



U.S. Coast Guard 7th District Auxiliary

How to become a Program Visitor



Prior to certification in any program, the member must have completed AUX-CT and a recognized boating safety course. This information must be recorded in AUXDATA.

- The information you need is found under “Job Aid Kits” in the [Vessel Examiners & RBS website](#) and [Recreational Boating Safety Partner Visitation Program](#) (RBS-PV)
- Download and study the RBSVP Manual - M16796.3C and the Vessel Safety Check Manual. Find both manuals here: [Auxiliary Manual Warehouse](#)
- Download and read the instructions on these forms from the [Auxiliary Forms Warehouse](#)
 - ANSC 7038 Recreational Vessel Examination Activity Report
 - ANSC 7046 RBS Visitation Report
 - ANSC 7029 Member Activity Report
- Take the RBSVP Exam linked on this web page <http://ntc.cgaux.org/>.

- Enter your Auxiliary member number and password
Can't remember your password? Obtain or Change password at [AuxOfficer](#)

- Choose the online course labeled MDV:

MDV	Recreational Boating Safety Program Visitor Exam - NEW EXAM
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- This is an open book test with a three-hour limit and passing grade of 90% or better. You will immediately receive confirmation of passing; print and/or save this confirmation. Note: It may take up to six weeks for NTC test results to show up in AUXDATA training records. **DIRAUX cannot certify a PV with a copy of the test results; it must be visible in AUXDATA.**
- Get together with a qualified Program Visitor to perform two or more supervised visits. Contact FSO-PV or FSO-MT for help. Note: In District 7, members may not certify a family member for qualifications.
- After completion of two or more successful program visits, the qualified Program Visitor will report the two visits on ANSC 7046. The qualified PV will report as “Lead” and you, the member, will be listed as “Trainee”.
 - In the Remarks Section, enter “Trainee (NAME, MEMBER NUMBER & FLOTILLA NUMBER) performed two required satisfactory supervised visits to qualify as PV”.
- **The supervised visits must be recorded in AUXDATA before** the Flotilla Commander (or Flotilla Staff Officer) submits a [District 7 Help Desk Ticket](#) requesting Initial Certification for RBS PV. Use category “Certifications – Other (FC or FSO)”

DISTRICT 7 HELP DESK TICKET EXAMPLE:

Request initial PV certification for:

1. MEMBER NAME, MEMBER # and FLOTILLA #
2. Completed RBS PV Exam on (DATE) with (PASSING GRADE)
3. Completed supervised visits on (DATE) with (QUALIFIED PV MEMBER NAME AND MEMBER #)
4. Completed the required PV Workshop on (DATE)
5. All AUXDATA entries complete

Add only if the Workshop is required

- District 7 DIRAUX will then qualify you as a Program Visitor and enter the qualification in AUXDATA.
- Qualified Program Visitors are awarded the PV/VE Ribbon. 
- **A minimum of four program visits are required annually to maintain PV certification.** You will want to do much, much more as we promote our public education classes, National Safe Boating Week, vessel safety check schedules, provide safety information to boaters and promote Auxiliary events and missions. Have fun while doing the right thing!

Join the District 7 RBS PV Team

