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DNAS OPORD 18/004
29 MAY 2018

From: Director, Naval Academy Sailing
To: Distribution

Subj: 2018 NAVY SAILING SUMMER CRUISE PROGRAM OPERATION ORDER

Ref: (a) DIVPRODEVINST 3120.7A Promulgation of Standard Operating Procedures (SOP) and Regulations Manual for U.S. Naval Academy Sail Training Craft
(b) Boat Information Book (BIB) for United States Naval Academy Navy 44 MKII Sail Training Craft
(c) Coastal and Offshore Personnel Qualification Standard (PQS) for Large Sail Training Craft
(d) DNASNOTE 3120 2014 Experiential Leadership Guide
(e) DIVPRODEVINST 3530.2F Sail Training Craft (STC) Navigation Standards
(f) DNASINST 9503.1A Procedures for Craft Pump Out in Santee Basin

1. Purpose. To promulgate the 2018 Navy Sailing Summer Cruise Program Operation Order (OPORDER), which governs the conduct of summer offshore sailing programs. This OPORDER complements and supplements the requirements contained in reference (a).

2. Background. The Navy SAILTRAMID Cruise Program provides Midshipmen with small unit leadership and teamwork training, as well as intermediate-level seamanship and navigation training. In addition to the overall Navy Sailing Program objectives defined in Chapter 1 of reference (a), the SAILTRAMID Program seeks to:

a. Develop the leadership skill of the first and second class midshipmen participants, with specific emphasis on:

(1) Building on the skills learned during Leadership: Theory and Application (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) Refining delegation skills.

(3) Developing team-building skills.

(4) Reinforce the importance of training in successful completion of a mission.

(5) Recognize the importance of detailed planning to successfully complete a complex project.

(6) Recognize the importance of Operational Risk Management (ORM).

b. Develop seamanship and leadership skills of the third class midshipmen participants, with emphasis on:

(1) Building on lessons from Preparing to Lead (NL110), to "know yourself, know your troops, and know your job."

(2) Develop a further understanding of the 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 the importance of training in successful completion of a mission.

(5) Recognize the importance of detailed planning necessary to successfully complete a complex project.

(6) Explore personal strengths and limitations as a team member while experiencing physical and emotional stresses in a real-world environment at sea aboard a small craft.

(7). For those who demonstrate aptitude, qualify as Senior Crew, Watch Captain, or D-OS in preparation for furthering their qualifications to serve as Midshipman Skipper or XO on a subsequent VOST or OSTs summer cruise block.

c. Develop the intermediate-level seamanship skills defined below in all Midshipmen involved in the program:

(1) Understanding of and proficiency in using controllable and uncontrollable ship handling forces.

(2) Weather observation skills and introduction to elements of practical weather forecasting.

(3) Detailed understanding and application in actual situations of the Rules of the Road.

(4) Piloting and electronic navigation skills taught during Fundamentals of Seamanship (NS101), Basic Navigation (NN210).

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

3. Command Authority. Command authority as defined by Chapter 2 of reference (a).

4. Action

a. All personnel participating in the 2018 Navy SAILTRAMID Cruise Program will comply with the requirements promulgated in this OPORDER.

b. All STC shall be operated in strict compliance with the SOP promulgated in reference (a) and the applicable BIB (reference (b)), as well as applicable technical manuals/documentation.

c. The Officer in Tactical Command (OTC) shall publish an OTC Supplement to outline any additional requirements he/she may deem necessary for the cruise block. These OTC Supplements shall be approved by the Director, Naval Academy Sailing (DNAS) prior to the Phase II crew and vessel certification.

d. Except when dictated by safety considerations, only DNAS may authorize changes to scheduled departures, route of sail, destination ports, and SOPs. If diverted, DNAS shall be

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notified by the most expedient means.

e. By the nature of offshore sailing, no OPORDER can foresee every potential pitfall or emergency, and thus this document is no substitute for sound and prudent headwork when required. Skippers have complete authority and responsibility for the conduct, performance and safety of their Midshipmen/Crew and STC. Nothing in this OPORDER relieves the assigned Skipper of the total accountability for the safe operation of their STC and for the safety of embarked personnel.

5. Cancellation. This OPORDER is effective upon receipt until 1 September 2018.



M. L. McCLURE
CDR USN

Distribution:
Director, Division of Professional Development
DDNAS
Director, OSTs
Director, VOST
OIC, Naval Academy Summer Programs
All Skippers of STC
Navy Sailing Maintenance Officer
Cutter Shed Maintenance Supervisor
File - OSTs Operations Officer (5)

ANNEX A TO DNAS OPORDER 18/004 - OPERATIONS

1. Concept of Operations. The Navy Sailing Summer Cruise Program supports the Naval Academy's mission to prepare midshipmen to be professional officers in the Navy and Marine Corps. Each midshipman is responsible for their own performance and, if senior, the performance of their subordinates.

2. Offshore Sail Training Squadron (OSTS). The 2018 OSTs Summer Cruise Program is divided into 6 cruise blocks. The dates for the cruise blocks are:

Block 1.1	29 May - 22 Jun
Block 1.2	29 May - 22 Jun
Block 2.1	26 Jun - 20 Jul
Block 2.2	26 Jun - 20 Jul
Block 3.1	24 Jul - 15 Aug
Block 3.2	24 Jul - 15 Aug

a. OSTs Block Schedule

Week 1 - Midshipmen only Training

- Crew Check-in and in-brief.
- Completion of administration items.
- Classroom and practical on leadership, navigation, seamanship and chart preparation.

Week 2 - Phase I - Crew Familiarization/Refresher

- Skipper/Crew introductions and in-brief (Sunday).
- Boat familiarization and underway training (Sunday-Wednesday).

Week 2 - Phase II - Crew and Vessel Certification

- Navigation/weather brief (Wednesday afternoon). Depart USNA for 24 HR Overnight (Thursday morning)
- Complete Standardization Checkride Friday IVO USNA.
- Arrive USNA: NET Friday 1200. If Standardization Checkride is successfully completed return time will be at Skipper's discretion with concurrence of OTC.
- Submit written Readiness for Sea Reports per Appendix IV to Annex C.

Week 3 - Phase III - Classroom Afloat

- Depart USNA Monday after Navigation/Weather brief, ETD determined by destination.
- Verify Midshipmen acquired the skills taught in Phases I-III (Annex C Appendix I, II, and III).
- Arrive at remote port Friday or ETA determined by weather. Participate in community relations events, stand watch and liberty.

Week 4 - Phase IV - Verification

- Depart Remote Port: Sunday or Monday dependent on distance to travel and tides.
- Verify Midshipmen acquired the skills taught in Phases I- III using PQS book to verify skills attained for Senior Crew and Watch Captain as applicable.
- Arrive USNA Thursday (Tuesday for Block III), pump-out, clean boat, and pass boat inspection.
- Draft Midshipman Evaluations.
- Determine which of the Midshipmen have the leadership potential, aptitude and skills for follow-on assignment as a Skipper/XO in subsequent OSTs cruises.

Upon Return to Port

- Midshipmen complete boat cleaning and inspection, individual debrief with Skipper and XO, OSTs survey.
- Skipper conduct boat turnover with Cutter Shed.
- Skipper and XO process travel claims.
- Skippers submit Midshipman evaluation reports, post-cruise critiques and award recommendations within one week of return.

b. Deviation from the time windows listed for departure or arrival requires prior DNAS approval, except in emergency situations. Specified departure/arrival times should in no way restrict OTC/Skipper discretion to adjust the schedule in response to heavy weather, safety, or mission-limiting material casualties. In such cases, the OTC shall inform DNAS of the situation at the earliest possible opportunity.

3. Varsity Offshore Sailing Team (VOST). Since a higher level of operational proficiency is expected of racing crews, the Crew and

Vessel Certification checklists defined in Appendices I, II, and III shall be completed during a DELMARVA circumnavigation. Upon completion of the DELMARVA, written certification that the crew and vessel are ready to support offshore operations is required. The Director, VOST, may also define additional specific training requirements based on vessel type and his assessment of crew's proficiency and scheduled operations.

4. Medical. All personnel participating in the Navy Sailing Summer Cruise Program are required to fill out a medical questionnaire at the beginning of the cruise block. One will be kept aboard the STC by the Skipper, and one will be kept on file with the respective summer program office. Information is confidential unless needed in the event a serious injury prevents a person from being able to provide medical information. Skipper will return questionnaires to the sailing center upon return, information will be properly disposed.

a. For emergencies at sea, call the Coast Guard and consider medical evacuation (MEDEVAC). In non-emergency cases, telephone medical consultations may be used, by calling the numbers below. **They are not a substitute for MEDEVAC procedures**, however, providing timely medical assistance to the at-sea health care provider via telephone consult may preclude the need for a MEDEVAC.

(1) Each Squadron OTC or VOST boats sailing alone are equipped with a Satellite Phone (SATPHONE) for direct communication with the appropriate medical facility. For other STC sailing in company, establish VHF communications (COMMS) with the OTC and allow the OTC to communicate via SATPHONE.

The following is a list of 24-hour medical/emergency room telephone numbers for the Naval Hospitals located within the Navy Sailing Summer Cruise Program Area of Operations:

<u>Annapolis, MD:</u>	Clinic Emergency	(410) 293-1758/59 (410) 293-3333
<u>Portsmouth, VA:</u>	ER Nurse Station	(757) 953-1465/1499
<u>Boston, MA:</u>	Hanscom Air Force Base Medical Clinic	(781) 225-6789
<u>Groton, CT:</u>	Medical Clinic	(860) 694-4123
<u>Newport, RI:</u>	Medical Clinic Base Dispatch	(401) 841-2225 (401) 841-3771/3772

(2) Tell the nurse on duty that this is (your name) calling from (boat name) with a non-emergency at-sea medical consultation request. Ask to speak with the medical OIC of the emergency room regarding your patient.

(3) Be ready to provide the following information:

- Patient's Name
- Age/Sex
- Accident/Injury/Illness
- Mechanics of injury or history of present illness
- Vital signs (temperature and pulse)
- Pertinent physical exam findings
- Treatment already rendered
- Allergies
- Pertinent medical history
- Current medications, if any

b. Active duty or retired military personnel who require medical treatment while ashore in the remote port will report to the dispensary at the nearest military base, or hospital ER if base facilities not available. Civilians will report to the nearest hospital emergency room.

c. If any Midshipman is hospitalized, the following information shall be provided to the Commandant of Midshipmen via the NSDO as soon as feasible.

- Name/rank/rate/service or alpha number
- Nature and extent of injury or illness
- Medical facility to which admitted
- Estimated duration of hospitalization

Prior to getting underway, ensure the Naval Academy (via NSDO) and Brigade Medical have assumed responsibility for any Midshipman who was hospitalized and will not be continuing on the STC.

5. Turnover. The turnover procedure involves the transfer of accountability for the STC and associated equipage from the off-going crew to the Cutter Shed. A detailed discussion of crew turnover procedures is at Appendix III to Annex A.

APPENDIX I TO ANNEX A OF DNAS OPORD 18/004 - SAIL TRAINING CRAFT ASSIGNMENTS

1. OSTS. STC assignments for summer cruise blocks will be:

Stamford, CT <u>Block 1.1</u> NA 26 Invincible NA 29 Brave NA 30 Honor NA 31 Courage NA 32 Commitment NA 36 Fearless (Back up)	Bristol, RI <u>Block 1.2</u> NA 27 Warrior NA 28 Daring NA 33 Intrepid NA 34 Audacious NA 35 Valiant NA 21 Renaissance (Back up)
Mystic, CT <u>Block 2.1</u> NA 26 Invincible NA 27 Warrior NA 29 Brave NA 30 Honor NA 31 Courage NA 21 Renaissance (Back up)	Boston, MA <u>Block 2.2</u> NA 28 Daring NA 32 Commitment NA 33 Intrepid NA 34 Audacious NA 35 Valiant NA 36 Fearless(Back up boat)
Freeport, NY <u>Block 3.1</u> NA 26 Invincible NA 27 Warrior NA 30 Honor NA 31 Courage NA 33 Intrepid NA 21 Renaissance (Back up)	Newport, RI <u>Block 3.2</u> NA 28 Daring NA 32 Commitment NA 34 Audacious NA 35 Valiant NA 36 Fearless NA 29 Daring(Back up boat)

2. VOST. STC assignments will be:

Block 1.1 (NA22 Integrity, NA24 Gallant and NA25 Tenacious):
 29May - 23June

Block 1.2 (NA11 Swift, NA23 Defiance and Wahoo): 01June -
 01July

Block 2 (Hooligan): 07July - 05Aug

APPENDIX II TO ANNEX A OF DNAS OPORD 18/004 - COMMS

1. Purpose. To provide guidance for communication between DNAS, each Program Director, PRODEV, and deployed units participating in the Navy Sailing Summer Cruise Program.
2. Background. In order to ensure reliable comms up and down the chain of command, a Navy Sailing Duty Officer (NSDO) is assigned and will serve as the initial point of contact for all deployed STC. The NSDO will be available 24 hours a day via cellular phone, and should be contacted first when trying to communicate with the Naval Academy.
3. NSDO. The NSDO will communicate with each deployed STC (or the OTC of the squadron), both underway and in remote port, every day at the times specified in paragraphs 6 and 8 below. The NSDO will then report the positions and conditions of the STC to the applicable Program Directors, OPS Officers, DDNAS, DNAS and PRODEV. The NSDO may also receive emergency reports from deployed STC, and must pass that information to the appropriate personnel including the Waterfront Readiness Duty Officer (WRDO). The NSDO Watchbill, promulgated separately, has been approved by the Deputy Director, Naval Academy Sailing (DDNAS).
4. Call Signs. The call sign for all Naval Academy STC engaged in summer cruise activities is the STC's name (for example, Sailing Vessel *Audacious*). Call signs for OTCs are below. The other call signs applicable to race/cruise offshore events are:
 - a. Director, Naval Academy Sailing DNAS
 - b. Navy Sailing Duty Officer NSDO
 - c. Director, VOST VOST
 - d. OTC, VOST Block "A" (i.e. 1.1) VOST Alpha
 - e. OTC, VOST Block "B" (i.e. 1.2) VOST Bravo
 - f. Director, OSTs OSTs
 - g. OTC, OSTs "A" Block (i.e. 1.1) OSTs Alpha
 - h. OTC, OSTs "B" Block (i.e. 1.2) OSTs Bravo
 - i. Robert Crown Center/NSDO Robert Crown
 - j. Vandergrift Cutter Shed Santee Basin Control
 - k. NSA Annapolis Annapolis Harbor Control

5. Comms Watch Procedures

a. Very High Frequency (VHF). Underway, all STC will monitor the VHF radio as required by reference (a), Section 405.

b. SATPHONE. Each OSTS Squadron's OTC and each STC participating in ocean racing will be outfitted with a SATPHONE for communication with the NSDO and for emergencies.

c. HF VOICE. Each Squadron OTC shall ensure that at least one STC maintains guard on HF voice during the HF comms windows defined in paragraphs 6 and 11 if SATPHONE/cellular connectivity with RCC is unable to be established for greater than 12 hours. The NSDO shall guard the HF voice net during the comms windows if reports have not already been made by other means (SATPHONE or cell phone) for greater than 12 hours. STC will not secure their guard early unless they exchange traffic or pass "no traffic to report" to the NSDO. The NSDO will not secure his/her guard early unless he/she exchanges traffic or has received "no traffic" reports from all squadrons. HF comms may also be used within a squadron if VHF is not operable. The OTC may publish a HF Comms check schedule in the OTC Supplement to the OPOD, listing the times and frequencies to be guarded.

d. CELLULAR PHONES. The NSDO will have a duty cell phone with him/her at all times. A recall bill with cell phone numbers for Skippers and XOs will be kept in the NSDO file.

e. EMERGENCY POSITION INDICATING RADIO BEACON (EPIRB). All STC are equipped with an EPIRB. If activated for emergency use, the EPIRB should be left on for continuous transmission. If a STC is abandoned, the EPIRB should be taken to the life raft.

f. OTHER COMMS SERVICES. Information on other radio services available (weather broadcasts, dial-a-buoy, emergency communications, storm warnings, etc.) may be obtained by referring to the appropriate section of Eldridge's Tide and Pilot Book.

6. Situation Reports (SITREPs). OTCs of underway squadrons and Skippers of STC proceeding independently shall make required reports twice daily. Additionally, STC and crew status reports will be made upon finishing or retiring from a race. If an STC cannot establish contact with the OTC, they are required to contact the NSDO individually via SATPHONE, cell phone or VHF relay to another STC in their squadron. OTCs are to report as follows:

a. Daily SITREPs to NSDO by one of the following methods (in order of priority):

(1) Cellular Phone: Both OSTs and VOST - 0900 and 2100 to NSDO

(2) SATPHONE: Both OSTs and VOST - 0900 and 2100 to NSDO

(3) HF Voice - On the frequency defined in paragraph 11 (if cellular/SATPHONE is unsuccessful for >12 hours).

(4) If the morning SITREP is unsuccessful, another attempt shall be made at 1400, then every hour afterwards moving closer to shore, as possible.

b. In the event of personal injury or significant material casualty, communicate to NSDO immediately.

c. When heavy weather is forecast, and it is expected to effect operations or the cruise itinerary - during daily SITREP, or as required.

d. When a significant deviation from the SOE is anticipated/has occurred - during daily SITREP, or as required.

e. Upon arrival in port, provide a one-time report covering the highlights of the transit.

f. Day of departure from port, provide a report at 0800 with ready status and time of departure.

7. Content of the SITREP

a. SITREP shall include, at a minimum:

(1) Position (latitude, longitude and geographical reference)

(2) Course, speed, and estimated time of arrival at the next port

(3) Weather

(4) Status, or any unusual information

(5) The phrase "nothing significant to report" is only

authorized when conditions preclude giving the information required above.

8. Occasions for Making Reports in Port. OTCs of inport units shall make daily reports by telephone to the NSDO by 0900.

9. Content of the Inport Daily Report

- a. Time of arrival (first day only)
- b. Daily status, as of 0700
- c. Other information deemed pertinent
 - (1) Material issues
 - (2) Personnel / Liberty Issues
 - (3) Press or VIP interactions

10. HF Frequencies to be programmed into Equipment. The following are military frequencies assigned by Joint Forces Maritime Operations Atlantic for the use by Naval Academy Summer Cruise Programs. Do not adjust these frequencies.

<u>VOICE (KHZ)</u>	<u>DATA (KHZ)</u>
2070.0 OSTs A ch 13	
4037.0 OSTs B ch 14	6258.0 (B)
6793.5 OSTs C ch 15	8339.0 (C)
8187.0 OSTs D ch 16	12370.0 (D)
12417.0 OSTs E ch 17	

11. HF Voice Communication Times. In the event that cellular/SATPHONE comms are unsuccessful for >12 hours, the OTC (or Skippers operating independently) will establish HF comms with NSDO. Starting at the times indicated, the NSDO will establish the net on the first frequency on Upper Side Band (USB). Every 10 minutes the NSDO will kick to the next frequency until an account of all underway STC has been received. The NSDO is NET CONTROL and should establish the net by broadcasting "THIS IS ROBERT CROWN, STANDING BY FOR TRAFFIC."

<u>Time (local USNA)</u>	<u>Frequency</u>
0930-0940	OSTS A ch 13
0940-0950	OSTS B ch 14
0950-1000	OSTS C ch 15
1000-1010	OSTS D ch 16

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1010-1020	OSTS E ch 17
2130-2140	OSTS D ch 16
2140-2150	OSTS C ch 15
2150-2200	OSTS E ch 17
2200-2210	OSTS B ch 14
2210-2220	OSTS A ch 13

TAB A TO APPENDIX II TO ANNEX A OF DNAS OPORD 18/004 - USEFUL
 TELEPHONE NUMBERS

<u>Name</u>	<u>Commercial</u>	<u>DSN</u>
Director, NAS CDR Marisa McClure	(410) 293-5601 (813) 919-7362 (C)	281-5601
Director, OSTs Ms. Renee Mehl	(410) 293-5610 (410) 703-9560 (C)	281-5610
Director, Offshore Racing Mr. Jahn Tihansky	(410) 293-5608 (410) 320-1710 (C)	281-5608
Navy Sailing Duty Officer (NSDO) (Manned 24 hours per day)	(443) 871-2330 (C)	
OSTS Operations Officer LT Matthew Vernam	(410) 293-5616 (631) 721-3710 (C)	281-5616
OSTS Training Officer LT Catherine Reed	(410) 293-5604 (937) 901-8028 (C)	281-5604
Offshore Racing Operations Officer LT Matt Fluhr	(410) 293-5611 (804) 436-3726(C)	281-5611
Small Craft Repair Facility	(410) 293-9140	281-9140
Cutter Shed Duty Cutter Shed	(410) 293-5630 (410) 320-4891 (C)	281-5630
Naval Academy Summer Programs Summer Training Duty Officer	(410) 293-8500 (410) 320-9060 (C)	281-8500
Naval Academy Duty Office (NADO)	(443) 569-2180	
Bancroft Hall Watch Officer	(410) 293-5001	281-5001
Medical	(410) 293-1758	281-1758
USCG Rescue Center Boston	(617) 223-8555	
USCG Rescue Center Norfolk	(757) 398-6231	
USCG Rescue Center Bermuda	(441) 297-1010	

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SATPHONES

Landline or cell phone to the below Iridium satellite phones dial: +1 480 768 2500 then enter appropriate Satphone number listed below when prompted.

Dial "+001" then the phone number when making a call from the Satphone.

OSTS A OTC: 88-163-152-5053

OSTS B OTC: 88-163-152-5054

VOST Hooligan: 88-163-152-5054

VOST Tenacious: 88-163-152-5051

VOST Integrity: 88-163-152-5052

VOST Gallant: 88-163-152-5050

VOST Defiance: 863-203-0292

VOST Swift: 863-203-0293

VOST Wahoo: 863-203-0294

APPENDIX III TO ANNEX A TO DNAS OPORD 18/004 - SAIL TRAINING CRAFT
TURNOVER PROCEDURES

1. Turnover Procedures - General

a. An email, telephone or face-to-face turnover between off-going/on-coming Skippers shall be conducted.

b. All STC shall be turned over in excellent condition, with all known material deficiencies clearly identified in writing and chitted. Issued gear will be cleaned, inspected, and documented as part of the turnover.

c. The attached checklists define the details of the turnover procedure for both off-going and oncoming crews. Checklists will be turned in to the respective program's Operations Officer upon completion.

2. On-coming Turnover Procedures

a. Verify Loadout Inventory is complete.

b. Inspect the cleanliness and gear stowage on the STC.

c. Ensure all known material deficiencies are reported to maintenance personnel. Obtain the list of material deficiencies for tracking.

d. Pump out holding tank if needed (do not pump after dark). This will be executed by Cutter Shed personnel in accordance with procedures specified in Enclosure 1 of ref (f).

e. Check out OPTIONAL gear: Reaching Strut from Cutter Shed.

f. Rinse out and fill potable water tanks.

g. Robert Crown Sailing Center (RCSC) Staff and Cutter Shed will coordinate refueling evolutions for each squadron or individual STC prior to departure.

3. Gear issue

The following equipage will be issued by RCSC Staff:

a. Charts per block chart list

- b. Foul weather gear
- c. Abandon Ship Bag with high-value loadout
- d. Publications to include the following:
 - Navy Sailing Summer Cruise Program OPORDER
 - SOP
 - BIB (Navy 44s only)
 - Experiential Leadership Guide (OSTS only)
 - Navigation Standard
 - Boat specific Technical Manuals
 - Logbook; Offshore, Narrative and Bearing Book
 - Nautical Rules of the Road (COMDTINST M16672.2D)
 - Chart 1
 - Eldridge Nautical Almanac (current year)
 - Marine Navigation (Hobbs) or Dutton's Nautical Navigation
 - Annapolis Book of Seamanship
 - Calder's Boatowners' Mechanical and Electrical Manual
 - Advanced First Aid Afloat
 - Light List (downloaded on issued laptop)
 - United States Coast Pilot (downloaded on issued laptop)
 - Sailing Directions (if making passages to non-US ports)

The following equipage will be issued by Cutter Shed staff:

- Propane tanks
- 96-quart Cooler with galley gear
- Optional Gear listed in Item 2 above
- Flares will be onboard each boat in waterproof orange boxes, sealed with a lead wire. Flares must be inventoried and accounted for at boat turnover.

NOTE: Launching flares for training is NOT authorized.

4. Off-Going Turnover Procedures

a. Pump out holding tank at the Santee Basin pump-out station. Two STC may moor alongside the pump-out pier, at south end of pier and eastern side, for expedited pump out by Cutter Shed personnel during working hours. Do not pump after dark.

b. Submit discrepancy chits for material deficiencies as soon as possible upon return.

- c. Conduct equipage inventories per the checklists provided by the staff.
- d. Submit discrepancy chits for expended items to include any oil, anti-freeze, impellers, belts, etc. used.
- e. Check propane tank levels and turn in all tanks that require a refill.
- f. Remove perishable food items from the boat. Stow all non-perishable food items in the galley food locker (except for end of block).
- g. Rinse and dry all foul weather gear and boots with fresh water, remove all trash from pockets.
- h. Remove the deck plates, seat cushions, and other gear that would interfere with cleanup. Scrub the deck plates and wash the galley gear.
- i. Thoroughly scrub and fresh water wash down the interior. Ensure no water is sprayed on the electrical/electronic equipment, or propane sensor.
- j. Clean engine and engine bilge with Simple Green. Thoroughly dry the bilge area and place a fresh oil-absorbent pillow in the engine bilge.
- k. Clean the deep bilge with Simple Green.
- l. Ensure reefer gaskets are carefully cleaned and latch the reefer lids in the upright position.
- m. Scrub deck and rinse salt off topsides and deck hardware. Ensure all black smudges are scrubbed off the white cabin top.
- n. Scrub the water line. Do not use abrasive scrubbing pads above the waterline - to include along the boot top or blue topsides.
- o. Drain potable water tanks.
- p. Clean, dry, and refold sails. Stow all sails in the forepeak, port even, starboard odd (PESO) by sail number. Turn in damaged sails to the Cutter Shed for repair (with chits).

q. Re-stow all gear removed for cleaning.

r. Remove all trash from the boat. Turn in hazardous material to the Cutter Shed.

s. Fresh water rinse and dry binoculars and hand bearing compass and return to Abandon Ship Bag.

t. Carefully rinse, dry and wrap Techvests with harnesses and stow in the wet gear locker.

u. Remove, wash, dry and stow jacklines in the starboard cockpit locker.

v. Remove speed impellers and replace with plastic dummy plugs.

All STC will be inspected by a staff member prior to crew departure.

5. Gear Turn-in to OSTS Operations Officer:

- Offshore Log Book, Narrative and Bearing Book, and charts.
- Foul weather gear and boots.
- Personal Locator Beacons
- Satphone (OTC Only)

6. Administrative End of Cruise Responsibilities

a. Travel vouchers must be signed prior to leaving USNA at the end of the block. See Annex B, Item 3. Fleet Card Holders need to return cards and original receipts upon return to USNA.

b. Skippers must turn in cruise reports and file midshipmen evaluations electronically, within a week of the end of the block.

c. Turn in any local newspaper articles pertaining to the port visit and email pictures to DNAS.

7. End-of-Summer Items. In addition to the items listed above, the following apply to the last cruise block of the summer:

- Bleach the MSD tank after pump out.

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- Turn in all propane tanks.
- Remove all food items from the boat.
- Clean all galley gear and turn in to the Cutter Shed.
- Remove speedos and insert dummy plugs.
- Turn in all publications to OSTIS Operations Officer.
- All STC will be inspected by a staff member prior to crew departure.

ANNEX B TO DNAS OPORDER 18/004 - LOGISTICS

1. Provisions

a. Designated Supply Officers. The Executive Officer (XO) is the STC Accountant. One midshipman aboard each STC will be designated as Supply Officer. His/her duties and responsibilities are defined in reference (a), Section 209.7.

b. Policy. Unless otherwise stated, the cost of food provided to midshipmen for the underway will be underwritten by the Midshipmen Food Service Division (MFSD).

1) Midshipmen who participate in the Navy Sailing Summer Cruise Program will receive a food allowance from the MFSD.

2) Military personnel will be expected to pay their pro-rated share of the total cost incurred during their cruise. They are compensated through a Basic Allowance for Subsistence.

3) Non-military participants will be issued cost orders. These individuals will be expected to pay their pro-rated share of the total cost incurred during their cruise.

c. Mess Accounting Procedures for the OSTS Program

1) Prior to departing on summer cruise, each midshipman will receive cash from the OSTS OPSO which will cover the cost for all underway meals. Each Midshipman will pool their food money with the XO/Accountant. The XO and Supply Officer will all spend the pooled funds for STC meals and must budget accordingly for the entire block.

The formula for computing the amount of rations is:

(# of midshipmen, + CO/XO) X (# of days underway) X (\$12.25)

If crews will be underway for partial days, they will receive the appropriate amount of money for the meals that they will not eat in the galley. The meal rates are as follows:

Breakfast - \$3.05 Lunch \$4.90 Dinner - \$4.30

2) Money disbursed by the MFSD may not be used for any items other than food. In the event the amount supplied by the

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MFSD is depleted, individuals aboard the vessel must absorb the cost overrun themselves.

3) Each midshipman will receive cash from the OSTS OPSO which will reimburse COMRATS for all inport meals. If crews will be inport for partial days, they will receive the appropriate amount of money for the meals that they will eat inport.

4) When provisioning, Supply Officers should use commissaries and other military procurement facilities if available.

5) Box lunches and snack packs are available from King Hall for in-port daily operations during the first week of local area training. They will be available for pick up by each crew at 0800 from the double doors by room D101 in the 3rd wing basement.

2. Fleet Card Procedures. **Each boat/squadron has been issued a GSA Fleet Card to use for fuel, repairs and emergency services.**

The cardholders have received required training on use of the cards. Upon completion of all purchases, the fleet card holder shall communicate to the program Operations Officer and the Fleet Card Transportation Coordinator with the details of the transaction to include:

- a. Fleet Card Holders Name
- b. N44 affected
- c. Training Block Number
- d. Purchase date
- e. Vendor name and location
- f. Vendor phone number
- g. Transaction type (fuel (number of gallons and price per gallon), oil, maintenance, services, etc.)
- h. Exact dollar amount of transaction
- i. Copy of receipt via fax (410.293.5233) or email photo of receipt to Fleet Card Transportation Coordinator (cc Ms. Joni Palmer: jpalmer@usna.edu)

Upon return to USNA or at the end of the block, Fleet Card holders shall immediately return the credit card and original receipts to the Fleet Card Transportation Coordinator.

3. Dockage. Dockage has been reserved and payment arrangements for scheduled port visits are made prior to the commencement of the block. If for some reason the purchase is not needed or is higher than obligated, communication to the program Operations Officer is required so the financial obligation can be corrected.

If dockage or mooring fees are incurred due to an emergency stop, they can be purchased with the Fleet Card. Be sure to follow proper Fleet Card procedures mentioned above if this cost is incurred.

4. Lodging. All scheduled lodging requirements have been arranged prior to the commencement of the block and paid for with Sailing's Unit Travel Card. If for some reason the purchase is not needed or is higher than obligated, communication to the program Operations Officer is required so the financial obligation can be corrected.

5. Rental Car/Duty Van. Transportation will be provided in each port for provisioning purposes. Details will be provided by each program's Operations Officer. This will either be a rental vehicle, which shall be paid for with a personal credit card and reimbursed through official orders/DTS upon return, or where available, through a nearby military base.

6. Mail. U.S. mail for midshipmen will be held at the Naval Academy Post Office. Under no circumstances should midshipmen direct personal mail to the Robert Crown Sailing Center.

ANNEX C TO DNAS OPORDER 18/004 - TRAINING

1. Training Objectives. Successfully complete all phases of training. Midshipmen should obtain signatures for Personal Qualification Standards (PQS) requirements defined in reference (c) and maximize leadership opportunities while training.

a. Phase I - Crew Familiarization/Refresher. Training consists of Navy 44 familiarization, sailing maneuvers and navigation during local area day sailing. The goal of this phase is to ensure all hands understand the risks inherent in offshore sailing. The objectives ensure that the minimum required boat and sail-handling skills are resident IN THE CREW. Required skills are defined in Appendix I.

b. Phase II - Crew and Vessel Certification. Training consists of building and verifying navigation skills, gaining proficiency in all sailing evolutions and to shake down the vessel and its systems during a 48 hour underway. The objectives ensure that the minimum required boat-handling, sail-handling, and navigation skills are resident IN THE WATCH SECTION. A Standardization Check-ride will be conducted at the end of the 24 hour sail to verify skills. Required skills are defined in Appendix II. At the end of Phase II, the Skipper is required to submit a written Readiness for Sea Report to the OTC certifying crew and vessel readiness to conduct an extended offshore passage. The OTC will make a consolidated Readiness for Sea Report for his squadron to DNAS. The format for these reports is at Appendix IV and V.

c. Phase III - Classroom Afloat. This training will be conducted while underway to a remote port. Training objectives stated in Appendix III are designed to ensure that the minimum required boat-handling, sail-handling, and navigation skills are resident IN THE INDIVIDUAL.

d. Phase IV - Verification. Skippers must verify that midshipmen acquired the skills taught in Phases I through III by observation and/or oral examination, while transiting from a remote port to USNA, and sign off applicable skills in the individual's PQS book. They must also determine if leadership candidates would be able to direct crew and vessel operations without supervision. This does not mean that Skipper/XO supervision is removed from the

on-deck operational process. The results of this evaluation shall be documented in each midshipman's performance evaluation. Guidance for completing these evaluations is contained at Appendix II to Annex D.

2. EMERGENCY PLAN

a. Safety. A safety brief is required before any evolution is conducted that the Skipper believes poses a risk to personnel or equipment. The brief should include, as a minimum, an overview of the evolution, personnel assignments, and responsibilities, hazards, actions to be taken to mitigate those hazards, and actions to be taken in case of an accident.

b. Emergency Outline.

(1) Prevention. Prevent accidents BEFORE they happen. Use Operational Risk Management (ORM) procedures to anticipate problems, identify hazards and mitigate risk to the greatest practical extent.

(2) Should an accident occur:

(a) Look for injuries first - don't focus on broken equipment. If you are involved in the accident, check yourself for injuries.

(b) Take action. Administer first aid. Check for the CAB's (Circulation, Airway, Breathing). Secure medical help, ensure the remaining crew and STC are not in danger.

(c) For emergencies in the Local Operating Area, call 410-293-3333 (USNA ambulance). Describe the emergency and ask for an ambulance at the Robert Crown Sailing Center (RCSC). Dispatch the closest and fastest support boat to the vessel with the injury, or call the Cutter Shed on Ch. 82A for assistance.

(d) If you are outside the Annapolis Local Operating Area, call USCG Station Annapolis on VHF channel 16 and inform them of the situation and that you are taking an injured sailor to the RCSC. Identify transport boat and current location with estimated ETA at dock. Call 410-320-4891 (Cutter Shed) or VHF 82A and inform staff that the injured is being taken to RCSC.

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(e) If you are offshore and returning to RCSC is not practicable, contact the nearest USCG station and request assistance. All USCG Stations and contact numbers are listed in the Eldridge Tide and Pilot Book, page 244.

APPENDIX I TO ANNEX C OF DNAS OPORDER 18/004 - PHASE I CREW
FAMILIARIZATION/REFRESHER

SAFETY

- Read SOP, Chapter 4- Safety.
- Read Skipper's Standing Orders.
- Describe the order of events for a MOB.
- Sketch and label the Quick Stop MOB procedures.
- Participate in putting a man aloft and read SOP 805.1.
- Describe "sailing by the lee" and demonstrate how to rig and use the preventers.

NAVIGATION

- Prepare charts for underway using the Chart Preparation Checklist.
- Describe information in Chart Number 1, and Notice to Mariners.
- Take visual bearings and plot position on chart with DR.
- Communicate navigation picture from chart to helm as per Navigation Instructions.
- Demonstrate proficiency in maintaining bearing, offshore and narrative logs.
- Using the appropriate charts and publications, coordinate the best and safest course to steer.

ENGINEERING

- Demonstrate getting the STC ready for underway/securing using the proper checklists.
- Demonstrate how to properly connect and disconnect shore power.
- Demonstrate proper use of the stove, lighting and securing.

WATCHSTANDING

- Demonstrate use of standard commands while conducting evolutions, as per SOP 801.3.
- Conduct a proper face to face turnover at the helm.

SEAMANSHIP

- Label items on deck hardware drawing.
- Label items on standing and running rigging drawing.
- Label items on mainsail drawing.
- Helm on all points of sail and under power when departing and returning to slip.
- Demonstrate proficiency tying the following knots: cleat hitch, bowline, figure eight, reef knot, sheet bend, half hitch, clove hitch and proper use of a sail tie.
- Demonstrate proficiency in: tossing, cleating, easing, catching, coiling and stowing line.
- Demonstrate proficiency at all stations in: tacking, gybing, reefing, and headsail change.
- Successfully helm and command the boat during a MOB.

CONTACT AVOIDANCE

- Demonstrate knowledge of basic Rules of the Road while maintaining a proper lookout.
- Demonstrate or describe proper use of fog signals, horn or bell in restricted visibility.

APPENDIX II TO ANNEX C OF DNAS OPORDER 18/004 - PHASE II CREW
AND VESSEL CERTIFICATION

1. General. The Phase II Crew and Vessel Certification is a sailing exercise designed to simulate, to the maximum extent possible, offshore sailing conditions. Except in the case of emergencies, pulling into port/anchoring should be accomplished for demonstration purposes only during this portion of the cruise.
2. Command and Control. DNAS shall be contacted via the NSDO as soon as possible before a decision to abandon this phase of crew and vessel certification is implemented. This does not preclude OTCs or skippers from making on-the-spot decisions necessary to ensure the safety of their crews or STC. The intent is to involve DNAS personally in any decision to change the published training schedule.
3. Rules of the Road. All STC are to comply with the Navigation Rules, International - Inland during all phases of the Summer Cruise Program.
4. Comms. During Phase II Crew and Vessel Certification, all STC will follow the comms check and reporting requirements defined in Appendix II to Annex A.
5. Exercise Requirements. All STC are required to perform the exercises listed below. Each exercise may be performed at a time selected by the Skipper, as long as the required initial conditions are satisfied. Two different drills shall not be conducted simultaneously. Performance of each exercise shall be noted in the Narrative Log. This log shall be provided for review to the OSTs/VOST Program Director upon the conclusion of the Phase II Crew and Vessel Certification. Personnel and STC safety should NEVER be compromised in order to execute these exercises.
6. Crew Manifest. A correct crew manifest shall be left with the NSDO and the applicable program OPS Officer prior to departure.

PHASE II CREW AND VESSEL CERTIFICATION

SAFETY

- Describe methods to minimize seasickness.
- State the location of the following equipment: Kapok life jackets, man overboard equipment, life raft, first aid kit, flares, damage control equipment, and fire extinguishers (5).
- Label, sketch or visually ID all 11 through hull fittings below the waterline.
- Describe duties per the WQ&SB for evolution and casualties.
- Demonstrate how to manually activate a Tech Vest, verify CO2 cartridge and show how to change it. Activate strobe light and check whistle.
- Describe your actions if you are the MOB.
- Describe the six emergency alarms on the STC.
- Demonstrate the Quick- Stop recovery in both day and night.

LEADERSHIP

- Act as WC for the day, direct the crew during departure and arrival.
- Lead peers in area of expertise i.e. Billet.
- Read the Skipper's Standing Orders.

SEAMANSHIP

- Set and operate all storm sails and conduct an emergency mainsail down drill and a reef.
- Describe preparations for incoming heavy weather and HW tactics.
- Helm using the emergency tiller and participate in using the Gale rider to steer the STC.
- Participate in one anchoring evolution.
- Rig the preventers and describe when and why to use them.

NAVIGATION

- Properly use the Six Rules of Navigation.
- Navigate using the GPS and discuss its capabilities and limits.
- Demonstrate proper use of the VHF radio and make communications checks/reports.

CONTACT AVOIDANCE

- Define CBDR and determine the target angle of a visual contact.
- Describe how AIS works and its use with the chart plotter.
- Determine bearing drift and its use in avoiding a collision.
- Demonstrate proficiency as a lookout in identifying contacts.

PQS

- Successful completion of Senior Crew (SC) qualification.

APPENDIX III TO ANNEX C OF DNAS OPORDER 18/004 - PHASE III -
OFFSHORE PASSAGE/CLASSROOM AFLOAT

SAFETY

- Describe hazards associated with offshore sailing.
- Simulate the proper procedure or plan of action for; use of approved visual distress signals; use of VHF for Digital Select Calling (DSC) and spoken emergency calls; abandon ship drill due to sinking, fire, collision etc.
- Describe procedures for protection against lightning strikes.

NAVIGATION

- Conduct a navigation brief before departing or entering a port including tides and currents.
- Review chart work, bearing book, and offshore log for entries and accuracy.
- Provide complete navigational picture to on-coming watch
- Track contacts on the radar.
- Navigate using a running fix and explain the 3 and 6 minute rules.
- State and apply the 3 and 6 minute rules.

SEAMANSHIP

- Supervise the watch.

ENGINEERING

- Label the STC's auxiliary propulsion system.
- Label and locate the electrical distribution system.

COMMUNICATIONS

- Demonstrate the use of the HF radio.
- Communicate a daily SITREP.

- Line up receive and interpret a weather fax using the Furuno Navnet.

PQS

- Progress toward completion of Watch Captain (WC) Qualification.
- PQS book properly filled out and sailing hours logged and signed.

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APPENDIX IV TO ANNEX C OF DNAS OPORDER 18/004 - SAMPLE SKIPPER
READINESS FOR SEA REPORT

XX MONTH 18

From: (NAME), Skipper, NA-XX _____ (boat name)
To: Officer in Tactical Command, Cruise Block _____

Subj: READINESS FOR SEA REPORT ICO NA-XX _____

Ref: (a) Navy Sailing 2018 Summer Cruise Program Operation
Order 18/004

Encl: (1) Phase I and II Crew and Vessel Certification Checklist.
(2) Standardization Checkride

1. I report that NA-XX _____ is ready for sea. The crew and vessel certifications required by reference (a) are complete, and I am satisfied that the material condition of my vessel is satisfactory to complete the offshore portion of my Offshore Sail Training Squadron Cruise/Varsity Offshore Sailing Team Cruise/Race (as appropriate).

2. A copy of my Phase I and Phase II Crew and Vessel Certification checklists are attached as enclosure (1).

3. My Standardization Checkride, enclosure (2), was passed successfully and will be submitted by the approved Standardization officer.

4. The following known material, personnel, and training deficiencies exist:

a. List and explain any concerns you might have. Also explain your plan to correct these, or mitigate their impact on the passage.

Very respectfully submitted,
//Signature//

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APPENDIX V TO ANNEX C OF DNAS OPORDER 18/004 - SAMPLE OFFICER IN
TACTICAL COMMAND (OTC) READINESS FOR SEA REPORT

XX MONTH 18

From: (NAME), Officer in Tactical Command, Block _____
To: Director, Naval Academy Sailing
Via: (1) Director, Offshore Sail Training Squadron/Director,
Varsity Offshore Sailing Team (as applicable)
(2) Deputy Director, Naval Academy Sailing
Subj: READINESS FOR SEA REPORT ICO SQUADRON _____
Ref: (a) Navy Sailing 2018 Summer Cruise Program Operation
Order 18/004

Encl: (1) Skipper Readiness for Sea Reports

1. I report that Squadron _____ is ready for sea. The crew and vessel certifications required by reference (a) are complete, and are attached as enclosure (1).

2. The following known material, personnel, and training deficiencies exist:

a. List and explain any concerns you might have. Also explain your plan to correct these, or mitigate their impact on the passage.

3. The following shore-based support will be required during the passage/upon arrival in the remote port:

a. List any support you feel will be required to successfully complete your passage/will be required at the remote site.

Very respectfully submitted,
//SIGNATURE//

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From: Director, Naval Academy Sailing
To: Distribution

Subj: 2018 NAVY SAILING SUMMER CRUISE PROGRAM OPERATION ORDER

Ref: (a) DIVPRODEVINST 3120.7A Promulgation of Standard Operating Procedures (SOP) and Regulations Manual for U.S. Naval Academy Sail Training Craft
(b) Boat Information Book (BIB) for United States Naval Academy Navy 44 MKII Sail Training Craft
(c) Coastal and Offshore Personnel Qualification Standard (PQS) for Large Sail Training Craft
(d) DNASNOTE 3120 2014 Experiential Leadership Guide
(e) DIVPRODEVINST 3530.2F Sail Training Craft (STC) Navigation Standards
(f) DNASINST 9503.1A Procedures for Craft Pump Out in Santee Basin

1. Purpose. To promulgate the 2018 Navy Sailing Summer Cruise Program Operation Order (OPORDER), which governs the conduct of summer offshore sailing programs. This OPORDER complements and supplements the requirements contained in reference (a).

2. Background. The Navy SAILTRAMID Cruise Program provides Midshipmen with small unit leadership and teamwork training, as well as intermediate-level seamanship and navigation training. In addition to the overall Navy Sailing Program objectives defined in Chapter 1 of reference (a), the SAILTRAMID Program seeks to:

a. Develop the leadership skill of the first and second class midshipmen participants, with specific emphasis on:

(1) Building on the skills learned during Leadership: Theory and Application (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) Refining delegation skills.

(3) Developing team-building skills.

(4) Reinforce the importance of training in successful completion of a mission.

(5) Recognize the importance of detailed planning to successfully complete a complex project.

(6) Recognize the importance of Operational Risk Management (ORM).

b. Develop seamanship and leadership skills of the third class midshipmen participants, with emphasis on:

(1) Building on lessons from Preparing to Lead (NL110), to "know yourself, know your troops, and know your job."

(2) Develop a further understanding of the 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 the importance of training in successful completion of a mission.

(5) Recognize the importance of detailed planning necessary to successfully complete a complex project.

(6) Explore personal strengths and limitations as a team member while experiencing physical and emotional stresses in a real-world environment at sea aboard a small craft.

(7). For those who demonstrate aptitude, qualify as Senior Crew, Watch Captain, or D-OS in preparation for furthering their qualifications to serve as Midshipman Skipper or XO on a subsequent VOST or OSTIS summer cruise block.

c. Develop the intermediate-level seamanship skills defined below in all Midshipmen involved in the program:

(1) Understanding of and proficiency in using controllable and uncontrollable ship handling forces.

(2) Weather observation skills and introduction to elements of practical weather forecasting.

(3) Detailed understanding and application in actual situations of the Rules of the Road.

(4) Piloting and electronic navigation skills taught during Fundamentals of Seamanship (NS101), Basic Navigation (NN210).

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

3. Command Authority. Command authority as defined by Chapter 2 of reference (a).

4. Action

a. All personnel participating in the 2018 Navy SAILTRAMID Cruise Program will comply with the requirements promulgated in this OPORDER.

b. All STC shall be operated in strict compliance with the SOP promulgated in reference (a) and the applicable BIB (reference (b)), as well as applicable technical manuals/documentation.

c. The Officer in Tactical Command (OTC) shall publish an OTC Supplement to outline any **additional** requirements he/she may deem necessary for the cruise block. These OTC Supplements shall be approved by the Director, Naval Academy Sailing (DNAS) prior to the Phase II crew and vessel certification.

d. Except when dictated by safety considerations, only DNAS may authorize changes to scheduled departures, route of sail, destination ports, and SOPs. If diverted, DNAS shall be

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notified by the most expedient means.

e. By the nature of offshore sailing, no OPORDER can foresee every potential pitfall or emergency, and thus this document is no substitute for sound and prudent headwork when required. Skippers have complete authority and responsibility for the conduct, performance and safety of their Midshipmen/Crew and STC. Nothing in this OPORDER relieves the assigned Skipper of the total accountability for the safe operation of their STC and for the safety of embarked personnel.

5. Cancellation. This OPORDER is effective upon receipt until 1 September 2018.

M. L. McCLURE
CDR USN

Distribution:
Director, Division of Professional Development
DDNAS
Director, OSTs
Director, VOST
OIC, Naval Academy Summer Programs
All Skippers of STC
Navy Sailing Maintenance Officer
Cutter Shed Maintenance Supervisor
File - OSTs Operations Officer (5)

ANNEX D TO DNAS OPO RD 18/004 - ADMINISTRATION

1. Required Post Cruise Reports by each Skipper

a. Midshipman Evaluations

(1) A worksheet has been provided to prepare end of cruise face-to-face evaluations of midshipmen crew by the Skipper and XO.

(2) Periodicity: It is recommended that you conduct face-to-face mid-cruise progress debriefs during port visit or at beginning of return voyage. Final face-to-face debriefs shall be completed prior to end of cruise. Online evaluations shall be submitted within 7 days after completion of the cruise.

(3) Format: Appendix I and II to this Annex, and Google Doc link on Blackboard for OSTs.

b. Post-Cruise Reports

(1) Periodicity: Within 7 days after the completion of the cruise.

(2) Reports made to: DNAS via the Director, OSTs or Director, VOST (as appropriate).

(3) Format: Appendix I to this Annex.

(4) Skippers should forward, as enclosures to the Post-Cruise Report, copies of thank-you notes sent, or draft thank-you notes, (including an electronic copy in Microsoft Word), for DNAS signature, as appropriate.

c. Logs and Records

(1) The following logs will be meticulously maintained while underway:

(a) Offshore Deck Log, including narrative

- (b) U.S. Navy Standard Bearing Book
- (c) Engine Log
- (d) Charts

NOTE:

Although maintaining logs and records can be delegated to midshipmen to enhance their training, the completeness and accuracy of these remain the sole responsibility of the Skipper.

(2) Deck Log entries should summarize the daily events onboard the STC. Any person not aboard should be able to recreate the day's events simply by reading the Deck Log. They should also be able to determine the crew's response to changing circumstances.

(3) All logs, records, and charts are official, legal documents and will be returned to the OSTS/VOST Operations Officer within 6 hrs of the end of the cruise.

d. Miscellaneous Reports

(1) Recommended changes to the BIB, SOP, and applicable technical documentation (as applicable).

(2) Recommended changes to the PQS system.

2. Awards. Skippers may submit nominations for Navy Sailing Summer Cruise Program Awards. These recommendations shall be forwarded as an enclosure to their Post-Cruise Report. The award submission shall be typed. Last year's award recommendations are available for use as guides when preparing nominations.

a. RADM Robert W. McNitt Award (OSTS). The RADM Robert W. McNitt Award is presented to the outstanding 1/C or 2/C Midshipmen XO's who best demonstrate leadership, seamanship, navigation skills, and moral courage.

b. LTGEN Taber Award (OSTS). The LTGEN Taber Award is presented to the first class Midshipman Skipper or second class XO who best demonstrates outstanding leadership and command skills during their cruise.

c. Captain McWethy Award (OSTS). The Captain McWethy Award is presented to a 3/C Midshipman who shows outstanding seamanship ability.

d. Bing Simpson Maintenance Award (VOST and OSTS). The Bing Simpson Maintenance Award will be selected on the basis of the material condition (cleanliness, preservation, and stowage) of the STC as observed at the end of the cruise block.

3. Conduct. All incidents onboard and on liberty shall be reported to the DNAS in a timely manner by the Skipper and/or OTC via the NSDO (443-871-2330). Subsequent reports shall be included in daily SITREPs and shall continue until no longer required by DNAS.

a. For major conduct offenses, the applicable program OPS Officer or NSDO will enter the Midshipman into the conduct system. **The decision to remove a Midshipmen from Summer Training rests with the Commandant of Midshipmen.** If directed to remove a Midshipman from the training block, the Operations Officer will make arrangements to bring the midshipman back to USNA as soon as possible for immediate adjudication.

b. For minor conduct offenses, the applicable program OPS Officer will enter the Midshipman into the conduct system for adjudication upon completion of the cruise block.

4. Alcohol Policy. See Standard Operating Procedures, Chapter 7.

a. Midshipmen shall comply with all USNA regulations and local laws/statutes if outside of the continental

United States.

b. In addition to para. 701, no alcohol shall be consumed by any SAILTRAMID STC Skipper, XO or Midshipmen Crewmember within 12 hours of any "on the STC" event. Any STC member may call for a delay or suspension of training when degraded "human factors" become apparent and a potential safety issue may arise.

5. Missing Movement

a. In the event a midshipman or crew member misses movement for any reason, he/she must contact the NSDO. The NSDO will then contact DNAS and PRODEV Comms Watchstander. In the event the individual cannot reach the NSDO, he should contact the Bancroft Hall Officer of the Watch and inform him of the situation.

b. Skippers shall instruct all midshipmen regarding their responsibilities in the event they miss ship's movement.

6. Inport Watch Organization

a. While in Annapolis, all midshipmen will comply with the requirements promulgated by the NASP Office. The basic in-port watch organization is outlined below:

b. Each OTC shall designate a commissioned officer as Senior Watch Officer (SWO). Normally the senior XO will be assigned as SWO. The SWO will prepare and submit a Watch Bill for approval by the OTC. **The Watch Bill shall be promulgated prior to leaving Annapolis for the remote port (if applicable). A copy of the watch bill shall be passed to the NSDO.** The SWO will promulgate a designated duty driver (if applicable) and STC watch rotation for midshipmen during the port visit.

7. Liberty/Shore Leave Policy

a. The OTC of each squadron shall promulgate liberty/shore leave policy when away from the Naval Academy.

b. OTCs may delegate liberty call to Skippers once the requirements of sub-paragraph 6 (a) above have been satisfied.

8. Uniform Policy

a. The uniform policy is defined in reference (a), Section 602.

b. Blue-over-Khaki with boating/deck shoes is the Uniform of the Day for SAILTRAMID. The OTC/Skipper shall make every effort to ensure SAILTRAMID crews represent a clean, military, standardized, uniformed appearance while arriving/departing port, in port and engaged in Public Affairs/Community Outreach initiatives. Be on guard for midshipmen "individuality statements" in attire.

c. OTCs shall promulgate a geographic reference for shifting to/from the uniform for entering port. Upon entering or leaving port, all personnel will be dressed similarly (for example, all long pants or all short pants), at the OTC's discretion. Once outside the geographical reference, Skippers may allow midshipmen to dress as will best ensure their comfort and safety.

d. Uniform standards apply equally to STC traveling independently and those traveling in squadrons. For STC traveling independently, the OTC shall delegate to Skippers the making of those uniform decisions.

e. Active duty commissioned officers, and ALL midshipmen shall be in the Uniform of the Day prescribed by the local administrative authority when attending official functions. Where there is no cognizant local naval authority, the uniform shall be Summer Whites. Civilian participants shall be in either the attire prescribed by

way of invitation, or Civilian Informal (Coat and Tie) when none is prescribed.

f. Summer Whites will be worn for race/regatta ceremonies where a Naval Academy STC or crew member might receive an award. For race/regatta functions not involving presentations, midshipmen and civilians shall wear blue over khaki, or Summer Whites where civilians are required to wear coat and tie.

g. All hands shall bear in mind that their appearance and deportment are a direct reflection on the Naval Academy, the Navy, and, when abroad, the United States.

9. Official Calls. For Newport or other military port visits, OTCs shall give base officials contact information for the squadron.

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APPENDIX I TO ANNEX D OF DNAS OPORD 18/004 - POST-CRUISE
REPORTS

XX MONTH 18

From: (NAME), Skipper, NA-XX (boat name)
To: Director, Naval Academy Sailing
Via: Director, OSTS/Director, VOST (as applicable)
Deputy Director, Naval Academy Sailing

Subj: NA-XX [NAME] POST CRUISE REPORT

Ref: (a) Navy Sailing 2018 Summer Cruise Program
Operation Order 18/004

Encl: (1) Training and Certification Report (Phase III and
IV)
(2) Award Recommendations ICO _____
(3) Draft Thank-You Notes ICO _____

1. Voyage Summary. Draft a one to two paragraph summary that explains where you went and what you did.

2. Crew Performance. The below listed personnel were embarked in NA-XX [NAME]. I have also provided a brief summary of my assessment of their professional performance during the cruise.

a. Executive Officer (XO). Be candid in your assessment regarding their aptitude for assignment as a Navy 44 offshore Skipper.

b. Midshipmen. Include recommendation for XO training if applicable, and award nominations. The written comments submitted for Midshipman evaluations via Google Docs will be used by OSTS staff.

3. Training Accomplished. The Training and Certification matrix is attached as enclosure (1). The following additional training was accomplished:

- a. List additional training accomplished, qualifications achieved, or thoughts as to how to do this better/more efficiently. Also, explain how you used your time.
4. Navigation. Discuss any navigation issues. Also discuss your view of the Midshipmen's navigation proficiency, both upon arrival, and again by the end of the cruise block.
5. Communications. Discuss any communications issues.
6. Sail Training Craft Material Condition. Discuss any material-related issues, especially any which resulted in the loss of training time or training value.
7. Heavy Weather. Discuss any heavy weather encountered, and in particular discuss the XO's and Midshipmen's performance.
8. Medical Problems Encountered. List and explain any medical problems encountered.
9. Disciplinary Problems Encountered. Be specific, and discuss your actions to adjudicate.
10. Recommendation for Certification as a Skipper.

a. The following personnel are recommended for designation as a Skipper (D-Qual):

- (1) List by name (and alpha code, if applicable).

NOTE:

The Skipper's at-sea evaluation is the key element of the D-Qual process. Do not recommend marginal performers to sit for the D-Qual exam.

BOTTOM LINE: THE GO/NO-GO CHECK RIDE FOR THE D QUAL IS YOUR AT-SEA EVALUATION

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11. Lessons Learned and Recommendations. List and explain any lessons learned and recommendations for program improvement. Discuss specifics to include problem areas encountered in scheduling and support arrangements, as well as recommendations for improvement.

12. Evaluation of Leadership Initiative.

Very respectfully submitted,
//Signature//

APPENDIX II TO ANNEX D OF DNAS OPORDER 18/004 - FITREPS

1. Purpose. To promulgate guidance for completing FITREPs (fitness reports).

2. Guidance. FITREPs are used by the chain of command during the Military Performance grading process to determine a midshipman's aptitude for commissioning. Inputs should focus on the individuals attributes of: selflessness, inspiration, innovation, proficiency, articulation, adaptability and professionalism as exercised during their OSTs or VOST cruise.

There are two forms, one for midshipmen crew, and another for midshipmen Skippers and XOs. The OTC will submit the Midshipman Skipper FITREP.

The Navy Sailing Summer Cruise Program is designed to serve as a leadership laboratory. Many of the leadership traits necessary to succeed in the fleet are also required to successfully complete an offshore passage. Accordingly, we cannot overstate the importance of the Skipper's input in the effective implementation of the Midshipman Performance System. Clearly and concisely comment on their performance.

The following worksheet can be used during the cruise to record your evaluation of each midshipman. The worksheet can also be used in face-to-face debriefs at the end of the cruise or during mid-term port visit progress evaluations. OSTs Skippers will also use these worksheets to fill out a Google Docs form that shall be submitted within seven days after the cruise block ends.

OSTS block: _____ Submitted by: _____

Midshipman's name: _____ Alpha: _____

Assigned billet and responsibilities: _____

Additional responsibilities: _____

Assessment should be guided by the seven "**Attributes of a USNA Graduate**" (listed below) as demonstrated by his/her performance during OSTS. Examples of observable factors are provided in the descriptions ("word pictures") which are arranged in columns to correspond with satisfactory performance, good and excellent examples of each attribute. Attribute scores should be used as input for the overall evaluation, which is a letter grade (A-D or F). Corresponding scores can be translated to grades as follows: A: 29-35, B: 22-28, C: 15-21, D: 6-14 or F=Fail. Attribute descriptions may also be useful when writing comments at the end of the evaluation. This worksheet may be used to record observations over the course of the block, and may also be used to debrief with the Midshipman at the middle and end of the block; however, final inputs must be provided to Robert Crown via the Google Doc form published on Blackboard.

Selfless: Values diversity, demonstrates personal integrity and moral courage.

Satisfactory	Good	Excellent
<ul style="list-style-type: none"> - Performs as directed 	<ul style="list-style-type: none"> - Respectful, supportive - Engaged, energetic - Consistently helps, supports others 	<ul style="list-style-type: none"> - Attentive to others, modest - Strong work ethic; well above the norm - Seeks responsibility, takes ownership
1	2	3
(circle one)		

Inspirational: Mentally resilient, physically fit, inspires the team to accomplish challenging missions, prepared to lead in combat.

<ul style="list-style-type: none"> - Good physical condition, appearance - Contributes to desired team outcomes - Open minded 	<ul style="list-style-type: none"> - Appropriate dress; uniform, clothing - Personally confident and positive - Understands and learns from experience 	<ul style="list-style-type: none"> - Consistently sets example for others - Projects and builds confidence of team - Constructively shares opinions, learnings
1	2	3
(circle one)		

Innovative: Critical thinkers, creative decision makers with a bias for action.

<ul style="list-style-type: none"> - <i>Reliable follower</i> - <i>Performs necessary/defined tasks</i> - <i>Identifies problems</i> 	<ul style="list-style-type: none"> - <i>Demonstrates additional/new thinking</i> - <i>Effectively organizes team efforts</i> - <i>Recognizes opportunity for improvement</i> 	<ul style="list-style-type: none"> - <i>Challenges the prevailing perspective</i> - <i>Translates opinion into practical action</i> - <i>Actions lead to/achieve improvement</i> 		
1	2	3	4	5

(circle one)

Proficient: A technically and academically proficient professional, committed to continual learning.

<ul style="list-style-type: none"> - <i>Adheres to the expected navigation routine</i> - <i>Fixes position, employs 6 rules of DR</i> - <i>Meets expectations: Helm, Plotter, Lookout</i> - <i>Employs, acknowledges standard commands</i> - <i>Competent helmsman in open water</i> 	<ul style="list-style-type: none"> - <i>Recognizes hazards, make recommendations</i> - <i>Implements all elements of "nav routine"</i> - <i>Timely, complete watch section comms</i> - <i>As Helm, coordinates crew actions</i> - <i>Thinks, plans ahead in restricted waters</i> - <i>Participates in critiques, discussions</i> 	<ul style="list-style-type: none"> - <i>Plans ahead, anticipates, alerts Helm/WC</i> - <i>Complete nav logs/records</i> - <i>Anticipates evolutions, ready to respond</i> - <i>Effective instructor, teaches shipmates</i> - <i>Good helmsman for underways, mooring</i> - <i>Makes effective contributions to critiques</i> 		
<i>If served as Watch Captain, consider also the following:</i>				
<ul style="list-style-type: none"> - <i>Exercises oversight of team evolutions</i> - <i>Responds to situations</i> - <i>Corrects identified issues</i> - <i>Appropriately delegates responsibility</i> 	<ul style="list-style-type: none"> - <i>Improves performance of individuals</i> - <i>Provides feedback to team members</i> - <i>Proactively identifies issues, takes action</i> - <i>Follows up, ensures task completion</i> 	<ul style="list-style-type: none"> - <i>Improves overall effectiveness of team</i> - <i>Anticipates evolutions, prepares the team</i> - <i>Routinely enforces high standards</i> - <i>Acts to improve future performance</i> 		
<i>If served as Navigator or Assistant Navigator, consider also the following:</i>				
<ul style="list-style-type: none"> - <i>Organized chart preparation</i> - <i>Reviews performance of Nav Plotters</i> - <i>Understands Navnet, instruments, radios</i> 	<ul style="list-style-type: none"> - <i>Instructed crew in chart preps</i> - <i>Improves performance of Nav Plotters</i> - <i>Trains crew in operating nav equipment</i> 	<ul style="list-style-type: none"> - <i>Reviewed charts, corrected deficiencies</i> - <i>Crew achieved full intent of "nav routine"</i> - <i>Crew operates nav equipm't satisfactorily</i> 		
1	2	3	4	5

If served in 1/C Leadership Role (CO, XO, etc.) consider also the following:

<ul style="list-style-type: none"> - Exercises oversight of team evolutions - Responds to situations - Corrects identified issues - Appropriately delegates responsibility 	<ul style="list-style-type: none"> - Improves performance of individuals - Provides feedback to team members - Proactively identifies issues, takes action - Follows up, ensures task completion 	<ul style="list-style-type: none"> - Improves overall effectiveness of team - Anticipates evolutions, prepares the team - Routinely enforces high standards - Acts to improve future performance 		
1	2	3	4	5

(circle one)

Articulate: Effective communicator.

<ul style="list-style-type: none"> - Communicates effectively one-on-one - Effective listener, interacts with others - Relays information accurately 	<ul style="list-style-type: none"> - Communicates effectively in groups - Shares opinions, stimulates response - Explains, reinforces information 	<ul style="list-style-type: none"> - Influences others in a positive manner - Perceptive, understands the message - Takes ownership of the message 		
1	2	3	4	5

(circle one)

Adaptable: Understands and appreciates global and cross-cultural dynamics.

<ul style="list-style-type: none"> - Focuses on immediate things 	<ul style="list-style-type: none"> - Open, accepts feedback - Uses "self-reflection" - Accepts change - Sees a bigger picture 	<ul style="list-style-type: none"> - Uses feedback, learns and improves - Realizes self improvement by reflection - Analyzes change; supports, understands - Good overall situational awareness 		
1	2	3	4	5

(circle one)

Professional: A role model dedicated to the profession of arms, traditions and values of the Naval Service, and constitutional foundations of the United States.

<ul style="list-style-type: none"> - Accepts, conforms to prof. standards - Objective and truthful 	<ul style="list-style-type: none"> - Understands underlying principles - Walks the talk 	<ul style="list-style-type: none"> - Dependable, reliable in all circumstances - Consistently ethical and principled - Lives the talk 		
1	2	3	4	5

(circle one)

Overall Evaluation for this OSTs Block (letter grade A through D or F): _____ (no more than 35% "A" and 45% "B")

Crew size and ranking within class: # ___ of ___ ___/C (i.e. "2 of 7" 3/C, or "1 of 1" 2/C)

Overall Performance Mark (1/C Only) (circle one):

1 – One or More Areas Assessed Below 3 2 – One or More Areas to Focus on 3 – Average Performance

4 – Above Average Performance 5 – Top 10% Performance

Qualification recommendations (circle all that apply):

Senior Crew Watch Captain XO (Coastal) "D" Skipper (Offshore) "D"

***Skipper's Comments: (required)**

Award Recommendations (fill out AFTER debriefing with Midshipman):

- Simpson: (maintenance) end of block material condition; cleanliness, preservation, stowage.
- McWethy: outstanding seamanship (3/C)
- Tabor: outstanding leadership and command (1/C Skipper or 2/C XO)
- McNitt: outstanding leadership, seamanship, navigation and moral courage (XO)

MIDSHIPMAN D-SKIPPER/XO FITREP

OSTS block: _____ Submitted by: _____

Midshipman's name: _____ Alpha: _____

Assigned billet (circle one): Skipper XO

Additional responsibilities: _____

Assessment should be guided by the seven "**Attributes of a USNA Graduate**" (listed below) as demonstrated by his/her performance during OSTs. Examples of observable factors are provided in the descriptions ("word pictures") which are arranged in columns to correspond with satisfactory performance, good and excellent examples of each attribute. Attribute scores should be used as input for the overall evaluation, which is a letter grade (A-D or F). Corresponding scores can be translated to grades as follows: A: 29-35, B: 22-28, C: 15-21, D: 6-14 or F=Fail. Attribute descriptions may also be useful when writing comments at the end of the evaluation. This worksheet may be used to record observations over the course of the block, and may also be used to debrief with the Midshipman at the middle and end of the block; however, final inputs must be provided to Robert Crown via the Google Doc form.

<https://goo.gl/forms/VIK7v3XdRDBOjUPx2>

Selflessness: Values diversity, demonstrates personal integrity and moral courage.

Satisfactory	Good	Excellent
<ul style="list-style-type: none"> - Treats everyone equally, objectively - Demonstrates appropriate values 	<ul style="list-style-type: none"> - Values and supports diversity - Strong personal integrity 	<ul style="list-style-type: none"> - Actively promotes opportunities - Acts ethically in all situations
1	2	3

(circle one)

Inspirational: Mentally resilient, physically fit, inspires the team to accomplish challenging missions, prepared to lead in combat.

<ul style="list-style-type: none"> - Sets appropriate standards - Communicates standards, goals - Crew members achieve SC Qual 	<ul style="list-style-type: none"> - Routinely, effectively enforces standards - Crew achieves normal goals - Individuals are involved in WC Qual 	<ul style="list-style-type: none"> - Leads by personal example - Crew performance stands out - One/two involved in D Qual
1	2	3

(circle one)

Innovative: Critical thinkers, creative decision makers with a bias for action.

<ul style="list-style-type: none"> - Self identifies crew poor performance - Provides constructive feedback to crew - Provides ideas 	<ul style="list-style-type: none"> - Defines/implements action - Engages crew in two-way assessments - Achieves buy-in 	<ul style="list-style-type: none"> - Realizes intended improvements - Motivates crew to self-improvement - Actions adopted by others 		
1	2	3	4	5

(circle one)

Proficient: A technically and academically proficient professional, committed to continual learning.

<ul style="list-style-type: none"> - Check ride deficiencies are remediated - Material condition adequate - U/W reports mostly meet standard - Crew performed billet and watch duties 	<ul style="list-style-type: none"> - Check ride satisfactory in all respects - Managed/corrected material issues - Underway reports are timely and complete - No issues affecting navigation outcomes - Crew developed recommendations 	<ul style="list-style-type: none"> - Check ride sat with noted strengths - Fixed material issues with crew resources - Crew properly uses all comms resources - Nav issues (if any) are minor and corrected - Crew largely conducted return transit 		
1	2	3	4	5

(circle one)

Articulate: Effective communicator.

<ul style="list-style-type: none"> - Effective listener, interacts w/ others - Looks ahead, keeps the crew informed - Conforms with directives 	<ul style="list-style-type: none"> - Shares opinions, stimulates response - Explains, reinforces the intent - Identifies concerns objectively 	<ul style="list-style-type: none"> - Influences others in a positive manner - Builds understanding, gets positive results - Implements decisions positively 		
1	2	3	4	5

(circle one)

Adaptable: Understands and appreciates global and cross-cultural dynamics.

<ul style="list-style-type: none"> - Normally focused on near term concerns - Recognizes problems - Resists critical feedback - Responds to difficulty 	<ul style="list-style-type: none"> - Recognizes, understands larger picture - Takes effective actions - Accepts feedback positively - Anticipates adverse situations 	<ul style="list-style-type: none"> - Maintains strong situational awareness - Analyzes, corrects basic causes - Uses feedback, achieves improvements - Addresses adverse situations proactively 		
1	2	3	4	5

(circle one)

Professional: A role model dedicated to the profession of arms, traditions and values of the Naval Service, and constitutional foundations of the United States.

- Objective, accurate truthful - Communicates intentions to crew	- Understands, employs principles - Keeps crew informed	- Always does the "right thing" - Anticipates, pre-empts potential issues
1	2	3

(circle one)

Overall Evaluation for this OSTS Block (letter grade A through D or F): _____

(No more than 35% "A" and 45% "B")

Crew size and ranking within class: # ___ of ___ ___/C

(i.e. "2 of 7" 3/C, or "1 of 1" 2/C)

Qualification recommendations (circle all that apply):

Senior Crew Watch Captain XO (Coastal) "D" Skipper (Offshore) "D"

***Skipper's Comments: (required)**

Overall Performance Mark (1/C Only) (circle one):

- 1 – One or More Areas Assessed Below 3 2 – One or More Areas to Focus on 3 – Average Performance
 4 – Above Average Performance 5 – Top 10% Performance

Award Recommendations (fill out AFTER debriefing with Midshipman):

- McWethy (for outstanding 3/C)
- Simpson: (maintenance) end of block material condition; cleanliness, preservation, stowage.
- Tabor: outstanding leadership and command (1/C Skipper or 2/C XO)
- McNitt: outstanding leadership, seamanship, navigation and moral courage (XO)

APPENDIX III TO ANNEX D OF DNAS OPORDER 18/004 - PUBLIC AFFAIRS GUIDANCE

1. Purpose. All OTCs should realize the positive benefit of proper public affairs efforts. For each destination port, ship visit, juniors' groups, and other Navy awareness programs, a press release is desirable. A draft PAO press release is attached which may be used to publicize your visit. In addition, hometown news release forms (available from the Naval Academy PAO) may be used by the Skipper to highlight the participation of the assigned crews in the Navy Sailing Summer Cruise Program. Picture inclusion is highly recommended

2. Press Guidance. The following local press release is suggested for use upon arrival:

Date

UNITED STATES NAVAL ACADEMY

NEWS

RELEASE

WWW.USNA.EDU



Public Affairs Office

121 BLAKE ROAD, ANNAPOLIS, MD 21402

MEDIARELATIONS@USNA.EDU

PHONE: (410) 293-2292

U.S. NAVAL ACADEMY'S SAILING SQUADRON DOCKS

ANNAPOLIS, Md.— Midshipmen of the United States Naval Academy arrived in the port of _____ on Friday. They sailed from Annapolis, Maryland on (#) _____ 44-foot sail training vessels. These young men and women are participating in an offshore professional development program designed to provide experience in navigation, seamanship, and small unit leadership responsibilities. This experience allows them to integrate skills learned at the Academy during their first year of study. Some Midshipmen return the following summers as either Skippers or Executive Officers in the program, providing further command opportunities.

Docked at _____, the Naval Academy Sailing Squadron boats will be available for touring and Midshipmen crew members will be available for comment and conversation. Visiting hours on Saturday and Sunday will be from _____ to _____.

The sailing craft in which these midshipmen train are the latest of four generations of one-design offshore cruiser-racers to be authorized for the training of Midshipmen. Midshipmen began sailing in a fleet of identical 44' wooden yawls at the end of World War II. After 25 years of service, these vessels were replaced by 12 fiberglass yawls with the same exterior lines as the original boats designed by Naval Architect Bill Luders, but with an interior auxiliary diesel engine. After another 25 years of offshore and Chesapeake Bay sailing, a sloop rigged craft designed specifically for use by Midshipmen, was commissioned. McCurdy & Rhodes, Inc. of Cold Spring Harbor, N.Y. designed the boats, and the first was placed in service in 1988.

Midshipmen on this training exercise are on the newest model of Navy 44, designed by David Pedrick. The first boat of this series was delivered in 2007. The Navy 44 has proven to be a very successful design, and a fitting successor to the famous Luders yawls which gave generations of Midshipmen a professional appreciation for wind, waves, weather and command responsibility, and introduced them to the pleasure and excitement of going to sea under sail.

The following are the names and hometowns of Midshipmen and volunteer instructors embarked in these yachts:

(List the crews)

For more information about the Naval Academy, visit www.usna.edu. For more information about Naval Academy Sailing, visit

<http://www.usna.edu/SailingTeam/newsite/home/>.

USNA

Founded in 1845, the U.S. Naval Academy today is a prestigious four-year service academy that prepares Midshipmen morally, mentally and physically to be professional officers in the naval service. More than 4,400 men and women representing every state in the U.S. and several foreign countries make up the student body, known as the Brigade of Midshipmen. Midshipmen learn from military and civilian instructors and participate in intercollegiate varsity sports and extracurricular activities. They also study subjects like small arms, drill, seamanship and navigation, tactics, naval engineering and weapons, leadership, ethics and military law. Upon graduation, Midshipmen earn a tax-payer funded Bachelor of Science degree in a choice of 23 different subject majors and go on to serve at least five years of exciting and rewarding service as commissioned officers in the U.S. Navy or U.S. Marine Corps. ###

APPENDIX IV TO ANNEX D OF DNAS OPORDER 18/004 -
ACKNOWLEDGMENT OF UNDERSTANDING

1. Purpose. All individuals actively involved with Naval Academy Summer Sailing shall sign below indicating that you have read the OPORDER 18/004, understand the orders, and acknowledge your responsibilities stated within.

Printed Name	Signature	Date
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

ANNEX E TO DNAS OPORDER 18/004 - NAVIGATION

1. Waypoints and Routes. Waypoints are pre-programmed in each boat's Furuno. The planned route and alternate routes for weather, bearings between waypoints, cumulative distance and time to next waypoint SOA are all provided.

2. Tides and Currents. Tides and currents of the planned route are included in the Navigation brief in the Skippers binder. This information may also be accessed in the current year edition of Eldridge's. Areas of strong currents include Hell Gate, the Race, Cape Cod Canal, the Delaware Bay and C&D Canal.