DEPARTMENT OF THE NAVY
UNITED STATES NAVAL ACADEMY
121 BLAKE ROAD
ANNAPOLIS, MARYLAND 21402-5000

USNAINST 1500.4
27/DNAS

21 MAR 1998

USNA INSTRUCTION 1500.4

From: Superintendent

Subj: U.S. NAVAL ACADEMY SAIL TRAINING PROGRAMS

Ref: (a) USNAINST 5450.3E
(b) CNET P1552/2A (4-97) (NOTAL)
(c) CNET Manual P1552/1 Test Alternate (03-95) (NOTAL)
(d) Director, Naval Academy Sailing Operation Order 201 (yr)
(e) COMDTMIDNNOTE 1710 (Intercollegiate Sports Squad Routines and Lists)
(f) COMDTMIDNINST 1650.1 (NOTAL)
(g) USNAINST 3120.2
(h) USNAINST 4001.2H

1. Purpose. To specify the organization, objectives, and training requirements of the U.S. Naval Academy's (USNA) sail training programs.

2. Background. Sail training is an integral part of the professional development of midshipmen at USNA. Its purpose is to make competent leaders and seamen of midshipmen while developing endurance, self-reliance, and the will to win in the environment in which they will serve. It teaches teamwork under the controlled stress of close living in small boats while contending with the forces of nature, and provides an unparalleled opportunity for midshipmen to develop leadership and seamanship skills in a small unit laboratory setting. Consistent with resource constraints in the areas of sail training craft and qualified instructors, every midshipman shall be afforded the maximum opportunity to participate in sailing activities throughout their 4 years at USNA. The sail training program is divided into four general areas: Basic sailing (P-100) administered during Plebe Summer, Command and Seamanship Training Squadron (CSTS) cruises elective during third and first-class summers, competitive programs and recreational sailing.

3. Responsibilities and Organizational Relationships

a. Commandant of Midshipmen. By reference (a), the Commandant of Midshipmen maintains overall responsibility for midshipmen professional training. As such responsibility relates to sail training, the Commandant shall be responsible for:

(1) Integrating the basic sailing training (P-100) course into the Plebe Summer curriculum for all midshipmen. The Director, Naval Academy Sailing (DNAS) coordinates with the Commandant for execution of this course;

(2) Providing excusal lists and/or movement orders, when necessary, for sail training evolutions;

(3) Assigning newly graduated Ensigns and 2nd Lieutenants temporary additional duty (TAD) to DNAS annually to serve as instructors for the Plebe Summer Sailing (P-100) Program; and

(4) Providing sufficient training time, in the form of intramural and/or drill exemptions during the academic year, for midshipmen who will serve as Watch Captains during CSTS cruises that summer.

b. Director, Naval Academy Sailing (DNAS). Commanding Officer, Naval Station Annapolis shall be assigned as DNAS. DNAS shall be responsible to the Superintendent for:

(1) Overall coordination and operation of sail training programs at the Naval Academy;

(2) Maintenance of all sail training and support craft assigned to the program; and

(3) Maintaining effective and cordial relations with sailing organizations and activities outside the Naval Academy.

c. Director of Professional Development. The Director of Professional Development is responsible for execution of all professional and summer training activities at the Naval Academy, excluding Plebe Summer training. The Director of Professional Development delegates responsibility for planning and execution of CSTS to DNAS, but maintains a liaison with regard to scheduling and apportionment of staff and officers for officer-in-charge/ assistant officer-in-charge (OINC/AOINC) training and qualification.

d. Department of Professional Programs. The Department of Professional Programs within the Division of Professional Development provides operating funds for execution of summer CSTS activities. DNAS provides funds for CSTS material requirements, such as foul weather gear for midshipmen. The Department of Professional Programs also formulates lists of midshipmen scheduled to participate in CSTS.

e. Director of Athletics. The Director of Athletics provides support to the intercollegiate and offshore sailing teams in the form of awarding varsity letters and accounting for varsity sailing team expenses. Sailing is not an official National Collegiate Athletic Association (NCAA) sport, however, the Naval Academy varsity sailing programs comply with NCAA recruiting and accountability standards. The Director of Athletics assists the varsity sailing coaches with

maintaining these standards. The Naval Academy Athletic Association (NAAA) provides an annual augment to offset sailing team expenses.

f. Vanderstar Chair. The Vanderstar Chair is named in honor of Mr. Cornelius Vanderstar, who funds the position through an annual grant to the Naval Academy Sailing Foundation (NASF). The Vanderstar Chair reports directly to and advises DNAS concerning safety and material matters associated with the sail training program, including:

(1) Training issues, specifically related to ensuring the safety of personnel and equipment. Such training issues include, but are not necessarily restricted to, curriculum structure, content, and time allocated for execution;

(2) Material condition of sail training craft, including repairs and material improvements necessary to ensure safe operation of the craft by midshipmen. The Vanderstar Chair shall advise DNAS in this regard concerning all sail training craft to be sailed by midshipmen--both those owned by the Naval Academy and by NASF; and

(3) Other issues related to safety, training and materials standards, as assigned by DNAS.

4. Training Requirements and Objectives

a. P-100. The Plebe Summer sailing course which provides midshipmen with basic seamanship and teamwork training in a hands-on environment. P-100 is the cornerstone of the sail training program, as all leadership and seamanship training or racing under sail that follows it builds on skills taught during the Plebe Summer program. The goal of P-100 is to have all midshipmen fourth class attain the Navy "B" Skipper sailing qualification. Reference (b) contains the standards for this qualification.

(1) Leadership Skills Developed:

(a) Self-confidence, primarily through single-handed sailing aboard Lasers;

(b) Teamwork and communication, primarily through sailing aboard multi-crewed keelboats such as Knockabouts and Navy 44s; and

(c) Introduction to delegation skills, through sailing aboard multi-crewed keelboats.

(2) Seamanship Skills Developed:

(a) Introduction to controllable shiphandling forces, such as sail trim, daggerboard position, crew weight distribution, mooring lines, and rudder usage;

(b) Introduction to uncontrollable ship handling forces, such as wind and current;

(c) Introduction to rules of the nautical road;

(d) Introduction to weather observation;

(e) Basic knot-tying.

(3) Plebes shall receive training, divided approximately as follows: Laser sailing--9 hours; Knockabout sailing--12 hours; Navy 44 sailing--6 hours.

(4) P-100 training is provided by approximately 70 newly graduated Ensigns and 2nd Lieutenants assigned TAD to DNAS. The Commandant shall ensure assignment of sufficient numbers of personnel to fill these billets. Sailing instruction provided during Plebe Summer conforms with U.S. Sailing requirements for certification as a basic keelboat sailor. In this regard, the P-100 Coordinator works closely with the Intercollegiate coaches, many of whom are certified as U.S. Sailing Instructor Trainers, and in that capacity teach the Ensigns/2nd Lieutenants instructional techniques and seamanship skills necessary for execution of their duties. In addition, close coordination with the Varsity Intercollegiate coaching staff facilitates P-100 use of Lasers from the Intercollegiate program, as well as coaching boats (Avons) normally assigned to the varsity sailing programs. TAD Ensign/Second Lieutenant training generally commences 2 weeks prior to induction of the incoming plebe class.

b. Command and Seamanship Training Squadron. Provides midshipmen with small unit leadership and teamwork training, as well as intermediate-level seamanship training, in an offshore environment. The Navy 44 sloop is the principal training platform used in CSTS. Crews are normally comprised as follows: OIC, AOIC, two midshipmen first class watch captains, six midshipmen third class crew. The goal for midshipmen first class participating in CSTS is to qualify as a Navy Offshore Skipper "D"; the goal for midshipmen third class participants is to qualify as an Offshore Watch Captain. References (c) and (d) contain specific skill and knowledge requirements for these positions. General skills acquired by midshipmen participating in the program follow:

(1) Leadership Skills Developed:

(a) Midshipmen First Class:

1 Build on skills learned during NL302, that leadership is a function of the leader, the follower and the situation. Explore personal leadership style and discover areas requiring further development, particularly in response to periods of intense physical and psychological stress;

2 Refine delegation skills;

3 Develop team-building skills;

4 Reinforce importance of training in successful completion of a mission; and

5 Emphasize importance of detailed planning and the myriad of seemingly unrelated factors necessary to complete successfully a complex project--namely preparing for and executing an offshore training cruise;

(b) Midshipmen Third Class:

1 Continue lessons from NL102, to "Know yourself, know your troops, and know your job." Explore personal strengths and limitations as a team member while experiencing physical and emotional stresses at sea aboard a small craft;

2 Develop further understanding of importance of an individual to the team effort, in the particular instance when the team is small and stakes are high;

3 Improve communication skills;

4 Reinforce importance of training in successful completion of a mission; and

5 Emphasize importance of detailed planning and the myriad of seemingly unrelated factors necessary to complete successfully a complex project--namely preparing for and executing an offshore training cruise;

(2) Seamanship Skills Developed:

(a) Understanding of and proficiency in using controllable and uncontrollable ship handling forces;

(b) Weather observation skills, and introduction to elements of practical weather forecasting, including forecasting products available from various external sources;

(c) Detailed understanding, and application in actual situations, of rules of the nautical road;

(d) Piloting, celestial, and electronic navigation skills taught during NS100, NN200, and other summer training cruises; and

(e) Practical application of engineering fundamentals learned during core and majors courses.

(3) Cruises are normally 3 weeks in length, broken down as follows:

Week 1: Local Operations, classroom, voyage preparations, Chesapeake Bay down-and-back, lay day for emergent maintenance and offshore preparations

Week 2: Offshore training, transit to remote ports, liberty

Week 3: Liberty, offshore training, transit to USNA, administration, boat clean-up and turnover

(4) Academic Year Training for Prospective Watch Captains. Because of the leadership role played by midshipmen first class, it is imperative they receive training during the academic year prior to their first class summer cruise. Reference (e) categorizes CSTS as Professional Training. Although the program is elective, midshipmen who volunteer incur an obligation to attend training sessions, and are accountable to CSTS for all scheduled evolutions. To facilitate the midshipmen accountability and scheduling processes, DNAS shall inform the Commandant, not later than 30 September each year, of the total number of watch captain billets available for the following summer.

(a) Training Ashore. During this training, they familiarize themselves with the Navy 44 and its systems, become certified/re-certified in Basic Cardiopulmonary Resuscitation and first aid, attend a comprehensive day-long safety-at-sea seminar, and learn procedures for navigating a small craft offshore. Classroom training, which normally occurs during the winter sports season, entails a minimum of 15 contact hours. To facilitate this training, the Commandant shall include a sufficient number of weekday afternoon training sessions, not already occupied by intramural sports and/or drill periods, on the Commandant's Training Calendar during the winter sports season.

(b) Afloat Training. In addition to classroom preparation, it is essential prospective watch captains receive a minimum of 45 contact hours afloat prior to commencement of their summer cruise block. This training starts on knockabouts with a review of basic sailing concepts learned during P-100. Midshipmen then apply these concepts aboard Navy 44s, where they practice basic tacking and gybing, reefing, headsail changes, storm sail handling and heavy weather sailing procedures, crew overboard recovery maneuvers, spinnaker handling, sailboat navigation techniques, and boat handling under power. Training is accomplished during a series of afternoon training periods, as well as on at least one overnight (Friday-Saturday) training cruise. To facilitate this training, the Commandant shall, by reference (e), assign intramural sports and/or drill exemptions during the spring set to midshipmen second class who volunteer for CSTS. The total number of such exemptions shall equal 120 percent of the number of midshipmen first class expected to be trained on CSTS cruises the following summer.

(c) "Nucleus Crew" Training. The penultimate event in the prospective watch captain's academic year training cycle is Nucleus Crew Training. Whereas during their previous ashore and afloat training they were instructed by a member of the CSTS core training staff, midshipmen second class are introduced during Nucleus Crew Training to the OINC and AOINC

with whom they will sail as firstclassmen that summer. During the course of five afternoons aboard the Navy 44, they begin to form the command structure and policies that will govern their boat during summer training.

(5) Orientation Day Sails. During the May Intersessional period, after the Department of Professional Programs has finalized summer training lists and the DNAS staff has promulgated crew rosters, all midshipmen assigned to each Navy 44 for the coming summer receive one full day of orientation training. During this day, midshipmen fourth class receive basic information on their forthcoming third class CSTS cruise, learn command policies that will govern the training period, and reorient themselves to basic sailing procedures learned during P-100. The Commandant shall ensure, notwithstanding medical or other emergency situations, availability of midshipmen assigned to CSTS on their particular orientation day.

c. Varsity Intercollegiate Sailing Team. Intercollegiate sailing is a true two-season sport, with three national championship regattas each in the fall and spring. The Naval Academy is renowned as one of the premier facilities at which to hold intercollegiate sailing regattas; consequently, Navy hosts several of these events, including national championship regattas, each year. Training commences immediately after reformation of the Brigade and continues until Thanksgiving. National championships decided during the fall season are the sloop championship and men's and women's single-handed championships. During December and January, team members work in the classroom on boat handling, tactics, and strategy, as well as weight training and conditioning. On-water training resumes in February and continues through late May. National championship regattas held in the spring season are the team race championship, women's dinghy championship, and co-ed dinghy championship. The co-ed dinghy championship is commonly accepted to be the National Championship of Intercollegiate Sailing. Reference (f) contains varsity award criteria for the Varsity Intercollegiate Sailing Team.

d. Varsity Offshore Sailing Team (VOST). Offshore sailing is also a two-season sport, and in fact extends through the summer, with team members receiving professional training cruise credit for participation in summer offshore regattas. The fall schedule includes daily practices and participation in local regattas on Chesapeake Bay. In addition, the Naval Academy hosts the McMillan Cup regatta, an intersectional intercollegiate sailing regatta, and in alternating years either the Shields or Intrepid regattas, held as inter-service school events. Finally, the Naval Academy, in odd-numbered years, hosts the U.S. Sailing National Offshore Championship for the Lloyd Phoenix trophy. The latter event is not an intercollegiate regatta, however, as keeper of the trophy, USNA has a standing invitation and sails against some of the best amateur sailors in the nation. Following winter classroom training, crews return to the water in early March to resume practice. The Naval Academy hosts the Kennedy Cup regatta each spring. This event is the *de facto* National Intercollegiate Big-boat Championship regatta. During the summer, midshipmen race in a variety of inshore, coastal and offshore regattas. In the past, midshipmen have raced on a regular basis to Bermuda, Halifax, and in transatlantic events. Reference (f) contains varsity award criteria for the Varsity Offshore Sailing Team.

e. Recreational Sailing. Recreational sailing by midshipmen and USNA staff members is encouraged, as a means of improving their leadership and seamanship skills, and for enjoyment of the sport of sailing. Reference (g) provides guidance on recreational sailing qualification requirements and procedures. Midshipmen need not be in a liberty status to sail in the local operating areas. All midshipmen, and USNA staff members with at least a Navy Skipper "B" qualification, are authorized recreational sailing privileges on Knockabouts. Midshipmen and USNA staff members with a Navy Offshore Skipper "D" qualification are authorized recreational sailing privileges on Navy 44s. Use of any sail training craft for recreational purposes shall be on a not-to-interfere basis with previously scheduled training or varsity regattas.

5. Sailing Support Organizations

a. Fales Committee. The Fales Committee, named after the late DeCoursey Fales, serves as a body that provides individual advice to the Superintendent on Naval Academy sailing. The membership consists mainly of experienced and prominent mariners who are invited by the Superintendent after nomination by the current membership. Terms are normally 5 years. The functions of the Committee include:

(1) Informing the Superintendent on the seaworthiness and safety of the Academy's sail training craft. This includes the adequate background and training of personnel involved in midshipmen sail training;

(2) Providing the Superintendent with specialized information in areas where the Committee has members with particular expertise. The Chairman, Fales Committee, usually appoints subcommittees for this purpose; and

(3) Identification of seagoing boats whose owners may have an interest in donating their boats to the Naval Academy through NASF. Fales Committee members discharge their responsibilities year-round; however, the Committee shall meet as a body for one full day each fall and spring. During these meetings, the members shall receive briefings on the Academy sailing program from DNAS, the sailing staff and other personnel involved in midshipmen sail training. At the end of the day they shall debrief their views to the Superintendent and, within one week, provide a written Executive Summary detailing the results of their meeting and activities.

b. Naval Academy Sailing Foundation (NASF). The Naval Academy Sailing Foundation is a 501(c)(3) charitable, tax-exempt organization chartered in the State of Maryland. Its mission is to support the sail training program. NASF shall support midshipmen sail training in the following areas:

(1) Facilitating donations of sailboats for use by midshipmen in the sail training program. Donated boats that are not used by midshipmen may be chartered to outside parties. Proceeds from these charters and the ultimate sale of vessels no longer required for the program shall be

invested by the Foundation in a professionally-managed portfolio. The yield from this portfolio supports Foundation expenses and funds projects in support of the sail training program, as recommended by the NASF Board of Trustees and approved by the Superintendent;

(2) Ensuring delivery and other costs associated with newly-donated boats are borne by NASF. Maintenance actions on these boats, both prior to and during their use by midshipmen, are funded on a case-by-case basis as mutually agreed to by NASF and DNAS;

(3) Performing maintenance on other sail training craft, owned both by the Naval Academy and NASF, as agreed to by the NASF Board of Trustees and DNAS; and

(4) Making capital investments in midshipmen sail training activities, on a case-by-case basis. Recent examples of such expenditures include funds expended for design of the Navy 44 and initial capitalization of the fund-raising effort for the Robert Crown Center refurbishment.

c. Naval Academy Sailing Squadron (NASS). NASS is a volunteer organization formed to support midshipmen sail training. This support comes mainly in the form of providing OINCs and AOINCs during CSTS summer cruises, coaches and safety observers for afternoon practices aboard VOST boats, and organizing and administering intercollegiate VOST regattas. In addition, NASS organizes and administers regattas within the Chesapeake Yacht Racing Association for the purpose of raising funds to support midshipmen sailing and for community outreach. DNAS serves as the Commodore of NASS.

d. Chief of Naval Education and Training (CNET), Chief of Naval Personnel (PERS-6), and United States Sailing Association (U.S. Sailing). Neither CNET, PERS-6, nor U.S. Sailing have direct responsibility for, or influence over, sail training at the Naval Academy. However, DNAS coordinates training standards with these organizations. CNET and PERS-6 establish sail training requirements for Naval Reserve Officer Training Corps and Morale, Welfare and Recreation (MWR) activities Navy-wide. In addition, DNAS coordinates with U.S. Sailing to maintain nationwide recognition of USNA sail training criteria and qualifications.

6. Sources of Operating and Maintenance Funds. The sail training program receives operating and maintenance funding from a variety of both appropriated and nonappropriated sources. Following is a description of these sources and a general categorization of the type(s) of expenditures for which each source is normally used. Within the limits set by government contracting regulations, DNAS may reallocate specific items between funding sources, according to availability of funds. In these cases, DNAS shall coordinate such reallocation with personnel affected by such reallocation:

a. Appropriated Funds. Appropriated funds used for sail training fall into three general categories: Annual operating and maintenance funds normally assigned to Commanding Officer, Naval Station Annapolis, funds normally assigned to the Director of Professional Development, and funds allocated by the Superintendent on a one-time basis.

(1) Annual operating and maintenance funds assigned to Commanding Officer, Naval Station Annapolis are usually used for:

(a) Administrative costs associated with the sail training program;

(b) Staff travel, when such travel does not involve midshipmen training; e.g., off-site meetings;

(c) Maintenance of assigned sail training and support craft (Avons and Boston Whalers), excluding maintenance performed when a donated boat is initially brought into the program. Initial outfitting maintenance is normally funded by NASF, but may be shared on a case-by-case basis by NASF and DNAS in situations when, for example, finders fees, delivery, and other costs associated with the donation are already considerable for a given boat;

(d) Purchase of equipage to ensure safety of midshipmen or enhance training on sail training craft; e.g., foul weather gear, textbooks, hand bearing compasses; and

(e) Transportation costs, usually airfare, associated with midshipmen participation in varsity sailing regattas, when purchase of government-rate airline tickets is financially advantageous to the Naval Academy.

(2) Funds assigned to the Director of Professional Development are normally used for:

(a) Midshipmen and OINC/AOINC travel directly coincident with CSTS cruises; and

(b) Reproduction of USNA-specific sail training material; i.e., Navy 44 Boat Information Book, sailing Standard Operating Procedures, and the Summer Operations Order.

(3) Funds allocated by the Superintendent on a one-time basis are usually used for large dollar amount, phased replacement items that must be purchased in a single contracting action; e.g., dinghy fleets to be used for intercollegiate regattas and design or procurement funds for replacement of other sail training or support craft.

b. Nonappropriated Funds. Several non-appropriated fund sources help support midshipmen sail training. They are:

(1) Dudley Wolfe Fund. The Dudley Wolfe Fund was established as the result of a bequest to the Naval Academy. The Museum and Gifts Advisory Board (MEGAB) advises the Superintendent, who approves the annual operating budget for this fund. Reference (h) provides governing instructions for MEGAB activities. Income from the Dudley Wolfe Fund is normally allocated to the following expense categories:

(a) Varsity Intercollegiate and Offshore Team and coach travel, when not funded from appropriated funds, per paragraph 6a(1)(e), in connection with midshipmen participation in regattas;

(b) Salaries for non-Civil Service coaches and support staff;

(c) Salary augments for Civil Service coaches, as compensation for longer working hours and extensive travel performed in support of midshipmen; and

(d) Other projects related to midshipmen sail training, as directed by DNAS or the Superintendent.

(2) Naval Academy Sailing Foundation (NASF). The NASF normally provides direct financial support for selected capital projects that have a direct impact on midshipmen sail training afloat. Selection of these projects is accomplished on a case-by-case basis by the NASF Board of Trustees, as recommended by DNAS.

(3) Naval Academy Athletic Association (NAAA). The NAAA provides an augment as partial reimbursement for varsity sailing team expenses.

(4) Naval Academy Sailing Squadron (NASS). The NASS provides direct financial support in the form of subsidizing shore side activities connected with midshipmen sail training. Examples include receptions for graduating midshipmen and their parents during Commissioning Week, cookouts during intercollegiate regattas such as McMillan Cup and Kennedy Cup, and special events such as the Christmas party. In addition, NASS volunteerism provides indirect financial support by precluding expenditure of other funds in connection with regattas and other sailing activities. Examples of such indirect support include regatta management, coaching aboard offshore boats during daily practice, and administrative support of sail training.

(5) Naval Academy Alumni Association. Money given to the Naval Academy Alumni Association for the sailing program is provided as specified in the bequest or gift, along with income from the Endowment for Professional Development.

7. Action. This instruction is effective for planning and execution upon receipt.

C. R. LARSON

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