

# Disclaimer



Please DO NOT REMOVE INFORMATION from this presentation. The information provided in this presentation is valuable for all surface operations.

ADD local information (if needed) to this presentation to ensure it meets your local Sector/District requirements.

# Welcome



- This is the 2024 Surface Workshop  
~ we will start on time ~
- If you are attending virtually, un-mute your microphone, turn on your camera and say hello to your shipmates
- If you have any connectivity problems please call, text, or Email the course facilitator, [facilitator name](#) at [facilitator phone #](#) or [facilitator email](#).
- If you lose connectivity during the session, we suggest you restart your computer before re-entering the session



# 2024 Surface Operations Required Workshop

*Surface Division  
National Response Directorate*

*Revised 26 Feb 2024 with release of the updated Auxiliary Boat Crew Qualification Handbook – Boat Crew (ABQH) & Auxiliary Training Handbook Boat Crew (ATH)*

# 2024 Operations Workshop Topics



- Safety
- Annual Currency Tasks
- Staying out of REYR/REWK
- Auxiliary Training Handbook – Boat Crew (ATH-BC)
- Auxiliary Boat Crew Qualification Handbook (ABQH)
- Evaluation Drill Sheets
- Color and Vision Check Video
- AUX Operations Process Guide – Vol 1

# 2024 Operations Workshop Topics



- Crew Endurance Management
- Mishaps
- Standard Auxiliary Maintenance Allowance (SAMA)
- AUX Scout
- +Local information (if any)
- Response Directorate Articles
- Surface Contacts/POCs



# Ground Rules



- This workshop should be interactive, not all lecture
  - Ask questions
  - Answer questions
  - Share experiences
  - Share insights

**Participate ~ Participate ~ Participate**

# Safety is ALWAYS the 1<sup>st</sup> Priority



The CREW  
The PUBLIC  
And the VESSEL  
are ***MORE IMPORTANT***  
than the Mission

# “I’M SAFE”

## Am I fit for the mission?



- I'** **Illness** - Do I have an illness or symptoms of illness?
- M** **Medication** - Am I taking prescription or over-the-counter drugs?
- S** **Stress** - Am I under psychological pressure from the job? Worried about financial matters, health problems, or family discord?
- A** **Alcohol/Drug Use** - Have I been drinking within twelve hours? Have I taken any medication which may impact my abilities?  
**Note:** Marijuana & derivatives are not legal for use under federal law
- F** **Fatigue** - Am I tired and not adequately rested?
- E** **Eating** - Am I adequately nourished and hydrated?



# Task Requirements – CREW & COXN



## INITIAL:

- For a member's initial qualification, they must meet all the requirements in the appropriate PQS and pass the QE checkride.
- There is no requirement to separately submit an Annual Currency Maintenance Task Tracker in the calendar year of **initial** qualification only.

## NIGHT:

- Member's that want to be nighttime certified and perform nighttime operations, completion of (MOB and Navigation Exercise) task **must be completed at night** prior to completion of the PQS process and requesting a QE checkride.
- For candidates wanting to be "Night Certified" (MOB and Navigation Exercise) must be part of the QE checkride conducted at night.
- **Member's NOT requesting to be "Night Certified" are NOT required to complete the (MOB and Navigation Exercise) requirements at night as part of the qualification process to complete the PQS. THEY MUST COMPLETE THESE TASK DURING DAY to complete the PQS.**



# Currency Task Requirements

- Currency maintenance requirements consist of the follow:
  - (01) Annual underway tasks
  - (02) Annual underway hours
  - (03) Three Year Evaluation by a QE
  - (04) TCT/RM (15 months)
  - (05) Navigations Rules exam (5 years)
- Reference: Auxiliary Training Handbook – Boat Crew (ATH-BC) - Chapter 5 for detailed currency maintenance requirements for crew member, coxswain, and PWC operator.



# Annual Currency Task Requirements

- Annual Currency Maintenance Task Tracker (Enclosure 4, 5, or 6 in the Auxiliary Training Handbook - Boat Crew) must be completed by all Coxswains, Crew and PWO and submitted to the appropriate designee to be recorded in AUXDATA II. Member's failing to submit form after 31 Dec 2024, risk being placed in REYR.
- If the member wishes to maintain night certification, they are also required to complete the nighttime annual currency maintenance tasks (Navigation and MOB Exercises) and document completion on their Annual Currency Maintenance Task Tracker.
- The Annual Currency Maintenance Task Tracker must be completed and submitted every year to include those years with the Three-Year Evaluation by a QE.



# Annual Currency DAY and \*NIGHT Tasks - Boat Crew Member

- Assist the Coxswain with a Pre-Check off of an Auxiliary Facility - IAW TASK BCM-03-02-AUX
- Boat Handling - IAW TASK BCM-04-08-AUX
- \*Navigation and Piloting Exercise - IAW TASK BCM08-02-AUX
- \*Man Overboard - IAW the MOB Evaluation drill sheet
- Tow - IAW the TOWING Evaluation drill sheet
- Onboard fire - IAW the ONBOARD FIRE Evaluation drill sheet
- Grounding - IAW the GROUNDING Evaluation drill sheet
- Navigation and Piloting Exercise - IAW TASK BCM08-02-AUX
- Man Overboard - IAW the MOB Evaluation drill sheet

# Annual Currency DAY and \*NIGHT Tasks - Coxswain



- Conduct a Pre-Check off of an Auxiliary Facility - IAW TASK COXN-03-03-AUX
- \*Navigation Exercise - IAW the Navigation Evaluation drill sheet
- \*Man Overboard - IAW the MOB Evaluation drill sheet
- Tow - IAW the TOWING Evaluation drill sheet
- Onboard fire BECCE - IAW the ONBOARD FIRE Evaluation drill sheet
- Grounding - IAW the GROUNDING Evaluation drill sheet
- Correctly execute one of the precision search patterns IAW the Search pattern (Precision) Evaluation Drill Sheet **OR** Correctly execute one of the drifting search patterns IAW the Search Pattern (Drifting) Evaluation Drill Sheet. *Search Pattern shall be based on appropriateness of the patterns for the type of facility and the needs of the operating area.*



# Annual Currency Tasks – Personal Watercraft (PWC)

- Locate and Identify the Purpose of the Equipment Aboard the Boat; Perform Pre-Underway Testing; Conduct Pre-Underway Briefings - IAW Task PWC-03-02-AUX
- Dismount and remount PWC in deep water - IAW Task PWC-04-01-AUX
- Maneuver Through a Buoyed Slalom Course - IAW Task PWC-04-03-AUX
- Pick Up a Conscious Person And Transport To Shore - IAW Task PWC-07-01-AUX
- Dismount and remount PWC in deep water - IAW Task PWC-04-01-AUX
- Take another PWC or vessel in stern tow - IAW TASK PWC-07-02-AUX
- Efficiently and safely handled the PWC and communicated effectively with the tandem facility

# Three-Year Evaluation Checkride



- The Three-Year Evaluation Checkride must be completed no later than 31 Dec.
- Required three years from completion of last QE checkride.
- Annual currency maintenance tasks are not required to be completed **prior** to the member's Three-Year Evaluation Checkride .
- The nighttime TASKs are an **optional** part of the QE Three-Year Evaluation Checkride for those member's that are night certified.



# Recertification



- When a member fails to meet any of the currency maintenance requirements, their certification will lapse, and they will be placed in Required Yearly Requirement (REYR) status.
- Reference: Auxiliary Training Handbook – Boat Crew (ATH-BC) - Chapter 6 for details on recertification requirements for crew member, coxswain, and PWC operator.

## Annual Currency Maintenance (Tasks and Hours):

- A member who fails to meet annual currency maintenance requirements day and/or night (task and hours) for a calendar year shall make up the missing hours and/or tasks as a trainee the following calendar year to recertify.

## Three-Year Evaluation Checkride:

- Members who fail to complete the Three-Year evaluation checkride within their required timeline will be placed in REYR. Member must complete the Three-Year Evaluation Checkride and any missing annual currency requirements from the previous calendar year in order to recertify.



# Recertification (continue)



## TCT/RM:

- Members failing to meet TCT/RM Refresher training by the end of their 15th month will be placed in REYR and must completed TCT/RM Refresher training for recertification.

## Navigation Rules Exam:

- Coxswains who have exceeded a period of five years since the date of their last examination will lose their certification and be placed in REYR status until they have passed the Initial Examination (closed book).

## Medical Situations:

- Medical situations of a temporary nature are defined as conditions that preclude a certified member from boat operations for a period of not more than one year. One year is defined as 365 days from the date member is placed in ADMIN status in AUXDATA II. See Chapter 6 of Auxiliary Training Handbook – Boat Crew (ATH-BC) for more details on Medical Situations.

# Staying Out of REYR/REWK



**NAV RULES 95 for Coxswains only** (every five years- expires date specific)

**Core Training** (every five years- expires on 12/31)

**Underway Mission Hours** (in accordance with ATH-BC Chapter 5)

**Currency Maintenance Tasks** (in accordance with Annual Currency Task Tracker)

**Qualification Examiner Check ride** (every 3 years-expires on 12/31)

**Risk Management** (every 15 months- expires date specific) - Must be taught by a certified TCT/RM instructor

**Surface Operations Workshop** (annually by 30 June, if required, must be taught by a qualified instructor.) Without the required Ops Workshop, member goes into REWK on 01 July and REYR on 01 January, if not completed.

# Auxiliary Training Handbook – Boat Crew (ATH-BC)



AUXILIARY TRAINING HANDBOOK –  
BOAT CREW  
"Safe, Proficient, Professional"



New  
Version "C"  
released on  
February 21,  
2024

ATH 16794.51B

January 2023

# REVISED SURFACE OPERATIONS WEBSITE.....



www.uscgaux.info/content.php?unit=R-DEPT&category=boat-crew-and-qe-resources

U.S. Department of Homeland Security  
**United States Coast Guard Auxiliary**

AUXHOME JOIN US NOW! LEADERSHIP AUX MEMBERS DIRECTORATES UNITS AUX ASSOC. COAST GUARD

Sunday, February 25, 2024

  
R-Directorate  
Response

Leadership

Air Operations Division

Surface Division

Telecom Division

Education Division

From The Bridge

Response Divisions

What's New

"The Responder"

Program Operations

Get Qualified for Ops

### Boat Crew and QE Resources

All forms, documents, handbooks, guides and manuals are subject to periodic updates.

PLEASE use the most current version posted on this site when conducting training and evaluations.

Each document will be marked with a version # and posting date at the bottom of the page.

STANDARDIZED  
DRILL SHEETS

BOAT CREW  
RESOURCES

QE RESOURCES

USCG  
INSTRUCTIONS

USCG  
BOAT CREW  
TRAINING VIDEOS

Click anywhere in the picture to go to webpage



# Surface Qualification Vision Check Video

Scan the QR Code below with your smartphone to access the video or click the link on the left side of the slide.

<https://drive.google.com/file/d/1tat5hazaTsSAn-IrJ67lh7qLj4oMOaKB/view?usp=sharing>





# Surface Qualification Color Check Video

Scan the QR Code below with your smartphone to access the video or click the link on the left side of the slide.

[https://drive.google.com/file/d/1RtgdwRkLwH6KXGYRQELIf8Z9D\\_5FjAE8/view?usp=drive\\_link](https://drive.google.com/file/d/1RtgdwRkLwH6KXGYRQELIf8Z9D_5FjAE8/view?usp=drive_link)



# ALAUX 032-23 Auxiliary Operations Process Guide – Vol 1



## *REPLACES*

Auxiliary Operations Policy Manual, COMDTINST M16798.3E

### • CHANGES:

- AUXDATA II Patrol orders approved by the OIA, with no mission activity logs, will be canceled by the system automatically 45 days after Patrol date.
- Updated Patrol Order verbal orders authorization requirements.
- Updated reimbursement claim submission for Patrol Order from 30 days to 15 calendar days.
- Increased time from alcohol consumption to reporting for operations duty from 10 to 12 hours for all facility-related operations.
- Added waivers section to include types of waivers, standards, and guidance.
- Updated Personal Protective Equipment (PPE) requirements.
- Added Crew Endurance Management (fatigue) standards.



# Crew Endurance Management (CEM)



Crew Endurance Management (CEM) is used to control fatigue-related degradation in safety and performance. CEM is based on operational experience, analysis of boat crew missions, and a wealth of information derived from a variety of studies on the effects of shift work on human performance.



# Crew Fatigue Time Computation



Crew fatigue time includes and is the total cumulative of:

- (01) Underway time and anchored time (100%)
- (02) Pre and post-mission activities (Codes 01D) (50%)
- (03) Stops and breaks during an ordered patrol mission (Codes 01D) (50%)
- (04) Trailering (Code 01B) (50%)
- (05) Stand-by time (Codes 01D and 23A) (50%)

Crew fatigue time computation begins when the crew member reports to the designated place to prepare for a specific mission. Computation of such time ends when the mission is complete.

# Maximum Underway Fatigue Hours

Unit Commanders and OIAs shall comply with these limits



Boat Size	Maximum Underway(Fatigue) Hours (within a 24-hour period)			Rest Hours Required
	Seas < 4 FT	Seas > 4 FT	Heavy WX	
30 FT and above	8	6	N/A	8
Less Than 30 FT	8	0	N/A	8
PWC (Note 1)	6	N/A	N/A	1
Trailing	350 miles(total) or 8 hours (Note 2)(Note 3)			8

# Mishaps



A Coast Guard mishap is defined as any unplanned, unexpected or undesirable event that causes a termination in the mission, injury, occupational illness, death, material loss, or damage.

Mishaps are divided by class (A, B, C, D, and E) according to resulting severity of injury or cost of property damage/loss. Class A mishaps are the most serious while class D mishaps are the least severe. Class E mishaps are reserved solely for aviation.



# Mishap Reporting

The individual or unit with firsthand knowledge of a mishap shall immediately **report** all available information to the Order Issuing Authority (OIA). This **reporting** requirement applies to all surface mishaps, and overdue facilities. All mishaps shall be reported in accordance with COMTINST M5100.47(series).

Any noteworthy incident (positive or negative), should be reported to the DCOS to keep leadership aware of the situation.

Any additional District policies shall be followed.



# Standard Auxiliary Maintenance Allowance (SAMA)



- SAMA funding was increased by 20% in FY2023, the first increase in many years.
- SAMA is meant to reimburse facility owners for routine wear and tear expenses. It is not intended to cover all costs involved in owning a facility.



# AUXSCOUT

Auxiliary-Sea Scout Youth Development Program

When involved with Sea Scouts observe all provisions of the current SOP. Scan the QR Code below with your smartphone to access the document or click the link on the left side of the slide.



<https://wow.uscgaux.info/content.php?unit=S-DEPT&category=auxiliary-youth-programs>



# Response Articles



- The Response Directorate needs your help in showcasing your operations – do you have some photos and a couple sentences about an event or mission? Let's create articles for The Response Directorate to share your good work!
- Send your pics and info to DVC-RS - [Michelle.Thornton@cgauxnet.us](mailto:Michelle.Thornton@cgauxnet.us)



# Operations Workshop Debrief

- **What went right with today's workshop?**
- **What could be done better next time?**





# Thank You For Your Participation!



Any feedback on the contents of this presentation may be sent to:  
Division Chief – Surface COMO Michelle Thornton  
[Michelle.Thornton@cgauxnet.us](mailto:Michelle.Thornton@cgauxnet.us)

Roy Savoca

DIR-R (Director Response)

Larry Fletcher

DIR-Rd (Deputy Director Response)