



**UNITED STATES  
COAST GUARD  
AUXILIARY**

**OPERATIONAL EXCELLENCE  
&  
ISAR  
TRAINING GUIDE**

# OPERATIONAL EXCELLENCE & ISAR TRAINING GUIDE

## Purpose

This training guide is intended to assist Auxiliarists in preparing for participation in at least four programs:

- (1) Annual Currency Maintenance;
- (2) Fifth year re-qualifications;
- (3) The Auxiliary Operational Excellence Program “E-decal” award; and,
- (4) Competition for participation in the annual ISAR (International Search and Rescue) events held alternately in Canada and the U.S.

AT ALL TIMES PARTICIPANTS SHOULD BE PROFICIENT IN ALL AREAS OF BOAT CREW COMPETANCY. THE FOUR PROGRAMS LISTED ABOVE ARE BASED ON SPECIFIC REQUIREMENTS. COMPETANCIES INCLUDE:

Crew Efficiency Factors  
Risk Management  
Team Coordination Training  
Physical Fitness  
First Aid & CPR  
Survival  
Marlinspike  
Seamanship  
Boat Nomenclature

Nautical Terminology  
Basic Stability  
Boat Characteristics &  
Engineering  
Boat Handling  
Rules of the Road  
Towing & Salvage  
Helicopter Operations  
Night Navigation

## Proctors for the required Excellence Program tasks include:

- Qualification Examiners (QE).
- Any active duty or reserve member achieving the rank of at least BM-2/E5 who is qualified as a coxswain on a Coast Guard SAR boat.
- Any others determined at a later date to be qualified and designated by a competent authority in accordance with the policies of this program.

## International Search and Rescue Competition

All ISAR events will be judged by Canadian standards using two (2) judges (CCG & USCGA) for each event.

ISAR events will be judged by Canadian standards.

All other events will be to U.S. standards as set forward in the Auxiliary Boat Crew Training Manual, COMDTINST M16794.51 (series) and the Boat Crew Seamanship Manual, COMDTINST M16114.5 (series). For ISAR events when requirement differences occur they will be noted and explained.

**Teamwork and fellowship** are of paramount value to all four of the programs listed above. Judging and acceptance of efforts will take into consideration the ability of teams, either established or temporary, to work together.

Let's show that "**COAST GUARD FORCES**" is real and that we can all work together regardless of organizational unit or Auxiliary position.

These events are intended to broaden experience, share expertise, and enhance both teamwork and fellowship.

Have FUN!

## **Annual Certification**

Annual Certification is comprised of the following tasks and must be accomplished annually by individual Auxiliarists to maintain Coxswain or Crew status. This is very important and the new Patrol Orders Management System (POMS) checks on crew and coxswain status each time a Patrol Order is requested.

<b><u>Crewman Tasks (BCM)</u></b>		<b><u>Coxswain Tasks (COX)</u></b>
	Pre-Underway Check Off	
BCM-03-04-AUX		COX-03-04-AUX
	Towing Drill	
BCM-07-05-AUX		COX-08-05-AUX
Take disabled vessel in stern tow		Use proper approach and take boat in stern tow
BCM-07-08-AUX		COX-08-07-AUX
Shift to a Boat in Alongside Tow	Tow	Shift to a Boat in Alongside
	Man Overboard (MOB) Drill	
BCM-07-02-AUX		COX-07-02-AUX

***USE CURRENT "DISTRICT 13 ANNUAL BOAT CREW CERTIFICATION" FORM***

## **Fifth Year Certification**

Fifth Year Certification is the same as the Annual Certification, but, must be completed and verified by a Qualifications Examiner

Additionally, Coxswains must complete the open book Navigation Rules exam with a 90% score

## The Auxiliary Operational Excellence Program “E-decal” Award

The Operational Excellence “E-decal” award program is comprised of the following tasks:

1. Search Planning - The proctor gives the team a Person In the Water (PIW) scenario, the Team does the search planning appropriate for the scenario including plotting on a local chart the enroute course and selected search pattern.

The scenario will include:

- Reported incident involving PIW at a specified time.
- Team receives pertinent information at incident time + 30 minutes.
- Last Known Position (LK-P) at time of incident.
- Set and drift information (this may be "virtual" in non-tidal areas).
- Team will have 30 minutes to calculate and plot Datum, Dead Reckoning (DR) plot to Datum and initial search pattern.
- Datum must be corrected from incident time to the time the facility expects to be on scene.

Scoring: Given a scenario of a person in the water, the team must demonstrate the ability to accurately calculate and plot datum (5 points), plot a DR track to datum (5 points), correctly choose (5 points) and plot the initial search pattern (5 points) within a 30 minute time period (5 points).

2. Search Execution - The team transits to the calculated datum in their OPFAC WITHOUT the use of GPS or LORAN-C, using safe and prudent navigation by dead reckoning and seaman's eye only. The team will search and recover an item previously placed in the water.

- A dummy PIW is to be set at the location where Datum from previous scenario SHOULD be before the search is begun.
- The team runs their DR plot (not using GPS or LORAN-C) to calculated Datum and conducts their chosen search pattern (the team may use GPS or LORAN-C for search pattern).
- All turns on the DR run must be within 10 seconds of predetermined time.
- All search pattern legs must be within 5 seconds of predetermined time.
- Search must be completed within 12 minutes after arriving at CSP.
- When the dummy PIW is found, the drill will stop and will be noted as successfully completed.

Scoring: Using the information derived from their Search Planning, the team must demonstrate the ability to accurately run their plotted DR legs (5 points), arrive O/S within 2 minutes of projected ETA (5 points) and within 100 yards of datum (5 points), properly conduct the search pattern within the parameters stated above, and find the PIW within the 12 minute time period (5 points).

3. Pump drill - This task will be performed in **calm, sheltered waters** with a P-1, P-5 or other suitable pump. The team OPFAC will anchor in sheltered waters and properly operate the pump.

- Safely and properly anchor the facility.
- Unpack, prime, and operate the P-1, P-5, or other suitable portable pump while on board a facility, at anchor.
- Obtain suction and a discharge stream within 3 minutes of beginning unpacking the pump.
- Pump must be properly repacked when cooled down.
- If the OPFAC is not large enough to perform this task at anchor, or if a suitable anchorage is not available, the preceding steps may be completed dockside.

Scoring: Using the above criteria, the team must properly prepare and operate the pump (5 points) within a 3 minute time period (5 points), then properly repack the pump (5 points).

4. Communications - Team members are tested on correct use of marine radio communications.

- Each team member must orally recite the Phonetic Alphabet and operating channels for the local area. Must score 100%.
- A team member gives proper underway message.
- A team member gives proper ops & position reports to the controlling unit.
- A team member gives proper on scene message.
- A team member gives proper commence search message.
- A team member gives proper PIW found, and simulated PIW condition message.

Scoring: Two team members shall be tested dockside on the phonetic alphabet and operating channels. Each team member must score 100% (5 points for each team member). The underway message, ops and position message, on scene message, commence search message, and PIW found and condition messages may be given by any team member, and are scored 3 points each. These messages will be passed during the search execution task.

5. Complete the normal Currency Maintenance Tasks:

- Successfully complete Pre-Underway Check off (BCM-03-05-AUX, COX-03-04-AUX) (2 points)
- Successfully complete MOB drill (BCM-07-02-AUX, COX-07-02-AUX). (3 points)
- Successfully complete Towing drill (BCM-07-05-AUX or BCM-07-08-AUX, COX-08-05-AUX or COX-0807-AUX). (10 points)

**Any safety violation will void the entire testing evolution and the team must re-test.**

There are 100 possible points. 90 points are needed for award of the Operational Excellence Program E-Decal. See Appendix A.

## **International Search and Rescue**

Six US and six Canadian teams will compete. Each team will have four (4) members, one of which to be designated as team coxswain. For the Six events listed below, each team will compete with three (3) team members who will be chosen at random by the event organizers.

The highest scoring Canadian and US team will be awarded the Canadian and US 1<sup>st</sup> place team trophies respectfully.

The US and Canadian team events will be as follows:

1. Search and Rescue Planning
2. On-Water SAREX
3. SAR Pump
4. Heaving Line 1
5. Heaving Line 2
6. Mystery Event

Details on each competition event will be published in the Participants Handbook (expected in mid-August 03)

As in 2002 there will also be a competition for the 4<sup>th</sup> team member who will be chosen at random by the event organizers on the day prior to the events. From these 12 Auxiliaries four (4) International Teams of three (3) participants will be created. These four (4) International Teams will compete in the following five (5) events:

1. Chartwork
2. Marlin spike
3. Water Rescue
4. Heaving Line 3
5. Mystery Event

Details on these events will also be found in the Participants Handbook.

The points scored in these five (5) events will be added to their District / Region team score for calculating the total points for each District / Region Team. The District / Region team with the highest overall score will be awarded the International Winner Trophy.

**Appendix B is a set of eight (8) viewgraph masters that can be used to present the material in the Training Guide.**

# **APPENDIX A**

## **Operational Excellence Training References**

### **Operational Excellence Score Sheet**

OPERATIONAL EXCELLENCE TRAINING REFERENCES

AUXILIARY  
BOAT CREW  
QUALIFICATION  
GUIDE  
COMDTINST  
M16794.52  
VOLUMES I & II

BOAT CREW SEAMANSHIP MANUAL  
COMDTINST M16114.5B

TASK			
<b>CURRENT CERTIFICATION</b>			
	PRE-UNDERWAY CHECKOFF	CHAPTER 1	COX-03-04-AUX BMC-03-04-AUX
	MOB DRILL	CHAPTER 16	COX-07-02-AUX
	TOWING DRILL	CHAPTER 17	COX-08-07-AUX
<b>COMMUNICATIONS</b>		CHAPTER 11	
	FIRST PHONETIC ALPHABET		
	SECOND PHONETIC ALPHABET		
	UNDERWAY MESSAGE		
	OPS & POSITION MESSAGE		
	ON SCENE MESSAGE		
	COMMENCE SEARCH MESSAGE		
	PIW FOUND & CONDITION		
<b>PUMP DRILL</b>		CHAPTER 18	
	PREPARE & OPERATE PUMP		
	<i>WITHIN A 3 MINUTE TIME PERIOD</i>		
	PROPERLY REPACK PUMP		
<b>SEARCH PLANNING</b>		CHAPTER 15	
	ACCURATELY CALCULATE & PLOT DATUM		
	PLOT DR TRACK TO DATUM		
	CORRECTLY CHOOSE INITIAL SEARCH PATTERN		
	PLOT INITIAL SEARCH PATTERN		
	<i>WITHIN A 30 MINUTE TIME PERIOD</i>		
<b>SEARCH EXECUTION</b>		CHAPTER 15	
	ACCURATELY RUN THEIR PLOTTED DR LEGS		
	<i>ARRIVE O/S WITHIN 2 MINUTES OF PROJECTED ETA</i>		
	<i>WITHIN 100 YARDS FROM DATUM</i>		
F. Ramer, 130-05-01	PROPERLY CONDUCT SEARCH PATTERN AND FIND THE PIW WITHIN 12 MINUTES 9	5/12/03	

**OPERATIONAL EXCELLENCE SCORE SHEET**

**TEAM  
IDENTIFICATION  
& SCORE**

	<b>TASK</b>	<b>POINTS</b>	
<b>CURRENT CERTIFICATION</b>			
	PRE-UNDERWAY CHECKOFF	2	
	MOB DRILL	3	
	TOWING DRILL	10	
<b>COMMUNICATIONS</b>			
	FIRST PHONETIC ALPHABET	5	
	SECOND PHONETIC ALPHABET	5	
	UNDERWAY MESSAGE	3	
	OPS & POSITION MESSAGE	3	
	ON SCENE MESSAGE	3	
	COMMENCE SEARCH MESSAGE	3	
	PIW FOUND & CONDITION	3	
<b>PUMP DRILL</b>			
	PREPARE & OPERATE PUMP	5	
	WITHIN A 3 MINUTE TIME PERIOD	5	
	PROPERLY REPACK PUMP	5	
<b>SEARCH PLANNING</b>			
	ACCURATELY CALCULATE & PLOT DATUM	5	
	PLOT DR TRACK TO DATUM	5	
	CORRECTLY CHOOSE INITIAL SEARCH PATTERN	5	
	PLOT INITIAL SEARCH PATTERN	5	
	WITHIN A 30 MINUTE TIME PERIOD	5	
<b>SEARCH EXECUTION</b>			
	ACCURATELY RUN THEIR PLOTTED DR LEGS	5	
	ARRIVE O/S WITHIN 2 MINUTES OF PROJECTED ETA	5	
	WITHIN 100 YARDS FROM DATUM	5	
	PROPERLY CONDUCT SEARCH PATTERN AND FIND THE PIW WITHIN 12 MINUTES	5	
<b>TOTAL POINTS AVAILABLE</b>		100	
<b>NEEDED FOR AWARD</b>		90	

**TEAM SCORE**

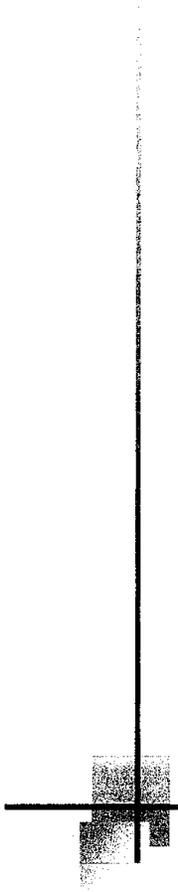
**PROCTOR #1**

**PROCTOR #2**

# NOTES

# **Appendix B**

**Suggested Viewgraphs for presenting  
The  
Annual Qualification, Operational Excellence,  
ISAR  
Program**



# **Annual Certification Operational Excellence ISAR Program**

# **Annual Boat Crew Certification**

- Pre-Underway Check-Off
- Man Overboard evolution
- Stern Tow
- Alongside Tow

# Operational Excellence Program

---

- Purpose
  - Provide Coast guard Auxiliary boat crews with a challenging opportunity to highlight their proficiency and skills through the completion of a series of evaluated scenarios
  - It is an achievement of excellence that may be obtained by a coxswain / crew team if they desire to do so
  - Not a mandatory "higher level" that the Team must complete
  - E-Decal is an award; it is not a qualification

# **Operational Excellence**

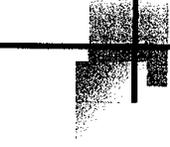
---

- The Program Consists of the Tasks Required for Annual Certification, And
  - Four Areas of Competency
    - Search Planning
    - Search Execution
    - Pump Drill
    - Communications



## International Search & Rescue

- This is a competition to take place in late September 2003 in St. Johns, Newfoundland
- The U.S.C.G. Auxiliary will send six teams
- District 13 will send one team



# International Search & Rescue

- ISAR Competition will include:
  - Search & Rescue Planning
  - On-Water SAREX
  - SAR Pump (Probably P-1)
  - Heaving line 1 & 2
  - And a Mystery Event

# How does it all fit?

- Annual Certification
  - Pre-Underway check
  - Towing Drill
  - Man Overboard Drill
- Excellence Scenarios
  - Search Planning
  - Search Execution
  - Pump Drill
  - Communications
- ISAR
  - SAR Planning
  - On-Water SAREX
  - SAR Pump
  - Heaving Line 1 & 2
  - Mystery Event
    - Chartwork
    - Marlinespike
    - Water Rescue
    - Heaving Line 3



## **VALUE: WHAT IS IT WORTH?**

- **ANNUAL BOAT CREW CERTIFICATION**
  - CONTINUED OPERATIONAL STATUS
- **OPERATIONAL EXCELLENCE PROGRAM**
  - AWARDED "E" AND INDIVIDUAL RIBBONS
- **ISAR**
  - INTERNATIONAL RECOGNITION, TROPHY, AND KNOWLEDGE OF BEING THE BEST
- **ABOVE ALL -- FELLOWSHIP & FUN!**