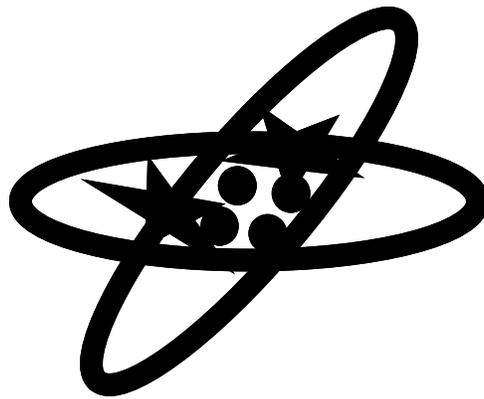


U.S. Department of
Homeland Security

United States
Coast Guard



ELECTRONICS TECHNICIAN FIRST CLASS



Performance Qualification Guide Certification Pamphlet

U. S. Coast Guard
Pamphlet No. P12201
11/2009



ELECTRONICS TECHNICIAN 1st CLASS PERFORMANCE QUALIFICATION GUIDE

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U.S. Coast Guard
Training Center
Petaluma, Ca 94952
707-765-7129

**QUESTIONS ABOUT THIS TEXT SHOULD BE
ADDRESSED TO THE SUBJECT MATTER SPECIALIST
FOR THE ET RATING**

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HOW TO USE THE PERFORMANCE QUALIFICATION GUIDE

Overview

Introduction

The Performance Qualification Guide (PQG) is a performance-based, systematic approach to completing the enlisted performance qualifications (EPQs) for advancement. This PQG is a new training aid that is included as part of your Electronics Technician First Class nonresident correspondence course. Under the direction of your assigned professional development supervisor (PDS), you will complete all tasks identified in this PQG.

PQG Job Aid

This job aid will guide you and your chain of command through the overall process leading up to your being able to compete in the E-6 servicewide exam (SWE).

| Step | Action | Responsibility |
|------|--|----------------------------------|
| 1 | Order Electronics Technician 1st Class nonresident course. (The PQG will be a separate pamphlet enclosed with your course material.) | Member and ESO |
| 2 | Assign member (student) to nonresident program and assign a professional development supervisor (PDS) to coach/train student. (See examples of assignment memorandums on pages 6 and 9.) | CO and/or ESO |
| 3 | Review PQG and establish training time line to complete all tasks. | Member and PDS |
| 4 | Prepare the PQG Monthly Tracking Sheet (MTS). | PDS |
| 5 | Read course material; complete all practical exercises, job aids, and quizzes; and demonstrate proficiency on all tasks, TPOs, and EPQs to PDS. | Member |
| 6 | Provide feedback to member on performance. Initial/sign off on successfully completed job aids, tasks, TPOs, and EPQs. | PDS |
| 7 | Track member's progress on MTS and ensure all actions have been initialed or signed off as completed. | Member and PDS |
| 8 | Submit MTS to department head for periodic review and approval. | Member, PDS, and department head |
| 9 | Sign MTS* to acknowledge member has successfully completed all requirements of PQG nonresident program. (*Retain MTS in member's Training Record.) | CO or XO |
| 10 | Ensure end-of-course test (EOCT) is ordered for member and arrange test time. | ESO |
| 11 | Take and pass EOCT. | Member |
| 12 | Recommend member for advancement. | CO |

Overview, Continued

Assignment Letters

Letters assigning the student to the nonresident program and designating the PDS are recommended. Examples of these letters are provided on pages 6 and 9.

Monthly Tracking Sheet

The PDS and the student will complete a Monthly Tracking Sheet (MTS). Periodically this sheet will be evaluated and signed by the student's department head. After the student has successfully completed all PQG sheets and passed the end-of-course test (EOCT), the CO/XO will sign the final completion block on the MTS and the tracking sheet will become a permanent part of the student's Training Record.

Completion of Non-Resident Program

The student will remain in the nonresident program until every EPQ has been successfully completed and signed off by the PDS. Normal time frame for completion of training is 6 to 12 months.

Guidelines for PQG

Purpose

The purpose of this PQG is to provide a comprehensive, systematic approach to performance-based training. By successfully performing the tasks identified in this PQG, you will be able to complete your enlisted performance qualifications (EPQs), which are part of the preparation for eligibility to compete in the servicewide exam (SWE).

You and Your Supervisor

It is YOUR responsibility to make sure that the person designated as your professional development supervisor (PDS) reads the “Professional Development Supervisor (PDS) Instructions” in this course.

Your PDS will use this PQG as a tool to document your successful completion of the EPQs as a part of your advancement process. All EPQs for E-6 are covered in this PQG.

Performance Objectives

This PQG contains terminal performance objectives (TPOs) and enabling objectives (EOs), which are explained in the table below.

| Type of Objective | Outcomes |
|---------------------------------------|--|
| Terminal Performance Objective | These objectives reflect the EPQs you are striving to complete. |
| Enabling Objectives (Tasks) | These objectives are the performances you will complete that will lead you to successful completion of the TPOs. |

PQG Sheets

The PQG sheets identify the TPOs and tasks you need to master to be proficient in completing your enlisted performance qualifications (EPQs). The number appearing on the right top corner of the PQG sheet corresponds to the qual number on the Record of Performance Qualifications (CG-3303C-1) for the Electronics Technician rating.

As you complete each task listed on the PQG sheets, your professional development supervisor will sign next to each task, indicating you have satisfactorily completed that task. After you have completed all tasks under the TPO, you will be ready to accomplish the TPO that directly relates to the EPQ you are working on.

Guidelines for PQG, Continued

PQG Sheets (Continued)

Once you demonstrate proficiency in the performance of the TPO(s), your PDS will initial and date the appropriate column on the Record of Performance Qualifications (CG 3303C-1), indicating your completion of that EPQ.

PQG Completion Steps

Follow these steps to guide you toward final completion of your PQG.

| Step | Action |
|------|---|
| 1 | Read the PQG sheet and lesson material. |
| 2 | Practice the lesson objectives; complete the practical exercises/job aids/lesson self-quizzes. Ask for help if you do not understand the material. |
| 3 | Take the job aid(s) to your PDS. |
| 4 | Perform the steps/actions in the job aid(s) for your PDS. |
| 5 | Receive feedback from your PDS. Perform steps/actions again, if necessary. |
| 6 | Have PDS initial the box next to each job aid when successfully performed. (OPTIONAL step – This initial box may not be in every rating PQG.) |
| 7 | Take the PQG sheet and the job aid(s) to your PDS. |
| 8 | Using the job aid(s), perform all TPO tasks listed on the PQG sheet for your PDS. |
| 9 | Have PDS sign and date each task on the PQG sheet to verify that you have successfully performed each task. |
| 10 | Have PDS initial and date the appropriate EPQ on your Record of Performance Qualification (CG-3303C-1). |
| 11 | Repeat steps 1-10 for each PQG sheet. |
| 12 | Take the completed PQG, Monthly Tracking Sheet, and the CG-3303C-1 to your unit XO, training officer, ESO or other designated recipient for appropriate action. |

Guidelines for PQG, Continued

End-of-Course Test (EOCT)

The EOCT measures your knowledge that supports each performance objective contained in your nonresident course. Be sure to complete the self-quiz for each lesson along with the pamphlet review quiz (PRQ). Remember, these pamphlet review questions are examples of the types of questions you will find on the EOCT.

Passing your EOCT is part of the advancement process. Take the exam seriously and study all of the course pamphlets. Ask others for help, prior to taking the exam, if you do not understand the material.

Example of Nonresident Assignment Memorandum

U.S. Department of
Homeland Security



United States
Coast Guard

Commanding Officer
U.S. Coast Guard
Cutter Steadfast

St. Petersburg, FL 33703-5001
Staff Symbol: XO
Phone: (727) 335-6192
Fax: (727) 335-6192
Email:

1500
01 Oct 2009

MEMORANDUM

From: B. A. MOORE, CAPT, USCG
USCGC STEADFAST

Reply to XO
Attn of: (757) 856-2131

To: Electronics Technician 2nd Class, Jeff Robertson, 0372, USCG

Subj: ASSIGNMENT TO THE NONRESIDENT E-6 PROGRAM

(b) Station Instruction 1500.2B

1. You are hereby assigned to the Nonresident E-6 Program.
2. This assignment is based on your desires to become a First Class Petty Officer. It will be your responsibility to acquire the skills, knowledge, and abilities in the Electronics Technician rating, as well as the completion of the Enlisted Performance Qualifications (EPQs) to be eligible for advancement to E-6.
3. The following guidelines have been established to ensure the standardization of the training process for the Nonresident E-6 Program.
 - The Performance Qualification Guide (PQG) will be your tool to track your progress towards completion of the EPQs.
 - You should be able to demonstrate proficiency in each of the performance objectives listed in the PQG. There is an initial block next to each task where your professional development supervisor (PDS) must indicate that he/she has observed your successful completion of that task in accordance with the steps and criteria contained in the lesson job aid.
 - Normal time frame for completion of the Nonresident Program is 6 to 12 months. You will be evaluated each month by your PDS on your progression. You will be given feedback on your performance, and the evaluation will be sent to your immediate supervisor.
4. Once you have completed all of the performance objectives in the PQG, you will be ready to demonstrate your proficiency of the E-6 quals to your PDS, who will initial and date the appropriate column in the Record of Performance Qualifications (CG 3303C-1). All EPQs at this level must be successfully completed for advancement.
5. I commend you on this assignment, and look forward to your successful completion.

#

Professional Development Supervisor (PDS) Instructions

Purpose The purpose of this PQG is to provide a comprehensive, systematic approach to performance-based training. The student, along with your assistance and mentorship, will be striving towards completion of the EPQs in order to be eligible for advancement to Electronics Technician 1st Class.

Your Role as PDS You have been selected as a PDS based on your paygrade and professional competence. It will be your responsibility to assist, guide, and mentor the student in his/her efforts towards professional development and advancement in the Electronics Technician rating.

Note: An example of a PDS designation memorandum is provided on page 9.

PDS Competencies

The following guidelines have been established to ensure the standardization of the training process.

- The PQG will be your tool to track the student's progress towards completion of the EPQs.
 - Within the lesson material are job aids that the student will demonstrate to you. (Some ratings have included an initial box next to each job aid in the course material.)
 - The student should be able to demonstrate proficiency in all terminal performance objectives listed on the PQG sheets. There is a signature block next to each task in a table below the TPO where you must indicate the student's completion of that task.
 - Once all tasks have been completed, the student will demonstrate each TPO to you. It will be your job to assess the student's ability to satisfy the accomplishment of that TPO and its EPQ. Basically, the EPQs are the PQG's TPOs.
 - Use your good judgment in determining your student's performance. The Coast Guard is putting its trust in you to help your fellow shipmate become a competent Electronics Technician 1st Class.
-

Professional Development Supervisor (PDS) Instructions

Monthly Tracking Sheets

Included at the end of this handbook is a Monthly Tracking Sheet (MTS). You and the student must develop a reasonable time line for completion of this PQG handbook. Periodically, this tracking sheet should be evaluated and signed by your department head. If used correctly, the MTS will motivate the student and you to systematically develop his/her skills to perform all the tasks required for performance of Electronics Technician 1st Class enlisted performance qualifications.

EPQ Sign-Off

When the student has demonstrated proficiency in the performance of the EPQ, you will initial and date the appropriate column in the Record of Performance Qualifications (CG 3303C-1). This official record, along with the completed PQG, will document the student's eligibility for advancement to Electronics Technician 1st Class.

For More Information

For more detailed information regarding the completion of the Record of Performance Qualifications, refer to the Enlisted Performance Qualifications version 03-2009.

Example of PDS Assignment Memorandum

U.S. Department of
Homeland Security



United States
Coast Guard

Commanding Officer
U.S. Coast Guard
Cutter Steadfast

St. Petersburg, FL 33703-5001
Staff Symbol: XO
Phone: (727) 335-6192
Fax: (727) 335-6192
Email:

1500
01 October 2009

MEMORANDUM

From: B. A. MOORE, CAPT, USCG
USCGC STEADFAST

Reply to XO
Attn of: (757) 856-2131

To: ET1 Horace Greely, 1492, USCG

Subj: ASSIGNMENT AS PROFESSIONAL DEVELOPMENT SUPERVISOR (PDS)

Ref: (a) Station Instruction 1500.2B

1. You are hereby designated as a professional development supervisor (PDS) for (enter member's name and rate).
2. This assignment is based on your paygrade and professional competence. It will be your responsibility to assist, guide, and mentor the member in his/her efforts to improve his/her skills, knowledge, and abilities in the Electronics Technician rating.
3. The following guidelines have been established to ensure the standardization of this performance-based training process:
 - The Performance Qualification Guide (PQG) will be your tool to track the member's progress towards completion of the EPQs.
 - The member should be able to demonstrate proficiency in each of the terminal performance objectives listed in the PQG. There is signature block next to each task where you must indicate that you have observed the member's successful completion of that task in accordance with the steps and criteria contained in the lesson/job aid.
4. Once the member has completed all of the terminal performance objectives, it will be your responsibility to determine if he/she has successfully demonstrated proficiency in all currently published E-6 enlisted performance qualifications in the Electronics Technician rating. Use your good judgment in determining successful performance. I am placing my trust in your ability to assist your fellow shipmate in becoming a highly competent, professional member of the U.S. Coast Guard.

#

Performance Qualification Guide Sheets

PQG Sheets

The following pages provide you and your Professional Development Supervisor (PDS) with an organized form that identifies the Enabling Objectives (steps) of the Terminal Performance Objective (task) you must complete. The number appearing on the right top corner of the PQG Sheet corresponds to the EPQ number on the Record of Performance Qualification (CG-3303C-1) for the Electronics Technician rating.

Once you complete each step of a task, submit the corresponding sheet to your PDS for their review and signature. Once you have completed all of the steps for a task, you will be ready to accomplish the Terminal Performance Objective that directly relates to the EPQ you are working on.

Administration PQG

6.A.01

Terminal Performance Objective

Given the equipment, software and using a job aid, **DEVELOP** a unit PMS schedule for electronic equipment for the following using CMPlus/ALMIS IAW the Electronics Manual with 100% accuracy.

Notes to PDS

The Performance Development Supervisor (PDS) will evaluate student competency for 100% completion during the PQG process. The End of Course Test (EOCT) will evaluate knowledge competency and an individual must achieve a minimum of 80% on the EOCT. (ET EPQ 6.A.01)

| Item | Task | Job Aid Location | PDS Signature and Date |
|-------|--|---|------------------------|
| 1.1.1 | DETERMINE publications needed | How to Develop a unit PMS schedule for electronic equipment | |
| 1.1.2 | DETERMINE equipment that needs a pms schedule | How to Develop a unit PMS schedule for electronic equipment | |
| 1.1.3 | ENTER PMS schedule into CMPlus/ALMIS | How to Develop a unit PMS schedule for electronic equipment | |

Professional Development Supervisor’s Comments and Notes

Administration PQG

6.A.02

Terminal Performance Objective

Given access, authorization, and using a job aid, **AUDIT** the Safety Lock-out/Tag-out log IAW the Electronics Manual with 100% accuracy.

Notes to PDS

The Performance Development Supervisor (PDS) will evaluate student competency for 100% completion during the PQG process. The End of Course Test (EOCT) will evaluate knowledge competency and an individual must achieve a minimum of 80% on the EOCT. (ET EPQ 6.A.02)

| Item | Task | Job Aid Location | PDS Signature and Date |
|-------|--|--|------------------------|
| 1.2.1 | ACQUIRE proper procedures for maintaining a tag-out log | How to Audit safety lock-out/tag-out log | |
| 1.2.2 | ACQUIRE tag-out log | How to Audit safety lock-out/tag-out log | |
| 1.2.3 | REVIEW open Danger/Caution tags | How to Audit safety lock-out/tag-out log | |
| 1.2.4 | CORRECT deficiencies | How to Audit safety lock-out/tag-out log | |
| 1.2.5 | SIGN the tag-out log | How to Audit safety lock-out/tag-out log | |

Professional Development Supervisor’s Comments and Notes

Administration PQG

6.A.03

Terminal Performance Objective

Given access, authorization, and using a job aid, **AUDIT** spare parts and modules inventory authorized by current electronics inventory management program IAW the Supply Policy and Procedures Manual with 100% accuracy.

Notes to PDS

The Performance Development Supervisor (PDS) will evaluate student competency for 100% completion during the PQG process. The End of Course Test (EOCT) will evaluate knowledge competency and an individual must achieve a minimum of 80% on the EOCT. (ET EPQ 6.A.03)

| Item | Task | Job Aid Location | PDS Signature and Date |
|-------|--|--|------------------------|
| 1.3.1 | LOCATE storage spaces for electronic equipment | How to Audit spare parts and modules inventory | |
| 1.3.2 | ACQUIRE the part that you would like to inventory | How to Audit spare parts and modules inventory | |
| 1.3.3 | VERIFY accuracy of the part in CMPlus | How to Audit spare parts and modules inventory | |
| 1.3.4 | CORRECT any deficiencies | How to Audit spare parts and modules inventory | |

Professional Development Supervisor’s Comments and Notes

Administration PQG

6.A.04

Terminal Performance Objective

Given a replacement module and equipment repair, **RETURN** Depot level repairable (DLR) circuit card carcasses IAW the Supply Policies and Procedures Manual with 100% accuracy.

Notes to PDS

The Performance Development Supervisor (PDS) will evaluate student competency for 100% completion during the PQG process. The End of Course Test (EOCT) will evaluate knowledge competency and an individual must achieve a minimum of 80% on the EOCT. (ET EPQ 6.A.04)

| Item | Task | Job Aid Location | PDS Signature and Date |
|-------|--|--|------------------------|
| 1.4.1 | OBTAIN carcass to be returned | How to Return Depot Level Repairable (DLR) carcasses | |
| 1.4.2 | OBTAIN paperwork to be submitted with carcass | How to Return Depot Level Repairable (DLR) carcasses | |
| 1.4.3 | PLACE carcass and paperwork securely in a box | How to Return Depot Level Repairable (DLR) carcasses | |
| 1.4.4 | SHIP part to appropriate destination | How to Return Depot Level Repairable (DLR) carcasses | |

Professional Development Supervisor’s Comments and Notes

Administration PQG

6.A.05

Terminal Performance Objective

Given the required information, access, and using a job aid, **INSPECT** electronic systems for Electro-Magnetic Interference IAW the Standard Practice for Shipboard Bonding Grounding & Other Techniques Manual with 100% accuracy.

Notes to PDS

The Performance Development Supervisor (PDS) will evaluate student competency for 100% completion during the PQG process. The End of Course Test (EOCT) will evaluate knowledge competency and an individual must achieve a minimum of 80% on the EOCT. (ET EPQ 6.A.05)

| Item | Task | Job Aid Location | PDS Signature and Date |
|-------|--|---|------------------------|
| 1.5.1 | OBTAIN proper precautions for dealing with EMI | How to Inspect electronic systems for EMI | |
| 1.5.2 | DEENERGIZE equipment if applicable | How to Inspect electronic systems for EMI | |
| 1.5.3 | TAG-OUT equipment if applicable | How to Inspect electronic systems for EMI | |
| 1.5.4 | TEST grounding, bonding equipment and connections | How to Inspect electronic systems for EMI | |
| 1.5.5 | REMOVE tag | How to Inspect electronic systems for EMI | |
| 1.5.6 | ENERGIZE equipment | How to Inspect electronic systems for EMI | |
| 1.5.7 | PERFORM a full functional check on all applicable equipment | How to Inspect electronic systems for EMI | |

Professional Development Supervisor’s Comments and Notes

Administration PQG

6.A.06

Terminal Performance Objective

Given requirements and instructions for equipment installation, **IMPLEMENT** the installation of an electronics equipment and/or system IAW the installation documentation (Engineering Change) with 100% accuracy.

Notes to PDS

The Performance Development Supervisor (PDS) will evaluate student competency for 100% completion during the PQG process. The End of Course Test (EOCT) will evaluate knowledge competency and an individual must achieve a minimum of 80% on the EOCT. (ET EPQ 6.A.06)

| Item | Task | Job Aid Location | PDS Signature and Date |
|-------|---|--|------------------------|
| 1.6.1 | OBTAIN engineering change documentation | How to Implement the installation of an electronics system | |
| 1.6.2 | OBTAIN required parts and tools | How to Implement the installation of an electronics system | |
| 1.6.3 | DEENERGIZE all associated equipment | How to Implement the installation of an electronics system | |
| 1.6.4 | Tag-Out all associated equipment | How to Implement the installation of an electronics system | |
| 1.6.5 | FOLLOW manufacturer's guidelines | How to Implement the installation of an electronics system | |
| 1.6.6 | PERFORM a full functional test of all associated equipment | How to Implement the installation of an electronics system | |

Professional Development Supervisor's Comments and Notes

Administration PQG

6.A.07

Terminal Performance Objective

Given a need to perform a field change or ORDALT, **VERIFY** the installation of a field change/ORDALT to an electronics equipment and/or system per field change/ORDALT documentation IAW the Electronics Manual with 100% accuracy.

Notes to PDS

The Performance Development Supervisor (PDS) will evaluate student competency for 100% completion during the PQG process. The End of Course Test (EOCT) will evaluate knowledge competency and an individual must achieve a minimum of 80% on the EOCT. (ET EPQ 6.A.07)

| Item | Task | Job Aid Location | PDS Signature and Date |
|-------|---|---|------------------------|
| 1.7.1 | OBTAIN required documentation and tools | How to Verify the installation of a field change/ORDALT | |
| 1.7.2 | OBTAIN proper PPE and safety precautions | How to Verify the installation of a field change/ORDALT | |
| 1.7.3 | DEENERGIZE all associated equipment | How to Verify the installation of a field change/ORDALT | |
| 1.7.4 | Tag-out all associated equipment if applicable | How to Verify the installation of a field change/ORDALT | |
| 1.7.5 | PERFORM field change/ORDALT | How to Verify the installation of a field change/ORDALT | |
| 1.7.6 | REMOVE tag | How to Verify the installation of a field change/ORDALT | |
| 1.7.7 | ENERGIZE equipment | How to Verify the installation of a field change/ORDALT | |
| 1.7.8 | PERFORM a full functional test on equipment | How to Verify the installation of a field change/ORDALT | |

Professional Development Supervisor’s Comments and Notes

Electronic Installation Standards PQG

6.D.01

Terminal Performance Objective

Given an install or repair of electronic equipment or system, **VERIFY** equipment operation via System Operation and Verification Test (SOVT) IAW SOVT documentation, equipment tech manual and the Electronics Manual with 100% accuracy.

Notes to PDS

The Performance Development Supervisor (PDS) will evaluate student competency for 100% completion during the PQG process. The End of Course Test (EOCT) will evaluate knowledge competency and an individual must achieve a minimum of 80% on the EOCT. (ET EPQ 6.D.01)

| Item | Task | Job Aid Location | PDS Signature and Date |
|-------|---|--------------------|------------------------|
| 2.1.1 | OBTAIN SOVT documentation | How to Verify SOVT | |
| 2.1.2 | ENERGIZE electronic equipment | How to Verify SOVT | |
| 2.1.3 | PERFORM a full functional test on electronic equipment | How to Verify SOVT | |

Professional Development Supervisor’s Comments and Notes

Electronic Installation Standards PQG

6.D.02

Terminal Performance Objective

Given the installation, repair or inspection of electronic equipment, and using a job aid, **VERIFY** proper grounding standards for electronic systems IAW the Electronics Manual with 100% accuracy.

Notes to PDS

The Performance Development Supervisor (PDS) will evaluate student competency for 100% completion during the PQG process. The End of Course Test (EOCT) will evaluate knowledge competency and an individual must achieve a minimum of 80% on the EOCT. (ET EPQ 6.D.02)

| Item | Task | Job Aid Location | PDS Signature and Date |
|-------|---|--|------------------------|
| 2.2.1 | DETERMINE the type of system to be inspected | How to Verify proper grounding and bonding | |
| 2.2.2 | OBTAIN proper documentation | How to Verify proper grounding and bonding | |
| 2.2.3 | FOLLOW PPE and safety precautions | How to Verify proper grounding and bonding | |

Professional Development Supervisor’s Comments and Notes

Electronic Systems Planned Maintenance PQG

6.E.01

Terminal Performance Objective

Given an installed system and access to equipment, **MAINTAIN** an integrated networked video camera system IAW the Electronics Manual with 100% accuracy.

Notes to PDS

The Performance Development Supervisor (PDS) will evaluate student competency for 100% completion during the PQG process. The End of Course Test (EOCT) will evaluate knowledge competency and an individual must achieve a minimum of 80% on the EOCT. (ET EPQ 6.E.01)

| Item | Task | Job Aid Location | PDS Signature and Date |
|-------|--|---|------------------------|
| 3.1.1 | DETERMINE type of installed video system to be maintained | How to Maintain an integrated networked camera system | |
| 3.1.2 | FOLLOW manufacturer's maintenance instructions | How to Maintain an integrated networked camera system | |

Professional Development Supervisor's Comments and Notes

Monthly Tracking Sheet for Electronics Technician 1st Class Performance Qualification Guide

Name: _____

| Name of PDS | EPQ | Start Date | Due Date | Progress | | | Date Completed | PDS Signature |
|---|--------|------------|----------|----------|-----|-----|----------------|---------------|
| | | | | 25% | 50% | 75% | | |
| Administration | | | | | | | | |
| How to Develop a unit PMS schedule for electronic equipment | 6.A.01 | | | | | | | |
| How to Audit Tag-out/lock-out log | 6.A.02 | | | | | | | |
| How to Audit spare parts and modules inventory | 6.A.03 | | | | | | | |
| How to Return DLR items | 6.A.04 | | | | | | | |
| How to Inspect for EMI | 6.A.05 | | | | | | | |
| How to Implement the installation of an electronic system | 6.A.06 | | | | | | | |
| How to Verify the installation of a field change/ORDALT | 6.A.07 | | | | | | | |
| PDS comments and/or department head periodic review and signature/date: | | | | | | | | |

MONTHLY TRACKING SHEET FOR ET1 PERFORMANCE QUALIFICATION GUIDE

Name:

| Name of PDS | EPQ | Start Date | Due Date | Progress | | | Date Completed | PDS Signature |
|---|--------|------------|----------|----------|-----|-----|----------------|---------------|
| | | | | 25% | 50% | 75% | | |
| | | | | | | | | |
| Electronic Installation Standards | | | | | | | | |
| How to Verify SOVT | 6.D.01 | | | | | | | |
| How to Verify proper ground on electronic systems | 6.D.02 | | | | | | | |
| PDS comments and/or department head periodic review and signature/date: | | | | | | | | |
| | | | | | | | | |
| Electronic Systems Planned Maintenance | | | | | | | | |
| How to Maintain integrated network video camera system | 6.E.01 | | | | | | | |
| PDS comments and/or department head periodic review and signature/date: | | | | | | | | |
| | | | | | | | | |

Request for Feedback – ET1

Suggestions and Corrections Please note your suggestions, corrections, and comments below.

| Page | Location on Page | What Correction is Needed |
|------|------------------|---------------------------|
| | | |
| | | |
| | | |

Your Comments If you were writing this pamphlet, what improvements would you make? What was good about it? What did you not like about it? Please be specific in your comments/suggestions.

To Contact You Please provide the following so that we can contact you if needed.

| Name | Unit | Phone |
|------|------|-------|
| | | () |

Mail, Fax, or Call Please mail, fax, or call your information to:

Commanding Officer (xxx)
 U.S. Coast Guard
 Training Center Petaluma

PHONE: 707-765-7129
 FAX: 707-765-7133

599 Tomales Rd. Petaluma, Ca 94952

ATTN: ET Subject Matter Specialist



LIST OF MATERIALS FURNISHED

COURSE TITLE: **ET1** COURSE CODE: **0122** EDITION: **3**

1. The materials for the course you requested are listed below. If any item listed is not enclosed in this package, report that fact to your Educational Service Officer (ESO).
2. If you enrolled in this course for credit, you have **36 months** to complete the course. If you requested course materials only, you will not receive an End-of-Course Test (EOCT) and will not receive credit for the course.

| <u>COMPONENT</u> | <u>NUMBER</u> | <u>QTY</u> |
|--|----------------------|-------------------|
| PQG Certification Pamphlet | P12201 | 01 |
| Administration | P12202 | 01 |
| Electronic Installation Standards | P12203 | 01 |
| Electronic Systems Planned Maintenance | P12204 | 01 |