

NAVY SAILING

LOCAL AND OFFSHORE QUALIFICATION STANDARDS FOR LARGE SAIL-TRAINING CRAFT

UNITED STATES NAVAL ACADEMY

CNET MANUAL P1552/1 USNA VERSION (06-07)

The United States Navy
Sailing Qualification System

INSHORE SAILOR
QUALIFICATION LEVELS:

[For dinghies, keel, and centerboard daysailers and catamarans]
(Small to mid-size sailboats are *generally* under 30' and without live-aboard accommodations)

Mate (A)

Minimum qualification to crew on small sailing craft

Dinghy Skipper (B-DS)

Qualified to handle small centerboard sailing craft in local water

Keel Boat Skipper (B-KBS)

Qualified to handle a small keel boat sailing craft in local waters.

Cruising Skipper (B-CS)

Qualified to handle small to mid-size sailing craft with auxiliary power in local waters

Cruising Skipper (B-CSN)

Qualified to handle small to mid-size sailing craft with auxiliary power in local waters. The N signifies certification for night and reduced visibility sailing.

OFFSHORE SAILOR
QUALIFICATION LEVELS:

[For larger sailboats, *generally* > 30', with keels and live-aboard accommodations.]

Senior Crew (SC)

Minimum qualification to be considered crew-qualified on an offshore-capable, auxiliary-powered sailing vessel. Completion of the Senior Crew PQS required.

Watch Captain (WC) / Local Area Skipper (LAS)

Qualified to supervise operations aboard an offshore-capable, auxiliary-powered sailing vessel offshore with a qualified Skipper (Cruising Skipper (D-CS), Senior Skipper (D-SS) or Master Skipper (E-MS)) aboard. Completion of the Watch Captain PQS required.

Cruising Skipper (D-CS)

Qualified to *command* an offshore-capable, auxiliary-powered sailing vessel in designated waters under geographic and visibility limits specified by local installation Commander. Completion of the Cruising Skipper PQS, written exam, check-ride and local knowledge required.

Senior Skipper (D-SS)

Qualified to *command* an offshore-capable, auxiliary-powered sailing vessel in offshore waters, night and day. Demonstrated knowledge of Celestial Navigation, completion of the PQS for Senior Skipper, and written exam required.

Master Skipper (E-MS)

Qualified to command an offshore-capable, auxiliary-powered sailing vessel in open ocean under all conditions. Senior Skipper qualification a prerequisite, supplemented with significant offshore racing or sailing and a demonstrated ability to teach others to skipper.

Offshore Qualification Standards for Large Sail-Training and
Recreational Sailing Vessels
Qualification Record Book

This is the official record of verified skills for Offshore Qualification Standards for Large Sail-Training and Recreational Sailing Vessels as demonstrated by the following owner of this Qualification Record Book

Name _____
First Middle Initial Last

Address _____

City State Zip

Telephone _____

If found please return to the above named individual or to

Executive Director
NAVSTA/USNSA
58 Bennion Rd.,
Annapolis, MD 21402-5054

Phone 410 293-2130 (Commercial)
281-2130 (DSN)
410 293-4845 (Fax)
email: usnsa@usna.edu
website: www.NavySailing.org

The Qualification Book, when properly completed, identifies you as having met all the requirements for a NAVY sailing qualification at the appropriate level. It also serves as your "Navy Log of Sailing" until you decide to obtain a copy of CNET P1552/02 (Hardbound Navy Sailing Log).

THE QUALIFICATION PROCESS

The Local - Offshore process examines your sailing knowledge and your performance as a sailor and leader. This Personnel Qualification Standard (PQS) manual outlines the scope of the requisite knowledge and performance. You demonstrate to a Qualified Instructor that you can perform each task/ skill to published standards underway. The Instructor verifies your successful performance of each subsection by signature in this manual. There are also minimum times underway and under sail for each qualification level. After you have demonstrated satisfactory execution of all Cruising Skipper (D-CS) or Senior Skipper (DSS) elements, have had all skill elements signed off, and have received a favorable overall recommendation; you are eligible to sit for the written exam. Upon passing this exam and an oral exam -- plus a check-ride for Cruising Skipper -- your recommendation will be forwarded through appropriate channels for review and adjudication. The review and adjudication includes verification that your instructors are qualified and current, and that your sailing time is properly documented and sufficient. CNETINST 1520.10E dated 24 Mar 1992 and BUPERSINST 1710.11C dated 25 Jul 2001 provide additional guidance.

HOW TO USE THIS BOOK

- 1. THE SKILLS YOU NEED:** This book is broken into the following sections: SENIOR CREW (SC), WATCH CAPTAIN (WC) / LOCAL AREA SKIPPER (LAS), CRUISING SKIPPER (D-CS), SENIOR SKIPPER (D-SS). Senior Crew, Watch Captain, Cruising Skipper and Senior Skipper are recognized Navy professional development qualification levels. Local Area Skipper is a qualification specific to the Naval Academy. To be recognized at any of the defined sailing levels by the Navy system, you must complete all the appropriate subsections.
- 2. SKILL AND SAILING TIME VERIFICATION:** Any person holding a current Navy Sailing Instructor Qualification approved by the Director of Navy Sailing/ US Naval Sailing Association (DONS/ USNSA) may verify items for qualifications at their level and below, e.g., a Cruising Skipper (D-CS) Instructor may verify Senior Crew (SC), Watch Captain (WC) / Local Area Skipper (LAS) and Cruising Skipper (D-CS) items. The verifying instructor signs once in each subsection to confirm that all the elements in that subsection have been accomplished satisfactorily. Once all the components for a qualification level have been completed, you must have a current Navy Sailing Instructor sign all appropriate blocks (including the last page of this book for skippers) for the appropriate level. Present this booklet to the instructor and ask for verification of the skill requirement. You can check instructor qualification and currency at the USNSA website.
- 3. EVALUATIONS:** Each skill is separately evaluated on a simple pass/ fail basis. Proper performance of these skills will require you to master the underlying theory

and knowledge. A current, qualified Navy Sailing Instructor may evaluate your performance of applicable sections either by written or oral examination, or by observation of performance. Most of these skills are evaluated underway. The qualified instructor will evaluate your performance and sign the skill if your performance is satisfactory. The evaluation need not cover every item; however, a sufficient number should be covered to insure that you would be successful on all items. There is no partial credit, and any skill may be re-evaluated as many times as necessary. No coaching or assistance of any kind is permissible during evaluation. The final recommendation is a subjective evaluation by the instructor. The instructor's recommendation is a judgment of whether or not you have the maturity, judgment, knowledge, and skills to serve at the level for which you are being considered. When the item evaluated refers to an optional piece of equipment, e.g., [RADAR ____], the instructor will initial in the bracket if the skill was demonstrated successfully on that piece of equipment. When the skill demonstrated depends upon the wind strength, e.g., [Wind (kt) ____], the instructor will write the highest estimated wind speed during which the skill was successfully demonstrated.

4. CERTIFICATION: To make your certification portable, you can join the USNSA. Then your USNSA Membership Card will serve as your Official Sailing Qualification to all DoD and civilian sailing facilities.

5. HOW TO USE THE SAILING LOG: The sailing log documents your personal sailing history. Enter each underway period separately. Record day and night hours underway **on watch** and day and night hours **on watch** under sail. Be sure to record sustained wind speed. If you are continuously sailing on a passage using two watch sections, you may claim up to twelve hours per day; otherwise you may claim no more than eight hours per calendar day. Your sailing log will be checked at the time you request consideration for Senior Crew, Watch Captain, Cruising or Senior Skipper. Accurate, complete entries will support your request.

6. CHALLENGE PROCEDURES: You may petition to have any training and experience acquired recognized within Navy Sailing. For qualification levels Senior Crew (SC), Watch Captain (WC) / Local Area Skipper (LAS), and Cruising Skipper (D-CS); submit your sailing log and other documentation of sailing performance and training to DONS/ USNSA or a current Navy Sailing Instructor qualified for the level of certification or skill evaluation you seek. DONS/ USNSA or the instructor may interview you, may have you demonstrate some skills ashore or underway, or may ask you to complete one or more written exams or practical exercises to verify your skill level. You may be asked for the names or contact information for individuals who have signed your sailing log or verified your skill performance. For the qualifications of Senior Skipper (D-SS) and Master Skipper (E-MS), you must petition DONS/ USNSA to be considered. Once you have convinced DONS/ USNSA (for Senior Skipper (DSS) or Master Skipper (E-MS)) or the instructor (for Senior Crew (SC), Watch Captain (WC) / Local Area Skipper (LAS), or Cruising Skipper (D-CS)) of your abilities, the provisions of paragraphs 2, 3, 4, and 5 above apply.

1. SENIOR CREW (SC)

- a. QUALIFICATION SUMMARY: Trained to crew an offshore capable, inboard auxiliary powered sailing vessel during continuous passages across unfamiliar waters day, night and reduced visibility in strong to heavy wind and sea conditions.
- b. PREREQUISITES: Possesses physical capabilities to perform duties under conditions presented.
- c. STANDARDS SUMMARY:
 - i. Completion of Senior Crew PQS
 - ii. and a minimum of *thirty two* hours underway on watch of which at least *12* hours are under sail, aboard an offshore capable sailing vessel generally greater than 30 feet in length,
 - iii. demonstrating
 - (1) practical knowledge of personal and boat safety;
 - (2) general organization, procedures, and nomenclature of a sailing vessel and its equipment;
 - (3) and individual watchstanding positions.
- d. PERFORMANCE:

Leadership

- a. Seeks responsibility.
- b. Displays initiative and self motivation.
- c. Leads peers in area of expertise/ assigned responsibility.
- d. Subordinates self to ship and shipmates.
- e. Communicates clearly.
- f. Strives for excellence in standards and execution.
- g. Exhibits an enthusiastic and supportive attitude.
- h. Views responsibilities from the perspective of supervisors.

Instructor Name _____

Instructor Signature _____ Date _____

As Lookout

- a. Maintains proper lookout in accordance with Rule 5 of COLREGS until relieved.
- b. Identifies and interprets targets; objects; hazards; nav aids; and navigation lights, shapes, and visual signals and reports to helm in prescribed format (day and night, clear or low visibility).
- c. Observes and reports areas clear for planned evolution.

Instructor Name _____

Instructor Signature _____ Date _____

As Helm

- a. Steers a directed course with attention to wind, sail trim, other vessels, obstacles, shoal water and navigation aids.
- b. Controls the direction and speed of the boat under sail or power.
- c. Observes crew locations during sailing evolutions, precluding boat maneuvers which might create unsafe conditions.

Instructor Name _____
Instructor Signature _____ Date _____

As Navigation Plotter

- a. Selects appropriate chart(s).
- b. Prepares charts identifying shoal water, nav aids, track and danger bearings; folds and labels chart(s).
- c. Identifies and labels landmarks for bearings.
- d. Identifies chart symbols and corresponding visual observations.
- e. Takes bearings with a hand bearing compass.
- f. Calculates, plots and labels track, fix positions, DR positions, LOPs, and running fixes.
- g. Relates distance, speed and time to find one when other two known.
- h. Recommends safe course to steer.
- i. Interacts with helm and lookout to give them a verbal picture of near-term nav aids, expected water depth, obstacles and shoal water distance and to ask for confirmation sightings of these objects.
- j. Maintains appropriate log with periodic entries of navigation and boat system data, and results of damage control and bright light checks.
- k. Monitors and operates VHF (and HF/SSB if available) radio on proper frequencies, with correct pro-words and etiquette. [HF/SSB ____]
- l. Using RADAR (if available) identifies, tracks and plots contacts to preclude collision and measures range and bearing to identifiable landmarks for use as lines of position. [RADAR ____]

Instructor Name _____
Instructor Signature _____ Date _____

As Sail Trimmer/ Line Handler

- a. Uses proper knots and hitches (bowline, stopper knot, clove hitch, reef knot, single sheetbend, rolling hitch).
- b. Takes, eases, holds, throws, catches, cleats, coils, and stows line.
- c. Protects hands with gloves and stays out of bights.
- d. Sets and retrieves bow, spring, breast and stern lines; positions and retrieves fenders; places chafe protection to preclude chafe.
- e. Makes a towing bridle, leads and attaches tow rope, breaks tow.
- f. Whips line with needle, palm and small stuff.
- g. Bags and stores sails correctly.
- h. Bends on, raises, douses, reefs, and shakes sails. [Wind (kt) _____]
- i. Trims and eases sheets, halyards, vang, and other sail control gear such as lead and snatch blocks, cunningham, backstay tension and travelers to maintain proper sail trim including draft, draft location, twist, slot and angle of attack on all points of sail and during tacks and jibes. [Wind (kt) _____]

Instructor Name _____
Instructor Signature _____ Date _____

General

- a. Practices safety while aboard and during all evolutions by wearing appropriate clothing and equipment; observing danger zones; working lines with respect for winches and hand position; and maintaining position by hand grabs, harness, and balance; and following standard procedures while operating equipment.
- b. Brings proper personal gear.
- c. Uses correct names for boat parts, equipment and procedures.
- d. Locates correct boat gear for any evolution or procedure.
- e. Uses correct piece(s) of gear for each procedure or evolution.
- f. Arrives for watch on time, rested, fed and hydrated, in appropriate gear, acclimated to the light conditions, understanding the navigation situation and relative position of nearby vessels, shoal water, obstacles, and navigation aids.
- g. Performs face-to-face verbal watch turnover with individual being relieved to include course, speed, sail combination, rig tension, and gear/sails on deck.
- h. Executes initial response to boat or crew casualties until relieved by the watch captain or skipper.
- i. Prepares and serves meals while maintaining galley hygiene and food safety standards.

Instructor Name _____
Instructor Signature _____ Date _____

Completed a minimum of thirty two hours underway on watch of which at least 12 hours are under sail, aboard an offshore-capable sailing vessel at least 30 feet in length. See sailing log.

Instructor Name _____
Instructor Signature _____ Date _____

Approved as Senior Crew

Signature _____ Date _____

[Printed Name] (Commanding Officer or Designated Representative)

2. WATCH CAPTAIN (WC) / LOCAL AREA SKIPPER (LAS)

- a. **QUALIFICATION SUMMARY:** Supervises a watch section sailing an offshore-capable, inboard auxiliary-powered sailing vessel with a qualified skipper (Cruising Skipper (D-CS), Senior Skipper (D-SS), Master Skipper (E-MS)) aboard during continuous passages across unfamiliar waters day, night and reduced visibility in protected to moderate wind and sea conditions.
- b. **PREREQUISITES:** Qualified as Senior Crew
- c. **STANDARDS SUMMARY:**
 - i. Completion of Watch Captain PQS and,
 - ii. after award of Senior Crew Qualification, a minimum of *forty eight* daylight hours on watch of which at least *16* hours are under sail and a minimum of *twelve* night hours on watch of which at least *6* hours are under sail, aboard an offshore capable sailing vessel generally greater than 30 feet in length,
 - iii. demonstrating practical knowledge to supervise operations aboard a sailing vessel.

d. PERFORMANCE:

i. Leadership Responsibilities

- a. Represents the skipper.
- b. Anticipates future situations in time to plan near-term training and tasks, describes and assigns tasks, and rehearses if necessary, prior to the need for any evolution.
- c. Requires high standards in execution.
- d. Recognizes the need for decision and appropriate action upon first thought -- puts nothing off.
- e. Demonstrates calm demeanor, rational decision-making process, clear direction, and effective response in crisis.
- f. Recognizes decision-making as an essential task.

Instructor Name _____
Instructor Signature _____ Date _____

ii. Supervisory Responsibilities

Operations

- a. Organizes the watch.
- b. Conducts safe watch operations.
- c. Trains, instructs and supervises the watch section in their responsibilities.
- d. Maintains efficient performance of the watch.
- e. Initiates response to casualties and emergency situations.
- f. Conducts operations & makes safe passage in accordance with all COLREGS.

Instructor Name _____
Instructor Signature _____ Date _____

Navigation

- a. Reviews the chartwork, bearing book and log entries for accuracy.
- b. Provides complete navigational update to on-coming watch captain.
- c. Monitors the performance of the navigation plotter.

Instructor Name _____
Instructor Signature _____ Date _____

iii. Technical Responsibilities

Navigates the boat with safety and accuracy.

- a. Calculates appropriate vectors for true/apparent wind, CPA, set/ drift, and estimated positions.
- b. Ensures best possible determination of position at all times underway.
- c. Ensures watch section communicates navigation data to include recommendations or changes in course or speed and descriptions and times of anticipated or sighted nav aids, obstacles or shoal water.
- d. Performs that portion of the day's work appropriate to watch.
- e. Remains attentive to changes in weather.
- f. Prepares for and reacts to near-term weather.
- g. Forecasts weather 6-12 hours ahead from personal observations.
- h. Translates weather forecasts into expected winds and seas.
- i. Identifies local storm cells and squall lines by sight, and radar if available.

Instructor Name _____

Instructor Signature _____ Date _____

iv. Sailing Responsibilities

Departure/ Return

- a. Demonstrates appropriate helmsman/ crew coordination and skills for departure under power in upwind, crosswind and downwind situations: line handling, casting off, fending off, and boat handling.
[Wind (kt) ____]
- b. Develops an approach plan for the vessel and crew, and demonstrates appropriate helmsman/ crew coordination and skills for returning to the dock under power in upwind, crosswind and downwind conditions: boathandling, deploying fenders and springlines, stopping, and tying up.
[Wind (kt) ____]

Instructor Name _____

Instructor Signature _____ Date _____

Heavy Weather Sailing

- a. Demonstrates proper reefing techniques: determining when to reef, roller furling or changing headsails, reefing the mainsail, dropping the sails, shaking out a reef, and rehoisting underway.
- b. Demonstrates helm and boat control while sailing under reduced sail.
- c. Demonstrates the use of a boom preventer and explains overcoming its inherent dangers.
- d. Demonstrates deck work performance using a safety harness and jacklines.
- e. Demonstrates boat control using storm sails.
- f. Demonstrates rigging of a sea anchor and a drogue, if available.
[Sea anchor ____][Drogue ____]
- g. Demonstrates heaving-to, lying ahull, and running off.[Wind (kt) ____]

Instructor Name _____

Instructor Signature _____ Date _____

Overboard Recovery

Demonstrates the Quick-Stop recovery method under sail, maintaining constant visual contact with the victim. Performs overboard recovery upwind, reaching and downwind in daylight, nighttime and adverse conditions. [Wind (kt) ____]

Instructor Name _____

Instructor Signature _____ Date _____

Control

- a. Demonstrates under power: speed and momentum control, windage and propwalk control, backing and filling, and command of the crew.
- b. Demonstrates a recovery plan for an engine failure.
- c. Avoids sailing “by the lee” and explains the inherent dangers involved.
- d. Demonstrates leadership and navigation skills in unfamiliar waters at night and in reduced visibility.
- e. Demonstrates preparing, raising, changing, sails and running rigging to include storm sails. [Wind (kt) ____]
- f. Demonstrates under sail: starting, stopping, speed control, tacking, jibing, steering control, sail luffing, the No-Go Zone, getting out of irons, backing the jib, proper boat heel, crew coordination, and communication. [Wind (kt) ____]
- g. Demonstrates proper sail trim with accurate sheet adjustment of the main and headsails. Makes use of the sail telltales and identifies point of sail.
[Wind (kt) ____]

Instructor Name _____

Instructor Signature _____ Date _____

Safety and Emergency Procedures

- a. Simulates the proper procedure for using approved visual distress signals.
- b. Simulates procedure and operation of VHF radio for spoken emergency signals.
- c. Simulates failure of steering system, and demonstrates steering and boat control with sails. [Wind (kt) _____]
- d. Demonstrates use of the emergency steering system. [Wind (kt) _____]
- e. Simulates a plan of action for a vessel in danger of sinking due to fire, water intake, dismasting, collision, or grounding. Demonstrates all safety considerations given the situation.

Instructor Name _____
 Instructor Signature _____ Date _____

Anchoring/ Mooring

- a. Selects an anchorage, and demonstrates appropriate helm/ crew coordination and skills for properly anchoring with a single anchor under power.
- b. Demonstrates appropriate helm/ crew coordination and skills for retrieving an anchor under power.
- c. Demonstrates ability to pick up a mooring.
- d. Demonstrates ability to join and depart from a nest or raft of boats.

Instructor Name _____
 Instructor Signature _____ Date _____

After award of Senior Crew qualification, completed a minimum of forty eight daylight hours underway on watch of which at least 16 hours are under sail and twelve night hours underway on watch of which at least 6 hours are under sail, aboard an offshore-capable sailing vessel at least 30 feet in length. See sailing log.

Instructor Name _____
 Instructor Signature _____ Date _____

Approved as Watch Captain / Local Area Skipper

Signature _____
 _____ Date _____
 [Printed Name] (Commanding Officer or Designated Representative)

3. CRUISING SKIPPER (D-CS)

- a. QUALIFICATION SUMMARY: Commands an offshore-capable, inboard auxiliary-powered sailing vessel during short passages within designated waters day, night and reduced visibility in protected to moderate wind and sea conditions.
- b. PREREQUISITES: Qualified as Watch Captain / Local Area Skipper
- c. STANDARDS SUMMARY:
 - i. Completion of Cruising Skipper (D-CS) PQS and,
 - ii. after award of Watch Captain, a minimum of *fifty six* daylight hours underway on watch of which at least 20 hours are under sail and a minimum of *twelve* night hours underway on watch of which at least 9 hours are under sail, aboard an offshore-capable sailing vessel generally greater than 30 feet in length,
 - iii. demonstrating practical knowledge to command a sailing vessel through a safe passage in designated waters,
 - iv. successful completion of written examinations, and
 - v. successful check-ride.
- d. PERFORMANCE:

i. Command Responsibilities

Commands the boat

- a. Accepts responsibility and accountability for all actions, evolutions, and outcomes aboard the vessel.
- b. Interfaces between the boat/ crew and the external environment of weather, seas, mission, resources, other friendly or hostile elements, and obstacles.
- c. Anticipates future situations; develops a strategy for success; and resources, organizes, and trains the crew to implement that strategy.
- d. Exhibits a concurrent awareness across short, mid-term, and passage perspectives.
- e. Assigns everything which is definable; remains free to find and react successfully to the abnormal or unexpected or undefined.
- f. Sets and maintains standards.
- g. Maintains personal and crew decorum ashore and afloat.

Instructor Name _____

Instructor Signature _____ Date _____

Leads the boat

- a. Aligns crew interests with planned underway events.
- b. Demonstrates capability to transfer appropriate qualities, values, and skills to others in a non-confrontational manner.
- c. Demonstrates the ability to coach a subordinate to operate in a leadership capacity.
- d. Instills appropriate personal appearance and behavior in crew.
- e. Anticipates and encourages favorable outcomes, precludes unfavorable outcomes, and mitigates damage from unforeseen situations.
- f. Instills confidence by personal demeanor, actions and words.

Instructor Name _____

Instructor Signature _____ Date _____

Sets the example

- a. Demonstrates qualities of responsibility; accountability; accomplishment; safety; forehandedness; stewardship; attention to detail; enthusiasm; compatibility; selflessness; mentoring; and conservative respect for the seas, wind and weather.
- b. Demonstrates understanding of personal strengths and limits.
- c. Demonstrates appropriate personal appearance, behavior and etiquette.

Instructor Name _____

Instructor Signature _____ Date _____

Safety

- a. Maintains safety, safety, safety.
- b. Creates a safety-focused climate by personal actions and strict adherence to safety standards and procedures which results in a safe passage of assigned crew, boat and equipment.
- c. Instills within crew an attitude of safety first.
- d. Emphasizes boom, winch and bight danger zones.
- e. Trains crew in danger areas of bridge deck and main sheet partners.
- f. Takes all reasonable precautions to precludes crew overboard.
- g. Carries out periodic crew recovery drills, including in darkness.
- h. Ensures each crew participates in abandon ship drill.
- i. Takes appropriate precautions with gasoline and propane.

Instructor Name _____

Instructor Signature _____ Date _____

Readiness

- a. Supervises readying boat for the intended voyage in designated waters.
- b. Remains cognizant of status of all maintenance.

Instructor Name _____

Instructor Signature _____ Date _____

ii. Supervisory Responsibilities

- 1. Determines crew fitness to stand watch.
- 2. Executes the ship's routine and general readiness.
- 3. Maintains boat cleanliness and stowage.
- 4. Supervises the performance of navigation, engineering, electrical, damage control, logistics and environment, rigging sail and deck gear, and medical.
- 5. Supervises the preparation and execution of towing operations including being towed and towing another vessel.
- 6. Maintains reliable, timely, short, clear communications.
- 7. Ensures no sewage discharge in restricted waters.
- 8. Precludes oil spills.
- 9. Displays ensign and courtesy flags, as appropriate.
- 10. Observes boat etiquette in nests and rafts.
- 11. Maintains personal and crew decorum ashore and afloat.
- 12. Controls the use of consumables.

Instructor Name _____

Instructor Signature _____ Date _____

iii. Technical Responsibilities

Navigation

- a. Procures, maintains and uses all charts, sailing directions, light lists, coast pilots and other publications needed underway.
- b. Creates route of waypoints.
- c. Completes the pre-sail navigation checks.
- d. Ensures all charts prepared.
- e. Ensures accurate plot of position maintained by all available means.
- f. Remains apprised of current and forecast weather conditions and makes appropriate course and speed adjustments.
- g. Reviews and corrects log daily.

Instructor Name _____

Instructor Signature _____ Date _____

Advanced Navigation Plotting

- a. Uses set and drift to calculate course such that estimated position will lie along track.
- b. Calculates tides and currents at a specific time and substitution from tide and current tables.
- c. Using GPS enters and edits way points in memory; creates, edits and activates routes; changes way points manually when required; determines SOA, distance, ETA and bearing to next way point (if available) [SOA/ETA/BTW ____]; and determines position, SOG, COG and VMG (if available) [SOG/COG/VMG ____].
- d. Confirms chartwork with electronic navigation equipment.

Instructor Name _____

Instructor Signature _____ Date _____

Rigging, Sails & Deck Gear

- a. Inspects sails, running rigging, mooring lines, anchor, winches and related equipment.
- b. Maintains preservation and cleanliness of boat exterior.
- c. Inventories sails, running rigging, mooring/ docking lines, ground tackle, deck and towing gear and related equipment.
- d. Maintains sail stowage plan.
- e. Operates ground tackle, mooring lines, towing gear and related equipment in a safe manner.
- f. Completes deck, sail, standing and running rigging pre-underway checks.
- g. Devises effective chafe protection.
- h. Selects and ties appropriate knots in running rigging and mooring/ docking lines.
- i. Demonstrates ability to send crew loft in safe manner.

Instructor Name _____

Instructor Signature _____ Date _____

Electrical

- a. Operates electrical system in a safe manner.
- b. Conducts electrical pre-sail checks.
- c. Monitors condition of all battery banks and recommends charging or maintaining.
- d. Monitors electrical load.

Instructor Name _____

Instructor Signature _____ Date _____

Engineering

- a. Operates engine, steering gear and other auxiliary equipment in a safe manner.
- b. Conducts pre-underway checks with appropriate entries in engine log..
- c. Keeps inventory of all mechanical spares.
- d. Checks engine for proper fluid levels and for seeps during operation.
- e. Supervises refuel.
- f. Supervises the care, stowage and use of potable water.

Instructor Name _____

Instructor Signature _____ Date _____

Medical

- a. Maintains and inventories medical kit.
- b. Ensures supply of seasick-friendly foods and drinks available.
- c. Ensures personal, food handling, head and boat hygiene standards are maintained.
- d. Supervises or provides application of first aid and CPR afloat.
- e. Supervises and records use of medicines.
- f. Seeks external advice for and recommends disposition of ailing crew.

Instructor Name _____

Instructor Signature _____ Date _____

Damage Control

- a. Inspects and restows damage control equipment.
- b. Inspects all safety harnesses and inflatable life vests.
- c. Inspects piping and valves.
- d. Inspects spaces for fire hazards, cleanliness and watertight integrity.
- e. Insures all thru-hulls have soft wood plugs attached with lanyard and double-clamped hoses.
- f. Operates manual and electrical bilge (and MSD pumps if equipped).
[MSD pump _____]
- g. Identifies alternate dewatering methods.
- h. Identifies emergency exit routes from cabin.
- i. Opens and secures seacocks and overboard discharges.
- j. Aligns valves for head and holding tank discharge lines.
- k. Prepares and, if necessary, implements response plans for weakened structural integrity, flooding, fire, collision, gas/ propane leak, and standing rigging failure.

Instructor Name _____

Instructor Signature _____ Date _____

Logistics and Environment

- a. Procures, receives, issues and accounts for all stores and equipment.
- b. Maintains satisfactory crew living conditions aboard.
- c. Maintains and posts the general load plan.
- d. Maintains and post the non-food stowage plan.
- e. Organizes and stores food in reefer, pantry and other spaces; posts the food storage plan.
- f. Maintains menu and develops an underway menu/ meal plan.
- g. Discusses special food procedures with the meal preparer.
- h. Controls use of propane and exchange of active bottle.
- i. Trains crew in use of stove and galley hygiene.
- j. Monitors reefer temperature and cools the reefer if necessary.
- k. Controls plastics, waste management, and overboard discharge.

Instructor Name _____

Instructor Signature _____ Date _____

After award of Watch Captain / Local Area Skipper qualification, completed a minimum of *fifty six* daylight hours underway on watch of which at least 20 hours are under sail and a minimum of *twelve* night hours underway on watch of which at least 9 are under sail, aboard an offshore-capable sailing vessel at least 30 feet in length. See log.

Instructor Name _____

Instructor Signature _____ Date _____

Successful check-ride demonstration of ability to command an offshore-capable, auxiliary-powered sailing vessel through a safe passage in designated waters.

Instructor Name _____

Instructor Signature _____ Date _____

Recommended to sit for Cruising Skipper (D-CS) written examination.

Instructor Name _____

Instructor Signature _____ Date _____

Successful completion of Cruising Skipper (D-CS) written examination.

Instructor Name _____

Instructor Signature _____ Date _____

4. SENIOR SKIPPER (D-SS)

- a. QUALIFICATION SUMMARY: Commands an offshore-capable, inboard auxiliary-powered sailboat during continuous offshore passages across unfamiliar waters day, night and reduced visibility in strong to heavy wind and sea conditions.
- b. PREREQUISITES: Qualified as Cruising Skipper (D-CS)
- c. STANDARDS SUMMARY:
 - i. Completion of Senior Skipper PQS and,
 - ii. after award of Cruising Skipper (D-CS) Qualification, a minimum of *fifty six* hours underway on watch more than 15 nm offshore of which at least 20 hours are under sail,
 - iii. which includes a continuous passage of at least 200 nm more than 15 nm offshore, aboard an offshore-capable sailing vessel generally greater than 30 feet in length,
 - iv. demonstrating practical knowledge to command a sailing vessel through a safe offshore passage, and
 - v. successful completion of written examinations.

d. PERFORMANCE:

i. Command Responsibilities

Commands the boat

- a. Ensures boat meets all commitments.
- b. Sets and maintains standards of excellence.

Instructor Name _____
Instructor Signature _____ Date _____

Leads the boat

Aligns crew interests with mission.

Instructor Name _____
Instructor Signature _____ Date _____

Readiness

Supervises readying boat for offshore operations.

Instructor Name _____
Instructor Signature _____ Date _____

ii. Supervisory Responsibilities:

Navigation

- a. Ensures all charts prepared and tracks laid out.
- b. Trains and reviews performance of navigation plotters in principles and practice of dead reckoning and celestial navigation.

Instructor Name _____

Instructor Signature _____ Date _____

iii. Sailing Responsibilities

Demonstrates preparing, raising, trimming, jibing, dousing and stowing the spinnaker and its running rigging. [Wind (kt) ____]

Instructor Name _____

Instructor Signature _____ Date _____

iv. Technical Responsibilities

Administration & Training

- a. Updates and publishes the watch, quarter and station bill.
- b. Prepares, maintains and supervises execution of watch bills.
- c. Prepares and executes a training plan to support program objectives.
- d. Develops and implements a regular schedule of training for periods underway.
- e. Supervises the training of navigation, engineering, electrical, damage control, logistics and environment, rigging sail and deck gear, and medical.
- f. Evaluates individual and crew attitude and proficiency; briefs individuals evaluated.
- g. Understands, trains and supervises each crew member in the performance of member's primary billet.
- h. Ensures bills and stowage plans are posted.
- i. Prepares the daily night orders for signature.

Instructor Name _____

Instructor Signature _____ Date _____

Celestial Navigation

Prepares, shoots, reduces and plots sun lines, local apparent noon, and Polaris

Instructor Name _____

Instructor Signature _____ Date _____

Rigging, Sails & Deck Gear

- a. Inspects and maintains sails, running rigging, mooring lines, anchor, winches and related equipment.
- b. Adjusts standing rigging.
- c. Troubleshoots and applies corrective actions to rigging, sails, towing gear and ground tackle.
- d. Accomplishes deck, sails and running rigging preventive maintenance.

Instructor Name _____

Instructor Signature _____ Date _____

Engineering

- a. Maintains engine, steering gear and other auxiliary equipment in a safe manner.
- b. Troubleshoots and applies corrective actions to engine, propulsion, steering, mechanical refrigeration, head and stove casualties.
- c. Demonstrates ability to accomplish all engineering and steering preventive maintenance.

Instructor Name _____

Instructor Signature _____ Date _____

Electrical

- a. Troubleshoots and applies corrective actions to electrical casualties.
- b. Accomplishes all electrical preventive maintenance.

Instructor Name _____

Instructor Signature _____ Date _____

Damage Control

- a. Troubleshoots and applies corrective actions to all safety, hull or plumbing casualties.
- b. Accomplishes all safety, hull and plumbing preventive maintenance.

Instructor Name _____

Instructor Signature _____ Date _____

Logistics and Environment

- a. Troubleshoots and applies corrective actions to all galley casualties.
- b. Accomplishes all galley preventive maintenance.

Instructor Name _____

Instructor Signature _____ Date _____

After completion of Cruising Skipper (D-CS) time and performance requirements, completed a minimum of *fifty six* hours underway on watch at least 15 nm offshore of which at least 20 hours are under sail, including a continuous passage of at least 200 nm more than 15 nm from the shore, aboard an offshore-capable sailing vessel at least 30 feet in length, demonstrating practical knowledge to command a sailing vessel through a safe offshore passage. See log.

Instructor Name _____

Instructor Signature _____ Date _____

Recommended to sit for Senior Skipper (D-SS) written examination.

Instructor Name _____

Instructor Signature _____ Date _____

Successful completion of Senior Skipper (D-SS) written examination.

Instructor Name _____

Instructor Signature _____ Date _____

QUALIFICATIONS

NAME _____ RATE/RANK _____

This page records satisfactory completion of designated sections of the Personnel Qualification Standards (PQS).

QUALIFICATION: Having observed satisfactory knowledge and performance, I recommend that the above-named individual be designated qualified

RECOMMENDED FOR
CRUISING SKIPPER _____
[Signature]

DATE _____
[Printed Name] (Qualified Senior Skipper D-SS Instructor/ OINC/Coach)

APPROVED FOR
CRUISING SKIPPER _____
[Signature]

DATE _____
[Printed Name] (Commanding Officer or Designated Representative)

RECOMMENDED FOR
SENIOR SKIPPER _____
[Signature]

DATE _____
[Printed Name] (Qualified Senior Skipper D-SS Instructor/ OINC/Coach)

RECOMMENDED FOR
SENIOR SKIPPER _____
[Signature]

DATE _____
[Printed Name] (Commanding Officer or Designated Representative)

APPROVED FOR
SENIOR SKIPPER _____ DATE _____
(DONS/ Executive Director, USNSA)

Please forward comments for correction,
additions, and revisions to

United States Naval Sailing Association
USNSA\NAVSTA
58 Bennion Road
Annapolis, Maryland 21402-5054

410 293-2130
Fax 410 293-4845
email: usnsa@usna.edu

US NAVAL SAILING ASSOCIATION

The U.S. Naval Sailing Association (USNSA) consists of military affiliated individuals and groups (branches) promoting fleet readiness and professionalism in maritime endeavors, and strengthening naval ties to our heritage. We do this by encouraging and assisting Commanding Officers to promote sailing and boating as part of their training and recreational programs. All sailing programs within the Navy and DOD use the standards and qualification levels promulgated in the Chief of Navy Education and Training (CNET) Instruction 1520.10 series. USNSA assists CNET in the administration of the Navy Sailing Program, working closely with CNET, Navy Department, Bureau of Naval Personnel (PERS 6), US Naval Academy, and United States Sailing Association to insure that instructions, standards, and qualifications are common across all sailing programs. While the words may differ between military and civilian programs, the objective is the same: to promote the skill and sport of sailing.

This document is a reorganization of CNET MANUAL P1552/1 TEST ALTERNATIVE (01-03), PERSONNEL QUALIFICATION STANDARD FOR LARGE SAIL TRAINING CRAFT for use at the USNA. The reorganization relocates USNA-specific navigation requirements to the qualification level required at USNA; there are no changes in requirements. The reorganization was done by LTC Ray Knell, USA (Ret.), LTC Bob Howe, Executive Director, USNSA, and LCDR Neil Covington, USNA Sailing Training Officer, provided guidance and input.