DIRECTOR, NAVAL ACADEMY SAILING NOTICE 3505

FROM: Director, Naval Academy Sailing
TO: Distribution

Subj: LIST OF DESIGNATED STANDARDIZATION EVALUATORS, U.S. NAVAL ACADEMY SAIL TRAINING CRAFT FOR OSTS BLOCK 1

Ref: (a) USNAINST 3500.2 (Series), Officer in Charge (OINC), U.S. Naval Academy Sail Training Craft (STC)
(b) DNASINST 3120.1 (Series), Standard Operating Procedures
(c) Boat Information Book for United States Naval Academy Navy 44’ Sail Training Craft

Encl: (1) Designated Standardization Evaluators, U.S. Naval Academy Off-Shore Sail Training Craft
(2) Navy Sailing N44 Check Ride Checksheet

1. Purpose. To designate Standardization Evaluators of the Naval Academy sail training craft (STC) for OSTS Block 1, 2015.

2. Cancellation. DNASNOTE 3505 of 24 July 14 is cancelled. This notice remains in effect until superseded.

3. Background

   a. Reference (a) requires the Director, Naval Academy Sailing to periodically review the qualification level and standards used to certify OICs of Naval Academy STC involved in Midshipman sail training.

   b. Crew of STC scheduled for Out-of-Area (off-shore) operations, shall complete a “Safe-for-Sea Certification” check-ride before leaving the USNA operational area (OPAREA) on extended open-ocean transit. The certification is intended to individually evaluate and validate crew-coordination and adherence to standardized navigational and operational procedures. Only a designated Standardization Evaluator (SE) may conduct check-rides and recommend an STC crew Safe-for-Sea.

4. Action. The personnel listed at enclosure (1) are designated as Standardization Evaluators (SE). These personnel
are authorized to evaluate Off-Shore Sailing Training Squadron (OSTS) crews to determine if they are meeting program requirements and safe practices prior to their off-shore / out-of-area events. Evaluators will utilize the Checksheet at Enclosure (2) to evaluate each of the crews. A determination of Effective or Not Effective will be made of three broad categories (Navigation, Deck and Safety Equipment). An overall determination will also be made as to whether the crew is safe for out of area (offshore) operations. SEs are responsible directly to DNAS for a recommendation for each crew to go offshore, re-test or remain in USNA OPAREA.

L. N. COFFEE

Distribution:
DNAS
DDNAS
Director, OSTS
Vanderstar Chair
Personnel listed at enclosure (1)
### Designated Standardization Evaluators, U.S. Naval Academy Off-shore Sail Training Craft

**OSTS SAILTRAMID 2015: BLOCK 1**

<table>
<thead>
<tr>
<th>Name</th>
<th>Rank</th>
<th>Service</th>
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<th>Deck</th>
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<tr>
<td>1200-1245</td>
<td>NA-26 Invincible</td>
<td>NA-33 Intrepid</td>
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<tr>
<td>1300-1430</td>
<td>NA-27 Warrior</td>
<td>NA-34 Audacious</td>
<td>NA-35 Valiant</td>
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<tr>
<td>1430-1600</td>
<td>NA-30 Honor</td>
<td>NA-32 Commitment</td>
<td>NA-36 Fearless</td>
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**NOTES:**

- D-Qualified Standardization Evaluators are the only approved individuals who may certify an STC Crew "Effective" for the purpose of off-shore sailing operations.

- Navigation Evaluators who do not possess a Skipper D Qualification are only qualified to evaluate navigation standards.
NA- ________ Date of Evaluation ________
Skipper/Block ________________

References:

(a) DNASINST 3120.1(Series) STANDARD OPERATING PROCEDURES
(b) DNASNOTE 3120(Series) EXPERIENTIAL LEADERSHIP GUIDE
(c) Navy 44 MKII Boat Information Book
(d) CNET MANUEL P1552/1 USNA VERSION
(e) DNAS OPORD 12/003
(f) COMNAVSURFLANTINST 3540.4(Series)
(g) COMDTINST M16672.2(Series)
(h) DIVPRODEVINST 3530.2

GUIDELINES FOR CREW EVALUATION:

1. EFFECTIVE: Procedures and proficiency may have some minor deficiencies but achieve the basic goal; the crew is safe to proceed offshore. Specific deficiencies have been noted for correction.

2. NOT EFFECTIVE: Procedures and proficiency are incorrect with significant deficiencies noted. Serious deficiencies exist which prevent the crew from safely proceeding offshore; or an accumulation of minor deficiencies which together severely impair effectiveness. An immediate, intensive training effort is required for all personnel prior to re-test. Re-test will be scheduled by RCC staff.

ADMINISTRATION to be checked by OSTS staff prior to departure for 48 hour underway.

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<tbody>
<tr>
<td>1.</td>
<td>Have all charts been properly prepared and placed onboard?</td>
</tr>
<tr>
<td>2.</td>
<td>Have the Phase I training requirements been met prior to the 48 hour shakedown?</td>
</tr>
<tr>
<td>3.</td>
<td>Has the skipper turned in a copy of his/her Standing Orders to RCC?</td>
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COMPLETE __________ INCOMPLETE________

OSTS Staff ______________________ STC OIC ______________________ DNAS ______________________

NAVIGATION, DECK AND SAFETY EQUIPMENT to be evaluated underway by authorized standardization officers. Inspectors will operate in a two-person team, with the primary standardization officer checking deck and safety equipment and a navigation evaluator checking the navigation functions.
### NAVIGATION

1. Have the Navigation Logs been maintained IAW standard navigation procedures?  
2. Does the Navigator adhere to standard navigation procedures including the 6 rules of DR?  
3. Are hazards to navigation identified, reported and avoided effectively?  
4. Does the Navigator effectively communicate with the helm?  
5. Can Navigator demonstrate basic fundamentals and use of NAVNET (including AIS)?  
6. Is the entire crew proficient with both Visual and GPS Fixes?

**EFFECTIVE _____ NOT EFFECTIVE _____**

**NAVIGATION EVALUATOR________________________**

### DECK

1. Can watchteams demonstrate a proper man overboard drill?  
2. Can watchteams take and shake a reef properly?  
3. Are contacts identified, reported and avoided IAW COLREGS?  
4. Do all hands have a working knowledge of the maritime Rules of the Road (COLREGS)?  
5. Is situational awareness maintained by watchteam at all times?  
6. Do watchteams communicate effectively and work as a team?  
7. Do watchteams use proper Standard Commands and phraseology?  
8. Is there a clear line of authority in the watchteams?  
9. Can watchteams properly and effectively utilize the VHF Bridge to Watch stations?  
10. Does the crew conduct a proper and appropriate turnover between watch stations?  
11. Can watchteams demonstrate a proper head sail change?

**EFFECTIVE _____ NOT EFFECTIVE _____**

### SAFETY EQUIPMENT

1. Can watchteams identify location of fire extinguishing equipment?  
2. Can watchteams explain function of flotation devices?  

**EFFECTIVE _____ NOT EFFECTIVE _____**

**Remarks:**

__________________________________________________________________________

__________________________________________________________________________

__________________________________________________________________________

__________________________________________________________________________

__________________________________________________________________________

__________________________________________________________________________

(continue on back if needed)

**OVERALL CREW EVALUATION: EFFECTIVE _____ NOT EFFECTIVE _____**

__________________________________________________________________________

__________________________________________________________________________

**Standardization Evaluator**  
STC OIC  
DNAS