

**ORGANIZATION MANUAL  
FOR  
COAST GUARD PATROL BOATS  
WPB'S 82' and 83'**



**CG-275-1**

**AUGUST 1959**

**U. S. COAST GUARD  
TREASURY DEPARTMENT**

# UNITED STATES COAST GUARD

ADDRESS REPLY TO:  
COMMANDANT  
U. S. COAST GUARD  
HEADQUARTERS  
WASHINGTON 25, D. C.



OGR  
14 AUG 1959

## LETTER OF PROMULGATION

1. Purpose. This organization manual, CG 275-1, establishes and promulgates the recommended organization, bills, procedures, regulations, and instructions for the administration of 82' and 83' patrol boats.
2. Publications affected. Organization Book for Coast Guard Patrol Boats (CG-275) is no longer effective for these classes.
3. Scope. This manual is primarily for those 82' and 83' patrol boats which have an enlisted man as officer-in-charge and which have a primary mission of search, rescue, and law enforcement. Patrol boats commanded by a commissioned officer or assigned other missions may vary the internal organization as necessary, but should follow closely the guide lines herein. An attempt has been made to eliminate bills, instructions, and procedures which are cumbersome or impracticable aboard a small vessel. Requirements contained herein supersede similar requirements previously published.
4. Action. This manual is effective upon receipt. The officer-in-charge, commanding officer, or group commander retains the right to make modifications or additions to this manual as required to meet conditions peculiar to his operations. All holders are required to review it thoroughly and to advise the Commandant (O) of any errors or recommended changes. Each vessel shall keep a master copy up to date as changes are received. No other changes or modifications shall be made to this master copy. However, all other copies shall be kept corrected by minor changes issued by the officer-in-charge or commanding officer. Those copies should conform closely to the master copy except for items peculiar to a certain patrol boat.
5. Nothing herein shall be considered as contravening or superseding U. S. Coast Guard Regulations or other appropriate directives.

*A. C. Richmond*  
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## MISSION

The primary mission of 82' and 83' patrol boats is search, rescue, and law enforcement. Armament, consisting of a 20mm machine gun, is furnished primarily for law enforcement purposes. All organization, administration, and training requirements shall reflect the primary mission.

Construction of the 82' patrol boats began in 1959. This class of patrol boats has the following operational characteristics:

maximum speed	18 kts
maximum sustained speed	16.3 range 530 miles
economical speed	12 kts range 1000 miles
maximum draft	5'6"
propulsion	two 600 HP diesel engines

The 83' boats were constructed between 1941 and 1944 and have the following operational characteristics:

maximum speed	14kts (gasoline) 14kts (diesel)
maximum sustained speed	13kts range 325 miles (gasoline) 13kts range 650 miles (diesel)
economical speed	8kts range 470 miles (gasoline) 10kts range 1000 miles (diesel)
maximum draft	5'4"
propulsion	two 600 HP Sterling Viking gasoline engines (usual) or two 650 HP diesel engines.

Every man aboard should keep foremost in his mind the basic mission of his patrol boat and strive to maintain a high degree of readiness through training and good housekeeping. The mission will then be accomplished with credit to himself, his patrol boat, and the Coast Guard.

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ANNEX B

Watch, Quarter, and Station Bill (82' patrol boat)

Administration

1. Officer-in-Charge. The officer-in-charge has responsibility for the safety, well-being and efficiency of his unit until relieved of his duty. He shall be guided in executing his duties, responsibilities, and authority by U. S. Coast Guard Regulations.

2. Personnel. Billet assignments shall be made in accordance with the appropriate Standard Watch, Quarter and Station Bill included as Annex A or B. Where conditions warrant deviation from same, major changes shall be approved by the cognizant group commander. The Commandant shall be informed accordingly.

a. Reporting personnel shall:

- (1) be logged aboard, and be issued a liberty card.
- (2) be assigned a billet number, berth and locker.
- (3) be instructed by the officer-in-charge concerning duties, discipline, training, ship's organization, and regulations.

b. Departing personnel shall:

- (1) turn in equipment issued under custody receipt.
- (2) have liberty card destroyed and be logged ashore.

3. Correspondence.

a. All correspondence shall be prepared in accordance with the Coast Guard Correspondence Manual (CG-119).

b. Incoming official mail shall be delivered to the officer-in-charge for action, or, in his absence, to the senior petty officer aboard.

c. A record shall be kept of all incoming and outgoing official registered and insured mail.

(1) The registered and insured mail logs, which may be contained in sections of the same book, appropriately marked, shall contain the following information:

Incoming

Outgoing

date of receipt

date mailed

originator, date of origin  
and file number

addressee, date and file  
number

subject

subject

registry number

registry number

(2) The date of receipt and the date mailed of non-registered mail shall be recorded on the file copy of the correspondence.

8. Daily Routine. The officer-in-charge shall make up a schedule for daily routine as best suits the needs of his particular unit, and a copy of the schedule shall be posted on the crew's bulletin board.

## Chapter II

### Operational Bills

1. The Watch, Quarter, and Station Bill will, in large measure, take the place of a detailed organization book. This standard organization book has been prepared to simplify and eliminate much material contained in superseded organization books and to reflect the primary mission of this vessel.

2. Emergency Drills. All drills shall be initiated by sounding the general alarm followed by verbal announcement of the drill.

a. General Quarters (Law Enforcement). Every person aboard must be trained to man the 20mm machine gun so that it can be effectively and safely used at all times. The gun crew must be trained in the effective use and doctrine of the 20mm machine gun including the following:

- (1) Misfires and hangfires.
- (2) Broken firing pins, extractors and barrel springs.
- (3) Routine maintenance and upkeep.

b. Fire. All personnel must know the location of all fire fighting equipment and its use in fighting classes A, B, and C fires.

(1) The person discovering the fire shall sound the alarm and take immediate action to extinguish it.

(2) Confine the fire to as small a space as possible. The prompt setting of condition Z is the best means of doing this.

(3) Secure electrical circuits and ventilation, as required.

(4) After the fire is extinguished, set a "reflash watch".

c. Collision. All personnel must know the location and use of all damage control equipment aboard.

(1) Attempt to stop flooding by plugging hole.

(2) Establish boundaries to prevent progressive flooding.

(3) Use pump to dewater or reduce amount of flooding.

d. Man Overboard.

(1) Anyone observing or hearing a man fall over the side, shall immediately pass the word "Man Overboard (Starboard or Port Side)".

Throw a life ring, taking care not to hit him.

(2) The officer of the deck shall maneuver the vessel to pick up the man in the water. Maintain sufficient lookouts to keep him in view constantly. Rig equipment and have swimmer with harness and safety line ready to go over the side if necessary.

(3) Upon picking the man up, administer first aid including artificial respiration, if necessary.

e. Abandon Ship.

(1) All personnel properly don life jackets ensuring that all ties are secured with whistle and light attached.

(2) Launch boats upon command of senior officer present.

(3) Execute Destruction Bill. Safeguard log and personnel records.

(4) Abandon ship when ordered to do so.

(5) All equipment except pyrotechnics and small arms shall be kept secured to the boats at all times.

f. Steering Casualty.

(1) All personnel must know how to rig for emergency steering.

(2) When normal steering control fails, steer with engines until emergency steering gear is rigged.

(3) Prepare anchor for letting go.

g. Failure of Engine Pilothouse Control.

(1) Upon loss of engine pilothouse control the petty officer on watch shall:

(a) Alert the duty engineer by sounding the general alarm followed by verbally passing the word and by rapid ringing of the emergency engine order bell, if installed.

(b) If an emergency order bell is installed transmit engine orders with the listed signals. Otherwise, establish sound powered telephone communications between conn and the engine room.

(c) The following emergency engine order signals are to be posted at conn and in the engine room:

One bell -- Ahead Slow  
Two bells -- Stop  
Three bells -- Back Slow  
Four bells -- Full in direction in which engines are turning.

(2) Upon approaching restricted waters, establish sound powered telephone communications between conn and the engine room.

(3) Prepare anchor for letting go.

h. ABC Defense

(1) It is not possible or desirable to prescribe procedures to cover all situations where Atomic, Biological, or Chemical defense measures will be required. The procedures prescribed herein are intended to be used as a guide.

(2) Prior to attack or accident if sufficient warning is given:

(a) Proceed with vessel, unless ordered to the contrary, to an area away from the target in accordance with district dispersal plans.

(b) Close all watertight and weathertight closures and secure all supply ventilation except to the engine room.

(c) Inform all personnel of the possible nature of the attack.

(d) All hands assume battle dress. Unassigned personnel take shelter below deck. Rig fire hoses with applicators to provide a jury-rig type of water washdown system.

(e) Have gas masks ready if available or have emergency toweling masks broken out for use.

(f) Wet down topside areas.

(3) During the attack:

(a) Have washdown system in operation.

(b) All personnel except those at Conn seek shelter behind bulkheads and drop to deck for 90 seconds. After underwater bursts personnel shall remain in shelter until determination can be made as to safety of manning stations.

(c) To avoid radiation mist or biological or chemical warfare (BW/CW) aerosol clouds maneuver at right angles to the wind.

(4) After the attack:

(a) After an air burst, all personnel will be ordered to return to stations two minutes after the attack as required. After underwater bursts, personnel shall remain in shelter until determination can be made as to safety of manning stations.

i. Duty Section Fire Bill.

(1) This bill sets forth procedures for fighting fires when only the duty section is on board.

(a) The person discovering the fire shall sound the alarm and shall take immediate action to extinguish it.

(b) The petty officer of the watch shall immediately determine whether or not outside assistance is required. If there is any doubt that the fire can be extinguished by the force available, outside assistance must be requested as outlined in the standing orders to watchstanders.

(c) The Petty Officer of the Watch shall insure that

1. the fire is confined to as small a space as possible. The prompt setting of Condition Z in the immediate area is the best means of accomplishing this.

2. all available personnel are utilized to provide and to employ the required equipment.

3. after the fire is extinguished, a reflash watch is set. Proceed to dewater.

(2) In order that a fire can be expeditiously extinguished by the small inport duty section, all personnel must be thoroughly instructed in the following:

(a) Location and use of all fire fighting equipment including installed CO<sub>2</sub> systems.

(b) Difficulties which may be encountered in each of the compartments.

(c) Procedures for obtaining fire main pressure.

(d) The quickest means of requesting the available outside fire fighting assistance.

## Chapter III

### Training

1. The training program should include sufficient instruction and drills to insure that each man is reasonably proficient in the following:

a. Minimum requirements for all hands:

- (1) Know location of and how to wear life jackets.
- (2) Know location and use of survival equipment.
- (3) Know how to let go the anchor.
- (4) Know how to secure the anchor for sea.
- (5) Know how boat can be steered in event of steering casualty.
- (6) Know location and use of all fire fighting equipment.
- (7) Know how to render first aid, including artificial respiration.
- (8) Know necessity for conserving fresh water at all times.
- (9) Know how to start engines and get underway in an emergency.
- (10) Know duties assigned on Watch, Quarter and Station Bill.
- (11) Gunnery - Be familiar with 20mm gun stations, duties of crew, standard commands, simple casualties.
- (12) Gunnery - Be familiar with small arms, line-throwing gun.
- (13) Know military etiquette.
- (14) Electronic equipment - understand operation including safety precautions.
- (15) ABC defense - Be familiar with equipment, decontamination methods.
- (16) Damage Control - Know principles of shoring, dewatering.

b. General Requirements for deck personnel.

- (1) Be familiar with navigation charts, piloting.
- (2) Know rules of the Nautical Road.
- (3) Signalling - Know Morse and semaphore.
- (4) Communications - Know voice procedure, preparation of messages.
- (5) Be familiar with keeping of Ship's Log.
- (6) Be familiar with Search and Rescue Manual (CG-308)
- (7) Know procedures for law enforcement and boarding.

c. General requirements for engineering personnel.

- (1) Engineering - Be familiar with all machinery.
- (2) Know engineering casualty procedures.

2. Drills and Inspections.

a. The following drills and inspections shall be held once each week:

- (1) Fire.
- (2) Collision.
- (3) Man Overboard.
- (4) First Aid, including resuscitation
- (5) Signal (flashing light and semaphore).
- (6) Ship's and personnel inspection.
- (7) Engineering Casualty.

b. The following drills and inspections shall be held once each month.

- (1) General Quarters.
- (2) Abandon Ship
- (3) Pilothouse Engine Control Failure.
- (4) Search and Rescue.

(5) Law Enforcement (boarding procedure).

(6) Clothing Inspection.

C. The following drills or tests shall be held **once each** quarter:

(1) Steering Casualty.

(2) ABC.

(3) Pyrotechnics.

(4) Small Arms Instruction.

D. A check-off list containing the required drills and inspections is included on page 111-4. This check-off list will be utilized on this patrol boat to insure that the foregoing requirements are met. Completed lists will be retained in the files for review by operational commanders, inspectors and ship training detachments.

**CHECK-OFF LIST FOR DRILLS AND INSPECTIONS**

QUARTER ENDING

WEEK	DRILLS																	
	WEEKLY				MONTHLY				QUARTERLY									
	FIRE	MAN OVERBOARD	COLLISION	FIRST AID INCLUDING RESUSCITATION	SHIPS & PERSONNEL INSPECTION	SIGNAL (Flashing Light & Semaphore)	ENGINEERING CASUALTY		GENERAL QUARTERS	ABANDON SHIP	PLOTHOUSE ENGINE CONTROL FAILURE	SEARCH & RESCUE	CLOTHING INSPECTION	LAW ENFORCEMENT (Boarding Procedures)	STEERING CASUALTY	ABC	PYROTECHNICS	SMALL ARMS INSTRUCTIONS
1																		
2																		
3																		
4																		
5																		
6																		
7																		
8																		
9																		
10																		
11																		
12																		
13																		

## CHAPTER IV

### Ship's Regulations

The following number of ship regulations are considered the minimum necessary for the effective operation of a patrol boat of this class. Additional regulations should be issued by the officer-in-charge or commanding officer as required to meet special conditions under which each vessel operates. All personnel are required to read these regulations and acknowledge the understanding of them by signing the acknowledgment page.

#### 1. Safety Precautions.

##### a. Cleaning agents and flammable fluids.

(1) UNDER NO CIRCUMSTANCES shall any person use GASOLINE as a cleaning agent.

(2) No person shall use alcohol as a cleaning agent without specific permission of the commanding officer or officer-in-charge.

(3) Paint thinners, solvents, and flammable liquids will be stored in the paint locker on shore.

(4) No person shall use any solvent not authorized for Coast Guard use in current directives. This prohibits chlorinated solvents such as carbon tetrachloride. All solvents used will be applied in a well ventilated space.

##### b. Life Jackets.

(1) All persons shall wear life jackets when:

(a) Working over the side on stages, or in boats.

(b) On weather decks during heavy weather as directed.

(c) Embarked in a lifeboat at sea.

##### c. Life Lines.

(1) No person shall:

(a) Lean, sit, or stand on, or climb over any lifeline, either in port or when underway. However, personnel working over the side in port may climb over lifelines where necessary, but only when wearing life jackets.

(b) Dismantle or remove any lifeline without specific permission of the officer-in-charge and then only if temporary lifelines are rigged.

(c) Hang or secure any weight or line to any lifeline on this vessel except as authorized by the officer-in-charge.

d. Electrical and electronic equipment.

(1) No person shall operate, repair, or otherwise tamper with any electrical or electronic equipment unless qualified to perform in a definite emergency when no qualified operator is present. When working on any electronic equipment no safety switch shall be bypassed and proper use of the "dead man" stick shall be made. Battle Short Switch, if installed, shall not be operated except by duly authorized personnel and then only when all safety precautions have been complied with, including not working alone.

(2) Safety and operating instructions shall be posted near all electrical and electronic equipment.

e. Smoking.

(1) The smoking lamp is out throughout the ship:

(a) When fueling.

(b) When handling ammunition.

(c) During quarters and drills.

(2) Smoking is forbidden at all times in spaces where "No Smoking" signs are posted and in the galley during the preparation of food.

2. Small Arms.

a. Upon approval of the officer-in-charge, small arms may be issued to qualified personnel for the performance of their official duties. Those small arms shall be issued on a custody receipt only and must be returned upon completion of the need for them. All personnel to whom small arms are issued shall be instructed that they are responsible for safeguarding them.

b. The small arms shall be kept in the locked small arms locker which is located in the stateroom of the officer-in-charge.

c. The officer-in-charge is the custodian of the keys to the locker. Another custodian may be designated in writing if conditions warrant.

d. A daily check is to be made of all small arms and small arms ammunition after which an entry shall be made in the ship's log prior to 0900.

### 3. Instructions for Handline Classified Material.

a. Each person is directly responsible for familiarizing himself with and adhering to all regulations applicable to him which are issued to govern the security of classified information. Detailed instructions are promulgated by the unit.

b. All Secret and Confidential material shall be stowed in the three tumbler combination safe. The combination of this safe shall be changed at least every 12 months and on change of command. If the safe contains cryptographic material, the combination must be changed at least every 6 months. This combination, which shall have the same classification as the highest classified material in the safe, shall be forwarded in a double sealed envelope properly marked and registered to the next senior in the chain of command for filing.

c. No person shall routinely destroy any classified material unless directed by the officer-in-charge. A report of destruction is to be maintained in the files for any classified material destroyed. These reports are to be retained for a period of four years.

#### d. Emergency Destruction Bill.

(1) The assigned person shall assist the commanding officer or officer-in-charge in the emergency destruction of classified material. Those persons are instructed that in an emergency and when required, they shall initiate destruction without specific orders.

#### (2) Methods of destruction:

- (a) Burning completely printed matter.
- (b) Jettisoning in deep water in weighted containers.
- (c) Smashing, burning, and/or cutting beyond recognition.

#### (3) Priority of destruction.

##### (a) Crypto material.

- (1) Superseded.
- (2) Reserve on board.
- (3) Effective.
- (4) Codes.
- (5) All remaining Crypto material

##### (b) Other communications material in order of classification.

(c) Other classified material -- material pertaining to current and future plans and operations, material pertaining to standing tactical or operating procedures, equipment of a classified nature together with pertinent technical descriptive and operating procedures.

(d) Remaining classified in order of classification

(4) Assignments.

Location	Primary	Alternate
Officer-in-Charge's Stateroom	_____	_____
Pilothouse	_____	_____
_____	_____	_____

4. Duties of the Mail Orderly.

a. Only the mail orderly who has been designated in writing by the commanding officer or officer-in-charge shall be permitted to handle mail. A copy of the letter of designation will be filed with the nearest post office.

b. The following regulations are issued for the guidance of the designated mail orderly:

(1) Upon him rests the responsibility of seeing that the mail is delivered only to the addressee or his duly authorized representative, and that it is adequately protected until such delivery can be effected or other disposition made.

(2) The mail orderly receives incoming mail from the Post Office and distributes it to personnel of the organization. He collects outgoing mail from the locked mail box and delivers it to the Post Office after he has assured himself that it is properly prepared for mailing.

(3) The mail orderly shall collect and deliver mail matter at such times as may be specified by the commanding officer or officer-in-charge.

(4) The mail orderly shall receipt for all registered and insured mail turned over to him for delivery.

(5) The mail orderly shall not deliver registered or insured mail to any individual without first having satisfied himself that such person is authorized to handle that particular piece of mail.

(6) Delivery of registered or insured mail endorsed "Deliver to addressee only", or with words of similar import shall not be made to any other person, except upon written authorization of the addressee.

(7) The mail orderly shall be held strictly accountable for each piece of registered and insured mail for which he has signed and for which he cannot produce receipt signed by proper person.

(8) All letters or parcels opened by mistake must be so endorsed, dated, and signed by the person opening them.

(9) Individual pieces of mail received by the orderly which are

clearly addressed to a member of some other activity shall be returned to the Post Office with no other action than to draw a line under the address for emphasis. All other undelivered articles returned must be endorsed to show the reason for non-delivery followed by the orderly's initials and date.

5. Leave and Liberty.

a. No person shall:

(1) Proceed from the confines of this vessel without permission of proper authority.

(2) Proceed from the confines of this vessel while knowingly on the restricted list or binnacle list unless such a person's name is removed from the list by the officer-in-charge.

(3) No one shall fail to report his departure from or return on board this vessel to the officer of the deck, regardless of the reason for his departure or return; or fail to obtain the proper signature of the officer of the deck when departing on or returning from leave.

6. Armed Forces Liberty Passes and Identification Cards and Identification Tags.

a. No one without proper authority shall:

(1) Have in his possession more than one properly validated liberty pass or more than one identification card.

(2) Depart from the ship on liberty without his own properly validated liberty pass and identification card, or in the case of leave, depart from the ship without his own properly validated leave papers and identification card.

(3) Have in possession a false or unauthorized, or a mutilated, erased, altered, or not properly validated liberty pass or identification card, or a liberty pass or identification card bearing a name or service number other than his own name and number.

b. All personnel shall wear the issued metal identification tags at all times while on board.

7. Alcohol, Alcoholic Beverages, and Narcotics.

a. The introduction, possession, or use of alcohol, alcoholic beverages, narcotics, or any container for same on board this vessel, on a dock in the immediate vicinity or on any barge or floating equipment alongside this vessel is prohibited, except as authorized by competent authority.

b. Medicinal alcohol, alcoholic beverages, and narcotics shall be in the custody of the commanding officer or officer-in-charge.

c. Alcohol other than that used for medicinal purposes shall be stowed under lock, the key to which shall be retained by the commanding officer or officer-in-charge.

ANNEX A - WATCH, QUARTER AND STATION BILL (83' patrol boat)

Billet #	Name	Rate	General Quarters (Law Enforcement)	Fire	Collision	Man Overboard	Abandon Ship
1			Conn	Conn	Conn	Conn	In Charge Boat 1 furnish course & distance to land
2			In Charge Engine Room	In charge Engine Room Provide Fire Main Pressure Standby in- stalled CO2 system	In charge Engine Room	In charge Engine Room	In charge Boat 2
3			Conn Assist	In charge Repair Party	In charge Repair Party	In charge Pickup Detail Rig cargo net	Boat 2 Transmit Distress message
4			Repair Party	Repair Party OBA man.. hose	Repair Party	Pickup Detail	Boat 1
5			Engine Room Talker	Repair Party Rig portable pump	Repair Party	Pickup Detail tend swimmer	Boat 2
6			Gun Captain 21	Repair Party Assist 5	Repair Party Assist 5	Pickup Detail provide First Aid Kit, litter, blan- kets.	Boat 2
7			Radar Watch Radio Guard	Set condi- tion-Z- Provide Foam	Set condition Z	Pickup Detail swimmer	Boat 1 Safeguard log and personnel records

Billet #	Name	Rate	General Quarters (Law Enforcement)	Fire	Collision	Man Overboard	Abandon Ship
8			Gun 21 Gunner	Repair Party Rig hose provide one NAP assist 4	Repair Party Provide DC Box Plugs & Wedges	Shark Guard Provide Rifle & Ammunition	Boat 1 Furnish pyrotechnics
9			Ship Control Talker	Repair Party Provide 4 foot applicator and two CO <sub>2</sub> ext.	Repair Party	Man search light lookout	Boat 2 Furnish pyrotechnics
10			Gun 21 Loader	Assist 7	Assist 7	Lookout	Boat 2
11			As directed	Assist 9	Repair Party	Assist 6	Boat 2

ANNEX B - WATCH, QUARTER AND STATION BILL (82' patrol boat)

Billet #	Name	Rate	General Quarters (Law Enforcement)	Fire	Collision	Man Overboard	Abandon Ship
1			Conn	Conn	Conn	Conn	In charge Boat 1 Furnish course & Distance to nearest land
2			In Charge Engine Room	In Charge Engine Room Provide Fire Main Pressure Standby In- stalled CO <sub>2</sub>	In Charge Engine Room	In Charge Engine Room	In charge Boat 2
3			Conn Assist	In Charge Repair Party	In Charge Repair Party	In Charge Pickup Detail Rig Cargo Net	Boat 2 Transmit Distress Message
4			Repair Party	Repair Party Man hose OBA	Repair Party Provide OC box, plugs & wedges	Pickup Detail Tend Swimmer	Boat 1 Provide Pyrotechnics
5			Gun Captain Gun 21	Repair Party Rig Portable Pump	Repair Party Rig Portable Pump	Pickup Detail Swimmer	Boat 2 Provide Pyrotechnics
6			Gunner Gun 21	Repair Party Assist 4 Provide Applicator	Repair Party Assist 5	Pickup Detail Lookout Man Searchlight	Boat 2 Provide blankets
7			Loader Gun 21	Set condition Z Provide Foam	Set Condition Z	Pickup Detail Provide First Aid Kit litter, blankets	Boat 1 Safeguard log & personnel records
8			As Directed	Provide 2 CO <sub>2</sub> ext.  B-1	Repair Party	Pickup Detail	Boat 1 Provide blankets