, depth curves, etc.			
2.	2. Clear the pier and start boat on course.			
3.	3. Identify terrestrial landmark or aids to navigation to be used to steer to first turn point.			
4.	Steer boat directly to first turn point			
5.	5. Turn boat upon reaching first turn point.			
6.	6. Identify terrestrial landmark or aids to navigation to be used to steer to second turn point.			
7.	7. Steer boat directly to next turn point.			
8.	3. Repeat steps 5 through 7 until voyage is complete.			
Mei	ntor		Date	
Con	nments			



TASK COXN-05-07-AUX: Operate the GPS/DGPS

NOTE &	Task MAY BE DEFI	Task MAY BE DEFFERED by DIRAUX if no installed GPS/DGPS.		
Conditions		Task should be performed at any time, ashore, at the dock, or underway, using only the installed GPS/DGPS. Trainee must accomplish task without prompting. Use of a reference is allowed.		
Standards	In response to the men	ntor, the trainee must, without error, perform the	ne steps listed below.	
	Performa	ance Criteria	Completed (Initials)	
1. State the use of all unit	t display controls.			
2. Energize GPS/DGPS u	ınit.			
Adjust screen for daytime and nighttime viewing.				
Determine signal status, using satellite monitor display.				
5. Demonstrate the follow	wing functions as equipped:			
a. Waypoint/Routes				
b. Event				
c. Position				
d. Route				
6. Enter setup menu and	ensure the following are cor	rect:		
a. Map datum	d.	DGPS selected, if installed		
b. Variation	e.	Date		
c. Time	f.	Units of measurement for AOR		
Mentor			Date	
Comments				



TASK COXN-05-08-AUX: Pilot a Boat Using GPS/DGPS

NOTE &	Task MAY BE DEFFERED by DIRAUX if no installed GPS/DGPS.			
References	a. Boat Crew Handbook – Navigation and Piloting, BCH16114.3 (series) b. Coast Guard Navigation Standards Manual, COMDTINST M3530.2 (series) c. GPS/DGPS Operator's Manual d. The American Practical Navigator Task must be performed onboard the Auxiliary facility while underway, day or night, under calm weather conditions. Task must be run over a course provided by the mentor of at least 3 NM and containing at least 3 course changes, using only the installed GPS/DGPS, fathometer/depth sounder a stopwatch or clock, navigation kit, and local charts of the area. Trainee must accomplish the task without prompting or use of a reference.			
Conditions				
Standards	The boat must remain within 1 / 10 of a nautical mile of the intended course. All turns must be made within 100 yards of the turn point. All chart plotting should be accomplished using proper notation and symbols. The mentor should verify positions and speeds using the available navigational instruments.			
	Performance Criteria	Completed (Initials)		
1. Activate the GPS/DGPS.				
2. Enter and name waypoints into the GPS/DGPS.				
3. Insert waypoints into a route.				
4. Clear boat from pier and start on course.				
5. Determine boat's speed usin	5. Determine boat's speed using the GPS/DGPS, stopwatch, or clock.			
6. Conn boat directly to first to	ırn point.			
7. Verified all positions by usi	. Verified all positions by using the fathometer/depth sounder, if available.			
8. Continue until voyage is con	mplete.			
Mentor Date Comments				



TASK COXN-05-09-AUX: Pilot a Boat Using Electronic Charting System (Automated Navigation) (If Equipped)

References	 a. Boat Crew Нападоок - Navigation and Piloting, BCH 16114.3 (series) b. Coast Guard Navigation Standards Manual, COMDTINST M3530.2 (see c. Electronics Operator Manual's 	ries)		
Conditions Task must be performed onboard the Auxiliary facility while underway, of calm weather conditions. Task must be run over a course provided by the run NM and containing at least 3 course changes (of 10° or more), using the instruction radar, charting system, fathometer/ depth sounder, compass, a stopwatch of kit, and appropriate charts of the AOR. Trainee must accomplish the task with use of a reference		mentor of at least 3 stalled GPS/DGPS, r clock, navigation		
Standards	The boat must remain within ^{1/10} of a nautical mile of the intended course, made within 100 yards of the turn point. Times must be within one minute (the estimated time of turns. Course must be completed within 5 minutes (plu ETA and 100 yards of the final destination. Two or more verbal navigation re on legs of at least 1 NM. The mentor should verify positions and speeds us navigational instruments.	plus or minus) of s or minus) of the ports are required		
	Performance Criteria	Completed (Initials)		
1. Given mentor prov	ided waypoints and planned speeds, plot and label trackline.			
2. Enter waypoints in	to navigation and create route.			
3. Verify system navi	gation calculations against chart work.			
4. Assign helmsman and lookout.				
5. Activate route.				
6. Begin navigation exercise at 1st waypoint, at planned speed.				
7. Pilot facility toward the turn point using system navigation data, visual and radar information (use all means available-do not over rely on the electronic charting system.) to make good estimated times. Adjust navigation plan and update remaining ETAs as needed due to traffic, safe speed, sea conditions, etc.				
	situation to crew (i.e., distance left/right of track, time to go to turn, nearest hazard to below keel, recommended course) at least once each leg.			
9. Turn on-time to ma	aintain trackline.			
10. Repeat steps 8 thou	ngh 10 until voyage is complete.			
11. Make two or more	navigation reports on each leg over 1 NM.			
12. Steer boat directly	to each turn point using proper helm commands.			
13.Continue until voya	age is complete.			
Mentor	Date			
Comments				



TASK COXN-05-10-AUX: Determine the Location of a Boat Using Radar Ranges and Bearings (If Equipped)

References		a. Boat Crew Handbook – Navigation and Piloting, BCH16114.3 (series)			
		b. Coast Guard Navigation Standards Manual, COMDTINST M3530.2 (series)			
		c. Radar Operator's Manual			
		d. The American Practical Navigator			
Conditions		Task must be performed while underway, in calm to moderate weather, using only the installed radar, compass, fathometer/depth sounder, navigation kit, and charts found on the boat. The charts used should be harbor charts or some other larger scale charts (no smaller than 1:80,000). Trainee must accomplish the task without prompting or use of a reference.			
Standards		All fixed positions must be accurate to within one-tenth of a nautical mile using three All plotting on charts should be done using proper chart notation and symbols. should be verified by taking a simultaneous sounding using the fathometer/depth and the statement of the statem	All locations		
Performance Criteria Complete (Initials					
1.	Activate and properly tune	radar set.			
2.	Identify prominent charted	radar objects that provide good separation.			
3.	Sequence the RADAR LOPS to minimize effect of boat speed on position accuracy.				
4.	. Determine position of the boat within standards while underway, but with no way-on.				
5.	Determine position of the b	oat within standards while underway at slow speed.			
6.	Verify all positions by utilizing the fathometer/depth sounder to check the soundings. (if equipped).				
Mentor Date					
Cor	nments				



TASK COXN-05-11-AUX: Determine Course To Steer And Speed Over Ground (SOG) Allowing For Set And References Boat Crew Handbook - Navigation and Piloting, BCH 16114.3 (series) a. b. Coast Guard Navigation Standards Manual, COMDTINST M3530.2 (series) The American Practical Navigator c. **Conditions** Performed both ashore and while underway. The underway portion will be performed in daylight in fair weather conditions, in calm or moderate seas. The mentor will provide the trainee with intended course and designated speed for the boat. Navigational tools, chart, and appropriate volume of the Tidal Current Tables will be required. Standards In response to the mentor, the trainee must plot the current triangle on the chart's compass rose. True direction must be used for plotting the current. The intended course, current direction, and course to steer must be plotted within three degrees. Speed will be determined to the nearest tenth of a knot. After determination of a true course to steer, convert to compass course for small boat navigation and state the basic concepts related to navigation as outlined in the steps below. Completed Performance Criteria (Initials) Defined the terms set and drift associated with current. Stated the causes of set and drift. Stated the three vectors represented by the current triangle. Obtained the intended course and designated speed of the boat from the mentor. Used the center of the compass rose as departure point, drew boat's intended course through the center of the compass rose. Made this line indefinite in length. This is the desired course and speed vector. Obtained from the Tidal Current Table the true direction and speed of the current. Drew line for true direction of the current from the center of the compass rose; made line the length of the current's speed (one knot is equal to one nautical mile) and placed an arrowhead at the outer end of the line. This is the set and drift vector. Measurement can be made with dividers either from the nautical mile or latitude scale on the chart. Used dividers to measure the designated speed of the boat along the desired course line drawn in STEP #6. Placed a small arrowhead at this point and a drew small circle around it. Drew a straight line to connect the arrow point of the direction and speed of current, (set and drift vector).

Mentor	Date	
Comments		

This line is the course to steer and speed over ground (SOG) needed to achieve the desired course and

speed. Measured the length of this line to obtain boat speed to run.

Converted true course to compass course navigation.



TASK COXN-05-12-AUX: River Sailing, (Locks, Dams and Flood Warnings), And Pass Through A Lock

NC	JIE &♥	Task MAY BE WAIVED by DIRAUX.	
Refe	erences	a. Boat Crew Handbook - Navigation and Piloting, BCH 16114.3 (series)	
Con	ditions	Performed underway in calm wind and sea conditions, during the daylight accomplish task without prompting or use of a reference.	. Trainee must
Star	ndards	In response to the mentor, the trainee must show knowledge of locks, dams, and and operate the facility through a lock.	flood warnings
		Performance Criteria	Completed (Initials)
1.	Stated understanding of loc	eks and dams construction and operation.	
2.	Stated understanding of loc	cking procedures and signals.	
	a. Stated Lock Master's	authority.	
	b. Stated lock priority for	r pleasure craft.	
	c. Identified and used pro	oper radio frequency guarded by the Lock Master.	
	d. Followed sound and li	ight signals at the locks.	
3.	Directed crew to rig fender	s, break out mooring lines, and tend while passing through the lock.	
4.	Stated understanding of saf	fety considerations navigating around dams.	
5.	Stated understanding of flo	od warnings.	
Mer	ntor	Date	
Con	nments		



Section F. Search and Rescue (SAR)

Introduction

The following are objectives of Division Six:

- (01) **Demonstrate** knowledge of SAR organization and responsibility.
- (02) **Demonstrate** knowledge of SAR fundamentals.
- (03) **Demonstrate** the ability to plot and execute commonly used search patterns.

In this Section

This Section contains the following tasks:

Task Number	Task	See Page
COXN-06-01-AUX	Organization and Responsibility	3-46
COXN-06-02-AUX	Legal Aspects and USCG Policy	3-47
COXN-06-03-AUX	State The Basic Concepts Related To Search Planning	3-48
COXN-06-04-AUX	Plot the Following Search Patterns: Expanding Square (SS), Sector (VS)	3-49
COXN-06-05-AUX	Plot the Following Search Patterns: Parallel (PS), Creeping Line (CS), Track Line Non-Return (TSN), and Track Line Return (TSR)	3-50
COXN-06-06-AUX	Execute A Search Pattern	3-51
COXN-06-07-AUX	Obtain Distress Information And Pass To The Controlling Shore Unit	3-52



TASK COXN-06-01-AUX: Organization and Responsibility

References		a. U.S. Coast Guard Addendum to the United States National Search and (NSS) to the International Aeronautical and Maritime Search at (IAMSAR), COMDTINST M16130.2 (series)	1 1	
Cor	nditions	Task should be performed at any time ashore, at the dock, or underway. Train the task without prompting or use of a reference.	nee must accomplish	
Sta	ndards	In response to the mentor, the trainee must, without error, state the basic concepts related to organization and responsibility as outlined in the steps listed below.		
		Performance Criteria	Completed (Initials)	
1.	State the four primary geog	raphic divisions of responsibility for U.S. SAR.		
2.	State the two geographic ar	eas of Coast Guard responsibility for SAR.		
3.	State the three general obje	ctives that provide guidance for the SAR program.		
4.	State the two SAR program	goals.		
	ntor nments	Date		



TASK COVN 06 02 AUV. Logal Asn

TA	SK COXN-06-02-AUX:	Leg	al Aspects and USCG Policy	
Ref	erences	a.	District SOP	
		b.	U.S. Coast Guard Addendum to the United States National Search and Res (NSS) to the International Aeronautical and Maritime Search and I (IAMSAR), COMDTINST M16130.2 (series)	
Coı	Conditions Task should be performed at any time onboard an Auxiliary facility. Trainee muthe task without prompting or use of a reference.		nust accomplish	
Sta	ndards		esponse to the mentor, the trainee must, without error, state the basic concepts ects and USCG policy as outlined in the steps listed below.	related to legal
			Performance Criteria	Completed (Initials)
1.	State an understanding of the	he sta	tutory authority for the SAR program.	
2.	State an understanding of "	SAR	agreements".	
3.	Defined the Distress emerg a. Uncertainty b. Alert c. Distress	ency	phase of a SAR case.	
4.	Stated actions Auxiliarists	can ta	ske in cases determined to be in the Distress emergency phase.	
5.	State which distress beacon	1 the	CG endorses.	
6.	State the response policy for	or dis	tress beacons.	
7.	State the response policy for	or flai	e incidents.	
8.	State the definition of a fals	se ala	rm.	
9.	State the definition of a hos	ax.		
10.	Defined a non-distress case	: .		
11.	Stated actions Auxiliarists	can ta	ske in cases determined to be non-distress.	
12.			licy for "come upons" and what actions coxswain would perform with a n the Coast Guard, is found.	
13.	State an understanding of the SAR operations.	he CO	6 Maritime SAR Assistance policy and described how it relates to Auxiliary	
14.	State an understanding of the could engage.	he CO	General Salvage policy other than towing and when Auxiliary facility	
15.	State an understanding of C	CG fii	efighting activities.	
16.	State an understanding of the	he po	licy for persons trapped in capsized vessels.	
17.	State an understanding of the	he Di	strict SAR policy on the above topics.	
	ntor mments		Date	



TASK COXN-06-03-AUX: State The Basic Concepts Related To Search Planning

References		a. Coast Guard Institute SAR Fundamentals Course 0431	
		b. U.S. Coast Guard Addendum to the United States Nationa (NSS) to the International Aeronautical and Maritim (IAMSAR), COMDTINST M16130.2 (series)	
Co	nditions	Performed at any time ashore, at the dock, or underway. Train prompting or use of a reference.	ee must accomplish task without
Sta	ndards	In response to the mentor, the trainee must state the basic concep in the steps below.	ts related to searching as outlined
		Performance Criteria	Completed (Initials)
1.	Defined datum.		
2.	Defined commence sear	rch point (CSP).	
3.	Defined corner point sea	arch area description.	
4.	Defined center point sea	urch area description.	
5.	Defined boundary method	od search area description.	
6.	Defined track spacing (TS).	
7.	Stated items included or	n a pre-search check list.	
8.	conditions in which they a. Initial Response Se b. Expanding Square (c. Sector Search (VS) d. Parallel Search (PS e. Creeping Line Sear f. Trackline Single-Us	(SS)) rch (CS) nit Return (TSR) nit Non-Return (TSN)	ed the
Me	ntor		Date
Co	mments		



NOTE &

Tasks COX-06-04-AUX and COX-06-05-AUX cover the plotting of six search patterns. The trainee will select three and plot three of these patterns, based on appropriateness of the patterns for the type of facility and the needs of the operating area.

TASK COXN-06-04-AUX: Plot the Following Search Patterns: Expanding Square (SS), Sector (VS)

References Coast Guard Institute SAR Fundamentals Course 0431 U.S. Coast Guard Addendum to the United States National Search and Rescue Supplement (NSS) to the International Aeronautical and Maritime Search and Rescue Manual (IAMSAR), COMDTINST M16130.2 (series) Task should be performed at any time ashore. Mentor will provide the trainee with a Search Conditions Action Plan, including area description, pattern description, commence search point (CSP), track spacing, major axis, minor axis, and search speed. Trainee must accomplish the task without prompting or use of a reference. Standards Commence search point must be accurate to within 100 yards, track lines must be within 3°, and times to run within 60 seconds.

	Performance Criteria	Completed (Initials)	
1.	Lay out search pattern correctly on chart with CSP in the proper location and orient the first leg in the correct direction for each pattern.		
2.	Calculate run time for each search leg.		
3.	Calculate time to complete each designated pattern.		
Mentor Date			

3. Calculate time to complete each designated pattern.		
Mentor	Date	
Comments		



TASK COXN-06-05-AUX: Plot the Following Search Patterns: Parallel (PS), Creeping Line (CS), Track Line Non-Return (TSN), and Track Line Return (TSR)

References	a. Coast Guard Institute SAR Fundamentals Course 0431	
	b. U.S. Coast Guard Addendum to the United States National Search and Rese(NSS) to the International Aeronautical and Maritime Search and I (IAMSAR), COMDTINST M16130.2 (series)	1 1
Conditions Task should be performed at any time ashore. Mentor will p Action Plan, including area description, pattern description, cor spacing, major axis, minor axis, and search speed. Trainee n prompting or use of a reference.		int (CSP), track
Standards	Commence search point must be accurate to within 100 yards, track lines must b times to run within 60 seconds.	e within 3°, and
	Performance Criteria	Completed (Initials)
Lay out search pattern correct direction for each pattern.	ectly on chart with CSP in the proper location and orient the first leg in the attern.	
2. Calculate time to complete	the search and time to turn for each search leg for the designated pattern.	
Mentor	Date	
Comments		



TASK COXN-06-06-AUX: Execute A Search Pattern

Ref	erences		Coast Guard Institute SAR Fundamentals Course 0431	
		b.	U.S. Coast Guard Addendum to the United States National Search and Resc (NSS) to the International Aeronautical and Maritime Search and R (IAMSAR), COMDTINST M16130.2 (series)	1 1
Conditions Standards		equ pres desc	inee will be given an Auxiliary facility with operational GPS, radar, radio ipped) chart of the operating area (if available), and a certified crew of scribed limitations. Mentor will provide the trainee with a Search Action Plan. cription, pattern description, CSP, track spacing and search speed. Task will le underway, day or night, in calm to moderate weather.	erating within including area
		The trainee must determine new datum as necessary. The facility shall commence search pattern within 100 yards of CSP. The pattern will be run for a minimum of five legs (SS, PS, or CS) or to completion (VS, TSR or TSN). All turn points must be determined using the most accurate method available to the boat. The search pattern shall be completed within 5 minutes of the calculated completion time.		
			Performance Criteria	Completed (Initials)
1.	Brief crew on mission.			
2.	Arrive within 100 yards of	plotte	ed CSP.	
3.	Determined new datum (if	neces	sary).	
4.	Deploy datum marker buoy	at C	SP. (if necessary).	
5.	Advise SMC of on-scene w	eathe	er and start time of pattern.	
6.	Determine and state ETA o	f Sea	rch Pattern	
7.	Execute Search Pattern.			
8.	State speed over ground (Se	OG).		
9.	Use fathometer/depth sound	der (i	f equipped) to verify depth.	
10.	Navigate boat in accordance	e witl	h rules of the road.	
11.	Identify and Use aids to na	vigati	on.	
12.	Use illumination without co	ompro	omising night vision, if task is conducted at night.	
13.	Advise SMC of completion	time	of pattern. Pass final position of datum (if applicable).	
Mei	ntor		Date	
Cor	nments			



TASK COXN-06-07-AUX: Obtain Distress Information And Pass To The Controlling Shore Unit

Ref	eren	ces	a.	Telecommunications Manual, COMDTINST M2000.3 (series)	
			b.	Radiotelephone Manual, COMDTINST M2300.7 (series)	
			c.	U.S. Coast Guard Addendum to the United States National Search and Rese (NSS) to the International Aeronautical and Maritime Search and F (IAMSAR), COMDTINST M16130.2 (series)	
Co	Performed underway, dock side or ashore. The Mentor will simulate a call f distress. The trainee will obtain necessary information from the distressed boat.				
Sta	ndar	ds	rad	response to the mentor, the trainee must receive and transmit message traff to telephone procedures, including prowords and phonetic alphabet, and idearess/safety call signals and their frequencies.	
				Performance Criteria	Completed (Initials)
1.	Ide	ntified the voice distres	s/safe	ty call signals and their broadcast frequency:	
	a.	MAYDAY, MAYDA	Y, M	AYDAY – Channel 16 (156.8MHZ) or 2182KHZ	
	b.	PAN PAN, PAN PAN	N, PA	N PAN – Channel 16 or 2182 KHZ	
	c.			ECURITE – Channel 16 or 2182 KHZ with brief message, then shift to or 2670 KHZ to transmit full message.	
2.	Ma	de initial contact with t	he dis	tressed boat on Channel 16 VHF.	
3.	Did	not change frequency	unles	it was necessary.	
4.	Rec	uested additional infor	matio	n that may not have been passed during initial MAYDAY transmission:	
	a.	Name of distressed be	oat.		
	b.	Disabled boat's positi	on.		
	c.	Nature of emergency			
	d.	Assistance required.			
	e.			(POB) and their medical condition.	
	f.	-		unt of time boat can stay afloat if sinking.	
	g.	Emergency equipmer			
	h.	On scene weather and			
5.		_		traffic to the distressed boat broadcasting a MAYDAY:	
	a. b.	Name/Number of dis		iary Vessel (vessel ID)"	
	c.	Received MAYDAY		iary vesser (vesser ib)	
	d.	Allowed short period receipt.	of tin	ne after acknowledging MAYDAY for other stations to acknowledge	
6.		vised distressed boat to omplished.	have	all persons onboard put on life jackets, (PFDs), and to confirm this has been	
7.	Pas	sed your position and e	stima	ted time of arrival (ETA) on scene to distressed boat.	
8.	Kep	t distressed boat inform	ned o	search and rescue effort and set a continuous radio guard.	
9.	Rel	ayed information to the	cont	olling shore unit as soon as possible.	
Me	ntor			Date	
Co	mme	nts			



Section G. Rescue and Assistance

Introduction

The following are objectives of Division Seven:

- (01) **Demonstrate** the ability to safely recover a Person in the Water (PIW).
- (02) **Demonstrate** the ability to deliver personnel or equipment to vessels in distress.
- (03) **Demonstrate** the knowledge and ability to transfer personnel safely between different boats.
- (04) **Demonstrate** the knowledge and ability to respond to a Basic Engineering Casualty Control Exercise (BECCE).

In this Section

This Section contains the following tasks:

Task Number	Task	See Page
COXN-07-01-AUX	Recover a Person from the Water Using the Direct Pickup Method	3-54
COXN-07-02-AUX	Maneuver the Boat Alongside or in Close Proximity of a Burning Boat to Transfer Personnel	3-55
COXN-07-03-AUX	Demonstrate the Appropriate Responses to the Applicable Basic Engineering Casualty Control Exercises (BECCE)	3-56



TASK COXN-07-01-AUX: Recover a Person from the Water Using the Direct Pickup Method

W	ARNING 💖	UNDER NO CIRCUMSANCES SHOULD A PERSON BE PLACED IN THI	E WATER.
Reference Conditions		a. Boat Crew Handbook - Boat Operations, BCH 16114.1 (series)	
		Given an Auxiliary facility and a certified crew operating within prescribed limitations, trainee will pick up life-like dummy (Oscar), fender, or some other floating object from the water. Task will be performed while underway, day and night, in fair weather conditions and calm seas. Trainee must accomplish the task without prompting or use of a reference.	
Standards		In response to the mentor, after alarm is sounded, the trainee must recover the simulated PIW. The pick-up should be completed within three minutes. Boat's engine(s) must be in neutral when the PIW is alongside. The pick-up must be conducted in a manner so as not to endanger the safety of the crew or PIW. Trainee should be able to do the task on the first attempt without extensive maneuvering.	
		Performance Criteria	Completed (Initials)
1.	Coxswain receives repo	rt of MOB.	
2.	Boat comes about towar	rd the side from which the MOB fell or in a safe manner.	
3.	Pointer is assigned and	positioned, and Coxswain is informed of MOB's position.	
4.	Depress MOB button or	the GPS/DGPS or save waypoint, (if equipped).	
5.	Brief crew on pickup.		
6.	Determined set and drift	t for approach based on prevailing weather (predominant forces).	
7.	Base approach to MOB	on prevailing weather conditions.	
8.	Maneuvered alongside	PIW.	
9.	Placed engine(s) in neut	tral when PIW was abeam of the boat.	
10.	Directed pickup man to	recover the PIW at the boat's lowest freeboard.	
11.	Recover MOB within 3 minutes.		
12.	Notified the controlling	authority of PIW's	
Mer	ntor	Date	
Con	nments		



TASK COXN-07-02-AUX: Maneuver the Boat Alongside or in Close Proximity of a Burning Boat to Transfer Personnel

References

- a. Boat Crew Handbook Seamanship Fundamentals, BCH 16114.4 (series)
- b. U.S. Coast Guard Addendum to the United States National Search and Rescue Supplement (NSS) to the International Aeronautical and Maritime Search and Rescue Manual (IAMSAR), COMDTINST M16130.2 (series)

Conditions

Given an Auxiliary facility, a certified crew operating within prescribed parameters, and another boat with a simulated fire onboard, trainee will transfer personnel from the distressed boat by direct personnel transfer or person in water (victim) recovery. Task will be performed while underway, during daylight hours, in fair weather conditions and calm seas.

WARNING 💖

Actual placement of crewmembers in the water is not authorized. Can be simulated using a life-like dummy (Oscar), fender, or some other floating object.

NOTE &

Per reference (a), generally, Coast Guard personnel shall not engage in independent firefighting operations except to save a life or in the early stages of a fire, where they may avert a significant threat without undue risk.

Standards

Task must be completed without placing the personnel of either boat in danger. Task should be performed in a controlled manner and without unnecessary maneuvering.

	Performance Criteria			
1.	Approach distressed boat from upwind if conditions permit.			
2.	Established communications with disabled boat and determined: a. Number of persons on board. b. Any persons already in the water. c. Any injuries or other medical conditions.			
	d. Instructed persons on board to don life jackets.			
3.	Based on current conditions and risks, determine recovery methods.			
4.	Brief crew and assign duties.			
5.	Brief distressed boats crew on intentions, recovery methods.			
6.	Prepare MOB recovery equipment as needed.			
7.	Make approach on distressed boat, if direct transfer method is used, keeping enough contact between boats to safely transfer personnel but minimizing exposure to heat or smoke, ensure a crewmember is in place to receive passengers and direct them to safety when onboard.			
8.	If an in-water recovery is the safest method, direct distressed vessels crew where and when to enter water insuring PFD'S are worn or floatation material "ring buoy, fenders, spare life jackets are made available.			
9.	Rescue any persons in extremis and address medical needs.			
10.	Keep SMC advised of status, including injuries and location and condition of distressed boat.			
N	Mentor Date			



TASK COXN-07-03-AUX: Demonstrate the Appropriate Responses to the Applicable Basic Engineering Casualty Control Exercises (BECCE)

WARNING 💖

Boat operators shall pause briefly at the neutral position when shifting between ahead to astern or astern to ahead propulsion. Skipping this step may cause the engines to shut down and lose propulsion and damage the lower units.

Reference a. None

Conditions Task should be performed at any time, onboard an Auxiliary facility. Trainee must accomplish

task without prompting or use of a reference.

Standards In response to the mentor, the trainee must, without error, demonstrate the steps taken for each

of the BECCEs listed.

		BECCE	Completed (Initials)
1.	. Outboard Engine Fire:		
	a.	Reduce engine RPM on engine(s) and place in neutral.	
	b.	Notify crew of casualty.	
	c.	Secure engine(s).	
	d.	Verify current position, depth of water, evaluated situation, and informed controlling authority of situation and location, and stated the importance of keeping the controlling authority updated.	
	e.	Secure fuel to engine(s).	
	f.	Combat fire using portable fire extinguisher.	
	g.	Anchor made ready.	
	h.	Establish a fire watch, with portable fire extinguisher (if fire is extinguished).	
	i.	Notify controlling authority for tow or other assistance.	
	j.	Continue to reevaluate Risk Management.	
2.	Fin	re in the Engine Room:	
	a.	Reduce engine RPM on engine(s) and place in neutral.	
	b.	Notify crew of casualty.	
	c.	Secure engine(s).	
	d.	Verify current position, depth of water, evaluated situation, and informed controlling authority of situation and location, and stated the importance of keeping the controlling authority updated.	
	e.	Secure fuel to engine(s).	
	f.	Verify no crewmembers are in the compartment.	
	g.	Combat fire in engine compartment using fixed fire suppression system, if installed, if no system installed, combat fire using portable fire extinguisher.	
	h.	Anchor made ready.	
	i.	Establish a fire watch, with portable fire extinguisher (if fire is extinguished).	
	j.	Notify controlling authority for tow or other assistance.	
	k.	Continue to reevaluate Risk Management.	



3.	3. Engine Will Not Start:		
	a.	Anchor made ready.	
	b.	Informed controlling authority of situation and location, and stated the importance of keeping the controlling authority updated.	
	c.	Described the causes if engine fails to turn over.	
	d.	Stated corrective action to take when the engine fails to turn over.	
	e.	Described the causes if engine turns over but fails to start.	
	f.	State the corrective action to take if the engine turns over but fails to start.	
4.	Los	ss Of Electrical Power:	
	a.	Anchor made ready.	
	b.	Informed controlling authority of situation and location, and stated the importance of keeping the controlling authority updated on situation.	
	c.	Described the causes for loss of electrical power.	
	d.	State the corrective action to take for a loss of electrical power.	
5.	Gr	ounding:	
	a.	Stated that boat's engine(s) should be secured.	
	b.	Stated initial evaluation steps:	
		Checked personnel for injuries.	
		Ensured boat not taking on water	
		Notified controlling unit.	
		Took soundings around boat.	
	c.	Described the pros and cons of refloating using the following methods:	
		Backing straight off.	
		Redistribution of weight.	
		Kedging.	
	d.	Described the action to take if you cannot refloat boat:	
		Set anchor(s) to prevent boat from being pushed further aground.	
		Set up communications schedule with controlling unit.	
<u> </u>		·	
Me	ntor	Date	
Comments		nts	



Section H. Towing and Salvage

Introduction

The following are objectives of Division Eight:

- (01) **Define** and **state** the static and dynamic forces that come into play during various towing evolutions.
- (02) **Demonstrate** the procedures used when preparing to take a boat in tow.
- (03) **Demonstrate** the procedures for inspecting both fixed and running towing gear.
- (04) **Demonstrate** the procedures for taking a boat in tow using different approaches.

In this Section

This Section contains the following tasks:

Task Number	Task	See Page
COXN-08-01-AUX	State General Towing Safety Precautions	3-59
COXN-08-02-AUX	State the Principal Forces that Affect Boat Towing	3-60
COXN-08-03-AUX	Inspect the Towline and Associated Hardware	3-61
COXN-08-04-AUX	Make Preparations for Taking a Boat in Tow	3-62
COXN-08-05-AUX	Take a Boat in Stern Tow	3-63
COXN-08-06-AUX	Use a Shackle or Skiff Hook Assembly Connection to Take a Boat in Stern Tow	3-64
COXN-08-07-AUX	Take a Boat in Stern Tow Using a Bridle Connection (If equipped)	3-65
COXN-08-08-AUX	Take a Boat in Alongside Tow from a Stern Tow	3-66
COXN-08-09-AUX	Moor a Disabled Boat in Alongside Tow to a Float or Pier	3-67



TASK COXN-08-01-AUX: State General Towing Safety Precautions

Reference Conditions Standards		a. Boat Crew Handbook - Boat Operations, BCH 16114.1 (series)		
		Performed at any time ashore, at the dock, or underway. Trainee must accomplish task without prompting or use of a reference.		
		In response to the mentor, the trainee must, without error, state the basic policy precautions taken during towing evolutions as outlined in the steps listed below.		
		Performance Criteria	Completed (Initials)	
1.	State the precautions regar	rding removal of personnel from disabled boats.		
2.	State the policy regarding	wearing of PFDs by persons onboard the disabled boats.		
3.	State the precautions regar	rding the throwing of heaving lines.		
4.	State the policy regarding	establishing and maintaining communications.		
5.	State the precautions regar	rding personnel around the towline.		
6.	State the precautions regar	rding the breaking strength of shackles, towlines and bridles used.		
7.	State the precautions regar	rding the towed boat's hull capability, deck fittings and speed.		
8. State the factors which impact the maximum safe towing speed for a vessel.				
Mentor		I	Date	
Cor	nments			



TASK COXN-08-02-AUX: State the Principal Forces that Affect Boat Towing

Reference		ce	a. Boat Crew Handbook - Boat Operations, BCH 16114.1 (series)		
Coı	Conditions		Performed at any time ashore, at the dock, or underway. Trainee must accomplish task without prompting or use of a reference.		
Sta	ndar	ds	In response to the mentor, the trainee must, without error, state the principal towing as outlined in the steps listed below.	forces affecting boat	
			Performance Criteria	Completed (Initials)	
1.		ted causes and effects of when changing the tow	static forces and how to overcome the effect of static force when starting a ting vessel's heading.	ow	
2.	Stat	te the types, causes and	effects of dynamic forces.		
3.	Stat	te the cause of towline s	train.		
4.	Stat	ted cause and effect of sl	hock load and techniques to prevent, counteract, or reduce its effects.		
5.	Stat	ted effect that the follow	ring have on shock load:		
	a.	Reducing towing speed	d.		
	b.	Getting the vessels in s	step.		
	c.	Lengthening the towlin	ne.		
	d.	Setting a course to less	sen the effect of the seas.		
	e.	Deploying a drogue fro	om the towed vessel.		
	f.	Constantly adjusting th	ne towing vessel's speed to match that of the towed vessel.		
6.	Stat	ted the effect different h	ull types have on dynamic forces:		
	a.	Displacement			
	b.	Planning			
	c.	Semi-displacement			
	d.	Multi-hull			
Mentor			Date		
Comments		nts			



TASK COXN-08-03-AUX: Inspect the Towline and Associated Hardware

17	TASK COAN-00-05-AOA. Hispeet the Townie and Associated Hardware				
Reference		a. Boat Crew Handbook - Boat Operations, BCH 16114.1 (series)			
Conditions		Task will be performed dockside during daylight hours. All towlines, bridles, shackles, hooks, and other gear carried aboard the boat and associated with towing will be inspected. Trainee must accomplish the task without prompting or use of a reference.			
Sta	andards	All gear should be inspected in accordance with the above reference and as outlisted below.	lined in the steps		
	Performance Criteria Completed (Initials)				
1.	Inspect the towline and s	tate the warning signs for wear or defective condition.			
2.	Inspect the bridles and state the warning signs for wear or defective condition.				
3.	Inspect shackles and skif	f hook and state the warning signs for defective condition.			
4.	4. Inspect bitts, cleats, chocks, towline and other associated towing gear and state the warning signs for defective condition.				
Mo	Mentor Date				
Co	mments				



TASK COXN-08-04-AUX: Make Preparations for Taking a Boat in Tow

Reference		a. Boat Crew Handbook - Boat Operations, BCH 16114.1 (series)	
Conditions		Task will be performed at any time underway in calm conditions. Trainee must accomplish task without prompting or use of a reference.	
Stai	ndards	Trainee must perform the task without casualty to personnel or boat in accordance listed below. Proper radio procedure and prowords should be used du communications.	
		Performance Criteria	Completed (Initials)
1.	Establish communications	s with disabled boat.	
2.	Determine material condi	tion of the boat to be towed.	
3.	Determine physical condi	tion of the people onboard the boat to be towed.	
4.	Direct people onboard the	boat to be towed to don life preservers.	
5.	Determined the rate of dri	ft and approach to make.	
6.	Briefed crew and assigned	1 duties	
7.	following: a. Hookup procedure b. Line handling c. Safety(approach, past d. Chafing gear fitting and e. Breakaway procedure	to be towed regarding the hookup and towing procedure to be used, including the using of towline and the towing evolution) for towing line or bridle e (steering behind, etc.)	
8.	Towline rigged for passin	g to the disabled vessel.	
9.	Establish communications	s schedule to be followed for the duration of the tow.	
10.	0. Establish backup emergency signal(s).		
11.	1. Ensure that the operator of the distressed boat understands the above procedures.		
Mentor Date Comments		Date	
			-



TASK COXN-08-05-AUX: Take a Boat in Stern Tow

Reference		a. Boat Crew Handbook - Boat Operations, BCH 16114.1 (series) Task will be performed while underway in calm to moderate weather conditions. Two boats are required. The towed vessel must be within the towing vessel's maximum towing capabilities.		
		Performance Criteria	Completed (Initials)	
1.	Brief crew on assigned duti	es.		
2.		ng a boat in tow in accordance with TASK COXN-08-04-AUX, including the ace to attach a line and the rigging of a bridle if one is to be used.		
3.	Maneuver boat onto the sar	ne heading as the disabled boat and stop astern of it.		
4.	Determine boat's relative ra	ate of drift by observing which boat drifts to leeward faster.		
5.	Make approach into predon	ninate weather/seas.		
6.	Keep boat stationed in optim	mal position.		
7.	Ensure crewmember passes	the heaving line to the disabled boat.		
8.	Pay out and tend line away	from boat's propulsion systems.		
9.	Place working turn on tow	bitt after towline is secured on disabled boat.		
10.	Set initial course.			
11.	Pay out appropriate length	of towline.		
12.	Make up tow bitt.			
13.	Adjust scope of towline to j	put towed boat in step.		
14.	Set and maintain tow watch	1.		
15.	Display proper lights and so	ound signals given for the weather conditions present.		
16.	Install chafing gear as need	ed.		
17.	Maintain safe towing speed	l.		
18.	Check status of towed boat.			
Mentor		Date		
Con	nments			



TASK COXN-08-06-AUX: Use a Shackle or Skiff Hook Assembly Connection to Take a Boat in Stern Tow

Reference		a. Boat Crew Handbook - Boat Operations, BCH 16114.1 (series)		
Coi	nditions	Task will be performed while underway for training or towing operations, during daylight, in calm weather conditions. The towed vessel must be within the towing vessel's maximum towing capabilities. Trainee must accomplish the task without prompting or use of a reference.		
Sta	ndards	Trainee must perform the task without casualty to personnel or boat in accordan listed below.	ce with the steps	
		Performance Criteria	Completed (Initials)	
1.	Brief crew on assigned	1 duties.		
2.	Make preparations for	taking a boat in tow in accordance with TASK COXN-08-04-AUX.		
3.	Begin approach from	off the bow and downwind of the disabled boat.		
4.	Maneuver boat to posi	tion in front of the disabled boat.		
5.	Performed station keep	ping in optimal position, close enough to pass the shackle or attach the skiff hook.		
6.	Directed crewmember	to attach shackle or skiff hook to the disabled boat.		
7.	Pay out and tend line a	away from boat's propulsion systems.		
8.	Place working turn on	tow bitt after towline is secured on disabled boat.		
9.	Set initial course.			
10.	Pay out appropriate les	ngth of towline.		
11.	Make up tow bitt.			
12.	Adjust scope of towlin	ne to put towed boat in step.		
13.	Set and maintain tow v	watch.		
14.	Display proper lights a	and sound signals given for the weather conditions present.		
15.	Install chafing gear as	needed.		
16.	Maintain safe towing s	speed.		
17.	Check status of towed	boat.		
Me	ntor	Date		
Coı	nments	· · · · · · · · · · · · · · · · · · ·		



TASK COXN-08-07-AUX: Take a Boat in Stern Tow Using a Bridle Connection(If Equipped)

Reference		a. Boat Crew Handbook - Boat Operations, BCH 16114.1 (series)		
Con	aditions	Task will be performed while underway for training or towing operations, during daylight, in calm weather conditions. The towed vessel must be within the towing vessel's maximum towing capabilities. Trainee must accomplish the task without prompting or use of a reference.		
Stai	ndards	Trainee must perform the task without casualty to personnel or boat in accordan listed below. Towline must be passed on the first pass without resorting to ba with no risk of fouling the towline.		
		Performance Criteria	Completed (Initials)	
1.	Brief crew on assigned dut	ties.		
2.	Make preparations for taki establishment of the best p	ng a boat in tow in accordance with TASK COXN-08-04-AUX including the lace to rig a bridle.		
3.	Maneuver boat onto the sa	me heading as the disabled boat and stop astern of it.		
4.	Determine boat's relative i	rate of drift by observing which boat drifts to leeward faster.		
5.	Make approach into predo	minate weather/seas.		
6.	Keep boat stationed in opt	imal position.		
7.	Ensure crewmember passe	s the heaving line to the disabled boat.		
8.	Pay out and tend line away	from boat's propulsion systems.		
9.	Place working turn on tow	bitt after towline is secured on disabled boat.		
10.	Set initial course.			
11.	Pay out appropriate length	of towline.		
12.	Make up tow bitt.			
13.	Adjust scope of towline to	put boat-towed boat in step.		
14.	Set and maintain tow water	h.		
15.	Display proper lights and s	sound signals given for the weather conditions present.		
16.	Install chafing gear as need	ded.		
17.	7. Maintain safe towing speed.			
18.	Check status of towed boa	t.		
Mei	ntor	Date		
Con	nments			



TASK COXN-08-08-AUX: Take a Boat in Alongside Tow from a Stern Tow

NOTE &		The stern tow can be shifted to an alongside tow by walking the towline forward and using it as the #1 line (bow line). Or the towline may be disconnected after slowing the tow, and a free approach to the disabled boat can be made to take the boat alongside.				
Ref	erence	a. Boat Crew Handbook - Boat Operations, BCH 16114.1 (series)				
Conditions Standards		Task will be performed while underway for training or towing operations, during daylight, in calm weather conditions. The towed vessel must be within the towing vessel's maximum towing capabilities. Trainee must accomplish the task without prompting or use of a reference.				
		In response to the mentor, the trainee must transition from stern tow to alongside tow. All line handling commands must be given and received in a loud/clear voice using proper commands. Trainee must perform the task without casualty to personnel or boat in accordance with the steps listed below. Towline must not be placed near the propulsion systems at any time.				
		Performance Criteria	Completed (Initials)			
1.	Brief crew on assigned dut	ties. Emphasized the necessity for communications between crew and coxswain.				
2.	Brief boat to be towed on J	procedures to be used.				
3.	Prepare deck for alongside a. Rig fenders on approp b. Make alongside lines	priate side of towing boat.				
4.		and shorten tow if needed. Maintain positive control of the tow and keep towline lative position while shortening tow.				
5.	Break down tow bitt (if equipped), haul slack towline aboard, and fake out of the way.					
6.	Drop towline of disabled b	oat or properly execute back-down approach.				
7.	Rig lines for alongside tow	7.				
8.	Moved towline to the #1 li	ne position (bowline) or replaced towline with another line.				
9.	Secured the bowline (#1 li	ne) to forward cleat/bitt.				
10.	Passed and secured tow str boat.	rap (#2 line) to disabled boat ensuring the stern of the boat is aft of the towed				
11.	Directed crew to pass and	establish control of stern line (#4 line).				
12.	Directed crew to pass and	establish control of backing line (#3 line).				
13.	Passed eye of all lines to to	owed boat and working ends used on the facility.				
14.	All other lines adjusted by	vessel gaining headway, taking up slack, and lines secured.				
15.	Energize appropriate navig	gation lights as needed.				
Mer	ntor	Date				
Con	nments					
	-					



TASK COXN-08-09-AUX: Moor a Disabled Boat in Alongside Tow to a Float or Pier

		•			
Reference		a. Boat Crew Handbook - Boat Operations, BCH 16114.1 (series)			
Conditions Standards		Task will be performed while underway for training or towing operations, during daylight, in calm weather conditions. Trainee must accomplish the task without prompting or use of a reference. Trainee must perform the task without casualty to personnel or boat in accordance with the steps listed below. Towline must not be placed near the screws at any time.			
1.	State the expected effects	of the wind and current on the mooring of the boat.			
2.	2. Brief crew on the procedure to be used and assign duties. Emphasized the necessity for communications between crew and coxswain.				
3.	Brief towed boat on moor	ring method, location, and procedures.			
4.	Brief bow pointer and pos	sition in effective location.			
5.	Approach float or pier slo	wly, at an angle.			
6.	Directed crewmember sta	nding on bow to give distances to the pier or float.			
7.	Safely moor boat(s).				
Me	ntor	Date			
Co	Comments				



Section I. Auxiliary Specific Tasks

Introduction

The following are objectives:

- (01) **Demonstrate** the ability to perform various Auxiliary administrative and "command" duties.
- (02) **Demonstrate** competency to perform as an Auxiliary Coxswain on an operational facility.

In this Section

This Section contains the following tasks:

Task Number	Task	See Page
COXN-09-01-AUX	Discuss Auxiliary Patrol Commander's Duties (Waiverable by DIRAUX)	3-69
COXN-09-02-AUX	Complete Administrative Tasks (Reports, Orders, Etc.)	3-70
COXN-09-03-AUX	Complete The Operations Policy Manual and National SAR Plan Open Book Exam	3-71
COXN-09-04-AUX	Perform a Navigation and Piloting Exercise (Day and Night)	3-72
COXN-09-05-AUX	Dockside Oral Exam	3-73
COXN-09-06-AUX	Underway Check Ride	3-74

Comments



TASK COXN-09-01-AUX: Discuss Auxiliary Patrol Commander's Duties

NOTE &		Task MAY BE WAIVED by DIRAUX.			
Ref	erence	a. Boat Crew Handbook - Boat Operations, BCH 16114.1 (series)			
Cor	nditions	Task performed ashore. The mentor will provide the trainee with information ar about a simulated marine parade or regatta.	nd requirements		
Sta	ndards	In response to the mentor, the trainee must discuss the duties and responsibilities of an Auxiliary Patrol Commander (AUXPATCOM) for a marine event.			
		Performance Criteria	Completed (Initials)		
1.	Obtained a copy of the ap	proved application(s), written instructions, or authority for event.			
2.	Obtained and studied any	specific additional instructions.			
3.	Coordinated with sponsor	and law enforcement agencies.			
4.	Established fixed and/or r	noving sectors using given information (course, route, etc.).			
5.	Determined patrol require	ements (boats, radio facilities, crews, etc.)			
6.	Ensured arrangements ma	de for the proper facilities to be available.			
7.	Briefed all parties on their appearance, etc.) and crew	r duties and responsibilities; ensured all boats are in proper trim (flags, signs, neat ws in proper uniform.			
8.	Selected a AUXPATCOM	If vantage point with visibility and mobility in mind.			
9.	Established communication	on frequencies and network.			
10.	Deployed facilities to their	r patrol positions.			
11.	Ensured all debris and spe	ectator boats are clear of the patrol area.			
12.	Monitored and ensured re	ceipt of all casualty reports.			
13.	Dispatched a facility to as	sist as needed or stop event if necessary.			
14.	Ensured area cleared after	completion of the event.			
15.	Completed required after	action reports.			
Mentor Date		•			



TASK COXN-09-02-AUX: Complete Administrative Tasks (Reports, Orders, Etc.)

Reference	a. Auxiliary Operations Policy Manual, COMDTINST M16798.3 (series)	
	c. Various Forms Instructions	
Conditions Task performed anytime. Trainee may use instructions for filling out the forms, and the most current district/area procedures for submitting forms.		must follow
Standards	In response to the mentor, the trainee must demonstrate the ability to prepare and submit form associated with Auxiliary patrols under Coast Guard orders, and the procedures to follow involved in a mishap.	
Performance Criteria Comp (Init		
Demonstrate knowledge of Activity Report-Mission, ANSC 7030.		

	Performance Criteria		
1.	Demonstrate knowledge of Activity Report-Mission, ANSC 7030.		
2.	Prepared ANSC-7034/CG-4612, Auxiliary SAR Incident Report.		
3.	Obtained patrol orders from AUXDATA II, Coast Guard Auxiliary Patrol Order.		
4.	Stated reference sources to follow if involved in a boat mishap.		
5.	Described distribution of the above forms and submission requirements.		
Mentor Date		ate	

Mentor	Date	
Comments		



TASK COXN-09-03-AUX: Complete the Operations Policy Manual and National SAR Plan Open Book Reference Auxiliary Operations Policy Manual, COMDTINST M16798.3 (series) a. U.S. Coast Guard Addendum to the United States National Search and Rescue Supplement (NSS) to the International Aeronautical and Maritime Search and Rescue Manual (IAMSAR), COMDTINST M16130.2 (series) **Conditions** Task performed anytime. Trainee may accomplish task with the use of a reference. Standards The Trainee must have a score of 90% or better. Completed **Performance Criteria** (Initials) Passed the open book Operations Policy Manual and National SAR Plan exam. Mentor Date Comments



TASK COXN-09-04-AUX: Perform a Navigation and Piloting Exercise (Day and Night)

Reference		 a. Boat Crew Handbook – Navigation and Piloting, BCH16114.3 (series) b. Coast Guard Navigation Standards Manual, COMDTINST M3530.2 (series) 				
Conditions		Performed at the dock and underway in calm conditions (and on a clear night for night exercise). The trainee must use crewmembers and available equipment to integrate information and safely navigate the facility. All chart work, including courses, distances, time to run and electronics set up shall be completed prior to getting underway. Trainee must accomplish task without prompting or use of a reference.				
Star	ndards	In response to the mentor, the trainee must perform a navigation and piloting completion of the this task, the nighttime exercise must be performed. A position (given by the mentor), the trainee should plot a course, determine an English underway within 30 minutes of notification.	After receiving			
		Performance Criteria	Completed (Initials)			
1.	Compass course laid out or turns, and ETA established	the chart or enterend into the electronic navigation system, indicating predicted .	Day: Night:			
2.	. Conducted a pre-underway check off and confirmed the facility was within its stated operational limitations to perform the assigned mission.					
3.	. Conducted a pre-underway brief.		Day: Night:			
4.	. Ensure proper PPE.		Day: Night:			
5.	Departed within 30 minutes of notification.		Day: Night:			
6.	Efficiently and safely hand underway.	led the facility and communicated effectively with crewmembers while getting	Day: Night:			
7.	 Piloted by dead reckoning and/or "Seaman's Eye". Considered and adjusted for the effects of: a. Tide b. Currents c. Wind and Weather Conditions d. Navigational Hazards 					
8.						
9.	Properly assigned and utilize	zed crewmembers.	Day: Night:			
10.	Arrived within 10 minutes	of ETA and 500 yards of given position.	Day: Night:			
11.	11. Effective use of Risk management and TCT Day: Nigh					

Mentor		Date
Comments		



TASK COXN-09-05-AUX: Dockside Oral And Written Examination

Reference	a.	Boat Crew Handbook – Boat Operations, BCH16114.1 (series)	
	b.	Boat Crew Handbook - Rescue and Survival Procedures, BCH 16114.2 (seri	es)
	c.	Boat Crew Handbook - Navigation and Piloting, BCH16114.3 (series)	
	d.	Boat Crew Handbook – Seamanship Fundamentals, BCH16114.4 (series)	
	e.	Boat Crew Handbook – First Aid, BCH 16114.5 (series)	
	f.	Auxiliary Operations Policy Manual, COMDTINST M16798.3 (series)	
	g.	District Standard Operating Procedures, Policy Manuals, and other local Inst	structions
Conditions		rformed ashore or aboard a moored facility. Trainee must accomplish tashing or use of a reference.	without
The QI one tas		nee must successfully demonstrate knowledge of qualification tasks selected by will select at least one task from each section $(A - I)$ of the Qualification G of the QE's choice, as outlined by the performance criteria below. The QE is based on additional tasks as required to ensure that the trainee is fully real.	uide, plus may ask
		Performance Criteria	Completed (Initials)
1. Section A, COX-01	-AUX		
2. Section B, COX-02	-AUX		
3. Section C, COX-03	-AUX		
4. Section D, COX-04	-AUX		
5. Section E, COX-05	-AUX		
6. Section F, COX-06	-AUX		
7. Section G, COX-07	-AUX		
8. Section H, COX-08	-AUX		
9. Section I, COX-09	AUX		
10. COXA	UX		
Accomplished:			
Qualification Examiner's Sig	gnature:	Date	
Qualification Examiner's Sig	nature:	Date	
Сол	mments:		
	_		



TASK COXN-09-06-AUX: Underway Checkride

NOTE &

The QE may add tasks to the performance criteria if he/she feels it necessary to evaluate a trainee's readiness for qualification. The addition of any tasks will be reported to Commandant (CG-BSX-12) via the Director of Auxiliary for possible inclusion in future revisions of the program.

Reference

- a. Boat Crew Handbook Boat Operations, BCH16114.1 (series)
- b. Boat Crew Handbook Rescue and Survival Procedures, BCH 16114.2 (series)
- c. Boat Crew Handbook Navigation and Piloting, BCH16114.3 (series)
- d. Boat Crew Handbook Seamanship Fundamentals, BCH16114.4 (series)
- e. Boat Crew Handbook First Aid, BCH 16114.5 (series)
- f. Auxiliary Operations Policy Manual, COMDTINST M16798.3 (series)
- g. District Standard Operating Procedures, Policy Manuals, and other local Instructions

Conditions

Task performed underway on an Auxiliary Facility in calm sea conditions. Trainee must accomplish task without prompting or use of a reference. ALL TASK **must** be satisfactorily completed prior to conducting this underway check ride.

Standards

In response to the QE and being overseen by the Coxswain, the trainee must answer questions on, and perform the below listed evolutions, for the Coxswain position.

(Note 1): For candidate's wanting to be "Night Certified" Performance Criteria #7 and #15 must be part of the check ride conducted at night

	Performance Criteria	Completed (Initials)
1.	Conducted a pre-underway check off and confirmed the facility was within its stated operational limitations to perform the assigned mission.	
2.	Conducted a pre-underway brief. Assessed crewmembers physical capabilities to perform mission, discussed safety issues, such as:	
	a. Wearing of jewelry.	
	b. Risk Management/TCT.	
	c. Effective Communication.	
3.	Ensured use of proper PPE.	
4.	Efficiently and safely handled the facility and communicated effectively with the crew while getting underway.	
5.	Gave proper commands to the helm watch, used navigational charts, aids to navigation, and installed electronic navigation gear.	
6.	Assigned lookout watch(es) and verified the safety of the facility based on the reports made by lookout.	
7.	(Note 1) Responded to a Man-Overboard drill, and safely recovered a simulated PIW.	Day:
		Night:
8.	Demonstrated proficiency and safety during a stern tow, including:	
	a. Making preparations for taking a vessel in tow.	
	b. Communication with crewmembers.	
	c. Towing approach and station keeping.	
	d. Proper speed and towline considered.	
	e. Safety of and communications with personnel on towed boat.	



		Performance Criteria	Completed (Initials)
9.	Demonstrated proficiency and safe	ty during an alongside tow.	
10.	Safely moored a disabled vessel in	tow to a float or a pier.	
11.	Correctly plotted and ran three legs	s of a search pattern designated by the QE.	
12.	Demonstrated proficiency while ar	achoring and weighing anchor.	
13.	Operated boat IAW Navigation Ru	les and Regulations.	
14.	given by the QE. Some or all of the a. Correctly converted from true	-	
	b. Speed, Time, and Distance co	•	
	c. ETA computed within a reaso		
	d. Set and Drift calculated to core. Fixes taken and properly labe	rect course and speed. led to verify facility's position.	
15.		Piloting Exercise TASK COXN-09-04-AUX.	Day:
16.	Kept the controlling unit informed Reports.	of mission operations and conducted scheduled Position and Ops Normal	
17.	Efficiently and safely moored the b	poat.	
18.		ons on policies and procedures. Questions are limited to knowledge tasks, (e.g. engine casualties, SAR organization and responsibilities, mander's duties).	
19.	Discussed and demonstrated know	ledge of filling out and processing required reports.	
Qua Sign Qua	complished: alification Examiner's nature: alification Examiner's	Date Date	
	nature:		
N	OTE &	Comments should be made in detail. Tasks that were not performed to sta specific comments addressing what the deficiencies were and why, and waction must be taken to be successful at the next check ride. Each QE shot the line by the task that was successfully accomplished during the check revaluated and then sign on the "Signature" and "Date" line. A copy of the should accompany the letter for Recommend for Certification, to the Ope Training Officer.	hat corrective ould initial on ride they is task sheet
Coi	mments:		



CHAPTER 3Coxswain Trainee Study Guide

Introduction

This Chapter should be removed and given to the trainee to keep. Its purpose is to provide guidance for the trainee's reading assignments and is not a part of the training record.

The trainee should read the appropriate reading assignment and answer the related questions prior to beginning training in each new task. The mentor should then discuss the trainee's answers to ensure understanding of the subject matter prior to beginning instruction for each new task.

NOTE &

If there is no reading assignment assigned for a specific task, then the task will not have a page number to reference.

In this Chapter

This Chapter contains the following sections:

Section	Title	See Page
A	Reading Assignments – Crew Efficiency Factor	3-77
В	Reading Assignments – Boat Characteristics and Stability	3-78
С	Reading Assignments – Boat Handling	3-79
D	Reading Assignments – Rules of the Road	3-83
Е	Reading Assignments – Boat Piloting and Navigation	3-84
F	Reading Assignments – Search and Rescue (SAR)	3-86
G	Reading Assignments – Rescue and Assistance	3-89
Н	Reading Assignments – Towing and Salvage	3-91
I	Reading Assignments – Auxiliary Specific Tasks	3-94



Section A. Reading Assignments - Crew Efficiency Factors

Introduction	The reading assignment(s) should be read prior to beginning instruction of each
	task.

In this Section This Section contains the following reading assignments:

Task Number	Task Title	Reading Assignment	See Page
COXN-01-01-AUX	Perform Twenty-Eight Hours Underway As Crewmember	None assigned	
COXN-01-02-AUX	Crew Fatigue Standards	Boat Crew Handbook – Boat Operations, BCH16114.1 (series)	3-77
COXN-01-03-AUX	Incident Command System	None assigned	

TASK COXN-01-02-AUX: Crew Fatigue Standards

- 1. The crew fatigue standards are based on a ______ period.
- 2. The maximum crew underway time is _____ hours.



Section B. Reading Assignments - Boat Characteristics and Stability

Introduction	The reading assignment(s) should be read prior to beginning instruction of each
	task.

In this Section This Section contains the following reading assignments:

Task Number	Task Title	Reading Assignment	See Page
COXN-02-01-AUX	State the Operational Characteristics and Limitations of Auxiliary Facility	None Assigned	
COXN-02-02-AUX	State the Geographical Causes of Local Heavy Weather Conditions	None Assigned	
COXN-02-03-AUX	Recognize Warning Signs of An Unstable Vessel	None Assigned	



Section C. Reading Assignments - Boat Handling

Introduction The reading assignment(s) should be read prior to beginning instruction of

each task.

Task Number	Task	Reading Assignment	See Page
COXN-03-01- AUX	State the Forces that Affect Boat Handling	Boat Crew Handbook – Seamanship Fundamentals, BCH16114.4 (series)	3-80
COXN-03-02- AUX	State the Basic Principles of Boat Handling	Boat Crew Handbook – Seamanship Fundamentals, BCH16114.4 (series)	3-80
COXN-03-03-AUX	Complete A Pre-Underway Check- Off For The Facility	None Assigned	3-81
COXN-03-04-AUX	Get the Boat Away from a Pier	Boat Crew Handbook - Boat Operations, BCH 16114.1 (series)	3-81
COXN-03-05-AUX	Trim Tabs (If equipped)	None Assigned	
COXN-03-06-AUX	Come About in a Narrow Channel	Boat Crew Handbook - Boat Operations, BCH 16114.1 (series)	3-81
COXN-03-07-AUX	Operate The Boat And Apply Its Handling Characteristics In Following, Head And Beam Seas	Boat Crew Handbook - Boat Operations, BCH 16114.1 (series))	3-81
COXN-03-08-AUX	Maneuver in Rivers	Boat Crew Handbook – Seamanship Fundamentals, BCH16114.4 (series)	3-81
COXN-03-09-AUX	Determine The Approach To An Object And Station Keep	None Assigned	
COXN-03-10-AUX	Maneuver The Boat Alongside Another Boat With No Way On	Boat Crew Handbook - Boat Operations, BCH 16114.1 (series)	3-82
COXN-03-11-AUX	Moor the Boat	Boat Crew Handbook - Boat Operations, BCH 16114.1 (series)	3-82
COXN-03-12-AUX	Anchor the Boat	Boat Crew Handbook – Seamanship Fundamentals, BCH16114.4 (series)	3-82
COXN-03-13-AUX	Weigh the Boat's Anchor	Boat Crew Handbook – Seamanship Fundamentals, BCH16114.4 (series)	3-82



TASK COXN-03-01-AUX: State the Forces that Affect Boat Handling

1.	A boat has two principle types of stability, and
2.	The center of gravity is fixed for stability and does not shift unless weight is, or
3.	A moment is the force tending to return the boat to an even keel.
4.	The characteristic of a boat depends upon the hull shape.
5.	When a tidal current is going out, it is called the; it will build up a sea when running across a bar.
6.	Currents are movements of water.
7.	When running against the current maneuverability, the closer the current is on the bow.
8.	The direction toward which a current flows is called the
9.	The speed of a current expressed in knots is called the
10.	An eddy is a motion of water in or beside the main current.
11.	Waves are generated as a result of the moving over the water's surface.
12.	Breaking waves are the most kind of waves encountered in boat operations.
13.	The difference between the distance a propeller should advance a boat in one revolution and the distance it actually travels is called
14.	The flow of water caused by the propeller is called current.
TA	SK COXN-03-02-AUX: State the Basic Principles of Boat Handling
1.	On a single screw boat, with sternway on and the rudder amidships, the stern will back to
2.	On a single screw boat, when commencing forward motion with no way on, the side force will throw the stern to
3.	Boats are usually under better control with
4.	High freeboard causes a boat to be susceptible to the of the wind.
5.	The distance the boat will travel after the engine has been disengaged is called .
6.	Whenever possible, for control, approach a dock into the wind and on the side of the dock.
7.	On a twin-screw boat, the starboard screw ishanded and the port screw ishanded.
8.	On a twin-screw boat, with the port screw astern and the starboard screw stopped, the stern will go to
9.	On a twin-screw boat, with the port screw astern and the starboard screw ahead, the boat will pivot in a direction.
10.	On a twin-screw boat, the effects of a leeway can be overcome by increasing the RPMs of the engine.



TASK COXN-03-04-AUX: Get the Boat Away from a Pier

1.	When clearing with a single screw boat and no wind or current, the Coxswain puts the engine ahead with the rudder at amidships, moves ahead slowly, and applies right or left rudder
2.	When clearing with a single screw boat while being set against the dock, and after the stern is clear, the Coxswain should cast off the spring line and shift the rudder.
3.	When clearing with a twin-screw boat, port side to, and no wind or current, go ahead on the starboard engine and on the port with full rudder until the stern clears the dock.
4.	When clearing with a twin-screw boat, starboard side to, while being set against the dock, and after the stern is clear, the spring line is cast off.
TA	SK COXN-03-06-AUX: Come About in a Narrow Channel
1.	The effect of current that causes the boat to veer off from the near bank when traveling in a straight line is called cushion.
2.	The force that has the effect of moving the stern into the bank is called bank
3.	The combined effect of bank cushion and bank suction may cause a boat to veer off toward the bank.
4.	Bank cushion and bank suction are strongest when the bank of a channel is
5.	With a head current, the best position from which to begin a turn is the of the channel.
	With a head current, the best position from which to begin a turn is the of the channel. SK COXN-03-07-AUX: Operate the Boat and Apply Its Handling Characteristics in a Following Sea
TA	SK COXN-03-07-AUX: Operate the Boat and Apply Its Handling Characteristics in a Following Sea
TA	SK COXN-03-07-AUX: Operate the Boat and Apply Its Handling Characteristics in a Following Sea The average sea runs to KTS. If white water is gaining astern, the Coxswain must either gain before the water
1. 2. 3.	SK COXN-03-07-AUX: Operate the Boat and Apply Its Handling Characteristics in a Following Sea The average sea runs to KTS. If white water is gaining astern, the Coxswain must either gain before the water reaches the boat or get the into it with headway.
1. 2. 3.	SK COXN-03-07-AUX: Operate the Boat and Apply Its Handling Characteristics in a Following Sea The average sea runs to KTS. If white water is gaining astern, the Coxswain must either gain before the water reaches the boat or get the into it with headway. With an MLB, the Coxswain should take care to steer any tendency of the stern to slip sideways.
1. 2. 3.	SK COXN-03-07-AUX: Operate the Boat and Apply Its Handling Characteristics in a Following Sea The average sea runs to KTS. If white water is gaining astern, the Coxswain must either gain before the water reaches the boat or get the into it with headway. With an MLB, the Coxswain should take care to steer any tendency of the stern to slip sideways. SK COXN-03-08-AUX: Maneuver in Rivers
1. 2. 3. TA	SK COXN-03-07-AUX: Operate the Boat and Apply Its Handling Characteristics in a Following Sea The average sea runs to KTS. If white water is gaining astern, the Coxswain must either gain before the water reaches the boat or get the into it with headway. With an MLB, the Coxswain should take care to steer any tendency of the stern to slip sideways. SK COXN-03-08-AUX: Maneuver in Rivers Bank cushion occurs only when operating in to the bank.



TA	SK COXN-03-10-AUX: Maneuver the Boat Alongside Another Boat, with No Way-On, and Transfer Personnel
1.	When determining approach, consider prevailing and, location, sizes and density. Discuss your intentions with the other
2.	If going alongside a disabled boat or one that is underway but dead-in-the-water, compare
3.	When approaching a larger boat with a low drift rate, approach from
4.	If approaching aboat, determine if your boat makes a wind shadow that will the other boat's drift.
TA	SK COXN-03-11-AUX: Moor the Boat
1.	If the wind or current is from astern, a spring line is used instead of a bow spring line.
2.	When mooring a single screw boat, with no wind or current, the Coxswain should make his approach using an angle of approximately
3.	When mooring a single screw boat from leeward, against the current, the Coxswain should make his approach using a angle.
4.	When mooring a twin-screw boat, the Coxswain should use as an angle as safely possible.
5.	Wind will cause the bow of the boat to off.
TA	SK COXN-03-12-AUX: Anchor the Boat
1.	When selecting an anchorage, shallow water is preferred because a given amount of line will provide better and reduce the of the circle of swing.
2.	When approaching the anchorage, if possible, head the wind or current.
3.	The scope of the anchor line used should be to times the depth of the water to be anchored in calm water.
4.	When letting go, the anchor line should be tended directly from the
5.	While anchored, keep a posted at all times.
TA	SK COXN-03-13-AUX: Weigh the Boat's Anchor
1.	When approaching the anchor, the slack in the line should be taken up to prevent fouling the screw(s).
2.	When the anchor line is tending, the anchor will normally break free from the bottom.
3.	If the anchor refuses to break free, the line around the forward bitt and go forward a few feet.
4.	If the anchor still won't break free, move slowly in a wide circle to change the of pull.



Section D. Reading Assignments - Rules of the Road

Introduction The reading assignment(s) should be read prior to beginning instruction of each

task.

Task Number	Task Title	Reading Assignment	See Page
COXN-04-01-AUX	Successfully Complete the Navigation Rules of The Road Exam	None assigned	
COXN-04-02-AUX	Execute Commonly Used Sound Signals	None assigned	
COXN-04-03-AUX	Set The Proper Navigation Lights For Common Operational Boat Evolutions	None assigned	



Section E. Reading Assignments – Boat Piloting and Navigation

Introduction The reading assignment(s) should be read prior to beginning instruction of each

task.

Task Number	Task Title	Reading Assignment	See Page
COXN-05-01-AUX	Identify Navigational Publications	None assigned	
COXN-05-02-AUX	Sketch A Chart Of The Local Operating Area	None assigned	
COXN-05-03-AUX	Convert True Course to Compass Course	Boat Crew Handbook – Navigation and Piloting, BCH16114.3 (series)	3-85
COXN-05-04-AUX	Pilot the Boat Using Dead Reckoning (DR) Techniques	Boat Crew Handbook – Navigation and Piloting, BCH16114.3 (series)	3-85
COXN-05-05-AUX	Obtain a Visual Fix	None assigned	
COXN-05-06-AUX	Pilot a Boat Using "Seaman's Eye"	None assigned	
COXN-05-07-AUX	Operate the GPS/DGPS	None assigned	
COXN-05-08-AUX	Pilot a Boat Using GPS/DGPS	None assigned	
COXN-05-09-AUX	Pilot a Boat Using Electronic Charting System (Automated Navigation)	None assigned	
COXN-05-10-AUX	Determine the Location of a Boat Using Radar Ranges and Bearings (If equipped)	Boat Crew Handbook – Navigation and Piloting, BCH16114.3 (series)	3-85
COXN-05-11-AUX	Determine Course To Steer And Speed Over Ground (SOG) Allowing For Set And Drift	None assigned	
COXN-05-12-AUX	River Sailing, (Locks, Dams and Flood Warnings), And Pass Through A Lock	None assigned	



TASK COXN-05-03-AUX: Convert True Course to Compass Course

1.	The compass reading must be corrected for and
2.	Variation is the difference in degrees between the directions to the and true north poles.
3.	The amount the compass is deflected by magnetic influences of the boat itself is called
4.	Deviation varies according to boat being steered.
5.	To apply compass error, either or your course or direction.
6.	Apply to the compass course to get the magnetic course and then apply to the magnetic course to get the true course.
7.	When correcting you must add errors and westerly errors.
TA	SK COXN-05-04-AUX: Pilot the Boat Using Dead Reckoning (DR) Techniques
1.	Dead reckoning is the process of determining a boat's position by applying its course, speed, and time from its known position.
2.	The key elements of dead reckoning are the course steered and the distance traveled without to current, wind, or other external forces.
3.	Only courses are used to determine a DR.
4.	DR plots should be labeled at least every and at every or change.
5.	
TA	SK COXN-05-10-AUX: Determine the Location of a Boat Using Radar Ranges and Bearings
1.	The line of is common to all methods of piloting.
2.	If you have a single LOP, you know you are on that line.
3.	An ideal fix is one having or more LOPs.
4.	LOPs should always be taken on objects close to the boat as minor errors are magnified as you your distance from the object.
5.	Radar fixes, no matter how they are determined, are plotted in the same manner as
6.	Care should be taken when using radar information only.



Section F. Reading Assignments - Search and Rescue (SAR)

Introduction The reading assignment(s) should be read prior to beginning instruction of each

task.

Task Number	Task Title	Reading Assignment	See Page
COXN-06-01-AUX	Organization and Responsibility	Boat Crew Handbook - Navigation and Piloting, BCH 16114.3 (series)	3-87
		U.S. Coast Guard Addendum to the United States National Search and Rescue Supplement (NSS) to the International Aeronautical and Maritime Search and Rescue Manual (IAMSAR), COMDTINST M16130.2 (series)	
COXN-06-02-AUX	Legal Aspects and USCG Policy	Boat Crew Handbook - Navigation and Piloting, BCH 16114.3 (series)	3-87
		U.S. Coast Guard Addendum to the United States National Search and Rescue Supplement (NSS) to the International Aeronautical and Maritime Search and Rescue Manual (IAMSAR), COMDTINST M16130.2 (series)	
COXN-06-03-AUX	State The Basic Concepts Related To Search Planning	None Assigned	
COXN-06-04-AUX	Plot the Following Search Patterns: Expanding Square	Boat Crew Handbook - Navigation and Piloting, BCH 16114.3 (series)	3-88
	(SS), Sector (VS)	U.S. Coast Guard Addendum to the United States National Search and Rescue Supplement (NSS) to the International Aeronautical and Maritime Search and Rescue Manual (IAMSAR), COMDTINST M16130.2 (series)	
COXN-06-05-AUX	Plot the Following Search Patterns: Parallel (PS),	Boat Crew Handbook - Navigation and Piloting, BCH 16114.3 (series)	3-88
	Creeping Line (CS), Track Line Non-Return (TSN), and Track Line Return (TSR)	U.S. Coast Guard Addendum to the United States National Search and Rescue Supplement (NSS) to the International Aeronautical and Maritime Search and Rescue Manual (IAMSAR), COMDTINST M16130.2 (series)	
COXN-06-06-AUX	Execute A Search Pattern	Boat Crew Handbook - Navigation and Piloting, BCH 16114.3 (series)	3-88
		U.S. Coast Guard Addendum to the United States National Search and Rescue Supplement (NSS) to the International Aeronautical and Maritime Search and Rescue Manual (IAMSAR), COMDTINST M16130.2 (series)	
COXN-06-07-AUX	Obtain Distress Information And Pass To The Controlling Shore Unit	None Assigned	



TASK COXN-06-01-AUX: Organization and Responsibility

	The U.S. Coast Guard Addendum to the United States National Search and Rescue Supplement (NSS) to the International Aeronautical and Maritime Search and Rescue Manual (IAMSAR), COMDTINST M16130.2 (series) establishes primary geographical divisions of responsibility for U.S. SAR, each with its own
2.	The three geographical divisions are:
	a
	b
	c.
3.	The Coast Guard is responsible for SAR.
	The Air Force is responsible for SAR.
	Maritime SAR is divided into areas, the maritime area, and the maritime area.
	The three general objectives that provide direction for the SAR program are to minimize loss of, and; to minimize and and during SAR missions; and to maintain a position in maritime SAR.
	during SAR missions; and to maintain and during SAR during SAR
7.	The two program goals are to save at least of those people at risk of death and to prevent the loss of at least of the property that is at risk of destruction.
TA	SK COXN-06-02-AUX: Legal Aspects and USCG Policy
1.	The CFR states that the CG shall develop, establish, maintain and operate SAR facilities, and render aid to persons and protect and save on and under the high seas.
2.	"SAR Agreements" are formal agreements and should resolve coordination problems.
3.	are one of the most important tools available to SAR authorities.
4.	Because of their high false alert and alarm rates, 121.5/243 MHz first alerts initiate the phase.
5.	The CG endorses the as the preferred beacon type.
6.	Flare incidents must be treated as a and unless available information indicates otherwise.
7.	Unresolved red or orange flares require
8.	In a case, the reporting source did not deliberately act to deceive.
9.	A case where information is conveyed with the intent to deceive is a
10.	When the source of a hoax or false alarm has been confirmed, the case can be
11.	Only the can suspend or downgrade an unresolved hoax or false alarm case.
12.	The Coast Guard's primary concern in a SAR situation is that and be provided.
13.	A Marine Assistance Request Broadcast (MARB) will be made to solicit the of anyone who can assist the mariner.Coast Guard or auxiliary vessels may be directed to respond if no intent to respond to a MARB is heard within a period of time. A guideline of is recommended.
14.	In cases involving towing by the CG or Auxiliary, the boat being towed will be taken to the nearest .
15.	are primarily responsible for maintaining necessary firefighting capabilities in U.S. ports and harbor.



TAS	TASK COXN-06-04-AUX: Plot the Followin	g Search Patterns: Expanding Square (SS), Sector (VS)	
1.	. The a high degree of accuracy, the search area is sn	is used when the last known position of a search object has hall, and a concentrated search is desirable.	
2.	. In the SS Pattern, the first leg is normally in degrees to starboard.	the direction of the search object's drift and all turns are made	
3.	. The VS Pattern is used by a	boat.	
4.	. The first leg begins in the	direction that the search object is drifting toward.	
TAS	TASK COXN-06-05-AUX: Plot the Following Search Patterns: Parallel (PS), Creeping Line (CS), Track Line Non-Return (TSN), and Track Line Return (TSR)		
1.	. The Coast Guard is responsible for search and	rescue in the region.	
2.	. Thespecific SAR mission at the scene of the incide	is responsible for coordinating and controlling a ent.	
3.	. The most important items of inform	nation to initially record are the nature of distress and its	
4.	. The phase is aboard the boat.	s assigned anytime apprehension exists for the safety of a boat or the people	
5.	The term ref	ers to the probable location of the distressed craft corrected for drift at any	
6.	The search area must be large enough to ensur	e that survivors are in it.	
7.	. A search description, using the corner m	ethod, gives the latitude and longitude of each	
8.	or more landmarks as boundaries for the searc	method, uses two	
9.	Sweep width is a function of the environ	nmental conditions in the search area and how those conditions affect	
10.	0. Track spacing is the	between adjacent search tracks.	
11.	1. The pattern used when the only in patter	formation available is the intended track of the target is the n.	
TAS	TASK COXN-06-06-AUX: Execute A Search		
1.	. The CS pattern is used when the likely at one end of the search area than at the		
2.	. CS patterns are the same as parallel patterns w	ith the exception that the are run parallel to the short side.	
3.	. A TSN search is used when the only informati	on is the search targets or	
4.	. The TSN is usually the first search action sinc	e the may be near its and will be easily seen.	
5.	TSR is used to search when the only of the search object.	information available on the missing boat is the	
6.	In darkness or extremely low visibility, surface search area and conduct a	e search vessels should periodically stop their engines at a selected point in the	



Section G. Reading Assignments – Rescue and Assistance

Introduction The reading assignment(s) should be read prior to beginning instruction of each

task.

Task Number	Task Title	Reading Assignment	See Page
COXN-07-01-AUX	Recover a Person from the Water Using the Direct Pickup Method	Boat Crew Handbook - Boat Operations, BCH 16114.1 (series)	3-90
COXN-07-02-AUX	Maneuver the Boat Alongside or in Close Proximity of a Burning Boat to Transfer Personnel	Boat Crew Handbook - Boat Operations, BCH 16114.1 (series)	3-90
COXN-07-03-AUX	Demonstrate the Appropriate Responses to the Applicable Basic Engineering Casualty Control Exercises (BECCE)	None Assigned	



TASK COXN-07-01-AUX: Recover a Person From the Water Using the Direct Pickup Method

1.	The first person to realize someone has fallen overboard should spread the
2.	After "Man Overboard" is called, the Coxswain should depress the MOB button on the receiver.
3.	A with a strobe light should be dropped over the side.
4.	The Coxswain should normally turn the boat in the the man fell overboard.
5.	Another option, particularly in a restricted waterway, is to stop, and, then return to the person in water (PIW).
6.	If weather conditions permit, a should position himself at the cabin window.
7.	A crewmember will be assigned to prepare to retrieve the person from the water.
8.	There are two basic approaches: a approach and a approach.
9.	Generally, the Coxswain will maneuver the boat to the side of the PIW so that the boat will be set the PIW.
10.	The Coxswain should slow the boat as the approach is made so that it will be nearly when the person overboard comes abeam.
11.	The determining conditions for selecting a recovery method is whether the PIW is conscious,, or,
12.	In heavy weather, the approach should be made heading the seas.
TA	SK COXN-07-02-AUX: Maneuver the Boat Alongside or in Close Proximity of a Burning Boat to Transfer Personnel
1.	As a boat crewmember, your primary responsibility in emergency assistance is not Boat crews must be aware of their limited roles in emergency assistance, particularly when responding to
2.	Boat crewmembers must work together as a to minimize any or immediate jeopardy for both casualties and themselves.
3.	
3.	Fire is the greatest single potential for on a boat. The possibility of fire can never be completely and is always a threat to watch for and guard against.
 4. 	Fire is the greatest single potential for on a boat. The possibility of fire can never be completely and is always a threat to watch for and guard against. Coxswains must always stay well clear of rising from a fire because they greatly reduce visibility and can pose a hazard.



Section H. Reading Assignments – Towing and Salvage

Introduction The reading assignment(s) should be read prior to beginning instruction of each

task.

Task Number	Task Title	Reading Assignment	See Page
COXN-08-01-AUX	State General Towing Safety Precautions	Boat Crew Handbook - Boat Operations, BCH 16114.1 (series)	3-92
COXN-08-02-AUX	State the Principal Forces that Affect Boat Towing	Boat Crew Handbook - Boat Operations, BCH 16114.1 (series)	3-92
COXN-08-03-AUX	Inspect the Towline and Associated Hardware	Boat Crew Handbook - Boat Operations, BCH 16114.1 (series)	3-92
COXN-08-04-AUX	Make Preparations for Taking a Boat in Tow	Boat Crew Handbook - Boat Operations, BCH 16114.1 (series)	3-92
COXN-08-05-AUX	Take a Boat in Stern Tow	Boat Crew Handbook - Boat Operations, BCH 16114.1 (series)	3-93
COXN-08-06-AUX	Use a Shackle or Skiff Hook Assembly Connection to Take a Boat in Stern Tow	Boat Crew Handbook - Boat Operations, BCH 16114.1 (series)	3-93
COXN-08-07-AUX	Take a Boat in Stern Tow Using a Bridle Connection (If equipped)	Boat Crew Handbook - Boat Operations, BCH 16114.1 (series)	3-93
COXN-08-08-AUX	Take a Boat in Alongside Tow from a Stern Tow	Boat Crew Handbook - Boat Operations, BCH 16114.1 (series)	3-93
COXN-08-09-AUX	Moor a Disabled Boat in Alongside Tow to a Float or Pier	Boat Crew Handbook - Boat Operations, BCH 16114.1 (series)	3-93



TASK COXN-08-01-AUX: State General Towing Safety Precautions

1.	All from the disabled boat should be removed if necessary.
2.	The Coxswain should ensure that all people onboard the boat to be towed have donned their
3.	Heaving lines should be thrown the disabled boat.
4.	should be established and maintained.
5.	Personnel on both boats should be kept clear of the
6.	Towlines should be tended before securing and never secured using hitches.
7.	The breaking strength of all shackles used should be to or than the breaking strength of the towline.
8.	Towlines should always be kept clear of the boat's
9.	Boats beyond the capability of the towing boat should be towed.
10.	Never try to tow a hull faster than the speed.
11.	When towing, sudden and should be avoided.
12.	A can be used to prevent yawing of the tow.
13.	If practical, someone on the towed craft should man the
14.	A constant towing should be maintained.
TA	SK COXN-08-02-AUX: State the Principal Forces that Affect Boat Towing
1.	Static forces can be minimized by beginning the tow
2.	Speed should be increased slowly and in the direction as the disabled boat is heading.
3.	Dynamic forces are caused by the force resulting from the boat through the water, the and direction of the wind, and the and direction of the seas.
4.	Friction is created by the movement of the layer through the water.
5.	With a deep draft boat, a high rate of puts severe strain on the deck fittings and the towline.
6.	Shock loading can be reduced by decreasing or increasing the
TA	SK COXN-08-03-AUX: Inspect the Towline and Associated Hardware
1.	The towline should be inspected frequently for damage resulting from, abrasion, fusing, and snagging.
2.	Heavily used towlines will indicate reduced strength and overloading by it becoming or hard.
3.	Deck and towing vessel fittings should be inspected on a regular basis to detect,,,,,,, and
TA	SK COXN-08-04-AUX: Make Preparations for Taking a Boat in Tow
1.	In determining towing speed, the primary factor to be considered is the of the boat and its occupants.
2.	To determine the maximum towing speed of a displacement hull boat, use the formula Speed (in knots) = 1.34 times the square root of the at the water line.
3.	Safe towing speed is maximum towing speed decreased by at least%.
4.	The recommended towing speed for planning hulls is the as for a displacement hull.



TASK COXN-08-05-AUX: Take a Boat in Stern Tow 1. The towing boat crosses the disabled boat's bow on a heading to it. 2. This heading should be ______ the seas and wind whenever possible. TASK COXN-08-06-AUX: Use a Shackle or Skiff Hook Assembly Connection to Take a Boat in Stern Tow The trailer eyebolt is generally located on the _____, or near the _____ of the boat. To reduce the hazard of injuries to personnel aboard both boats during hookup, a skiff hook assembly, used in conjunction , is used to make the connection. 3. The skiff hook assembly is only used with small ______ type boats. TASK COXN-08-07-AUX: Take a Boat in Stern Tow Using a Bridle Connection leg bridles are generally used for towing sailboats. 2. A ______ should be assigned to the sailboat to assist in the rigging. 3. The should be visually inspected to ensure it will be able to withstand the stress of towing. The crewmember on the sailboat should take one _____ turn around the mast and then the bridle to the TASK COXN-08-08-AUX: Take a Boat in Alongside Tow from a Stern Tow 1. The alongside tow is used primarily when maximum _____ is required and preferably in _____ waters. The tow strap and the backing line reduce the amount of ______, which can occur between boats. should always be rigged to prevent hull damage. 3. When shortening tow, a rapid decrease in speed can easily result in the towed boat on your boat so as to present an overtaking or ramming situation. 5. Back down slowly to remove the slack from the strap. TASK COXN-08-09-AUX: Moor a Disabled Boat in Alongside Tow to a Float or Pier When docking, the Coxswain should ______ speed as slowly as possible to maintain control of the towed boat. 2. Factors such as wind velocity, current, and height of tide should be evaluated when determining the best of approach and the side of the boat to be moored.

3. For control approach, ______ the wind and current and moor on the protected side of the mooring.



Section I. Reading Assignments –Auxiliary Specific Tasks

Introduction The reading assignment(s) should be read prior to beginning instruction of each

task.

Task Number	Task Title	Reading Assignment	See Page
COXN-09-01-AUX	Discuss Auxiliary Patrol Commander's Duties (Waiverable by DIRAUX)	None Assigned	
COXN-09-02-AUX	Complete Administrative Tasks (Reports, Orders, Etc.)	None Assigned	
COXN-09-03-AUX	Complete The Operations Policy Manual and National SAR Plan Open Book Exam	None Assigned	
COXN-09-04-AUX	Perform a Navigation and Piloting Exercise (Day and Night)	None Assigned	
COXN-09-05-AUX	Dockside Oral Exam	None Assigned	
COXN-09-06-AUX	Underway Check Ride	None Assigned	



PART 4 Personal Watercraft (PWC) Operator Policies and Qualification

Introduction

This Part contains a collection of tasks, which must be learned, practiced, and performed by the trainee. These tasks represent the minimum elements of skill and knowledge necessary for safe and effective performance of an Auxiliary PWC Operator.

NOTE &

This Volume is not meant to be ordered through the Auxiliary National Supply Center for purposes of obtaining individual qualification tasks. Qualification tasks should be reproduced locally and provided to trainees.

In this Part

This Part contains the following chapters:

Chapter	Title	See Page
1	PWC Facility Acceptance and Operating Policies	4-2
2	Task Accomplishment Record for PWC Operator	4-5
3	PWC Qualification Tasks	4-9
4	Auxiliary PWC Pre-Underway Checklist	4-32



CHAPTER 1

PWC Facility Acceptance and Operating Policies

A.1. Facility Acceptance

A Personal Watercraft (PWC) is a small vessel that is propelled by an internal combustion engine powering a jet pump or propeller. It is designed to carry from one to three persons, and operated by a person sitting, standing, or kneeling on the vessel rather than sitting or standing inside the vessel.

PWCs offered for use as a facility must be of the "sit down" type, designed for at least two riders.

A PWC may be offered for use and accepted as operational facilities, in accordance with Auxiliary Operations Policy Manual, COMDTINST M16798.3 (series). PWCs do not need to be designated as special purpose facilities.

A.2. Required Equipment

To be accepted as an operational facility and operated on Coast Guard Facility patrol orders, a PWC must carry the following equipment:

- One USCG-approved non-toxic dry chemical fire extinguisher.
- One 30-foot-long 3/8" polypropylene towline.
- Personal Flotation Device (PFD) for each rider with required survival equipment attached. PFDs must be impact-rated for the PWC's maximum speed (minimum dynamic strength test rating of 50 miles per hour).
- One waterproof marine radio or portable radio in clear plastic waterproof bag.
- One rescue throw bag or rescue heaving line (minimum 50 feet reach).
- First aid kit and emergency survival blanket.
- One spare safety lanyard ("kill switch").
- An Auxiliary ensign or Patrol Ensign displayed on a five-foot flagstaff, (Optional).
- Watch. Equipment
- Flashlight
- Mooring lines
- Knife (3" blade minimum).
- Sponges (2).
- Drinking water.
- Spare spark plugs.
- PWC tool kit (see Task 03-05-AUX for a complete listing of contents).
- PWC oil (as specified by the engine manufacturer).
- Visual Distress Signals (VDS).



A.3. Personal Equipment

The following personal protective equipment (PPE) is required to be carried Protective on patrols:

- Polarized, impact resistant goggles (sunglasses).
- Foot protection (wet suit booties or similar).
- Hat/helmet.
- Gloves with non-slip palms

A.4. Patrol Orders

PWC facilities are assigned to patrol duty by obtaining patrol orders through AUXDATA II.

A.5. Tandem Operator Requirement

PWCs offer no protection against the elements and can eject the operator or capsize, prudent risk management requires that a PWC always train and patrol in tandem with another patrol craft. The second craft can be another Auxiliary PWC facility, an Auxiliary operational vessel facility, a Coast Guard boat, or a law enforcement/public safety agency boat. If operating more than one nautical mile from shore, the second craft may not be a PWC, but must be a boat or vessel. The minimum distance from shore requirement for a boat or vessel may be extended at the discretion of the Order Issuing Authority or Coast Guard Operational Commander.

Single PWCs may respond to Search and Rescue (SAR) incidents where there is the possibility of saving a life or property.

A.6. Passengers

A certified crewmember or trainee may be carried on a PWC facility during training missions only. Passengers or guests are not authorized on PWCs on patrol orders unless they are victims from a SAR case.

A.7. Weather Limitations

PWC patrols will normally only be conducted during summer months. When the water temperature is below 60° F, PWC operators are required to wear additional hypothermia protective clothing in accordance with the Rescue and Survival Systems Manual, COMDTINST M10470.10 (series).

PWC may **not** operate in the following conditions:

- In or near "white water" rapids, running, or swift water.
- In winds greater than 25 knots
- In seas greater than three feet, currents greater than ten knots.
- In or near restricted visibility.
- When lightning is present.
- Breaking inlets or surf.
- Prior to 30 minutes <u>after</u> sunrise or later than 30 minutes <u>before</u> sunset or in accordance with (IAW) State laws and regulations if more restrictive



A.8. Fatigue Limits

PWC patrols may operate for a maximum of six hours in a 24 hour period. A one-hour off-the-water break is required every three hours.

A.9. Patrol Procedures

Immediately after launching, each PWC operator will establish contact and a radio guard with a Coast Guard unit, local law enforcement agency, Coast Guard Auxiliary vessel facility, or Auxiliary shore/mobile radio facility.

One of the PWC operator's missions is to educate, both by example and through the distribution of boating literature, all members of the boating public.

While on patrol, all Auxiliary PWC operators will conduct themselves and operate their PWCs in a professional and courteous manner. They will comply with all state/local regulations, and abide by any posted speed restrictions. They shall be sensitive to operating in environmentally sensitive areas and act responsibly.

A.10. Communications

All PWC operators, while under official patrol orders, will carry a working, waterproof radio with communications capabilities sufficient to meet the requirements of the order issuing authority.

Upon commencing patrol, securing from patrol, and every thirty minutes during the patrol, as operations permit, all PWC operators will conduct an Operations Normal and Position Report with the unit maintaining their radio guard.

If, during the patrol, a PWC operator loses communications, the patrol shall be secured. When communications have been restored, the PWCs may resume patrol.



CHAPTER 2 Task Accomplishment Record for PWC Operator

TRAINEE'S NAME:	MEI	MBER #:	#:		
Mentor/QE's Name (Printed)	Mentor/QE's Signature	Initials	Date		

MEMBER #: _____



N	\mathbf{O}	T	Œ	4	\nearrow

NOTE ↔

TRAINEE'S NAME: _____

Mentors should use a copy of this form (for each trainee) to record accomplishment of tasks. Following task completion, member shall retain this for their record.

Mentors should document and initial those tasks not applicable, wavied, or deferred to this

		Boat Crewmembers that have	
NOTE &		n to qualify as a PWC operato for Boat Crewmember shall con PART.	
Task	Date Started	Date Completed	Mentor's Initials
PWC-01-01-AUX			
PWC-01-02-AUX			
PWC-01-03-AUX			
PWC-01-04-AUX			
PWC-02-01-AUX			
PWC-02-02-AUX			
PWC-02-03-AUX			
PWC-02-04-AUX			
PWC-02-05-AUX			
PWC-02-06-AUX			
PWC-02-07-AUX			
PWC-02-08-AUX			
PWC-02-09-AUX			
PWC-02-10-AUX			
PWC-02-11-AUX			
PWC-02-12-AUX			
PWC-02-13-AUX			
PWC-02-14-AUX			
PWC-02-15-AUX			
PWC-02-16-AUX			
TRAINEE'S NAME:	l	MEM	лвек's #



Task	Date Started	Date Completed	Mentor's Initials
PWC-02-17-AUX			
PWC-02-18-AUX			
PWC-03-01-AUX			
PWC-03-02-AUX			
PWC-03-03-AUX			
PWC-03-04-AUX			
PWC-03-05-AUX			
PWC-03-06-AUX			
PWC-03-07-AUX			
PWC-03-08-AUX			
PWC-03-09-AUX			
PWC-03-10-AUX			
PWC-04-01-AUX			
PWC-04-02-AUX			
PWC-04-03-AUX			
PWC-04-04-AUX			
PWC-04-05-AUX			
PWC-04-06-AUX			
PWC-05-01-AUX			
PWC-05-02-AUX			
PWC-05-03-AUX			
PWC-05-04-AUX			
PWC-06-01-AUX			
PWC-06-02-AUX			
PWC-07-01-AUX			
PWC-07-02-AUX			
PWC-07-03-AUX			
PWC-07-04-AUX			
PWC-07-05-AUX			
PWC-08-01-AUX			



TRAINEE'S NAME: MEMBER'S #		IBER'S #	
Task	Date Started	Date Completed	Mentor's Initials
PWC-08-02-AUX			
PWC-08-03-AUX			
PWC-08-04-AUX			
PWC-08-05-AUX			



CHAPTER 3PWC Operator Qualification Tasks

Introduction

The following are the instructions for this Chapter:

- (01) The purpose of this Chapter is to provide guidance on the trainee's progress through the qualification tasks.
- (02) The mentor should present the tasks to the trainee in a logical order using the instructions provided in *Part 1*.
- (03) Tasks should be signed and dated when the mentor is satisfied that the trainee can consistently perform a task in accordance with all standards and conditions.

Qualified Boat Crewmembers And Coxswains

Auxiliary members who are currently qualified as Boat Crewmembers and/or Coxswains only need to complete those qualification tasks specific to operating a PWC.

Note: Qualified Boat Crewmembers and/or Coxswains do not have to complete qualification tasks noted with a (*)

In addition to being exempt from the requirement to complete these tasks, currently certified Coxswains do not have to complete Section F.

Unqualified Boat Crewmembers And Coxswains

Unqualified Boat Crewmembers and/or Coxswains must complete ALL tasked (AS NOTED IN EACH SECTION), as well as those required TASK for PWC Operators.

In this Chapter

This Chapter contains the following sections:

Section	Title	See Page
A	Crew Efficiency Factors, Risk Factors and Team Coordination	4-10
В	Physical Fitness, First-Aid and Survival	4-11
С	Marlinespike Seamanship, Boat Nomenclature, Nautical Terminology, and Basic Stability	4-13
D	Boat Handling	4-17
Е	Communications	4-23
F	Navigation	4-24
G	Mission-Oriented Operations	4-25
Н	Auxiliary Specific Tasks	4-28



Section A. Crew Efficiency Factors, Risk Factors and Team Coordination

Introduction The following are objectives of this Section A:

(01) **Demonstrate** knowledge of the factors that affect crew performance.

(02) Attend Team Coordination Training.

In this Section This Section contains the following tasks:

NOTE & [*] Qualified Coxswains DO NOT need to complete this section. Qualified BCM DO NOT need to complete this section with the exception of Task PWC-01-04-AUX

Task Number	Task	Note: (Unqualified complete, as below)	See Page
(*) PWC-01-01-AUX	Crew Fatigue	Complete the Task IAW BCM-01-01-AUX in PART 2	2-7
(*) PWC-01-02-AUX	Motion Sickness	Complete the Task IAW BCM-01-02-AUX in PART 2	2-8
(*) PWC-01-03-AUX	Risk Management/Team Coordination Training •	Complete the Task IAW BCM-01-03-AUX in PART 2	2-8
(*) PWC-01-04-AUX	Completed ICS and Required Workshops and Courses	Complete the Task IAW BCM-01-04-AUX in PART 2 & COXN-01-03-AUX in PART 3	2-9 3-9



Section B. Physical Fitness, First-Aid and Survival

Introduction

The following are objectives of Section B:

- (01) **Achieve** and **maintain** the level of physical conditioning necessary to safely and properly carry out the duties of a Boat Crewmember aboard a Coast Guard boat.
- (02) **Identify** and **become** proficient in those skills necessary for coping with open water survival situations.
- (03) **Effectively** use all standard boat crew signaling and survival equipment.

In this Section

This Section contains the following tasks:

NOTE & □

(*) Qualified coxswains and crewmembers having completed the tasks already do not need to do them again to qualify as a PWC operator.

Task Number	Task	Note (Unqualified complete, as below)	See Page
(*) PWC-02-01-AUX	Personal Physical Requirements and Policy	Complete the Task IAW BCM-02-01-AUX in PART 2	2-11
(*) PWC-02-02-AUX	Personal Physical Fitness and Vision	Complete the Task IAW BCM-02-02-AUX in PART 2	2-12
(*) PWC-02-03-AUX	Crew First-Aid Responsibility	Complete the Task IAW BCM-02-03-AUX in PART 2	2-16
(*) PWC-02-04-AUX	Don the Type III PFD	Complete the Task IAW BCM-02-04-AUX in PART 2	2-16
(*) PWC-02-05-AUX	Don Anti-Exposure Coveralls (as applicable)	Complete the Task IAW BCM-02-05-AUX in PART 2	2-17
(*) PWC-02-06-AUX	Don the Boat Crew Dry Suit (as applicable)	Complete the Task IAW BCM-02-06-AUX in PART 2	2-18
(*) PWC-02-07-AUX	Identify Boat Crew Survival Equipment	Complete the Task IAW BCM-02-07-AUX in PART 2	2-19
(*) PWC-02-08-AUX	Use the Emergency Signaling Mirror	Complete the Task IAW BCM-02-08-AUX in PART 2	2-20
(*) PWC-02-09-AUX	Describe the Use of Hand-Held Distress Flares	Complete the Task IAW BCM-02-09-AUX in PART 2	2-21
(*) PWC-02-10-AUX	Describe the Use of Aerial Flares	Complete the Task IAW BCM-02-10-AUX in PART 2	2-22
(*) PWC-02-11-AUX	Operate the Personal Marker Light (PML) or Strobe Light	Complete the Task IAW BCM-02-11-AUX in PART 2	2-23
(*) PWC-02-12-AUX	Operate the Personal Locator Beacon	Complete the Task IAW BCM-02-12-AUX in PART 2	2-24
(*) PWC-02-13-AUX	Perform Water Survival Exercise	Complete the Task IAW BCM-02-14-AUX in PART 2	2-25
(*) PWC-02-14-AUX	Sun and Heat Related Factors	Complete the Task IAW BCM-02-15-AUX in PART 2	2-26
(*) PWC-02-15-AUX	State the Symptoms of Shock	Complete the Task IAW BCM-02-16-AUX in PART 2	2-26



(*) PWC-02-16-AUX	State the Symptoms of Anaphylactic Shock (Allergic Reaction)	Complete the Task IAW BCM-02-17-AUX in PART 2	2-27
(*) PWC-02-17-AUX	State the Signs for Burns	Complete the Task IAW BCM-02-18-AUX in PART 2	2-27
(*) PWC-02-18-AUX	State the Symptoms of Hypothermia	Complete the Task IAW BCM-02-19-AUX in PART 2	2-28



Section C. Marlinespike Seamanship, Boat Nomenclature, Nautical Terminology, and Basic Stability

Introduction

The following are objectives of Section C:

- (01) **Identify**, **State** the use of, and be able to consistently tie the basic knots and hitches used aboard Auxiliary facilities.
- (02) **Demonstrate** the ability to secure lines of various sizes to several types of deck and dock fittings.
- (03) **Locate** and **identify** equipment carried aboard Auxiliary PWC facilities.

In this Section

This Section contains the following tasks:

NOTE & □

(*) Qualified coxswains and crewmembers having completed the tasks already do not need to do them again to qualify as a PWC operator.

Task Number	Task	Note (Unqualified complete, as below)	See Page
PWC-03-01-AUX	State the Operational Limitations and Characteristics of the PWC		4-14
PWC-03-02-AUX	Locate and Identify the Purpose of the Equipment Aboard the PWC; Perform Pre-Underway Testing: Conduct Pre-Underway Briefings		4-15
(*) PWC-03-03-AUX	State Common Boat Nomenclature and Terminology	Complete the Task IAW BCM-03-01- AUX in PART 2	2-30
(*) PWC-03-04-AUX	Boat Construction	Complete the Task IAW BCM-03-03- AUX in PART 2	2-32
(*) PWC-03-05-AUX	Watertight Integrity	Complete the Task IAW BCM-03-04- AUX in PART 2	2-33
(*) PWC-03-06-AUX	Stability	Complete the Task IAW BCM-03-05- AUX in PART 2	2-34
(*) PWC-03-07-AUX	Identify the Different Parts of a Line and the Hitches Used in Line Handling	Complete the Task IAW BCM-03-06- AUX in PART 2	2-35
(*) PWC-03-08-AUX	Tie Various Knots, Hitches, and Bends	Complete the Task IAW BCM-03-07- AUX in PART 2	2-36
(*) PWC-03-09-AUX	Secure Lines to Cleats, Bitts, and Posts	Complete the Task IAW BCM-03-08- AUX in PART 2	2-37
(*) PWC-03-10-AUX	State the Types of Breaking Seas, Characteristics, and Causes	Complete the Task IAW BCM-03-09- AUX in PART 2	2-38



TASK PWC-03-01-AUX: State The Operational Limitations And Characteristics Of The PWC Reference PWC Owners/Operators Manual b. PWC Capacity Plate Conditions Performed at any time ashore or at the dock. Candidate must accomplish task without prompting. Use of a reference is allowed. Standards In response to the mentor, the candidate must state the policy for operational limitations and review the operational limitations and specific characteristics of the facility being trained on. Completed **Performance Criteria** (Initials) Stated the maximum speed of the PWC in knots. Stated the most economical cruising speed of the PWC in knots. 3. Stated the maximum range, in nautical miles, of the PWC at cruising speed. Stated the maximum number of personnel that can be carried on the PWC. Stated the District's operational limits for PWC's. Stated the state and/or local PWC operating regulations (if applicable). Date Mentor Comments



TASK PWC-03-02-AUX: Locate and Identify the Purpose of the Equipment Aboard the Boat; Perform Pre-Underway Testing; Conduct Pre-Underway Briefings

	onder way resume, conduct the onder way briefings
Reference	a. None
Conditions	Performed ashore on an operational Auxiliary PWC facility. Candidate must accomplish task without prompting. A pre-underway check-off sheet may be used.
Standards	In response to the mentor, the candidate must conduct a pre-underway check-off for the PWC to locate and check for proper operation, condition, and stowage of required equipment. Routine mechanical, electrical, and engine checks shall also be done. Check-off should be performed using checklist in Chapter 4 of PART 4 or an up-to-date prepared checklist for the PWC that covers the specific performance criteria listed below.

		Performance Criteria	Completed (Initials)
1.	Ve	rified appropriate Coast Guard orders have been issued.	
2.	Co	nducted a safety inspection of PWC trailer, including lights, proper hitch, chains, etc.	
3.	Dis	cussed proper boat ramp etiquette.	
4.		der the observation of the mentor, located and verified the proper operation/usage, adition and stowage of the following equipment: Personal Floatation Device (PFD) and required equipment Hat/helmet; gloves with non-slip palms and foot protection. Goggles or sunglasses and sunscreen. Drinking Water Fire extinguishers Portable marine radio (either waterproof or in clear waterproof bag) or installed marine	
	g. h. i. j. k. l. m. n. o. p. q. r.	radio. Visual distress signals (if carried) PWC safety lanyard key (kill switch) and spare. Whistle or sound producing device. (Attached to PFD) Watch Tow line (minimum 30' of 3/8" nylon line) Rescue throw bag or rescue heaving line (minimum 50' reach). Mooring lines (2) Flashlight Sponges (2). Knife (3" blade minimum). Spare set of spark plugs (properly gapped). PWC Oil (as specified by the engine manufacturer) First aid kit and emergency survival blanket USCG AUX patrol ensign on a staff or whip antenna (Optional).	



	t.	PWC tool kit including, but not limited to: 1. Multiple allen wrenches.	
		1 Multiple allen wrenches	
		1. Whitiple after wrenches.	
		2. Screw drivers	
		3. Spark plug wrench.	
		4. Zip ties and hose clamps (various sizes)	
		5. WD40	
3.	Co	mpleted required mechanical, electrical, and engine checks listed below:	
	a.	Steering cable and connections for ease of operation. Steering column checked for cracks and deformities.	
	b.	Steering nozzle for proper operation (side to side movement with no binding).	
	c.	Fuel line leaks, cracks, or loose connections.	
	d.	Water lines for tight connections, cracks, or leaks.	
	e.	Battery water level, proper connections and secured.	
	f.	Gas and oil tanks for leaks and properly secured.	
	g.	Ensure safety lanyard is properly attached, works properly, and is not cracked or broken.	
4.	Ch gra	eck hull for cracks or loose parts, particularly the pump area, the ride plate, and scoop te.	
5.	En	sure drain plugs are in place and secure.	
6.	En dry	sure compartment gaskets are in good condition and compartment bilges are clean and	
7.	Co	nduct PWC team briefing, including:	
	a.	Purpose of the mission	
	b.	Any special circumstances concerning the mission	
	c.	Working radio frequency to be used for the mission	
	d.	Expected weather and sea conditions	
	e.	Crewmember in proper uniform and equipment (PFDs, etc.)	
	f.	Confirmed crewmembers are physically capable to perform the mission	
	g.	Discussed Risk Management and encouraged team coordination	
	h.	Discussed the policy on the wearing of jewelry. Crew is in compliance	
Mer	tor	Date	
Con	ıme	nts	



Section D. Boat Handling

Introduction

The following are objectives of Section D:

- (01) **Demonstrate** ability to handle a PWC proficiently during various common maneuvers.
- (02) **Demonstrate** ability to recognize various maritime distress signals

In this Section

This Section contains the following tasks:

NOTE &

(*) Qualified coxswains and crewmembers having completed the tasks already and do not need to do them again to qualify as a PWC operator.

Task Number	Task	Note (Unqualified complete, as below)	See Page
PWC-04-01-AUX	Dismount And Remount PWC In Deep Water		4-18
PWC-04-02-AUX	Explain How to Re-right And Remount A Capsized PWC		4-19
PWC-04-03-AUX	Maneuver Through a Buoyed Slalom Course		4-20
PWC-04-04-AUX	Shallow Water Operations		4-22
PWC-04-05-AUX	Maneuver A PWC In Tight Quarters		4-22
(*) PWC-04-06-AUX	Identify Maritime Distress Signals	Complete the Task IAW BCM-04-07-AUX in PART 2	2-45



Reference a. PWC Owner's Manual				
Conditions	Task performed underway in water deeper than the candidate is tall. Candidate task without prompting or use of a reference.	sk performed underway in water deeper than the candidate is tall. Candidate must accomplish k without prompting or use of a reference.		
Standards		In response to the mentor, the candidate shall disconnect the lanyard key and enter deep water, then reboard the PWC without assistance, connect the lanyard key and start the PWC. Inability to perform this task shall preclude further participation in the PWC Operator program.		
NOTE &√□				
	Performance Criteria	Completed (Initials)		
1. Properly disconnected	ed the lanyard key and safely entered deep water.			
2. Able to quickly get b	pearings after entering the water.			
3. Remounted PWC wi	thout assistance.			
4. Able to restart PWC	and get underway.			
5. Remained calm and	in control during task.			
Mentor Comments	Date			

TASK PWC-04-01-AUX: Dismount and Remount PWC in Deep Water

Comments



TASK PWC-04-02-AUX: Explain How To Re-Right And Remount A Capsized PWC References PWC Owner's Manual **Conditions** Performed ashore. Candidate must accomplish task without prompting or use of a reference. Standards In response to the mentor, the candidate shall state the procedures for re-righting and remounting a capsized PWC without assistance (ensure the operator does not overturn the PWC). Completed **Performance Criteria** (Initials) 1. Determine which direction PWC must be re-righted in accordance with the owner's manual. 2. From the stern: Swim to side or stern of PWC. a. Place hands on opposite corners of foot deck (one over and one under). In one quick motion, push one side up and the other down while kicking feet for thrust/leverage. Remount PWC. Check compartments for water. f. Restart PWC. 3. Using the side rails: Swim to preferred side in accordance with owner's manual (generally the "pipe side"). Pull body onto bottom of hull. Place feet on side rail. c. d. Grab opposite side rail with hands. Use body weight as leverage to re-right PWC. e. f. As PWC rolls, push self clear of PWC hull. Remount PWC and checked compartments for water and damage. g. Restart PWC. h. Using side rail and scoop grate: Swim to preferred side in accordance with owner's manual (generally "pipe side"). a. Grab scoop grate with palm facing out. Place feet on lower side rail. c. d. Use body weight as leverage to re-right PWC. Release grip on scoop grate and pushed away from PWC as it re-rights. e. f. Remount PWC and check compartments for water and damage. Restart PWC. Mentor Date



TASK PWC-04-03-AUX: Maneuver Through A Buoyed Slalom Course

Reference a. Five Buoy Slalom Course, (Page 4-21)

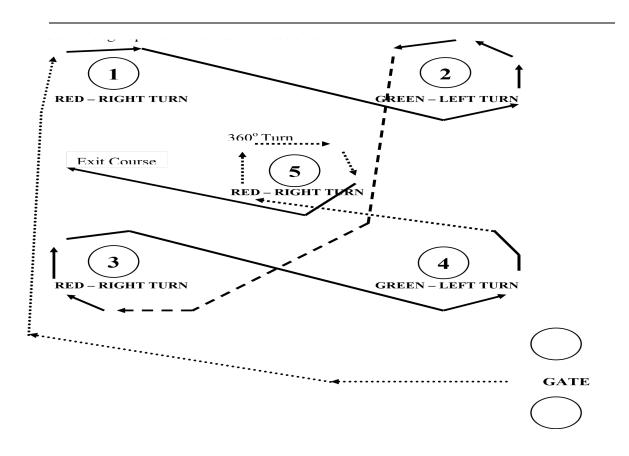
Conditions Performed underway on the course specified in the above reference on a PWC.

Candidate must accomplish task without prompting or use of a reference.

Standards In response to the mentor, the candidate shall get underway on a PWC and maneuver through the course in the sitting and standing position with and without a passenger.

	Performance Criteria	Completed (Initials)
1.	Successfully completed first run while sitting.	
2.	Successfully completed second run standing.	
3.	Successfully completed third run sitting with a passenger.	
4.	Successfully completed fourth run standing with a passenger.	
5.	Successfully avoided a buoy while approaching it swiftly.	
6.	Demonstrated "habitual scanning techniques" while underway.	
7.	Demonstrated station keeping ability near a buoy compensating for set and drift.	

Mentor	Date	
Comments	•	





FIVE BUOY SLALOM COURSE

COURSE

- 1. Pass through the gate.
- 2. Circle the buoys close aboard in numerical order and according to color, as indicated below.
- 3. At buoy #5 execute a 360 degree turn, then proceed to buoy #1 to begin the second run.
- 4. After circling buoy #5 on the second run, exit through the gate.
- 5. For runs with a passenger, follow the same sequence listed in steps 1 through 4.

CONDITIONS

- 1. Circle all buoys within two vessel lengths.
- 2. The course is not timed.
- 3. Avoid excessive spacing, buoy contact or skipping buoys.
- 4. Use enough speed to maintain directional control.



1ASK PWC-04-04-AUX:	Snallow water Operations		
Reference	a. PWC Owner's Manual		
Conditions	Performed at any time ashore. Candidate must accomplish task without prompting or use or reference.		
Standards	In response to the mentor, the candidate shall demonstrate ability to clear the lines of debris.	pump and cooling	
	Performance Criteria	Completed (Initials)	
1. Stated how/where debris a	and bottom material are picked up by the pump.		
2. Stated the consequences o	f ingesting debris and bottom material.		
3. Identified cavitation's from	m debris.		
4. Demonstrated clearing pur	mp and cooling lines.		
5. Demonstrated checking wa	ater by-pass.		
	Date		
Comments	Date		
	Maneuver a PWC in Tight Quarters None		
TASK PWC-04-05-AUX:	Maneuver a PWC in Tight Quarters		
TASK PWC-04-05-AUX:	Maneuver a PWC in Tight Quarters None Performed at any time underway. Task must be done within the confines of where maneuvering ability is limited. Candidate must accomplish task without	t prompting or use	
TASK PWC-04-05-AUX: References Conditions	Maneuver a PWC in Tight Quarters None Performed at any time underway. Task must be done within the confines of where maneuvering ability is limited. Candidate must accomplish task without of a reference. In response to the mentor, the candidate shall demonstrate the following ma	at prompting or use	
TASK PWC-04-05-AUX: References Conditions Standards	Maneuver a PWC in Tight Quarters None Performed at any time underway. Task must be done within the confines of where maneuvering ability is limited. Candidate must accomplish task without of a reference. In response to the mentor, the candidate shall demonstrate the following matconfines of a slip at idle speed.	neuvers within the	
TASK PWC-04-05-AUX: References Conditions Standards 1. Demonstrate mooring the	Maneuver a PWC in Tight Quarters None Performed at any time underway. Task must be done within the confines of where maneuvering ability is limited. Candidate must accomplish task without of a reference. In response to the mentor, the candidate shall demonstrate the following material confines of a slip at idle speed. Performance Criteria	neuvers within the	
TASK PWC-04-05-AUX: References Conditions Standards 1. Demonstrate mooring the 2. Demonstrate getting safely	Maneuver a PWC in Tight Quarters None Performed at any time underway. Task must be done within the confines of where maneuvering ability is limited. Candidate must accomplish task without of a reference. In response to the mentor, the candidate shall demonstrate the following material confines of a slip at idle speed. Performance Criteria PWC starboard side to and the bow pointed out.	neuvers within the	
TASK PWC-04-05-AUX: References Conditions Standards 1. Demonstrate mooring the 2. Demonstrate getting safely	Maneuver a PWC in Tight Quarters None Performed at any time underway. Task must be done within the confines of where maneuvering ability is limited. Candidate must accomplish task without of a reference. In response to the mentor, the candidate shall demonstrate the following mat confines of a slip at idle speed. Performance Criteria PWC starboard side to and the bow pointed out. y away from dock, turning a 360-degree turn within the confines of the slip.	neuvers within the	
TASK PWC-04-05-AUX: References Conditions Standards 1. Demonstrate mooring the 2. Demonstrate getting safely 3. Demonstrate mooring the	Maneuver a PWC in Tight Quarters None Performed at any time underway. Task must be done within the confines of where maneuvering ability is limited. Candidate must accomplish task without of a reference. In response to the mentor, the candidate shall demonstrate the following material confines of a slip at idle speed. Performance Criteria PWC starboard side to and the bow pointed out. y away from dock, turning a 360-degree turn within the confines of the slip. PWC port side to and the bow pointed out.	neuvers within th	



Section E. Communications

Introduction

The following are objectives of Section E:

- (01) State radio communications security policy.
- (02) **Demonstrate** the ability to operate a VHF-FM radiotelephone.
- (03) **Demonstrate** the ability to use the radiotelephone to give a position or operations report.

In this Section

This Section contains the following tasks:

NOTE & □

*Qualified coxswains having completed these tasks already and do not need to do them again to qualify as a PWC operator. Qualified crewmembers must complete only task PWC-05-04-AUX.

Task Number	Task	Note (Unqualified complete, as below)	See Page
(*) PWC-05-01-AUX	Operate a VHF-FM Radiotelephone	Complete the Task IAW BCM-05-01- AUX in PART 2	2-52
(*) PWC-05-02-AUX	Use the VHF-FM Radiotelephone to Give an Operations and Position Report	Complete the Task IAW BCM-05-02- AUX in PART 2	2-53
(*) PWC-05-03-AUX	State General Communications Policy and Doctrine	Complete the Task IAW BCM-05-03- AUX in PART 2	2-54
(*) PWC-05-04-AUX	Obtain Distress Information And Pass To The Controlling Shore Unit	Complete the Task IAW COXN-06-07- AUX in PART 3	3-52



Section F. Navigation

Introduction

The following are objectives of Section F:

- (01) **Demonstrate** knowledge of the local operations area.
- (02) **Demonstrate** knowledge of various sound signals used while underway
- (03) **Demonstrate** knowledge of various light configurations used while underway.

In this Section

This Section contain the following tasks:

NOTE &

(*) Qualified coxswains having completed these tasks already and do not need to do them again to qualify as a PWC operator.

Task Number	Task	Note (Unqualified complete, as below)	See Page
(*) PWC-06-01-AUX	Successfully Complete the Navigation Rules of The Road Exam	Complete the Task IAW COXN-04-01- AUX in PART 3	3-29
(*) PWC-06-02-AUX	Sketch A Chart Of The Local Operating Area	Complete the Task IAW COXN-05-02- AUX in PART 3	3-34



Section G. Mission-Oriented Operations

Introduction

The following are objectives of Section G:

- (01) **Demonstrate** ability to recover and safely transport a person in the water.
- (02) **Demonstrate** ability to take another PWC in tow.
- (03) **Demonstrate** knowledge of basic firefighting and use of a Dry Chemical fire extinguisher.

In this Section

This Section contains the following tasks:

NOTE &

(*) Qualified coxswains must complete only tasks PWC-07-01-AUX and PWC-07-02-AUX. Qualified Crewmembers must complete only tasks PWC-07-01-AUX through PWC-07-03-AUX.

Task Number	Task	Note (Unqualified complete, as below)	See Page
(*) PWC-07-01-AUX	Pick Up a Conscious Person And Transport To Shore		4-26
(*) PWC-07-02-AUX	Take Another PWC In Stern Tow		4-27
(*) PWC-07-03-AUX	Legal Aspects And USCG Policies	Complete the Task IAW COXN-06-02- AUX in PART 3	3-47
(*) PWC-07-04-AUX	Identify the Different Classes of Fires; State the Fuel and Primary Extinguishing Agents Associated with Each	Complete the Task IAW BCM-07-09- AUX in PART 2	2-78
(*) PWC-07-05-AUX	Operate a Dry Chemical Fire Extinguisher (Simulate)	Complete the Task IAW BCM-07-12- AUX in PART 2	2-80



TASK PWC-07-01-AUX: Pick Up A Conscious Person And Transport To Shore

NOTE⊕		Task PWC-04-03-AUX must be satisfactorily completed prior to performing this task.		
Refe	erence	a. PWC Owner's Manual		
Con	ditions	Performed at any time underway on a PWC and with a conscious person in the win the water SHALL wear a PFD and safety helmet. Candidate must accompare prompting or use of a reference.		
Star	ndards	In response to the mentor, the candidate must demonstrate the proper procedure a conscious person from the water and returning to a safe mooring.	es for picking up	
		Performance Criteria	Completed (Initials)	
1.	Located the person in the	ne water (PIW).		
2. Approached the PIW at a safe speed.				
Deployed extra PFD or other floatation device for PIW.				
4.	Verbally evaluated the	PIWs condition, gained their confidence, and explained intentions to recover PIW.		
5.	PIW safely aboard PWO	2.		
6.	PIW safely transported	to shore.		
Mer	itor	Date		
Con	nments			



TASK PWC-07-02-AUX: Take Another PWC In Stern Tow Task PWC-04-03-AUX must be satisfactorily completed prior to performing **NOTE** Reference PWC Owner's Manual **Conditions** Performed underway on a PWC. A second PWC is needed to act as a disabled PWC. Candidate must accomplish task without prompting or use of a reference. In response to the mentor, the candidate must, without error, come alongside the disabled PWC, Standards connect the towline and safely tow the disabled PWC to shore or another boat. Completed Performance Criteria (Initials) Maneuvered alongside disabled PWC. Verbally briefed operator of disabled PWC on towing procedures. Connected towline to disabled PWC. Removed or secured safety lanyard key from disabled PWC. Connected towline to towing PWC. 5. Safely paid out towline. Disabled PWC towed to safe mooring. Mentor Date Comments



Section H. Auxiliary Specific Tasks

Introduction The following objective of Section H is:

(01) **Demonstrate** the ability to perform duties of an Auxiliary facility crewmember.

In this Section This Section contains the following tasks:

NOTE & \(\begin{align*} \text{ (*) Qualified coxswains must complete only tasks PWC-08-04-AUX and PWC-08-05-AUX. Qualified Crewmembers must complete only tasks PWC-08-02-AUX through PWC-08-05-AUX.

Task Number	Task	Note (Unqualified complete, as below)	See Page
(*) PWC-08-01-AUX	Basic Knowledge of Boating Skills	Complete the Task IAW BCM-08-01- AUX in PART 2	2-82
(*) PWC-08-02-AUX	Complete Administrative Tasks (Reports, Orders, Etc.)	Complete the Task IAW COXN-09-02- AUX in PART 3	3-70
(*) PWC-08-03-AUX	Complete The Operations Policy Manual and National SAR Plan Open Book Exam	Complete the Task IAW COXN-09-03- AUX in PART 3	3-71
PWC-08-04-AUX	Dockside Oral Examination		4-29
PWC-08-05-AUX	<u>Underway Check Ride</u>		4-30



TASK PWC-08-04-AUX: Docks		de Oral Examination	
Reference Conditions Standards	b. Boat Crew Handbook - Rescue and Survival Procedures, BCH 16114.2 (series) c. Boat Crew Handbook - Navigation and Piloting, BCH16114.3 (series) d. Boat Crew Handbook - Seamanship Fundamentals, BCH16114.4 (series) e. Boat Crew Handbook - First Aid, BCH 16114.5 (series) f. Auxiliary Operations Policy Manual, COMDTINST M16798.3 (series) g. District Standard Operating Procedures, Policy Manuals, and other local Instruction Task should be performed ashore. Trainee must accomplish task without prompting or us reference.		s) focal Instructions prompting or use of a as selected by the QE. fication Guide, plus at a below. The QE may
		Performance Criteria	Completed (Initials)
1. Section A, PWC-01	-AUX		
2. Section B, PWC-02	-AUX		
3. Section C, PWC-03	-AUX		
4. Section D, PWC-04	-AUX		
5. Section E, PWC-05	-AUX		
6. Section F, PWC-06	-AUX		
7. Section G, PWC-07	-AUX		
8. PWCAUX			
9. PWCAUX			
10. PWCAUX			
Accomplished:			
Qualification Examiner's Sig	nature:	Date	
Qualification Examiner's Sig	nature:	Date	-
Con	mments:		



TASK PWC-08-05-AUX: Underway Check Ride

NOTE &

The QE may add tasks to the performance criteria if he/she feels it necessary to evaluate a trainee's readiness for qualification. The addition of any tasks will be reported to Commandant (CG-BSX-12) via the Director of Auxiliary for possible inclusion in future revisions of the program.

Reference

- a. Boat Crew Handbook Boat Operations, BCH16114.1 (series)
- b. Boat Crew Handbook Rescue and Survival Procedures, BCH 16114.2 (series)
- c. Boat Crew Handbook Navigation and Piloting, BCH16114.3 (series)
- d. Boat Crew Handbook Seamanship Fundamentals, BCH16114.4 (series)
- e. Boat Crew Handbook First Aid, BCH 16114.5 (series)
- f. Auxiliary Operations Policy Manual, COMDTINST M16798.3 (series)
- g. District Standard Operating Procedures, Policy Manuals, and other local Instructions

Conditions

Performed underway on an Auxiliary Facility in calm sea conditions. Candidate must accomplish task without prompting or use of a reference. PWC-01-01AUX through PWC-08-04-AUX **must** be satisfactorily completed prior to conducting this underway check ride.

Standards

In response to the QE, the trainee must answer questions on, and perform the below listed evolutions for the PWC Operator position

	Performance Criteria	Completed (Initials)
1.	Conducted a pre-underway check off and confirmed the facility was within its stated operational limitations to perform the assigned mission.	
2.	Conducted a pre-underway brief. Assessed crewmembers physical capabilities to perform mission, discussed safety issues, such as:	
	a. Wearing of jewelry.	
	b. Risk Management/TCT.	
	c. Effective Communication.	
3.	Ensured use of proper PPE.	
4.	Efficiently and safely handled the PWC and communicated effectively with the tandem facility while getting underway.	
5.	Demonstrated ability to remount PWC in deep water.	
6.	Demonstrated ability to complete five buoy slalom course.	
7.	Responded to and safely recovered a Person In the Water (PIW).	
8.	Demonstrated proficiency and safety during a stern tow, including:	
	a. Making preparations for taking another PWC in tow.	
	b. Safety of and communications with personnel on towed PWC.	
9.	Kept the controlling unit informed of mission operations and conducted scheduled Position and Ops Normal Reports.	
10.	Operated boat IAW Navigation Rules and Regulations.	
11.	Efficiently and safely moored the PWC.	
12.	Satisfactorily answered QEs questions on policies, procedures and requirements practiced by an Auxiliary PWC Operator. Questions are limited to knowledge required by the qualification guide tasks (e.g. engine casualties, SAR organization and responsibilities, MSAP, and salvage policy).	



13. Discussed and demonstrated kn	nowledge of filling out and processing required reports.	
Accomplished: Qualification Examiner's Signature: Qualification Examiner's Signature:	Date Date	
NOTE ↔	Comments should be made in detail. Tasks that were not performed to standards requispecific comments addressing what the deficiencies were and why, and what corrective action must be taken to be successful at the next check ride. Each QE should initial of the line by the task that was successfully accomplished during the check ride they evaluated and then sign on the "Signature" and "Date" line. A copy of this task sheet should accompany the letter for Recommend for Certification, to the Operations Training Officer.	ve on
Comments:		



CHAPTER 4 Auxiliary PWC Pre-Underway Checklist

A.1. Overview

Prior to launching or getting underway, conduct a pre-underway check-off of your Personal Watercraft (PWC). Check for proper condition, operation, and stowage of required equipment. Routine mechanical, electrical, and engine checks must also be done. Ensure all crewmembers are aware of emergency procedures and the location and use of emergency equipment. Inform the Operational Commander of the number of persons and PWC involved in your patrol and their names prior to getting underway. Prepare a pre-underway check-off sheet for your specific facility. Below is a sample pre-underway checklist.

Fac	cility	Number: DATE:	Completed (Initials)
1.	Vei	rified appropriate Coast Guard orders have been issued.	
2.	Cor	nducted a safety inspection of PWC trailer, including lights, proper hitch, chains, etc.	
3.	Dis	cussed proper boat ramp etiquette.	
4.		der the observation of the mentor, located and verified the proper operation/usage, dition and stowage of the following equipment:	
	a.	Personal Floatation Device (PFD) and required equipment	
	b.	Hat/helmet; gloves with non-slip palms and foot protection.	
	c.	Goggles or sunglasses and sunscreen.	
	d.	Drinking Water	
	e.	Fire extinguishers	
	f.	Portable marine radio (either waterproof or in clear waterproof bag) or installed marine radio.	
	g.	Visual distress signals (if carried)	
	h.	PWC safety lanyard key (kill switch) and spare.	
	i.	Whistle or sound producing device. (Attached to PFD)	
	j.	Watch	
	k.	Tow line (minimum 30' of 3/8" nylon line)	
	1.	Rescue throw bag or rescue heaving line (minimum 50' reach).	
	m.	Mooring lines (2)	
	n.	Flashlight	
	0.	Sponges (2).	
	p.	Knife (3" blade minimum).	
	q.	Spare set of spark plugs (properly gapped).	
	r.	PWC Oil (as specified by the engine manufacturer)	
		First aid kit and emergency survival blanket	
	s.	USCG AUX patrol ensign on a staff or whip antenna (Optional).	
	t.	PWC tool kit including, but not limited to:	
		1. Multiple allen wrenches.	
		2. Screw drivers	
		3. Spark plug wrench.	
		4. Zip ties and hose clamps (various sizes)	
		5. WD40	



5.	Completed required mechanical, electrical, and engine checks listed below:	
	a. Steering cable and connections for ease of operation. Steering column checked for cracks and deformities.	
	b. Steering nozzle for proper operation (side to side movement with no binding).	
	c. Fuel line leaks, cracks, or loose connections.	
	d. Water lines for tight connections, cracks, or leaks.	
	e. Battery water level, proper connections and secured.	
	f. Gas and oil tanks for leaks and properly secured.	
	g. Ensure safety lanyard is properly attached, works properly, and is not cracked or broken.	
6.	Check hull for cracks or loose parts, particularly the pump area, the ride plate, and scoop grate.	
7.	Ensure drain plugs are in place and secure.	
8.	Ensure compartment gaskets are in good condition and compartment bilges are clean and dry.	
9.	Conduct PWC team briefing, including:	
	a. Purpose of the mission	
	b. Any special circumstances concerning the mission	
	Working radio frequency to be used for the mission	
1	c. Working radio frequency to be used for the mission	
	d. Expected weather and sea conditions	
	d. Expected weather and sea conditions	
	d. Expected weather and sea conditionse. Crewmember in proper uniform and equipment (PFDs, etc.)	



APPENDIX A Glossary

Introduction This appendix contains a list of terms that may be useful when reading this

Handbook.

In this appendix This appendix contains the following information:

Торіс	See Page
Glossary	A-1

TERM	DEFINITION
AOR	Area of responsibility. Refers to a geographic area in which a Coast Guard commander is responsible for carrying out missions.
AUXDATA II	Auxiliary Data Information System. The national membership, qualification, and mission performance database.
Boat Crew	Includes the Coxswain, Boat Crewmembers, and all other personnel required onboard a boat acting in an official capacity.
Boat Crew Program	A general term referring to the overall program of training, qualifying, and certifying members in any boat crew position: crewmember, coxswain, or PWC operator.
Certification	Formal command verification that an individual has met all requirements and is authorized to perform the boat crew duties at a specific level aboard an Auxiliary Facility.
COMDTINST	Commandant Instruction. A directive issued by the Commandant to establish policies and procedures.
Commander	A Coast Guard officer in command of a Coast Guard unit. As used in this handbook, refers to any Coast Guard Unit Commander, Commanding Officer, or Officer in Charge.
Concept of Operations	A fundamental or underlying procedural or philosophical statement of how a mission is accomplished or how an objective reached; how means are used to achieve ends. Also referred to as a CONOP.
Controlling Authority	A public safety agency that assumes the communications guard for a facility on patrol. This term is used in locations not covered by the active-duty command and control system.



Coxswain	The person in charge of a boat, responsible for the safety and conduct of the crew and passengers and the completion of the assigned mission.
Crewmember	A person embarked in a boat to assist with boat handling, and carrying out the assigned tasks of the mission.
Currency Requirements	Tasks which are required to be repeated a certain number of times at regular intervals to maintain currency.
Director	Director of Auxiliary. An officer assigned to a district commander's staff, responsible for directing and managing Auxiliary programs in the Auxiliary district or region. Also referred to as DIRAUX.
Facility	A boat, aircraft, or radio station owned by an Auxiliary member or unit, In accordance with Auxiliary Operations Policy Manual, COMDTINST M16798.3 (series). Offered for use by the Coast Guard.
Mentor	An Auxiliary member who partners with a boat crew program trainee to assist and coach the development of the trainee's knowledge and skills.
Night Hours	Night is defined as ½ hour after nautical sunset and ½ hour before nautical sunrise.
Operational Commander	For the purpose of this Handbook, Operational Commanders are defined as those who exercise <i>direct</i> operational control of a Boat Force units and Coast Guard Auxiliary units within their geographic area of operations. Operational commanders can issue orders, and maintain overall guidance of operational policy over assets in their area of operations.
Operational Control (OPCON)	Those functions involving the composition of subordinate forces, the assignment of tasks, the designation of objectives, & the authoritative direction necessary to accomplish the mission. It does not include such functions as administration, discipline, internal organization, and unit training, except when a subordinate commander requests assistance.
Operations Training Officer (OTO)	A member assigned to the Director's staff to coordinate and support the boat crew training program in that district or region. Support includes serving as a trainer. Normally the rank of Chief Warrant Officer (W-2 through W-4).
Operational Workshop	An Operational Workshop is published annually as a Commandant Notice to address pertinent Auxiliary operational safety topics and contain a mandatory Team Coordination Training (TCT)/Risk Management annual refresher. The workshop normally requires that all certified Auxiliary crewmembers, coxswains and PWC Operators attend the workshop, however, the workshop Notice may require other operational members to attend. Any member attending the workshop must ensure their attendance is documented in AUXDATA II



Order Issuing Authority (OIA)	Active-duty unit commanders authorized to issue operational orders. Unit commanders and directors may designate certain civil service, active duty and District level Auxiliary officers to issue orders on their behalf.
Patrol	The movement of an Auxiliary operational vessel facility, on reimbursable or non-reimbursable orders, to carry out an assigned mission.
Proficiency	Status of a crew currency.
PWC	Personal water craft (PWC) is a vessel less than 16 feet in length which is designed to be operated by a person or persons sitting, standing, or kneeling on, rather than within the confines of a hull, normally propelled and steered by a directional water jet apparatus.
Qualification	The satisfactory completion of the appropriate qualification tasks.
Qualification Examiner (QE)	A certified Auxiliary, active duty, or reserve coxswain appointed by the Director to verify that trainees are able to perform qualification tasks to specified standards.
Risk Management	A continuous, systematic process of identifying and controlling risks in all activities according to a set of preconceived parameters by applying appropriate management policies and procedures. This process includes detecting hazards, assessing risks, and implementing and monitoring risk controls to support effective, risk-based decision-making.
Station	A Station is a shore facility with a designated OPFAC, Command Cadre, permanently assigned duty-standards, unit boat allowance and equipment.
Task	A separate training step learned in order to perform a particular job skill.
Task Code	A four-element code used to identify the applicability of tasks listed in the Auxiliary Boat Crew Qualification Guide.
Team Coordination	A set of leadership, communication and decision-making skills intended to coordinate the actions of individuals making up a team, such as a boat crew, in order to more safely and effectively carry out a mission. Often referred to as team coordination training, or TCT.
Trainee	An Auxiliary member in the boat crew training program as a candidate for qualification.
Triennial	Taking place every three years.
Туре	The type of boat for which a particular qualification task applies. All Auxiliary facilities are designated "AUX."



Vessel Facility

A boat owned by an Auxiliary member or Auxiliary unit and offered for use on patrols. It must meet certain equipment standards and be inspected annually. In some cases, boats owned by corporations may also be accepted as facilities. (See Section 1.D of the Auxiliary Operations Policy Manual, COMDTINST M16798.3 (series) for guidance on corporate ownership.)



APPENDIX B List of Acronyms

Introduction This appendix contains a list of acronyms used throughout the Handbook.

In this appendix This appendix contains the following information:

Topic	See Page
List of Acronyms	B-1

ACRONYM	DEFINITION
ANACO	Assistant National Commodore
AOR	Area of Responsibility
AQEC	Area Qualification Examine Coordinator
AUX	Auxiliary
AUXLO	Auxiliary Liaison
BCAB	Boat Crew Advisory Board
PWC	Boat Crewmember
BECCE	Basic Engineering Casualty Control Exercises
BM	Boatswain's Mate
CFR	Code of Federal Regulations
CHDIRAUX	Chief Director of Auxiliary
CO	Commanding Officer
CO/OIC	Commanding Officer/Officer-in-Charge
COLM	Chain of Leadership and Management
COMDTINST	Commandant Instruction
COXN	Coxswain
CQEC	Chief Qualification Examine Coordinator
CS	Creeping Line Search
CSP	Commence Search Point
DCDR	Division Commanders
DCO	District Commodore
DGPS	Differential Global Positioning System
DIRAUX	Director of Auxiliary
DR	Dead Reckoning
DSO	District Staff Officer
DSO-OP	District Staff Officer, Operations
E-SAR	Electronic Search and Rescue Fundamentals Course
EBL	Electronic Bearing Line



ACRONYM	DEFINITION
EMT	Emergency Medical Technician
ENG	Engineer
ETA	Estimated Time of Arrival
FC	Flotilla Commander
FSO	Flotilla Staff Officers
FSO-OP	Flotilla Staff Officers for Operations
GAR	Green-Amber-Red
GPS	Global Positioning System
HELP	Heat Escape Lessening Position
ICW	Intracoastal Waterways
IMF	International Medium Frequency
IR	Infra-Red
KTS	Knots
LOP	Line of Position
MARB	Marine Assistance Request Broadcast
MOB	Man Overboard
NACO	National Commodore
NAVRULS	Navigation Rules
NM	Nautical Miles
NMEA	National Marine Electronics Association
OIA	Order Issuing Authority
OIC	Officer-in-Charge
OPAREA	Operational Area
OPFAC	Operating Facility
ОТО	Operations Training Officer
ORM	Operational Risk Management
PFD	Personal Flotation Device
PIW	Person-in-the-Water
PLB	Personal Locator Beacon
POB	Person Onboard
PPE	Personal Protective Equipment
PPS	Precise Positioning Service
PQS	Personnel Qualification Standard
PS	Parallel Search
PWC	Personal Watercraft
QE	Qualification Examiner
RM	Risk Management



ACRONYM	DEFINITION
RPM	Revolutions per Minute
SAR	Search and Rescue
SMC	SAR Mission Coordinator
SO	Division Staff Officers
SO-OP	Division Staff Officers for Operations
SOG	Speed Over Ground
SOP	Standard Operating Procedures
SPE	Severity-Probability-Exposure
SPE/GAR	Severity-Probability-Exposure/Green-Amber-Red
SS	Square Search
SSB-HF	Single Side Band-High Frequency
TCT	Team Coordination Training
TD	Time Difference
TSN	Track Line Single-Unit Non-Return
TSR	Track Line Single-Unit Return
U/W	Underway
UHF	Ultra-High Frequency
VHF	Very High Frequency
VRM	Variable Range Marker
VS	Sector Search
WX	Weather
XTE	Cross Track Error