

# U.S. COAST GUARD INTERNATIONAL TRAINING HANDBOOK

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EDITION 15



This handbook is intended to provide Security Cooperation Officers and foreign maritime agencies with information regarding training and education programs offered by the U.S. Coast Guard. As a service, the Coast Guard welcomes opportunities to share relevant capabilities and competencies to our global partners. With experience in whole-of-government solutions, the organization is ideally suited to work alongside both civil and military services. Separate from the Navy, the Coast Guard is a unique force with military status, law enforcement authority, and an internationally recognized role as a humanitarian organization. Foreign governments, navies, coast guards, international organization, and non-governmental organizations can all find a common interest among the broad spectrum of authorities and capabilities maintained by the U.S. Coast Guard. It is our hope that by sharing in our common global interests we can continue to build strong and lasting partnerships with coastal nations around the world. We look forward to partnering with you.



Kelli L. Seybolt  
Senior Executive Service  
Director, International Affairs and Foreign Policy Advisor  
U.S. Coast Guard



**U.S. Coast Guard**

# **INTERNATIONAL TRAINING HANDBOOK**



**Edition 15**



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# I

## Section

**WELCOME TO THE U.S. COAST GUARD**

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## ABOUT THE U.S. COAST GUARD

**U**nder the Department of Homeland Security, the U.S. Coast Guard (USCG) is at all times an armed force—a full time military, multi-mission, maritime organization with a true peacetime mission. The USCG work force of 91,000 active duty, auxiliary, reserve, and civilian personnel and more than 2200 vessels and aircraft and 1200 shore locations makes it the world's largest coast guard.

**S**tructured to meet the diverse missions assigned, the command and control network allows decentralized responsibility and authority. Primary organizational elements include USCG Headquarters; two area commands; nine district commands; thirty-five sectors; and field and headquarters units such as training centers.

**C**ommitted to its reputation as a multifaceted organization with its distinctive blend of military, humanitarian, maritime safety and security, and civilian law-enforcement capabilities, the USCG has a vital international role in support of regional and national security strategies. The USCG provides assistance and training for which the USCG is “especially qualified” to citizens of other countries. This assistance is provided under the authority of 14 USC 141(a) and the Economy Act 31 USC 1535, which requires reimbursement from the assisted federal agencies. The Foreign Assistance Act of 1961, as amended in sec 545 (22 USC 2347d) specifically authorizes training in maritime skills under the international military education and training program.

**G**lobally recognized as a master in accomplishing each of the duties with which it has been entrusted throughout its 223-year history, the USCG has also been a leader in using limited resources. The USCG'S main mission areas are maritime safety, maritime mobility, maritime security, national defense, and protection of natural resources. These mission areas encompass operations in aids to navigation, national defense and international engagement, pollution prevention and environmental response, ice conditions, maritime law enforcement, marine inspection, marine licensing, marine science activities, port safety and security, search and rescue, and waterways management. These capabilities are in great demand throughout the world. For example, proficiencies used to interdict narcotics or migrants are also recognized in wider application to assist other nations to combat the global threat of terrorism, threats to maritime safety and security or in areas of piracy, trafficking in persons or interdicting weapons of mass destruction. The ability of the uscg to interface successfully with many diverse agencies stands as an example of interoperability, cooperation and command communication.



## WORKFORCE DEMOGRAPHICS

### ACTIVE DUTY WORKFORCE

- Men – 85.7%
- Women – 14.3%

### MARRIED

- Enlisted – 58%
- Officers – 75%

### ACTIVE DUTY WORKFORCE RACE/ETHNICITY

- American Indian / Alaskan Native – 2.4%
- Asian – 1.0%
- Black – 5.4%
- Multiple race – 5.7%
- Native Hawaiian / Pacific Islander – .07%
- White – 76.5%
- Unknown or Declined – 8.3%

### AVERAGE AGE (YEARS)

- Enlisted – 30
- Officers – 37

### AVERAGE TIME IN SERVICE (YEARS)

- Enlisted – 8
- Officers – 15



## COAST GUARD Snapshot 2012

### WORKFORCE TOTALS:

Military Active – 42,190    Active Retired – 33,859  
Military Reserve – 7,899    Reserve Retired – 6,537  
Civilian – 8,722    Auxiliary – 32,156

### FY12 BUDGET:

**\$10.6**  
Billion

## 6 PROGRAMS

- Maritime Security Operations
- Maritime Law Enforcement
- Maritime Prevention
- Maritime Response
- Defense Operations
- Marine Transportation System Management

### LOCATIONS

**9**

Districts

**35**

Sectors

**1208**

Units

### ASSET TOTALS

**244**  
Cutters

**1776**  
Boats

**198**  
Aircraft

*“We protect those on  
the Sea, We protect  
America from threats  
delivered by Sea,  
and We protect the  
Sea itself.”*

— ADMIRAL ROBERT J. PAPP, JR.  
24TH COMMANDANT OF THE U.S. COAST GUARD

**COAST GUARD STRATEGY:** The Coast Guard ensures the safety, security and stewardship of the Nation's waters. We are the lead Federal agency for law enforcement, incident response, homeland security and disaster management in the maritime environment. Our highly skilled workforce and capable assets allow the Service to fulfill its mission and protect the Nation.



## Welcome to the U.S. Coast Guard

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### MISSIONS OF THE U.S. COAST GUARD

The USCG embraces a culture of response and action, with all of its personnel trained to react to “All Threats, All Hazards” and to be “Always Ready.” The USCG executes 11 statutory missions:

1. **Search and Rescue (SAR):** SAR is one of the USCG’s oldest missions. The National Search and Rescue Plan designates the USCG as the federal agency responsible for maritime SAR operations in U.S. and international waters. The SAR program’s goal is to minimize loss of life, injury, and property damage in the maritime environment; minimize crew risk during SAR missions; optimize use of resources in conducting SAR; and maintain a world leadership position in maritime SAR.
2. **Marine Safety:** The USCG’s Marine Safety program ensures the safe operation and navigation of U.S. and foreign flagged vessels, inspects domestic vessels, and carries out port state control (foreign vessel) examinations. The USCG is also the primary agency responsible for developing and enforcing Federal marine safety regulations, certifying and licensing mariners, and promoting safe practices by investigating commercial marine casualties and sharing the findings.
3. **Marine Environmental Protection:** The Marine Environmental Protection program develops and enforces regulations to avert the introduction of invasive species into the maritime environment, stop unauthorized ocean dumping, and prevent oil and chemical spills. This program is complemented by the Marine Safety program’s pollution prevention activities.
4. **Ports, Waterways, and Coastal Security:** The goal of the Ports, Waterways, and Coastal Security (PWCS) program is to detect, deter and disrupt maritime terrorism activities. Primary activities include improving Maritime Domain Awareness (MDA), conducting maritime security and response operations, and developing maritime security regimes. MDA is the effective understanding of anything associated with the global maritime domain that could impact the security, safety, economy, or environment of the U.S.
5. **Defense Readiness:** As one of the Nation’s **five Armed Services**, the Coast Guard continues to support U.S. Combatant Commander by providing capabilities and resources for security cooperation and capacity building operations. The USCG contributes various assets including National Security Cutters (WMSL), High Endurance Cutters (WHEC), 110-foot Island-class Patrol Boats (WPB), Law Enforcement Detachments (LEDET), Port Security Units (PSU), and other specialized units to support the National Security Strategy and defense imperatives.
6. **Illegal Drug Interdiction:** The USCG strives to reduce the supply of illegal drugs from entering the U.S. via air and maritime routes through the interdiction of smugglers and illicit cargos at sea. As the primary maritime law enforcement agency, the USCG defends a six million square mile area comprised of the Caribbean, the Gulf of Mexico, and the Eastern Pacific Ocean in which drugs transit.

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## Welcome to the U.S. Coast Guard

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7. **Migrant Interdiction:** Conducts patrols and coordinates with other federal agencies and foreign countries to interdict undocumented migrants at sea, denying them illegal entry to the U.S. via maritime routes.
8. **Living Marine Resources:** Project federal law enforcement presence over 3.4 million square miles of ocean within the U.S. Exclusive Economic Zones (EEZ) while ensuring compliance of domestic fisheries law and international fisheries agreements.
9. **Other Law Enforcement:** Preventing foreign fishing vessel encroachment in the EEZ maintains the integrity of the Nation's maritime borders and ensures the health of U.S. fisheries. The USCG also enforces international agreements to suppress damaging illegal, unreported, and unregulated fishing activity on the high seas.
10. **Aids to Navigation:** The USCG's system of 51,000 visual aids to navigation (ATON), Vessel Traffic Services, and marine information services facilitates the flow of commerce through the Maritime Transportation System (MTS) and minimizes disruptive incidents in the maritime environment. The USCG also prevents disruptions to maritime commerce by establishing regulated navigation areas and regulating bridges over navigable waters.
11. **Ice Operations:** Conducts icebreaking services in emergency situations and facilitates essential commercial maritime activities in the Great Lakes and Northeast regions. The USCG operates the only U.S.-flagged heavy icebreakers capable of providing year-round access to the Polar Regions.

**In summary,** the USCG's ability to fulfill its three broad roles—maritime safety, maritime security, and maritime stewardship—makes it truly a unique instrument of national policy and well-being. More than simply “guarding the coast,” the multi-missioned USCG helps safeguard global maritime interests.

### Protecting U.S. Maritime Interests Through Multi-Mission Integration



Figure 1



## Welcome to the U.S. Coast Guard

### PEOPLE OF THE U.S. COAST GUARD

America's enduring maritime interests—its reliance on the seas for commerce, sustenance, and defense—have changed little since independence. The U.S. Coast Guard exists to address these interests. USCG forces have evolved as it has grown and today reflect the uniqueness of the Service.



The USCG workforce is built upon a foundation of close cooperation among the skilled contributions, direct and indirect, of active duty and civilian full-time employees, part-time reservists, and auxiliary volunteers. When appropriate or necessary, the USCG also relies on the help of many federal, state, local, tribal, and private sector partners. The USCG's full-time workforce is made up of more than 42,000 active duty military personnel and nearly 9,000 civilian employees.

The USCG Reserve, numbering approximately 8,000 members, provides the USCG surge capacity and flexibility to respond to all threats and all hazards. The USCG Reserve also offers citizens the opportunity to serve in the military part-time while maintaining a separate civilian career. The Reserve provides the USCG highly trained and well qualified personnel for active duty in time of war and national emergency, and for augmentation of USCG forces during natural or man-made disasters or accidents.



Over 32,000 strong, the men and women of the uniformed all-volunteer USCG Auxiliary spend thousands of hours each year, often on their personal vessels and aircraft, helping to carry out USCG missions. On some waterways, Auxiliarists are the principal USCG personnel serving the public. They are best known for their boating safety classes and courtesy vessel safety checks. However, since 1997 they have supported all USCG missions except those involving military operations or law enforcement. The USCG Auxiliary is the only all-volunteer component within the Department of Homeland Security.

The USCG is augmented when necessary by small numbers of civilians working under contract. This entire workforce could fit into an average size major league baseball stadium.

All together, this small service with a very big job, numbers only about 91,000 personnel. By comparison, the next smallest U.S. Armed Force is the Marine Corps with around 174,000 active duty members alone. Mission success is made possible by the combined activities of USCG operational and support personnel. This teamwork is key to ensuring USCG readiness, agility, and operational excellence.

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# Welcome to the U.S. Coast Guard



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## Officer Rank Insignia

O-1 Ensign



O-2 Lieutenant (Junior Grade)



O-3 Lieutenant



O-4 Lieutenant Commander



O-5 Commander



O-6 Captain



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## Officer Rank Insignia (cont'd)

### O-7 Rear Admiral (Lower Half)



Left Collar



Forward  
Left Shoulder



Forward

### O-8 Rear Admiral



Left Collar



Forward  
Left Shoulder

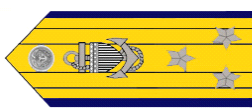


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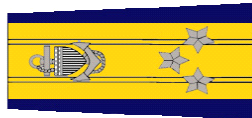
### O-9 Vice Admiral



Left Collar

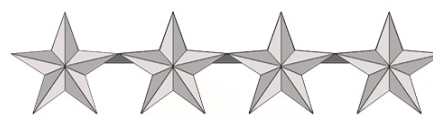


Forward  
Left Shoulder



Forward

### O-10 Admiral



Left Collar



Forward  
Left Shoulder



Forward

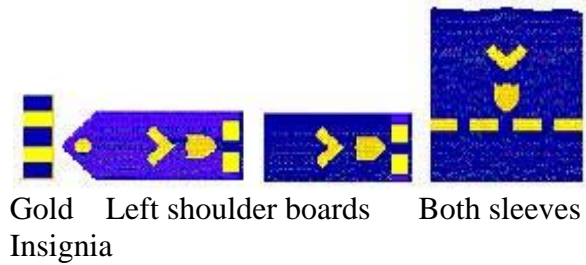
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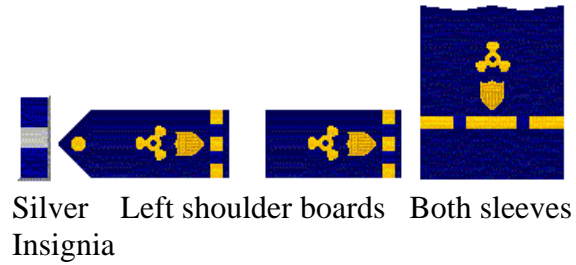
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## Chief Warrant Officer Rank Insignia

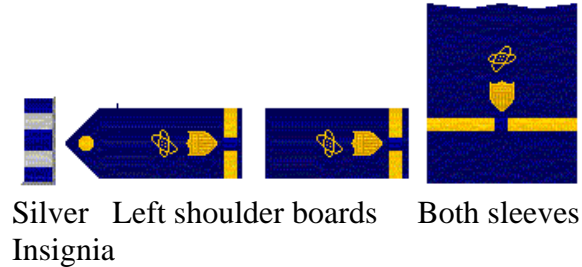
### CWO2



### CWO3



### CWO4



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# Welcome to the U.S. Coast Guard



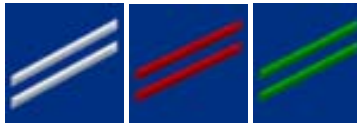
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## Enlisted Rank Insignia

Seaman Recruit  
(E-1) 1 White stripe:

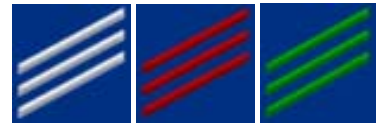


Seaman/Fireman/Airman  
Apprentice (E-2) 2 stripes:



White - Seaman Apprentice  
Red - Fireman Apprentice  
Green - Airman Apprentice

Seaman/Fireman/Airman  
(E-3) 3 stripes:



White - Seaman  
Red - Fireman  
Green - Airman



3<sup>rd</sup> Class  
Petty Officer (E-4)



2<sup>nd</sup> Class  
Petty Officer (E-5)



1<sup>st</sup> Class  
Petty Officer (E-6)



Chief  
Petty Officer (E-7)



Senior Chief  
Petty Officer (E-8)



Master Chief  
Petty Officer (E-9)



Gold Badge  
Command  
Master Chief



AREA Level  
Command  
Master Chief



Master Chief  
Petty Officer of the  
Coast Guard

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# Welcome to the U.S. Coast Guard



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## WARRANT OFFICERS & SPECIALTIES



**CWO4**  
CHIEF  
WARRANT  
OFFICER 4

**CWO3**  
CHIEF  
WARRANT  
OFFICER 3

**CWO2**  
CHIEF  
WARRANT  
OFFICER 2



Bandmaster



Boatswain



Communications



Electronics



Finance &  
Supply



Info. Systems  
Specialist



Investigator



Marine Safety  
Specialist



Material  
Maintenance



Medical  
Administration



Naval  
Engineering



Operations Sys.  
Specialist



Personnel  
Administration



Public  
Information



Port Safety  
& Security



Weapons



## ENLISTED RATINGS



Boatswain's  
Mate (BM)



Damage  
Controlman (DC)



Electrician's  
Mate (EM)



Electronics  
Technician (ET)



Food Service  
Specialist (FS)



Gunner's Mate  
(GM)



Health Services  
Technician (HS)



Information  
Specialist (IT)



Investigator  
(IV)



Machinery  
Technician (MK)



Marine Science  
Technician (MST)



Musician  
(MU)



Operations  
Specialist (OS)



Port Security  
Specialist (PS)



Public Affairs  
Specialist (PA)



Storekeeper  
(SK)



Yeoman  
(YN)



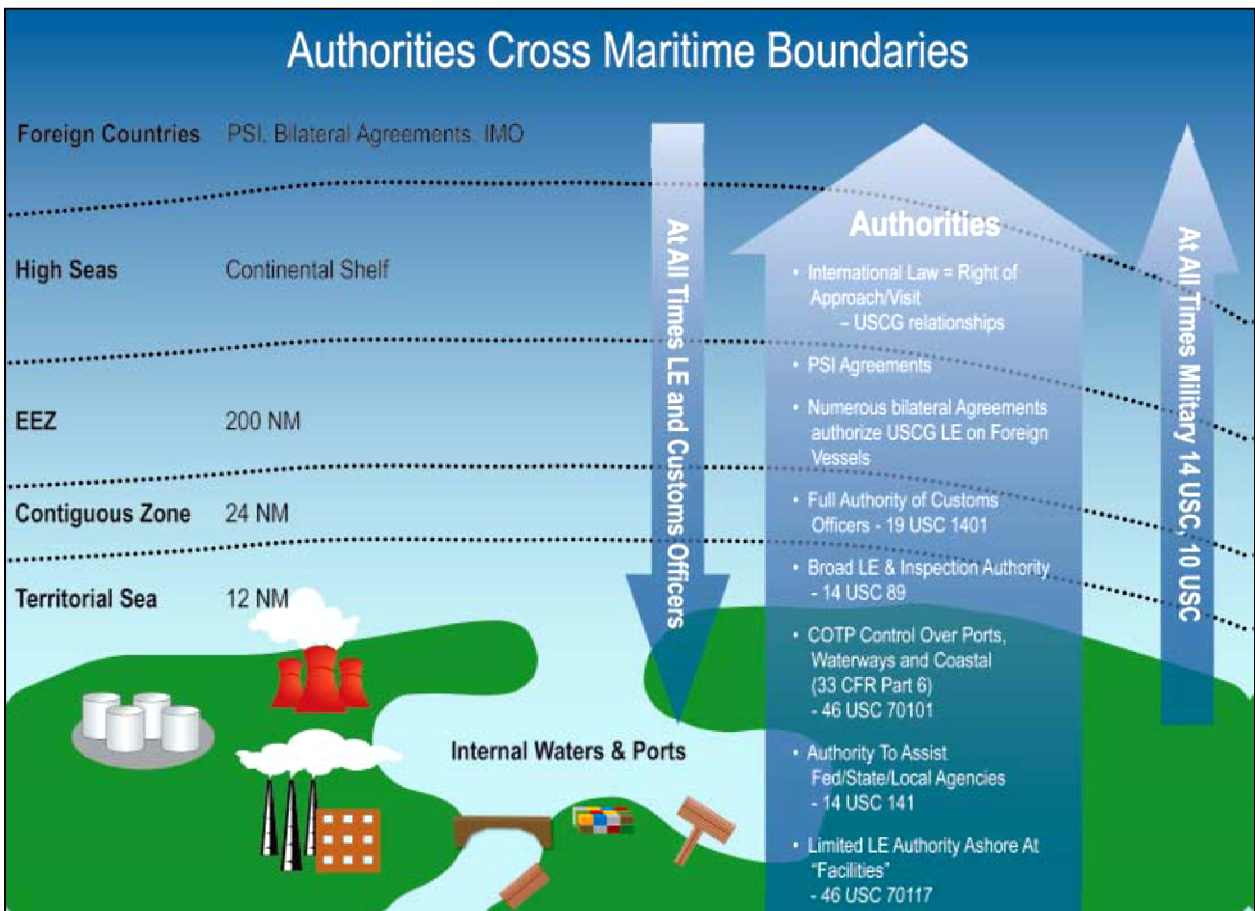


## Welcome to the U.S. Coast Guard

### U.S. COAST GUARD GEOSTRATEGIC ENVIRONMENT

The USCG employs an adaptive and responsive operating model throughout the Nation and the world. USCG field commanders allocate geographically-based resources to highest order needs, and can adjust strategic planning to address changing external factors including trade, terrorism, climate, energy, the environment, tourism, and international relations. Field commanders adjust operating assumptions, based on their assessments, to ensure the continued efficacy of integrated field efforts.

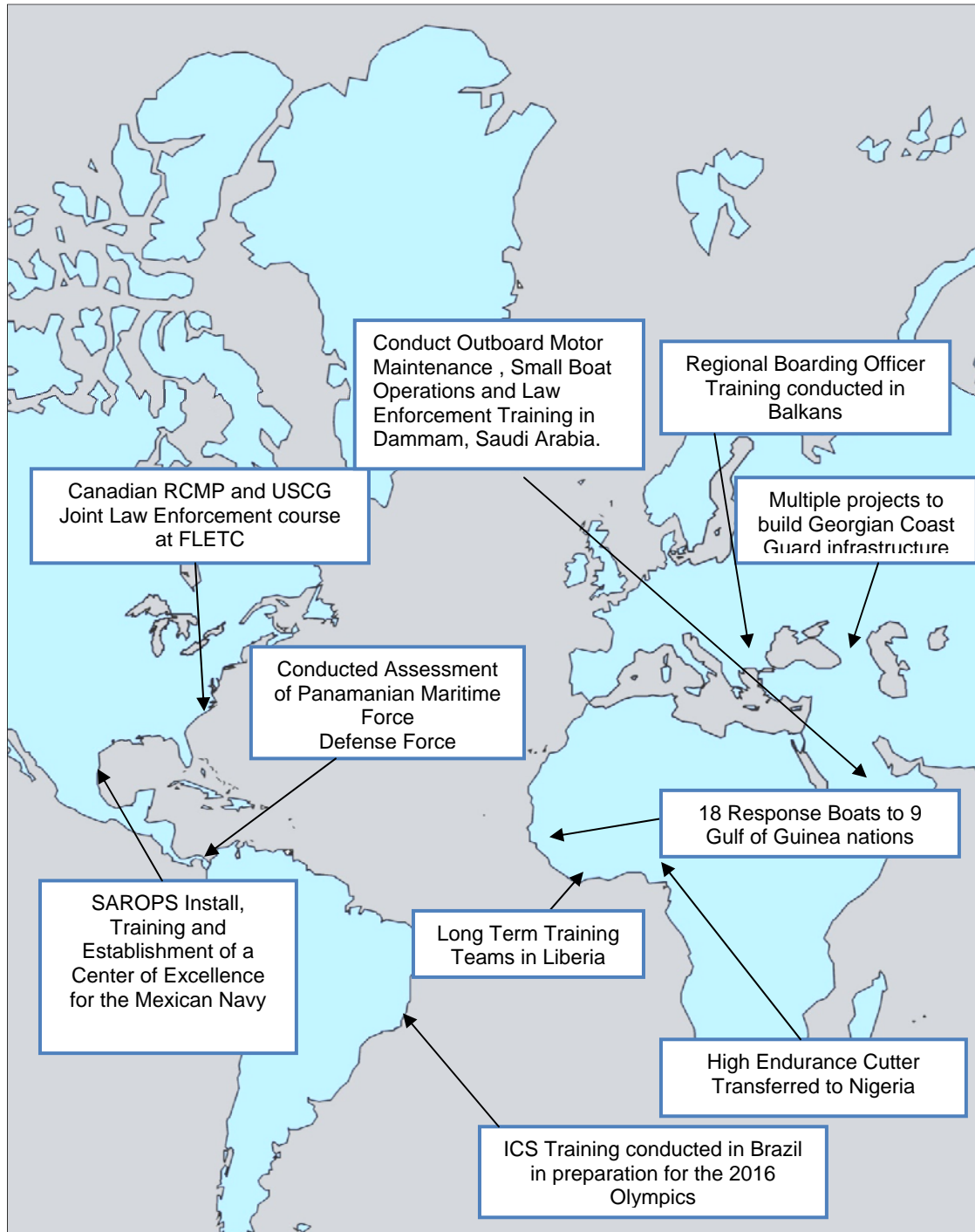
The below graphic articulates major regional trends and characteristics throughout the USCG's operating environment. These themes and trends are not an exhaustive description of the operating environment in each area. Rather, they are a sampling of factors from various regions throughout USCG areas of operation. This introduces an array of issues that can inform policy pertaining to homeland security, counterterrorism, and marine transportation and safety.



## Welcome to the U.S. Coast Guard



### Snapshot of U.S. Coast Guard Global Deployment



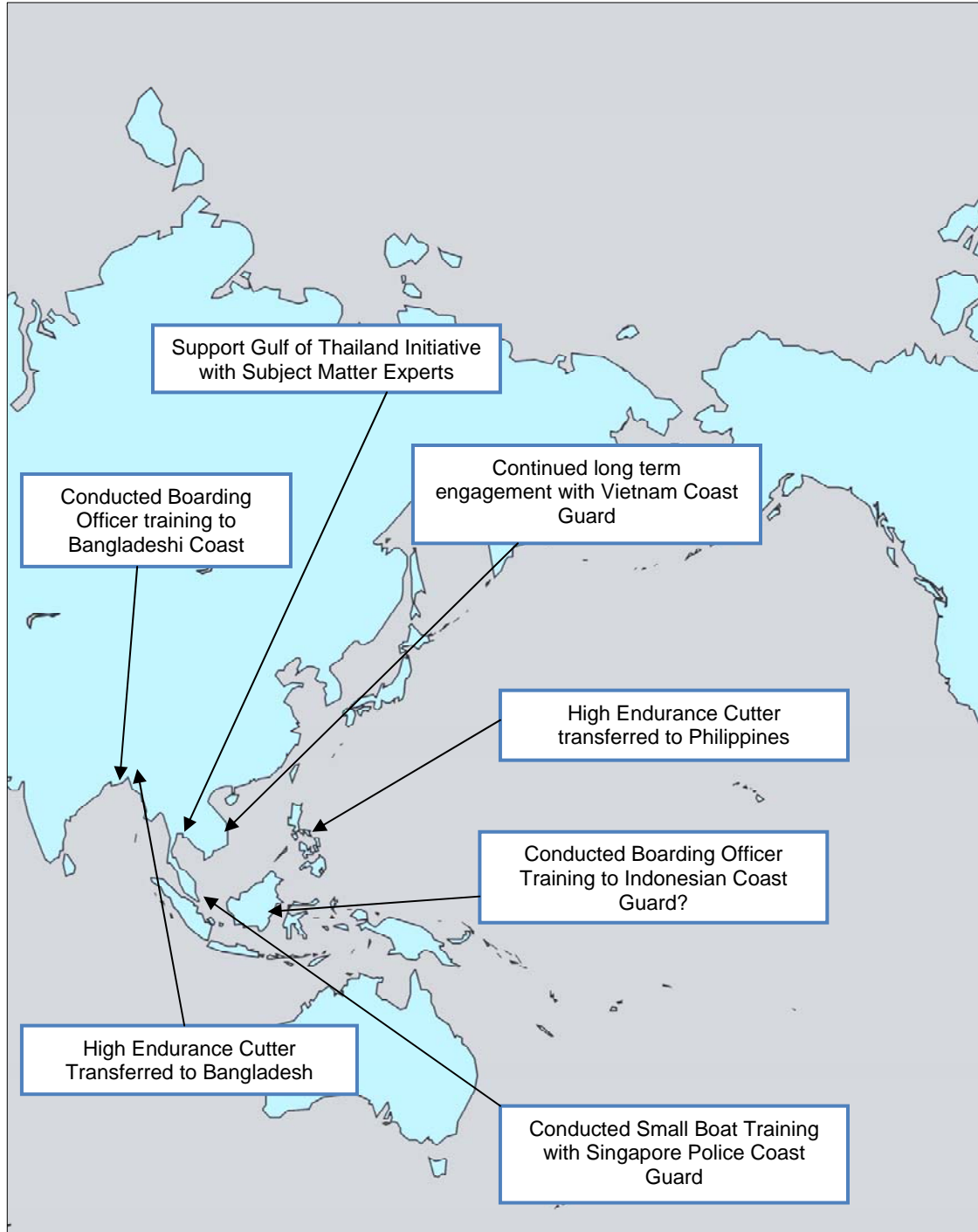
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## Welcome to the U.S. Coast Guard

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### Snapshot of U. S. Coast Guard Global Deployment





## Welcome to the U.S. Coast Guard

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### INTERNATIONAL ENGAGEMENT OF THE U.S. COAST GUARD

People are often surprised when they find the USCG performing duties in places far from the U.S. coast. But increasingly, the USCG must accomplish its roles and missions through international activity. This reflects the Nation's global security interests as well as the integration of maritime interests within the global system of trade, finance, information, law, and people. The USCG offers three key advantages in international engagement:

***Capabilities relevant to all coastal nations*** – Many of the world's navies and coast guards have a mix of military, law enforcement, resource protection, and humanitarian functions very similar to those of the USCG. The USCG has a long history of providing technical and professional training and support to maritime forces around the world. The USCG also has strong partnerships based on common responsibilities and multi-national forums, such as the North Pacific and North Atlantic Coast Guard Forums, and the International Maritime Organization.

***Experience in whole-of-government solutions*** – Building effective maritime governance requires engagement beyond navies, coast guards, maritime police and border guards. It requires integrated efforts across agencies and ministries, as well as private sector commitment. The USCG routinely engages other nations through multiple ministries and offers a model maritime code that countries can use to improve their laws and regulations.

***Acceptable Presence*** – Because of the USCG's unique character, and the blend of military and civil duties, they can interact at exactly the level requested. The humanitarian reputation makes USCG presence welcome in many regions and circumstances.

#### **Samples of previous and current USCG international activities include:**

- ❖ USCG officers currently assigned to 49 liaison billets.
- ❖ More than 73 vessel transfers in FY13
- ❖ Hosted 3456 Visitors from 140 countries in FY13
- ❖ Approximately 895 International Military Students (IMS) a year by mobile training teams
- ❖ Approximately 240 Resident International Military Students (IMS) a year from roughly 65 countries
- ❖ Over \$515M in Foreign Military Sales (FMS) procurement projects annually, which includes delivering vessels and technical training of crews to over 50 international customers
- ❖ 126 international cadet graduates from the USCG Academy since 1971

The USCG "speaks the language" of both civil and military organizations. They can play an important bridging role by coordinating the actions of U.S. and foreign civilian agencies and military forces in the maritime arena. The USCG can provide the needed presence, access, and influence in nations where humanitarian and constabulary skills are most needed.



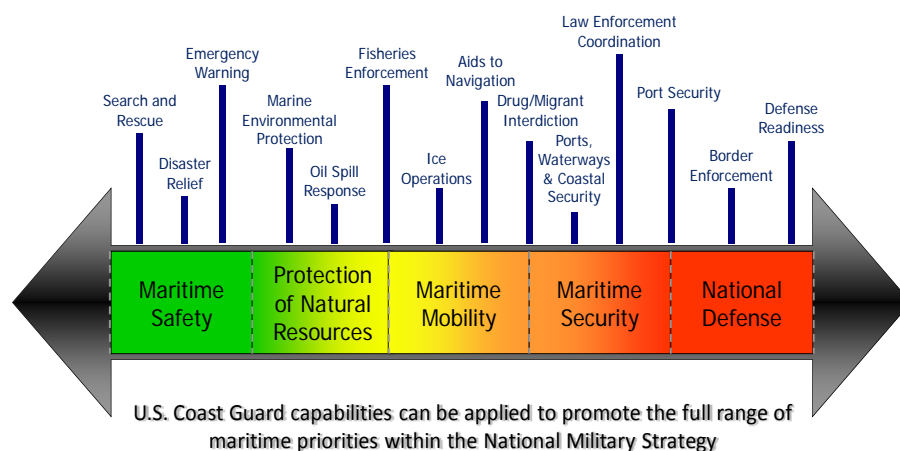
## Welcome to the U.S. Coast Guard

### TRAINING TO MEET STRATEGIC GOALS

The full spectrum of USCG core missions is depicted in the two following illustrations. Because the USCG is one of our Nation's five military services but not part of the Department of Defense, the Combatant Commanders (COCOM) and the Department of State (DoS) can leverage USCG capabilities and authorities to support Theater Security Cooperation (TSC) objectives and U.S. policy in unique ways. Frequently, USCG training is utilized as a "door opener" or entrée to other U.S. training and cooperation.

- ❖ **Maritime Safety** focuses USCG efforts on preventing maritime accidents and when prevention fails, responding to accidents to save lives and property. The USCG has developed formal relationships through international organizations and foreign maritime forces to develop international standards and response capabilities which the COCOMs could leverage to promote safe navigation and lifesaving in areas such as countering illegal migration.
- ❖ **Natural Resource Protection** includes protection of critical infrastructure and natural resources in the maritime environment. The USCG could help COCOMs develop critical infrastructure protection plans for vital resources in their areas of responsibility (AOR) as well as help respond to an environmental tragedy, whether man-made or caused by a natural disaster, within their AORs.
- ❖ **Maritime Mobility** not only includes safe navigation and the safe movement of vessels, but in today's world it also includes security of the maritime transportation system. The USCG has become a world leader in developing international security standards and assessing the implementation of

### TRAINING TO MEET STRATEGIC GOALS







## Welcome to the U.S. Coast Guard

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those standards in ports throughout the world. COCOMs can use this capability to plan port visits, help nations in their AOR develop anti-terrorism capability and counter piracy threats in shipping areas

- ❖ Through **Maritime Security**, the USCG protects the U.S. borders from all illegal activities such as trafficking in illegal drugs, aliens, and contraband into the U.S. through maritime routes. The USCG has strong ties with other nations through bilateral agreements and international organizations to work cooperatively in countering illegal activities. COCOMs can use these relationships and international agreements to promote other security initiatives.
- ❖ In its **National Defense** role, the USCG brings a fully trained and interoperable military capability but with unique law enforcement authority (not encumbered by Posse Comitatus) and an international reputation as a life-saving organization. COCOMs can leverage the USCG's image and capabilities to promote their engagement activities.





## Welcome to the U.S. Coast Guard

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### INTRODUCTION TO U.S. COAST GUARD INTERNATIONAL AFFAIRS

The **Deputy Commandant for Operations** (CG-DCO) is charged with developing and overseeing the execution of operational planning, policy, and international engagement at the strategic level. DCO's management responsibilities include the Deployable Operations Group, the Command Center, Current Operations, National Response Center, and Office for Capability, Operations Resource Management, Marine Safety, Security and Stewardship, Assessment, Integration and Risk Management, Response Policy, Commercial Regulations and Standards, Prevention Policy, and the Director of International Affairs (CG-DCO-I).

The **Director of International Affairs** (CG-DCO-I) is organized to include regional advisors and regional training managers organized by geographical Combatant Commands. Their mission is to advise, inform, and assist the Commandant on strategies, foreign policy matters, and the general impact of USCG programs and operations on international affairs. DCO-I also coordinates all aspects of USCG international affairs including negotiating agreements, participating in international organizations, training foreign personnel, arranging visits by foreign officials, providing technical assistance to foreign governments, and monitoring travel of USCG personnel abroad.

The **Training and Technical Assistance Staff** (CG-DCO-I-2) is a component of the USCG Director of International Affairs and Foreign Policy staff within the office of the Deputy Commandant for Operations. The USCG provides education through the USCG Academy International Cadet Program, and training and education through resident schools and operational units in the U.S. and by Mobile Education and Training Teams (MET/MTT) in host countries.

The **Training and Technical Assistance Staff** is responsible for:

- Coordinating with the Department of Homeland Security, Department of State (including embassy components), and Department of Defense (including combatant commands), and other agencies for all aspects of Security Assistance training and technical assistance
- Formulating and implementing USCG's Security Cooperation/Security Assistance policy
- Developing and managing regional training objectives
- Allocating international training quotas
- Supervising IMS administration
- Facilitating all USCG international programs

***The USCG will establish, improve, sustain, and leverage international cooperation and partnerships to promote, create and ensure a transparent, safe, secure and environmentally sound maritime domain in support of U.S. Coast Guard missions and National interests.***





## Welcome to the U.S. Coast Guard

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### INTERNATIONAL TRAINING MANAGEMENT CONTACTS

Functional Title:	Telephone:
Mobile Education & Training Teams Coordinator -----	(202) 372-4491
CENTCOM Regional Training Manager -----	(202) 372-4491
EUCOM Regional Training Manager -----	(202) 372-4481
AFRICOM Regional Training Manager -----	(202) 372-4481
PACOM Regional Training Manager -----	(202) 372-4475
SOUTHCOM/NORTHCOM Regional Training Manager -----	(202) 372-4492
Export Control Border Security (EXBS) Coordination -----	(202) 372-4497
	(202) 372-4488

**Mail:**  
COMMANDANT (CG-DCO-I)  
ATTN: SECURITY COOPERATION STAFF/4420(T)  
U.S. COAST GUARD  
2703 MARTIN LUTHER KING JR AVE SE STOP 7203  
WASHINGTON, DC 20593-7203

**FAX**  
Unclassified---(202) 372-8327

**E-mail**  
[IntlTraining@comdt.USCG.mil](mailto:IntlTraining@comdt.USCG.mil)

**Message:**  
COMDT COGARD WASHINGTON DC//CG-DCO-I//

#### Internet:

U.S. Coast Guard International Affairs at: [www.USCG.mil/international/training.asp](http://www.USCG.mil/international/training.asp)

This handbook is available on-line at: [www.USCG.mil/international/docs/ITH15.pdf](http://www.USCG.mil/international/docs/ITH15.pdf)

U.S. Coast Guard at: [www.USCG.mil](http://www.USCG.mil)

U.S. Coast Guard Auxiliary at: [www.cgaux.org](http://www.cgaux.org)

Boating Safety at: [www.USCGboating.org](http://www.USCGboating.org)

U.S. Coast Guard Community News at: [www.USCG.mil/community](http://www.USCG.mil/community)

# **Section**

**POLICY AND PROCEDURES**

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## Welcome to the U.S. Coast Guard

### TRAINING REQUESTS

The USCG provides training to officer, enlisted, and civilian personnel from foreign military and civilian agencies when in compliance with applicable laws and authorities. Absent specific USCG legal authorities, this training is funded by or through another U.S. Government agency or foreign government agency. When training is funded directly by a foreign government agency, the foreign government agency and the USCG sign a reimbursable agreement which will clearly delineate costs associated with training.

All requests for training and assistance (military and civilian) must be submitted through the U.S. Embassy in the host nation concerned. The appropriate U.S. Embassy staff component (Security Cooperation Office (SCO)), U.S. Military Advisor, USCG Liaison Officer, Narcotics Affairs Section, etc.) will review the request and forward it to International Affairs (DCO-I) at USCG Headquarters for processing. Security Assistance (SA) sponsored training requests will follow procedures identified in the Defense Security Cooperation Agency Security Assistance Management Manual (SAMM) and the Joint Security Cooperation Education and Training (JSCET) regulation.





## Welcome to the U.S. Coast Guard

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### TRAINING PLAN ASSISTANCE

Properly identified training requirements and clearly developed host nation expectations will ensure a successful training program. A training plan equates an individual skill or organizational strategic mission requirements with the individual or unit skill level and experience. These objectives are developed into a training plan. The U.S. Embassy staff and the USCG Headquarters International Affairs (DCO-I) staff will assist a host nation or agency to develop a training plan for an individual International Military Student (IMS), or a comprehensive and phased plan for an agency or organization geared toward the development of specific capabilities. Similarly, a long term plan may be designed to assist in the establishment of a maritime agency with missions similar to the USCG. The Embassy's Combined Education and Training Program Plan (CETPP) will be one of the source documents used to develop a training plan. Training plans are developed to utilize USCG specific competencies toward attainment of host nation specific strategic plan objectives.

### FUNDING PROCEDURES

The host nation or agency requesting USCG training is responsible for arranging funding through a sponsoring U.S. agency or with host nation funds. Each course has a tuition cost that is adjusted annually and varies based on the fund source and applicable U.S. agreements with countries. A price estimate will be provided upon written request to schedule training. The requester must provide a written commitment to reimburse the USCG through a reimbursable agreement or another funding document that clearly provides the (1) scope or purpose, (2) terms and conditions, (3) estimated cost, (4) billing address and instructions, and (5) required authorizations and/or authorized signatures. Sources of funding may include, but are not limited to:

- Department of State Security Cooperation Programs implemented by Department of Defense including Foreign Military Sales (FMS), the International Military Education and Training (IMET) Program, Foreign Military Financing (FMF), Department of State International Narcotics Control and Law Enforcement Programs, and Nonproliferation, Anti-Terrorism
- Section 1206 Building Partner Capacity of Foreign Militaries
- Section 1207 Security and Stabilization Assistance Programs
- Counter-Drug Support Programs
- Combating Terrorism Fellowship Program
- Department of State Export Control and Related Border Security
- U.S. Agency for International Development (USAID) Humanitarian Assistance Program (HAP)
- Department of State Anti-Terrorism Assistance (ATA)
- Other U.S. grant funding, and foreign government funding with U.S. diplomatic approval



## Welcome to the U.S. Coast Guard

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### **CANCELLATION FEE**

#### ***Resident Training***

A cancellation fee of 50% of the applicable tuition cost will be billed for confirmed quotas that are cancelled by other than the USCG within 60 days of the class start date. A cancellation fee of 100% will apply to cancellations of international-only courses, such as the International Maritime Officers Course (IMOC) and the International Crisis Command and Control (ICCC). There are other courses where a 100% penalty fee will apply. In those cases, the customer will be informed in advance in correspondence dealing with the scheduling. An example is where a contract must be in place prior to an IMS arrival, such as the Military Law Enforcement training provided at the Maritime Law Enforcement Academy (MLEA).

Confirmation of a training quota constitutes the authorization to bill the costs of the training if not officially notified of cancellation within the 60-day window. Transportation, living allowances, personal expenses, incidentals, and any medical expenses incurred are the responsibility of the IMS, sending agency, or sponsoring program as stipulated in any applicable reimbursable agreement.

#### ***Mobile Education & Training Teams (MET/MTT)***

A cancellation fee of 100% will apply to cancellation of training that incurs up-front costs prior to actual commencement of training. An example would be for the translation cost or tailoring of course material to meet a specific host nation requirement. Confirmation of training constitutes the authorization to bill the costs of the training if not officially notified of cancellation within the 60-day window. Please reference the annual DoN/USCG cancellation message for more information.

### **SECURITY CLEARANCE**

Currently all USCG resident and deployable training, attended by IMS's, is available and attended on an *unclassified* basis.

Training that involves the release of classified information must be reviewed and authorized in advance by the U.S. military disclosure authority. Absent this clearance, an IMS attending a classified course will be removed from the classroom, or the area, when classified material or operations are being discussed.

### **STUDENT VETTING (LEAHY AMENDMENT)**

All USCG training attended by an IMS must comply with the "Leahy Law". The State Leahy Amendment (or "Leahy Law") was first enacted as part of the 1997 Foreign Operations Appropriations Act (P.L. 104-208). The amendment was sponsored by Senator Patrick Leahy of Vermont. It prohibited Foreign Operations, Export Financing, and Related Programs Appropriations Act (FOAA) assistance to foreign security force units implicated in gross human rights violations unless the Secretary determined that the host government is taking effective measures to bring those responsible to justice. Initially the law was narrowly focused on the State Department's International Narcotics Control program. It was expanded in 1998 to include all security assistance programs using funds appropriated through the FOAA.

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In general terms, the Leahy Amendment and policies developed to implement the amendment prohibit the use of foreign assistance funds to assist foreign security forces where there is credible evidence such forces have committed gross human rights violations. The State Department's Leahy "vetting process," which is also used by the Department of Defense, determines whether there is such evidence prior to providing assistance.

## FEDERAL LAW ENFORCEMENT TRAINING CENTER VETTING REQUIREMENT

There are additional vetting requirements for IMS's attending courses at the USCG's Maritime Law Enforcement Academy ([MLEA](#)) which is located on board the Federal Law Enforcement Training Center (FLETC) in Charleston, SC. Courses that require this additional vetting are Boarding Officer ([P173101](#)), International Boarding Officer ([P173016](#)), and Boarding Team Member ([P124401](#)).

FLETC requires notification to the IMSOs listed on [Section III Page 19](#) of the following information **NLT 30 days** in advance of the reporting date.

- 1) ["Foreign National Request for Access: Information on Individual Foreign National"](#) (FTC-SEM-17b-2 (1/09) form. This form is on [Section II Page 5](#)
- 2) [Invitational Travel Order](#)
- 3) **Scanned copies of passport and visa**

This requirement is strictly enforced by the Department of Homeland Security (DHS) and FLETC. Failure to provide the information within the required time line will result in cancellation of the course date.

## INFORMATION TECHNOLOGY ACCESS REQUIREMENTS

In order for IMS's attending courses requiring computer access, DHS Form 4300A requesting access to DHS Systems for a non-citizen must be completed and returned to DCO-I no later than 60 days prior to the course start date. [This form is on Section II Page 6](#). This applies to all students attending the following courses:

- 1) Courses at the [USCG Academy](#)- International Program ([P170011](#)), Officer Candidate School ([P164007](#)), and Officer Indoctrination School ([P164008](#))
- 2) Maritime Search and Rescue Planning ([P173100](#))
- 3) Gunners Mate 'A' ([P122210](#))
- 4) Electrician's Mate 'A' ([P122216](#)) and Electronics Technician 'A' ([P131093](#))
- 5) Basic Preparedness and Exercise ([P171578](#))
- 6) Marine Science Technician 'A' ([P179027](#))

# Welcome to the U.S. Coast Guard



## FOREIGN NATIONAL REQUEST FOR ACCESSES

FTC-SEM-17b-2 (1/09)

<b>Foreign National Request for Access: Information on Individual Foreign National</b> (To Be Completed by Foreign National Applicant) Federal Law Enforcement Training Center																			
Information provided by those completing this form will be used to conduct background checks on the applicant in accordance with FLETC Directive 71-01, Access Control, FLETC Directive 71-12, Visits to FLETC Facilities by Foreign Nationals and Department of Homeland Security (DHS) Management Directive 11052, Internal Security. Privacy Act Statement: This information is provided in accordance with the Privacy Act of 1974 (5 USC 552a). Authority for this information is 5 USC 301, 5 USC 4101 et seq., Executive Order No 11348, Executive Order 9397, and Department of Homeland Security Delegation Number 7050. Disclosure of this information is voluntary. Failure to provide requested information may result in denial of access to the FLETC of DHS property, information or training.																			
<b>1. Applicant's Full Name</b>		<b>2. Personal Data</b>																	
Last First Middle Aliases:		Gender:	<input type="checkbox"/> Male <input type="checkbox"/> Female																
		Date of Birth:	Month Date Year																
		City of Birth:																	
		Country of Birth:																	
<b>3. Country or Countries of Citizenship</b>		<b>4. Visa Information (Copy of Visa MUST be attached)</b>																	
List more than one if applicable		U.S. Visa Number:																	
Passport Country of Issue:		Visa Expiration Date:																	
Passport Number: (Copy must be attached)		Visa Type:																	
Passport Expiration Date:		Or <input type="checkbox"/> Visa Not Required for This Country or Purpose																	
<b>5. Alien Registration Information (if applicable)</b>		<b>6. Language Status</b>																	
<input type="checkbox"/> Not applicable Resident Alien Number: <input type="checkbox"/> Permanent Resident status. A#:		Government representatives, instructors and trainees only:																	
<input type="checkbox"/> Non-immigrant status: I-94 #:		Will interpreter be needed? <input type="checkbox"/> Yes <input type="checkbox"/> No																	
<input type="checkbox"/> Other status:		Note:																	
Expiration Date:		<i>Interpreters who are not U.S. Citizens are also required to complete Request for Foreign National Access Forms.</i>																	
Social Security Number:																			
<b>7. Employer Information</b>		<b>8. Family Information</b>																	
Name of Company/Employer:		Provide names of family members traveling with you.																	
Country of Employer:		<table border="1"> <thead> <tr> <th>First Name</th> <th>Last Name</th> <th>Relationship</th> <th>Gender</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table>		First Name	Last Name	Relationship	Gender												
First Name	Last Name	Relationship	Gender																
Employer Address:		NOTE:																	
Title or Position:		<i>Students at FLETC are not permitted to bring family members with them. If there is a question, please contact your advisor.</i>																	
<b>9. If attending a Graduation Ceremony, provide Name and Class Number of Graduate:</b>																			
<b>10. Other Pertinent Information</b>																			
<b>11. Applicant Signature and Certification</b> I certify that the information provided is true and accurate to the best of my knowledge. I acknowledge that knowingly or willfully falsifying information in the document is a violation of 18 US Code Section 1001.																			
Applicant's Signature: Phone: Date:																			

# Welcome to the U.S. Coast Guard



## INFORMATION TECHNOLOGY ACCESS REQUEST FORM

DHS 4300A Form

REQUESTOR INFORMATION* To be completed by DCO-I				
NAME (LAST, FIRST, MIDDLE):		JOB TITLE OR POSITION: <b>TRNG MNGR</b>		DATE OF REQUEST:
COMPONENT: <b>USCG</b>	OFFICE OR PROGRAM: <b>DCO-I</b>	TELEPHONE NUMBER:	EMAIL ADDRESS:	
FOREIGN NATIONAL INFORMATION				
NAME (LAST, FIRST, MIDDLE): <b>NAME</b>		ALIASES: <b>None</b>	GENDER: <b>Male</b>	DATE OF BIRTH (MM-DD-YY):
CITY AND COUNTRY OF ORIGIN:	DUAL CITIZENSHIP:	COUNTRY(IES) OF CITIZENSHIP:		
VISA ISSUANCE LOCATION	VISA TYPE <b>N/A</b>	VISA NUMBER <b>N/A</b>	VISA EXPIRATION DATE (MM-DD-YY) <b>N/A</b>	
PASSPORT COUNTRY OF ISSUE		PASSPORT NUMBER	EXPIRATION DATE (MM-DD-YY)	
CURRENT EMPLOYER (COUNTRY OR COMPANY)		TYPE OF BUSINESS OR ORGANIZATION	GOVERNMENT OWNED BUSINESS	
CURRENT EMPLOYER (COUNTRY OR COMPANY) ADDRESS (STREET, CITY, STATE, ZIP CODE, COUNTRY)			EMPLOYER TELEPHONE NUMBER	
JOB TITLE OR POSITION	EMAIL ADDRESS		CONTACT NUMBER	
REQUEST TYPE				
<b>STATUS:</b> FOREIGN SERVICE NATIONAL <input type="checkbox"/> * FOREIGN NATIONAL DETAILEE <input type="checkbox"/> FOREIGN NATIONAL IT USER <input type="checkbox"/> OTHER <input checked="" type="checkbox"/>				
*If checked, attach "Security Certification" issued in accordance with 3 FAM 7220				
JUSTIFICATION FOR THE EXCEPTION REQUEST				
PRIVACY STATEMENT				
<p><b>Authority:</b> Executive Order 12977, "Interagency Security Committee," Interagency Security Committee Standard, "Physical Security Criteria for Federal Facilities" authorizes the collection of this information.</p> <p><b>Purpose:</b> DHS will use this information to vet foreign nationals to determine if access may be granted to a DHS facility or program.</p> <p><b>Routine Uses:</b> The information will be used by and disclosed to DHS personnel, contractor employees, or other agents who require the information to determine if access to a DHS facility or program should be granted. DHS may also share the information with other government agencies as necessary to determine if adverse information exists on the individual seeking access to a DHS facility or program.</p> <p><b>Disclosure:</b> Furnishing this information (including your Passport information) is voluntary; however, failure to furnish the requested information may delay or prevent your requested access to a DHS facility or program.</p>				
<i>Submit completed form to the Component Head</i>				



## Welcome to the U.S. Coast Guard

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### MEDICAL

#### *Resident Training*

The IMS selected by their host nation for training is presumed to be in good physical and mental health, as well as being free from communicable diseases. If it is discovered that an IMS cannot qualify for training by reason of physical or mental condition and, in the opinion of medical authorities, will require treatment before entering training, the IMS will be returned to their home country immediately, or as soon thereafter as his or her condition will permit travel.

A health screening must be performed by a licensed, practicing medical authority (physician or dentist) from the list of qualified practitioners maintained by the U.S. Embassy, to ensure that the IMS meets the specific medical and dental Pre-requisites for scheduled education/training. These documents must be in English and received through official channels.

Every IMS is required to have and maintain coverage for health care for the duration of their travel and training. **IMS's are required to carry a copy of their medical insurance card with them at all times.** This will help to protect the IMS from having to pay for any potentially catastrophic-type of unforeseen medical charges incurred during the period the IMS is present in the U.S. Failure to maintain coverage may result in the removal from training and return to home country. Coverage can be provided by a U.S. Government funded program, Foreign Military Sales (FMS) Case, foreign government, a Reciprocal Health Care Agreement (RHCA) or health insurance or a combination of these.

The SCO shall ensure that each IMS has the minimum required health care insurance coverage required for the duration of stay in the U.S. in accordance with the Defense Security Cooperation Agency (DSCA) Policy Memorandum (11-32) dated 15 August 2011. Training Managers at DCO-I are available to answer any questions. Below are just a few of the minimum required health care insurance requirements:

- Healthcare insurance policy coverage should include coverage for all non-elective medical conditions, and must remain in effect for the duration of the IMS stay in U. S.
- Medical benefits of at least \$400,000 per year or \$100,000 per quarter
- Deductible not to exceed \$1000 per accident, illness/sickness or medical or dental visit
- Repatriation of remains in the amount of \$50,000 (per IMS), should a death occur in the U. S. This would provide for the preparation and transportation of remains to home country
- Medical evacuation in the amount of \$250,000 (per IMS) for immediate transportation to the nearest adequate medical facility, and subsequently in the event it is determined to be medically necessary for IMS to return to their home country
- IMS's, while under sponsorship of Security Assistance or Security Cooperation Education/Training Programs, are not authorized to participate in U.S. Federal or state medical/dental or other community assisted aid programs
- Insurance must pay benefits to a DoD medical facility if appropriate

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## Welcome to the U.S. Coast Guard

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The following web sites are just a few where an IMS may obtain information on insurance companies that provide insurance for Non-U.S. citizens:

- [http://www.disam.dsca.mil/pages/itm/pages/functional\\_areas/health\\_affairs/health\\_insurance\\_for\\_ims\\_or\\_dependents.aspx](http://www.disam.dsca.mil/pages/itm/pages/functional_areas/health_affairs/health_insurance_for_ims_or_dependents.aspx)
- [www.anthemdirectca.com/le](http://www.anthemdirectca.com/le)
- [www.internationalstudentinsurance.com/international-military-students](http://www.internationalstudentinsurance.com/international-military-students)
- [www.inselect.com](http://www.inselect.com)
- [www.insidedirect.com](http://www.insidedirect.com)
- [www.insurancequest.com](http://www.insurancequest.com)
- [www.internationalstudentinsurance.com/disam](http://www.internationalstudentinsurance.com/disam)  
The Student Secure plan from MultiNational Underwriters (MNU) is for all military students and dependents in the USA on A or B visas. The coverage has been customized, increasing the spouse and dependent coverage to **meet all DSCA medical policy requirements**, providing comprehensive coverage for officers/students and their dependents. This insurance will cover everything except Immunizations and Routine Physical Exams.
- [www.internationalhealthplans.com](http://www.internationalhealthplans.com)  
Offers coverage for pregnancy and preexisting conditions after 180 days and also offers a 10% discount for groups of 5 people or more.
- [www.myglobalinsurance.com](http://www.myglobalinsurance.com)
- [www.nationalinsurancestore.com/international/international-citizen](http://www.nationalinsurancestore.com/international/international-citizen)
- [www.nyig.com](http://www.nyig.com)
- [Sunrise Worldwide](http://www.sunrise-worldwide.com)
- [www.worldtraveler.com](http://www.worldtraveler.com)
- [www.worldwidemedical.com](http://www.worldwidemedical.com)

### **Mobile Education & Training Teams (MET/MTT)**

When training is to take place in the host nation or in a third country (e.g. a regional MTT), the U.S. does not require IMS medical screening. However, the Security Cooperation Office (SCO) should ensure the host nation representative understands that the IMS must meet the specific medical and physical fitness pre-requisites for the education/training to be provided.

If a team member requires routine or emergency health services and does not have ready access to the U.S. Embassy health unit or the service required is not available at the health unit, the International Military Education and Training (IMET) or the Foreign Military Sales (FMS) case (if it includes a medical line) will be responsible for:

- Cost of the treatment in-country
- Cost of transportation to the nearest appropriate U.S. military treatment facility. The U.S. Embassy's regional medical officer will make referral decisions. If there is not enough money in the FMS case or the IMET Program to cover expenses, the FMS case or the IMET Program will be amended to include these costs

Medical costs for team members under fund sources other than IMET or FMS cases will be coordinated on a case by case basis.

# III

## Section

**RESIDENT TRAINING INFORMATION**

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## Resident Training & Education Information

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### GENERAL INFORMATION

#### ***Resident Courses***

The U. S. Coast Guard resident courses reflected in this handbook are open for International Military Student (IMS) attendance. USCG courses are developed and conducted to meet mission requirements and are intended to improve mission performance. Courses are constantly under review and changed to meet USCG performance needs. Accordingly, courses are subject to changes in duration, content, location, and/or availability.

USCG resident courses are categorized as 'A' Schools or 'C' Schools.

- 'A' School courses are designed as hands-on, performance-based training that teach entry-level, basic skills in a formal, classroom setting. The USCG student population for these courses is primarily non-designated seamen who are working towards a career field. The USCG students are enlisted personnel designated as non-rates (E-1) and apprentices (E-2 to E-4) who will have either recently completed basic recruit training, or may have had brief duty assignments with little or no practical experience.
- 'C' School courses provide advanced training, and signify that the student population is primarily experienced mariners who are progressing through their career field. These courses are developed and conducted to meet USCG mission requirements and are intended to improve USCG mission performance. This training may be taken after successful completion of an 'A' School, or requisite experience and are taught at all USCG training centers.

#### ***On-the-Job Training (OJT) Programs***

Officer, enlisted, and civilian personnel may participate in On-the-Job Training (OJT) programs that expose IMS's to real-life application of skills used in all missions of the USCG. In most cases, the IMS's will have completed a USCG formal resident course prior to undergoing an OJT program. The OJT programs are usually 1-2 weeks in duration and can be tailored for the individual IMS' or host nation's needs.

### STUDENT SELECTION

Officer, enlisted, and/or civilian personnel from foreign military or civilian agencies may attend most courses. When selecting an IMS for a course and determining the equivalent U.S. grade, the host nation should consider the candidate's age, experience, educational level, years of service, prior formal training, and the IMS's ability to represent his/her host nation favorably. Providing advance biographical data about the IMS will help ensure correct placement in appropriate training. U.S. military grade restrictions are not imposed for IMS's for most USCG courses. MTT team leaders may also recommend individual IMS's who could benefit from Continental U.S. (CONUS) based resident skill or leadership training to support the development of capabilities in the host nation. Course descriptions in Section IV of this Handbook have course pre-requisites that will aid in selecting the appropriate IMS.

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## Resident Training & Education Information



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### **ENGLISH COMPREHENSION LEVEL (ECL)**

Resident training is provided in English only. The successful accomplishment of a USCG mission task is often a matter of life or death. Members are multi-tasked to perform the duties of their primary rating in a multi-mission environment. Accordingly, IMS's will require adequate English language skills. IMS's may be tested upon arrival to determine current ECL. It is the responsibility of the Security Cooperation Office (SCO) or host nation program representative to ensure the IMS has the appropriate level ECL for the course(s) the IMS will attend. Waivers may be granted by DCO-I on a very limited case-by-case basis. Additional information on ECL testing can be found on the Defense Language Institute English Language Center (DLIELC) website at [www.dlielc.edu](http://www.dlielc.edu).

### **INVITATIONAL TRAVEL ORDER**

An Invitational Travel Order (ITO) is required for all IMS's sponsored under Security Cooperation programs. The ITO is the controlling document for authorized training, conditions, and privileges, and is used to provide recognition of the military or equivalent civilian status of the IMS. A letter of introduction or travel orders from the sending agency must be presented for non-Security Cooperation IMS's. Any subsequent change must be done by publishing an amendment to the ITO or to the travel orders for non-Security Cooperation IMS's.

The U.S. visa is the authority to travel to the U.S. during the valid period; it has no relation to the period of stay in the U.S. The Department of Homeland Security's Immigration and Customs Enforcement (ICE) will issue Form I-94 (Arrival/Departure Record), to the IMS when he/she enters the U.S. The U.S. Customs and Immigration Service (USCIS) Inspector will write a date or "D/S" (duration of status) on the I-94 card. This date, in conjunction with the ITO, form the documentation that governs the IMS's status in the U.S. IMS's must possess the appropriate A-2 visa. Additional information regarding Visa policy can be found at the Department of State website [www.travel.state.gov/visa/visa\\_1750.html](http://www.travel.state.gov/visa/visa_1750.html).

### **STUDENT ADMINISTRATION**

Once the requested training is approved for an IMS, details are coordinated and the receiving unit begins planning. An International Military Student Officer (IMSO) is assigned to each USCG training center and other commands to coordinate individual IMS administration and supervision. This responsibility includes coordination with DCO-I for program oversight, academic progress and disciplinary issues. The IMSO also coordinates proper documentation, arrival, transportation, and living accommodations, and sees to the IMS's general well being. The IMSO function usually is assigned as a collateral duty to an officer, senior enlisted personnel, or civilian member of the USCG training command.

Time permitting and in addition to the training and military experience, the IMSO will provide opportunities to participate in off-duty activities to assist the IMS in acquiring a balanced understanding of U.S. society, institutions, and goals through the Field Studies Program (FSP). These FSP activities can include visits to historical points of interest, local industries, private homes, and civic activities.

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## Resident Training & Education Information



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### BILLETING AND DEPENDENTS

On-base billeting for dependents is *not available* at any USCG unit.

Currently at most training commands, IMS's and their U.S. classmates reside in student barracks at no cost. However, this could be subject to change. Barracks are generally 2 or 4 persons to a room.

Currently, there is a fee for student barracks at the USCG Academy campus, USCG Cape Disappointment and at USCG Training Center Petaluma. However, students who attend training at USCG Cape Disappointment are housed in commercial lodging. Occasionally, an IMS may be required to reside at a commercial hotel due to non-availability of on-base billeting. Specific information on billeting at each training site is available later in this Section of this Handbook.

### CANCELLATION FEE POLICY

A cancellation fee of 50% of the applicable tuition cost will be billed for confirmed quotas that are cancelled by other than the USCG within 60 days of the class start date. A cancellation fee of 100% will apply to cancellations of international-only courses, such as the International Maritime Officers Course (IMOC) ([P171575](#)). There are other courses where a 100% penalty fee will apply. In those cases, the customer will be informed in advance in correspondence dealing with the scheduling. An example is where a contract must be in place prior to IMS arrival, such as the Military Law Enforcement training provided at the Maritime Law Enforcement Academy ([MLEA](#)).

Confirmation of a training quota constitutes the authorization to bill the costs of the training if not officially notified of cancelled within the 60-day window. Transportation, living allowances, personal expenses, incidentals, and any medical expenses incurred are the responsibility of the IMS, sending agency, or sponsoring program as stipulated in any applicable reimbursable agreement.

### PHYSICAL FITNESS REQUIREMENTS

Some USCG courses are physically demanding and require a high level of physical fitness. **Minimum** fitness requirements for AST 'A' School are provided below, and on [Section III Page 4](#) for BM "A" school and other various courses.

#### **Aviation Survival Technician ([P116036](#))**

Shoulder Width Push-ups	50 nonstop, shoulder width, continuous, within 2 minutes
Sit-ups	60 nonstop, continuous, within 2 minutes
Pull Ups	5
Chin Ups	5
1.5 Mile Run	within 12 minutes
500 yard swim (crawl)	12 minutes; continuous
25 yard underwater	4 x 25 meters w/60 second maximum rest between laps

(All exercises must be completed in sequence, in one hour.)

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## Resident Training & Education Information

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### Boat Crewmember ([P145296](#) and various MASLs)

Males	Push-ups	Sit-ups	1.5-Mile Run	12-Minute Swim*
Under 30	29	38	12:51	500 yds.
30 to 39	24	35	13:36	450 yds.
40 to 49	18	29	14:29	400 yds.
50 to 59	13	25	15:26	350 yds.
60+	10	22	16:43	300 yds.
Females	Push-Ups	Sit-Ups	1.5-Mile Run	12-Minute Swim*
Under 30	15	32	15:26	400 yds.
30 to 39	11	25	15:57	350 yds.
40 to 49	9	20	16:58	300 yds.
50 to 59	9	16	17:55	250 yds.
60+	9	15	18:44	200 yds.
<b>Notes:</b> (1) 12-minute swim test chart is based on Dr. Kenneth Cooper's research. (2) Push-ups and sit-ups must be performed within a one-minute time period. (3) Either the 1.5-mile run or the 12-minute swim may be performed to meet the standard.				



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## Resident Training & Education Information



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### **MLE Physical Fitness Standards ([P173101](#), [P173016](#), and [P124401](#))**

Because of the physical nature of certain aspects of MLE training, all IMS's attending resident training in MLE courses of Boarding Officer ([P173101](#)), International Boarding Officer ([P173016](#)), and Boarding Team Member ([P124401](#)) are required to take a physical fitness test on the first day of the course. The minimum passing standards for the test are listed below. Anyone failing any portion of the evaluation will have the opportunity to re-test within the first week. Any Boarding Officer IMS who does not meet the physical requirements by the end of the first week will be placed in a physical training (PT) program. Boarding Team Member IMS's will be disenrolled from the course.

**Note:** To ensure their ability to pass the physical fitness test, IMS's should begin a physical fitness program prior to arriving.

#### **1-Minute Push-Up Test**

1. On all fours, place hands approximately shoulder width apart and positioned directly beneath the shoulders.
2. Extend the legs straight back, supported by the balls of the feet. Keep the torso in a straight line.
3. Smoothly bend the elbows and lower the body as a unit, then push back up. Arms should be fully extended without locking the elbows.
4. For a proper push-up to be completed, lower the body until the chest is within one-fist distance of the floor, and then return to the up position.

#### **1-Minute Sit-Up Test**

1. Lie on back, bend knees, place heels flat on the floor about 18 inches away from buttocks, and place fingers loosely on side of the head. Hands may not come off the side of head for sit-up to count.
2. In the up position, elbows will touch the knees, and then return so that both shoulder blades are touching the floor.
3. Buttocks should never leave the floor.

#### **1.5-Mile Run Test**

Students must complete a 1.5-mile run within the time standard specified in the table on [Section III Page 6](#).

#### **12-Minute Swim Test**

Students may opt to complete the 12-minute swim test in lieu of the 1.5-mile run. A student must swim 20 lengths of the pool to complete 500 yards. A pool length is 25 yards.

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## Resident Training & Education Information



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### **Physical Fitness Standards Table for ([P173101](#), [P173016](#), and [P124401](#))**

<b>Males</b>	<b>Push-ups</b>	<b>Sit-ups</b>	<b>1.5-Mile Run</b>	<b>12-Minute Swim*</b>
Under 30	29	38	12:51	500 yds.
30 to 39	24	35	13:36	450 yds.
40 to 49	18	29	14:29	400 yds.
50 to 59	13	25	15:26	350 yds.
60+	10	22	16:43	300 yds.
<b>Females</b>	<b>Push-Ups</b>	<b>Sit-Ups</b>	<b>1.5-Mile Run</b>	<b>12-Minute Swim*</b>
Under 30	15	32	15:26	400 yds.
30 to 39	11	25	15:57	350 yds.
40 to 49	9	20	16:58	300 yds.
50 to 59	9	16	17:55	250 yds.
60+	9	15	18:44	200 yds.
<b>Notes:</b> (1) 12-minute swim test chart is based on Dr. Kenneth Cooper's research. (2) Push-ups and sit-ups must be performed within a one-minute time period. (3) Either the 1.5-mile run or the 12-minute swim may be performed to meet the standard.				

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### **Officer Candidate School ([P164007](#)) and Officer Indoctrination School ([P164008](#))**

Physical fitness is a crucial part of both officer training and the professionalism that every maritime officer should embody. In keeping with this, all students attending Officer Candidate School (OCS) ([P164007](#)) or Officer Indoctrination School (OIS) ([P164008](#)) are required to participate in daily physical training and also must pass a physical fitness test. For both men and women, this test is composed of a 12-minute swim, a 1.5-mile run, sit-ups, and cadence push-ups. The test is given three times throughout the course and must be passed successfully to graduate. A description and the testing standards for each event are given below. A score of at least 60%/240 points (averaged over all events) is required to pass the test. IMS's must provide their own athletic shoes.

**Note:** To ensure their readiness to participate fully in the physical training program, as well as their ability to pass the physical fitness test, it is strongly suggested that IMS's begin a physical fitness program prior to arriving.

#### **1-Minute Push-Up Test**

1. Start with hands shoulder width apart.
2. Males will be on hands and toes only. Females will place knees on the floor and position hands slightly forward of shoulders.
3. Start in the up position with elbows extended.
4. For a proper push-up to be completed, lower the body until the chest is within one-fist distance of the floor, and then return to the up position.

#### **1-Minute Sit-Up Test**

1. Lie on back, bend knees, place heels flat on the floor about 18 inches away from buttocks, and place fingers loosely on side of the head. Hands may not come off the side of head for sit-up to count.
2. In the up position, elbows will touch the knees, and then return so that both shoulder blades are touching the floor.
3. Buttocks should never leave the floor.

#### **1.5-Mile Run Test**

Students must complete a 1.5-mile run within the time standard specified in the table on [Section III Page 6](#).

#### **12-Minute Swim Test**

The pool is 25 yards in length from one end to the other. To swim 500 yards, you will have to swim 20 lengths of the pool.

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### **Survival at Sea Test**

Additionally, all students attending Officer Candidate School (OCS) ([P164007](#)) are required to pass the Survival at Sea Test, and all Officer Indoctrination School (OIS) ([P164008](#)) students must participate in it. Survival Swimming is designed to assess and develop fundamental skills in both survival and competitive strokes. By the end of all swimming sessions, OCS Officer Candidates should be competent swimmers and comfortable in the water. OCS Students have 15 minutes to complete the test and must obtain a 70% to pass.

1. A headfirst dive and swim underwater for 15 yards without breaking the surface. Once surfaced, swim elementary backstroke 10-yards
2. Swim 25-yards using any stroke without stopping to rest
3. Remove trousers and inflate for flotation use.
4. Don trousers and swim 25-yards any stroke without stopping to rest
5. Press out of the pool and properly don a Type III PFD
6. Re-enter pool swim 25-yards breaststroke wearing PFD; remove PFD
7. Headfirst dive from a position in the water and recover a weighted brick from the deep end (14 ft.) of the pool
8. Press out of pool and don anti-exposure suit; cross and cover entry from side of pool
9. Swim 25-yards using any stroke wearing anti-exposure suit
10. Remove anti-exposure suit and tow suit 25 yards
11. Swim 50-yards using any stroke or combination of strokes without stopping to rest

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# Resident Training & Education Information



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## OCS (P164007) & OIS (P164008) - HPR TEST POINT SYSTEM - PART A

POINTS	PUSH-UPS	PUSH-UPS	SIT-UPS	SIT-UPS	1.5 MILE RUN	1.5 MILE RUN	POINTS
STD SCORE	WOMEN	MEN	WOMEN	MEN	WOMEN	MEN	STD SCORE
MAX CLUB	> 48	> 60	>100	>100	<9:55	< 8:00	MAX CLUB
100	48	60	100	100	9:59-10:01	8:04-8:06	100 Pts.
99		59	99	99	10:02-10:05	8:07-8:10	99
98	47		98	98	10:06-10:09	8:11-8:14	98
97	46	58	97	97	10:10-10:13	8:15-8:19	97
96		57	96	96	10:14-10:17	8:20-8:23	96
95	45		95	95	10:18-10:22	8:24-8:27	95
94		56	94	94	10:23-10:26	8:28-8:32	94
93	44	55	93	93	10:27-10:30	8:33-8:36	93
92	43	54	92	92	10:31-10:34	8:37-8:40	92
91			91	91	10:35-10:39	8:41-8:45	91
90	42	53	90	90	10:40-10:43	8:46-8:49	90
89	41	52	89	89	10:44-10:47	8:50-8:53	89
88			88	88	10:48-10:51	8:54-8:58	88
87	40	51	87	87	10:52-10:55	8:59-9:02	87
86		50	86	86	10:56-11:00	9:03-9:06	86
85	39	49	85	85	11:01-11:04	9:07-9:11	85
84	38		84	84	11:05-11:08	9:12-9:15	84
83		48	83	83	11:09-11:12	9:16-9:20	83
82	37	47	82	82	11:13-11:17	9:21-9:24	82
81			81	81	11:18-11:21	9:25-9:28	81
80	36	46	80	80	11:22-11:25	9:29-9:33	80
79	35	45	79	79	11:26-11:29	9:34-9:37	79
78		44	78	78	11:30-11:33	9:38-9:42	78
77	34		77	77	11:34-11:38	9:42-9:46	77
76	33	43	76	76	11:39-11:42	9:47-9:50	76
75		42	75	75	11:43-11:46	9:51-9:54	75
74	32		74	74	11:47-11:50	9:55-9:59	74
73		41	73	73	11:51-11:55	10:00-10:03	73
72	31	40	72	72	11:56-11:59	10:04-10:07	72
71	30	39	71	71	12:00-12:03	10:08-10:12	71
70			70	70	12:04-12:07	10:13-10:16	70
69	29	38	69	69	12:08-12:11	10:17-10:20	69
68		37	68	68	12:12-12:16	10:21-10:25	68
67	28		67	67	12:17-12:20	10:26-10:29	67
66	27	36	66	66	12:21-12:24	10:30-10:33	66
65		35	65	65	12:25-12:28	10:34-10:38	65
64	26	34	64	64	12:29-12:33	10:39-10:42	64
63	25		63	63	12:34-12:37	10:43-10:46	63
62		33	62	62	12:38-12:41	10:47-10:51	62
61	24	32	61	61	12:42-12:45	10:52-10:55	61
60			60	60	12:46-12:49	10:56-10:59	60
59	23	31	59	59	12:50-12:54	11:00-11:04	59
58	22	30	58	58	12:55-12:58	11:05-11:08	58
57		29	57	57	12:59-13:02	11:09-11:12	57
56	21		56	56	13:03-13:06	11:13-11:17	56
55		28	55	55	13:07-13:11	11:18-11:21	55
54	20	27	54	54	13:12-13:15	11:22-11:25	54
53	19		53	53	13:16-13:19	11:27-11:30	53
52		26	52	52	13:20-13:23	11:31-11:34	52
51	18	25	51	51	13:24-13:27	11:35-11:39	51
50	17	24	50	50	13:28-13:32	11:40-11:43	50
49			49	49	13:33-13:36	11:44-11:47	49
48	16	23	48	48	13:37-13:40	11:48-11:52	48

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# Resident Training & Education Information



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## OCS (P164007) & OIS (P164008) - HPR TEST POINT SYSTEM - PART A

POINTS STD SCORE	PUSH-UPS WOMEN	PUSH-UPS MEN	SIT-UPS WOMEN	SIT-UPS MEN	1.5 MILE RUN WOMEN	1.5 MILE RUN MEN	POINTS STD SCORE
47		22	47	47	13:41-13:44	11:53-11:56	47
46	15		46	46	13:45-13:49	11:57-12:00	46
45	14	21	45	45	13:50-13:53	12:01-12:05	45
44		20	44	44	13:54-13:57	12:06-12:09	44
43	13	19	43	43	13:58-14:01	12:10-12:13	43
42			42	42	14:02-14:05	12:14-12:18	42
41	12	18	41	41	14:06-14:10	12:19-12:22	41
40	11	17	40	40	14:11-14:14	12:23-12:26	40
39			39	39	14:15-14:18	12:27-12:31	39
38	10	16	38	38	14:19-14:22	12:32-12:35	38
37	9	15	37	37	14:23-14:27	12:36-12:39	37
36		14	36	36	14:28-14:31	12:40-12:44	36
35	8		35	35	14:32-14:35	12:45-12:48	35
34		13	34	34	14:36-14:39	12:49-12:52	34
33	7	12	33	33	14:40-14:43	12:53-12:57	33
32	6		32	32	14:44-14:48	12:58-13:01	32
31		11	31	31	14:49-14:52	13:02-13:05	31
30	5	10	30	30	14:53-15:00	13:06-13:10	30
29			29	29	14:57-15:00	13:11-13:14	29
28			28	28	15:01-15:05	13:15-13:18	28
27			27	27	15:05-15:09	13:19-13:23	27
26			26	26	15:10-15:13	13:24-13:27	26
25			25	25	15:14-15:17	13:28-13:31	25
24			24	24	15:18-15:21	13:32-13:36	24
23			23	23	15:22-15:26	13:37-13:40	23
22			22	22	15:27-15:30	13:41-13:44	22
21			21	21	15:31-15:34	13:45-13:49	21
20			20	20	15:35-15:38	13:50-13:53	20
19			19	19	15:39-15:43	13:54-13:57	19
18			18	18	15:44-15:47	13:58-14:02	18
17			17	17	15:48-15:51	14:03-14:06	17
16			16	16	15:52-15:55	14:07-14:11	16
15			15	15	15:56-15:59	14:12-14:15	15
14			14	14	16:00-16:04	14:16-14:19	14
13			13	13	16:05-16:08	14:20-14:24	13
12			12	12	16:09-16:12	14:25-14:28	12
11			11	11	16:13-16:16	14:29-14:32	11
10			10	10	16:17-16:21	14:33-14:37	10
9			9	9	16:22-16:25	14:38-14:41	9
8			8	8	16:26-16:29	14:42-14:45	8
7			7	7	16:30-16:33	14:46-14:50	7
6			6	6	16:34-16:37	14:51-14:54	6
5			5	5	16:38-16:40	14:55-14:58	5
4			4	4		14:59-15:03	4
3			3	3		15:04-15:07	3
2			2	2		15:08-15:11	2
1			1	1		15:12-15:14	1
0			0	0		15:15 +	0

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# Resident Training & Education Information



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## OCS ([P164007](#)) & OIS ([P164008](#)) 12-MINUTE SWIM POINT SYSTEM FOR MEN

	AGE 20-29		AGE 30-39	
	LENGTHS	POINTS%	LENGTHS	POINTS%
POOR	10	28	8	24
	11	32	9	28
	12	36	10	32
	13	40	11	36
	14	44	12	40
	15	48	13	44
FAIR	16	52	14	48
	17	56	15	52
	18	60	16	56
GOOD	19	64	17	60
	20	68	18	64
	21	72	19	68
	22	76	20	72
	23	80	21	76
EXCELLENT	24	84	22	80
	25	88	23	84
	26	92	24	88
SUPERIOR	27	96	25	92
	28	99	26	96
	29+	100	27+	100

## 12-MINUTE SWIM POINT SYSTEM FOR WOMEN

	AGE 20-29		AGE 30-39	
	LENGTHS	POINTS%	LENGTHS	POINTS%
POOR	6	16	4	16
	7	20	5	20
	8	24	6	24
	9	28	7	28
	10	32	8	32
	11	36	9	36
FAIR	12	40	10	40
	13	44	11	44
	14	48	12	48
	15	52	13	52
	16	56	14	56
	17	60	15	60
GOOD	18	64	16	64
	19	68	17	68
	20	72	18	72
	21	76	19	76
EXCELLENT	22	80	20	80
	23	84	21	84
	24	88	22	88
	25	92	23	92
SUPERIOR	26	96	24	96
	27	99	25	99
	28+	100	26+	100

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## Resident Training & Education Information



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### **Chief Petty Officer Academy ([P171302](#))**

IMS's need to arrive at the Chief Petty Officer (CPO) Academy "Fit for Full Duty." They are required to participate in vigorous physical exercise and meet all medical screening requirements. IMS's must provide their own physical training (PT) gear, to include athletic shoes, for mandatory PT in the CPO Academy course.

Throughout the 33-day course, the IMS's participate in a multitude of fitness enhancing activities to include, but not limited to:

- 6-mile bike rides
- Low impact Step Aerobics
- Cybex- Weight/Strength Training machines
- Fitness Walks/Runs of varying length
  - 1.5 miles (2 ea.)
  - 2 miles
  - 3.1 miles
  - 6.2 miles
- Spin class





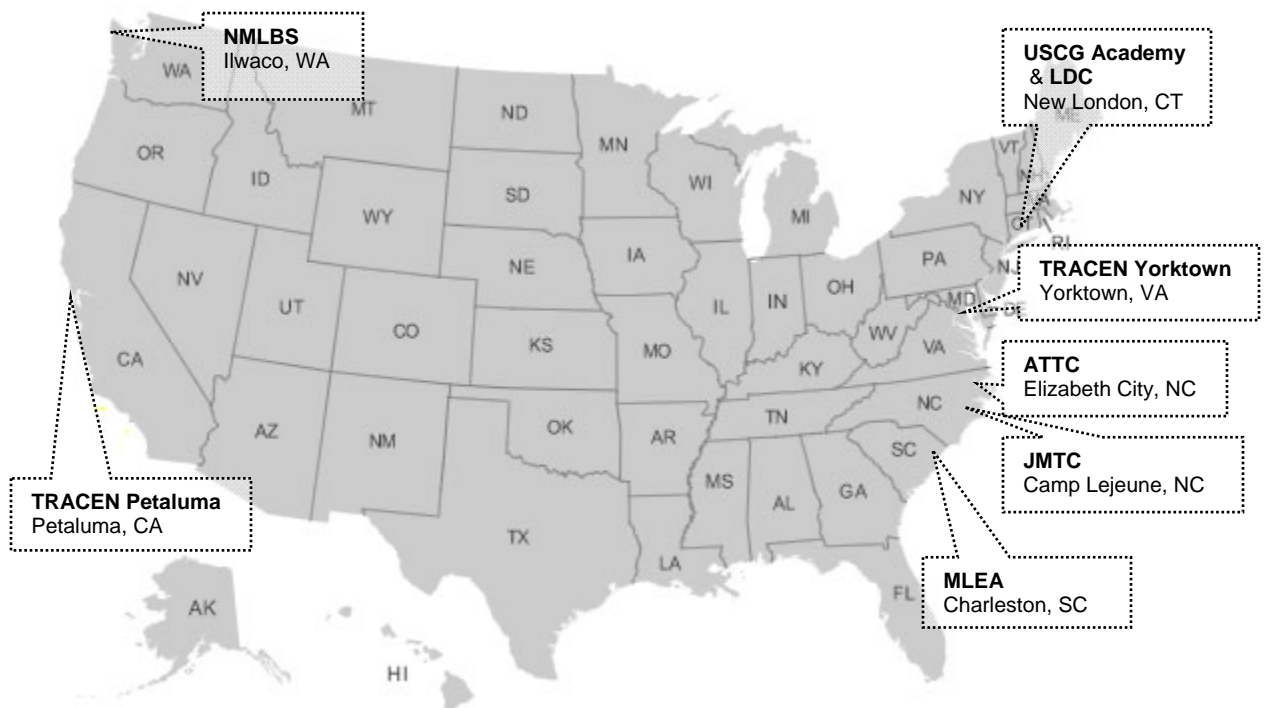
## Resident Training & Education Information

### TRAINING CENTER LOCATIONS

Resident training for IMS's is conducted primarily at 7 Coast Guard training centers. Detailed information about these training sites are provided below.

- Aviation Technical Training Center (ATTC); Elizabeth City, North Carolina
- Joint Maritime Training Center (JMTC); Camp Lejeune, North Carolina
- Maritime Law Enforcement Academy (MLEA); Charleston, South Carolina
- National Motor Lifeboat School (NMLBS); Ilwaco, Washington
- Training Center (TRACEN) Petaluma; Petaluma, California
- Training Center (TRACEN) Yorktown; Yorktown, Virginia
- USCG Academy and the Leadership Development Center (LDC); New London, Connecticut

### USCG Training Centers and the USCG Academy







## Resident Training & Education Information

### ***Aviation Technical Training Center (ATTC) - Elizabeth City, North Carolina***

#### **General Information**

The Aviation Technical Training Center (ATTC) is located at the USCG Support Center complex, 4 miles south of Elizabeth City, North Carolina. The mission of ATTC is to provide training and related services to meet the human-performance improvement needs of the USCG aviation community.

#### **International Military Student Officer (IMSO)**

Mailing Address: Commanding Officer USCG Aviation Technical Training Center 1664 Weeksville Road, BLDG 4 Elizabeth City, NC 27909	Message Address: COGARD AVTECHTRACEN ELIZABETH CITY NC  Internet: <a href="http://www.uscg.mil/hq/cg1/attc/">www.uscg.mil/hq/cg1/attc/</a>  Location Code: PCAC
POC: Mr. Tim Clements, <a href="mailto:Tim.P.Clements@uscg.mil">Tim.P.Clements@uscg.mil</a> , (757) 856-2458	
Base Phone: (252) 722-2606	

#### **Student Arrival/Departure Information**

Airport: Newport News Airport (PHF) (travel time 15 minutes), Newport News, VA; alternate is Norfolk International Airport (ORF) (travel time 45-60 minutes), Norfolk, VA.

Transportation: Taxi fare from the Newport News Airport is approximately \$25 one way. Taxi fare from Norfolk international is approximately \$70-100 one way.

**Note**: All IMS's will be required to report in with the IMSO at Training Center Yorktown prior to reporting into ATTC for training.

Recommend sending pre-arrival information so that IMS's can be met at the airport. If flights are delayed for any reason, please call the Officer on Duty (OOD) and advise of the situation. If not advised of the change in flight status or delays, the IMS will not be met at the airport. As an alternative, the IMS must take a taxi or airport express which is available at both airports. The cost is approximately \$24 from Newport News and \$80-100 from Norfolk. IMS's should get a receipt. IMS's will be required to show their passport and ITO upon arrival at the Training Center.

Driving: If you are driving to the base in your personal or rental car, please have 1) ID/Passport/Drivers License and 2) Copy of the rental agreement or vehicle registration for security at the gate. Recommend using Mapquest or Google maps for driving directions to the TRACEN's physical address of 1601 Ballard Street, Yorktown, Virginia 23690.

Check-In: All IMS's must check in with the Officer on Duty (OOD) or call the IMSO. IMS's should report no earlier than the report date as indicated on the ITO or quota confirmation correspondence provided.

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## Resident Training & Education Information



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### Billeting

At ATTC all students reside in the Bachelor Enlisted Quarters (BEQ) and will be provided a twin bed, a desk, chair and large double locker with drawers. Students must bring their own lock.

### Messing

At ATTC a USCG all hands Dining Facility (CGDF) is open to all students and serves 3 meals per day.

### Uniforms

IMS's must bring appropriate seasonal uniforms, including a dress uniform, as well as authorized work uniforms and outerwear. Standard safety shoes are recommended. IMS's lacking adequate uniforms, to include safety boots, may be required to purchase necessary items upon arrival. Physical training (PT) clothing/gym gear is provided by the USCG for mandatory PT. However, IMS's must bring their own athletic shoes/sneakers. Cold weather clothing is recommended during November – March.

**Note:** All AST 'A' ([P116036](#)) students will participate in an organized PT program.

### Climate

Summer temperatures range from an average low of 68°F (20°C) to an average high of 89°F (32°C). In winter (November–March), the average low and high temperatures are 36°F (2°C) to an average high of 55°F (13°C), respectively. The average annual rainfall is 50 inches.





## Resident Training & Education Information

### ***Special Maritime Training Center (SMTC) - MCB Camp Lejeune, North Carolina***

#### **General Information**

The Special Maritime Training Center's mission is to provide relevant and credible Maritime Security Training and Operational Testing and Evaluation in support of Department of Defense and Department of Homeland Security missions. The SMTC is a designated Center of Excellence (COE) for Less-Lethal Technologies and Fast Boats. Each year SMTC trains more than 2,000 USCG, Navy and Marine Corps men and women.

#### **International Military Student Officer (IMSO)**

Mailing Address: Commanding Officer USCG Joint Maritime Training Center PSC Box 20068 Camp Lejeune, NC 28542		Message Address: COMCOGARD JMTC CAMP LEJEUNE NC  Internet: <a href="http://www.uscg.mil/smtc/">www.uscg.mil/smtc/</a>  Location Code: PCGU
POC:	Mr. Tim Clements, <a href="mailto:Tim.P.Clements@uscg.mil">Tim.P.Clements@uscg.mil</a> , (757) 856-2458	
Officer on Duty (OOD):	(910) 376-0824	
Barracks Manager:	(910) 554-3785	

#### **Student Arrival/Departure Information**

Because attendance in courses is extremely limited, IMS arrival information must be coordinated through DCO-I.

Airport: Jacksonville Airport (OAJ) (travel time 45-60 min.), Jacksonville, NJ; alternate is Wilmington International Airport (ILM) (travel time 60-75 min.), Wilmington, NC.

Transportation: Taxi fare from the Jacksonville Airport is approximately \$40; fare from the Wilmington Airport is approximately \$50.

#### Driving directions to JMTC:

**From I-40:** Exit at 373 (NC 24 - Jacksonville) - follow NC 24 east into Jacksonville - follow signs for Camp Lejeune Main Gate. Upon entering the main gate follow Holcomb Boulevard. approximately 3 miles - just before reaching mainside, there is a stop sign for turning left onto Sneads Ferry Road. Follow Sneads Ferry Road through the industrial area, past the Ammunition Supply Point (approximately 4 miles), and at the blinking traffic signal turn right onto Marines Road. Go approximately 5 miles until you come to another traffic signal, (entrance to Courthouse Bay) and proceed straight through the light and take the first right past the barracks parking lot. BB-148 will be approximately 1/4 miles down on the right hand side. Report to Room 101.

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## Resident Training & Education Information

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**From Jacksonville Airport:** Turn right onto SR-111 (SR-1001) east. Turn right onto SR-258 (SR-24) east. US-258 (SR-24) east merges onto US-17 (SR-24) east. Follow NC 24 east into Jacksonville - follow signs for Camp Lejeune main gate. Upon entering the main gate, follow Holcomb Blvd for approximately 3 miles - just before reaching Mainside, turn right at the stop sign onto Sneads Ferry Rd. Follow Sneads Ferry Rd. through the industrial area and past the Ammunition Supply Point (approximately 4 miles). At the blinking traffic signal, turn right onto Marines Rd. After approximately 5 miles, you will come to another traffic signal, (entrance to Courthouse Bay) proceed straight through the light and take the first right past the barracks parking lot. BB-148 will be approximately 1/4 mile down the road on the right side. Report to Room 101.

**From Wilmington:** Follow US-17 north through Hampstead and Holly Ridge to Jacksonville. Follow signs for Camp Lejeune main gate. Upon entering the main gate, follow Holcomb Blvd. approximately 3 miles - just before reaching Mainside, there is a stop sign for turning left onto Sneads Ferry Rd. Follow Sneads Ferry Rd. through the industrial area and past the Ammunition Supply Point (approximately 4 miles.) At the blinking traffic signal, turn right onto Marines Rd. After approximately 5 miles, you will come to another traffic signal, (entrance to Courthouse Bay) proceed straight through the light and take the first right past the barracks parking lot. BB-148 will be approximately 1/4 mile down the road on the right side. Report to Room 101.

Check-In: All IMS's must check in with the Officer on Duty (OOD) or call the IMSO. IMS's should report no earlier than the report date as indicated on the ITO or quota confirmation correspondence provided.

### **Billeting**

After checking in with the OOD, all IMS's will report to the SMTC Barracks Manager (building BB-148), if reporting after working hours the Barracks Manager or the OOD will assign IMS's a room in the JMTC barracks.

### **Messing**

The area dining facility is the Courthouse Bay mess hall, or the Galley, located in BB-125. The galley offers a main line, fast food line, salad bar, and a desert bar.

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## Resident Training & Education Information

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### Uniforms

IMS's must bring appropriate seasonal uniforms, including a dress uniform, as well as authorized work uniforms and outerwear. Standard safety shoes are recommended. IMS's lacking adequate uniforms, to include safety boots, may be required to purchase necessary items upon arrival. For courses requiring PT, IMS's must provide their own PT gear and/or athletic shoes. Cold weather clothing is recommended November – March.

### Climate

Summer temperatures range from an average low of 71°F (21°C) to an average high of 90°F (32°C). In winter (November–March), the average low and high temperatures are 36°F (2°C) to an average high of 55°F (13°C), respectively. The average annual rainfall is 54 inches.

Dress Code and other helpful policies and procedures relevant to incoming IMS's reporting to SMTC are provided at the SMTC website [www.uscg.mil/smtc/](http://www.uscg.mil/smtc/).





## Resident Training & Education Information

### ***Maritime Law Enforcement Academy (MLEA) - Charleston, South Carolina***

#### **General Information**

The Maritime Law Enforcement Academy (MLEA) was established in 2004 at the Federal Law Enforcement Training Center (FLETC) in Charleston, South Carolina. Charleston is located near the middle of South Carolina's coast at the point "where the Ashley and Cooper Rivers meet to form the Atlantic Ocean", and is South Carolina's second largest city.

Please see [Section II Page 4](#) for IMS vetting requirements for the Boarding Officer ([P173101](#)) and Boarding Team Member ([P124401](#)) courses taught at the MLEA on the FLETC campus.

#### **International Military Student Officer (IMSO)**

Mailing Address:		Message Address:	
Commanding Officer (ti)		COMCOGARD MLE ACADEMY CHARLESTON SC	
USCG MLE Academy		Internet: <a href="http://www.uscg.mil/mlea/">www.uscg.mil/mlea/</a>	
Federal Law Enforcement Training		Location Code: PCGK	
Center, Building 655			
Charleston, SC 29405			
POC:	Mr. Tim Clements, <a href="mailto:Tim.P.Clements@uscg.mil">Tim.P.Clements@uscg.mil</a> , Tel: (757) 856-2458		
Base Telephone:	(843) 259-1656 or (843) 746-0850		

#### **Student Arrival/Departure Information**

Airport: Charleston International Airport (CHS), Charleston, SC; alternate is Savannah International Airport (SAV), Savannah, GA.

Transportation: If an arrival message is received, every effort is made to meet IMS's at the airport. Arrival information should be sent 30 days in advance. If an IMS is delayed for any reason, please contact the IMSO and advise of the adjusted arrival time. Other emergency numbers are Training Officer (843) 746-7995 or Base Security Police (843) 743-2010 EXT 111.

Check-In: After hours arrivals are NOT recommended. The optimal arrival time for IMS's at FLETC is Wednesday through Friday 0800 – 1500 hours. IMS's should report to the duty dorm clerk at the front desk in the main lobby of Bldg 28 which is open 24 hours a day. If IMS's arrive during the work week, they will report to the IMSO at 0800 the next day in Bldg 654, Room 205. If IMS's arrive on the weekend or a scheduled holiday, they will report to the IMSO in Bldg 654, Room 205 at 0800 on the next scheduled work day. IMS's will be briefed on the training center policies and procedures during their initial briefing with the IMSO. IMS's should report no earlier than the report date as indicated on the ITO or quota confirmation correspondence provided.

#### **Billeting**

Berthing for IMS's in Bldg 28 is provided at no cost. Personnel will be billeted 2 to a room. There are no phones in the rooms; calling cards for the pay phones are highly recommended. Cooking is not allowed

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## Resident Training & Education Information



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in the rooms. Each room has an alarm clock/radio, iron/ironing board, refrigerator, and locks to secure valuables. Weekday housekeeping service is provided. Dormitory lounges have televisions, laundry rooms with washers and dryers, and an Automated Teller Machine (ATM). The Student Center has a computer lab with INTERNET access, study rooms, barber shop and convenience store. Base facilities include an indoor pool, fitness center, and gym.

### **Messing**

The Federal Law Enforcement Training Center (FLETC) dining facility serves 3 meals per day, and is open to all personnel at no additional cost to the IMS if the living allowance is funded in the training case. If living allowance is not funded, IMS's must pay for meals based upon the items ordered. In addition, there is a sandwich/pizza snack bar open for lunch from 1000 - 1400. Dormitory lounge areas have vending machines and microwave ovens.

### **Uniforms**

IMS's must bring appropriate seasonal uniforms, including a dress uniform, as well as authorized work uniforms and seasonal outerwear. IMS's lacking adequate uniforms, to include steel toe or composite toe boots, may be required to purchase necessary items upon arrival. PT clothing/gym gear is provided by the USCG for mandatory PT. However, IMS's must bring their own athletic shoes/sneakers. Cold weather clothing is recommended November – March.

**Note:** All Boarding Officer ([P173101](#)) and Boarding Team Member ([P124401](#)) IMS's will participate in an organized PT program facilitated by the physical fitness staff. PT is conducted 3 times per week from 0530 to 0615.

### **Climate**

Summer temperatures range from an average low of 70°F (22°C) to an average high of 88°F (31°C). In winter (November–March), the average low and high temperatures are 48°F (10°C) to an average high of 69°F (21°C), respectively. Winter temperatures occasionally drop below freezing and snow does fall 2-3 times per winter. The average annual rainfall is 54 inches (1309 millimeters).





## Resident Training & Education Information



### ***National Motor Lifeboat School (NMLBS) – Ilwaco, Washington***

#### **General Information**

The NMLBS is co-located with Coast Guard Station Cape Disappointment at the south end of the Long Beach Peninsula near the mouth of the Columbia River in Ilwaco, WA. We have five 47' motor lifeboats (MLB) with which we conduct courses in heavy weather operations, MLB unit supervision and MLB maintenance. The origins of the school date to 1968 when the Coast Guard recognized a need for formal training for the 44' motor lifeboat. As time progressed, a curriculum was developed, instructors were permanently assigned and it became a national training center. It is the only school for rough weather and surf rescue operation in the U.S. and is respected internationally as a center of excellence for heavy boat operations.

#### **International Military Student Officer (IMSO)**

Mailing Address:  Commanding Officer National Motor Lifeboat School P.O. Box 460 Ilwaco, WA 98624-0460	Message Address: COGARD NMLBS CAPE DISAPPOINTMENT WA  Internet: <a href="http://www.uscg.mil/TCYORKTOWN/Ops/NMLBS/">www.uscg.mil/TCYORKTOWN/Ops/NMLBS/</a>  Location Code: PCGK
Physical Address:  433 Coast Guard Road Fort Canby, Washington Ilwaco, WA 98624-0460	
POC:	Mr. Tim Clements, <a href="mailto:Tim.P.Clements@uscg.mil">Tim.P.Clements@uscg.mil</a> , (757) 856-2458
Base Contact:	(757) 856 – 2354 or (757) 856 - 2000

#### **Student Arrival/Departure Information**

Airport: Portland International Airport (PDX), Portland, OR; alternate is Seattle/Tacoma International Airport (SEA), Seattle, WA.

Transportation: IMS should fly into the Portland International Airport (PDX) in Portland, Oregon. IMS's arriving at the Portland International Airport (PDX) are responsible for providing own ground transportation via personal or rental vehicle to the school in Ilwaco, Washington (approximately 100 miles, 2½ hours driving time). The SEATAC International Airport (SEA) in Seattle, Washington also may be used, but the driving distance to Ilwaco is about 3½ hours.

Check-In: All IMS's must check in with the IMSO or the NMLBS Yeoman. IMS's should report no earlier than the report date as indicated on the ITO or quota confirmation correspondence provided.

Briefing: In-processing begins at 0800 on the day after arrival.

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## Resident Training & Education Information

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### Billeting

Double occupancy billeting is available through a local motel at a negotiated rate of approximately \$50 per person day during the winter months, and \$90 per person per day in the summer months. Billeting costs for IMS's who choose to stay at a different location will be subject to local rates. Local motels used for billeting are located in Long Beach, Washington just north of Ilwaco and Cape Disappointment on the peninsula about 7 miles driving distance, 15 minutes driving time.

**Note:** Van transportation will be provided daily to and from the contract hotel to the school. IMS's staying at other locations are responsible for their own transportation to and from school.

### Messing

The USCG all hands Dining Facility (CGDF) is open to all students and serves 3 meals per day. Local restaurants are also available for meals with prices varying based upon the food ordered.

### Uniforms

IMS's must bring appropriate seasonal uniforms, including a dress uniform, as well as authorized work uniforms and seasonal outerwear. IMS's lacking adequate uniforms, to include safety boots, may be required to purchase necessary items upon arrival. Foul weather gear will be issued to students for underway training in the International Motor Lifeboat Coxswain ([P145076](#)) course. For courses requiring physical training (PT), IMS's must provide their own PT gear and/or athletic shoes. Cold and foul weather clothing is recommended during much of the year.

**Note:** Training activities involve getting wet. The USCG provides anti-exposure coveralls and personal flotation devices (PFDs).

### Climate

Winters are cold, with a high amount of rainfall. Temperatures range from 30°F (−1°C) to 45°F (7°C).





## Resident Training & Education Information

### ***Training Center Petaluma - Petaluma, California***

#### **General Information**

This USCG Training Center is located 12 miles west of Petaluma, California, which is 50 miles north of San Francisco, California.

#### **International Military Student Officer (IMSO)**

Mailing Address:		Message Address:	
Commanding Officer		COGARD TRACEN PETALUMA CA//TPO//	
USCG Training Center		Internet: <a href="http://www.uscg.mil/petaluma/">www.uscg.mil/petaluma/</a>	
Juliet Nichols Building, Room 347		Location Code: PCGP	
599 Tomales Road			
Petaluma, CA 94952-5000			
POC:	Mr. Tim Clements, <a href="mailto:Tim.P.Clements@uscg.mil">Tim.P.Clements@uscg.mil</a> , Tel: (757) 856-2458		
Base Contact:	(707) 765-7215 or (707) 765-7320		

#### **Student Arrival/Departure Information**

Airport: San Francisco International Airport (SFO), San Francisco, CA.

Transportation: If advance arrival information is received, every effort is made to meet IMS's at the airport. If not met, contact the IMSO immediately. If commercial transport must be used, IMS should proceed from the baggage claim area to the median marked by the blue flag poles. On the poles, there are signs for bus services. Proceed to the bus placard marked Sonoma Airport Express. The bus departs the San Francisco airport every 1.5 hours starting at 1100 with the last bus departing at 0030. The fare is approximately \$26.00 to the Bus Depot in Petaluma. Have the bus driver contact a taxi to pick up the IMS at the Bus Depot to go to the USCG Training Center at 599 Tomales Road. The taxi ride will be approximately \$25.00.

Check-In: All IMS's must check in with the Officer on Duty (OOD) or call the IMSO. IMS's should report no earlier than the report date as indicated on the ITO or quota confirmation correspondence provided.

Briefing: In-processing begins at 0900 in the Juliet Nichols Building, Room 347 on the day after arrival.

#### **Billeting**

Adequate berthing is available for all students in the student barracks. Officers and Chief Petty Officers are billeted in 2-person rooms similar to an average motel/hotel at a cost of \$22.85 per night. Junior enlisted members are billeted in 3 or 4-person rooms at no cost when attending "A" school courses. Students attending "C" schools will be assigned quarters at a cost of \$25 per night.

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## Resident Training & Education Information

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### Messing

The USCG all hands Dining Facility (CGDF) is open to all students and serves 3 meals per day.

### Uniforms

IMS's must bring appropriate seasonal uniforms, including a dress uniform, as well as authorized work uniforms and seasonal outerwear. The summer uniform is optional year round. IMS's lacking adequate uniforms, to include safety boots, may be required to purchase necessary items upon arrival. For courses requiring physical training (PT), IMS's must provide their own PT gear and/or athletic shoes. Cold weather clothing is recommended during November – March.

**Note:** IMS's attending the Chief Petty Officer (CPO) Academy ([P171302](#)) must wear a dress uniform (suit and tie for civilians) for the graduation dinner. IMS's must provide their own PT gear and/or athletic shoes for mandatory PT in the CPO Academy course.

### Climate

Temperatures are normally moderate to warm from May to October, 75°F (24°C) to 95°F (35°C). During winter, this area experiences frequent rain with temperatures from 50°F (10°C) to 65°F (18°C). The area is windy year round.





## Resident Training & Education Information

### ***Training Center Yorktown - Yorktown, Virginia***

#### **General Information**

The USCG Training Center in Yorktown, Virginia is located at the eastern tip of Virginia's historic triangle of the colonial communities of Jamestown, Yorktown, and Williamsburg. The surrounding area is full of museums and colonial displays. Williamsburg is located 15 miles to the west and has sights and living displays about the colonial era and life in those times. Jamestown is approximately 18 miles from Yorktown and is the home of the Jamestown settlement. There are static ship displays from the pilgrims. Yorktown is about 180 miles south of Washington, D.C., and 37 miles north of Norfolk, Virginia.

#### **International Military Student Officer (IMSO)**

Mailing Address:		Message Address:	
Commanding Officer (ti)		COGARD TRACEN YORKTOWN VA//TI//	
USCG Training Center		Internet: <a href="http://www.uscg.mil/tcyorktown/">www.uscg.mil/tcyorktown/</a>	
State Road 238		Location Code: PCGR	
Yorktown, VA 23690-5000			
POC:	Mr. Tim Clements, <a href="mailto:Tim.P.Clements.uscg.mil">Tim.P.Clements.uscg.mil</a>		
Telephone:	(757) 856-2458 or (757) 856-2696, or Mobile: (757) 342-6485		
Officer on Duty (OOD):	(757) 856-2354		
Base Security Office:	(757) 856-2314		

#### **Student Arrival/Departure Information**

Airport: Newport News Airport (PHF) (travel time 15 minutes), Newport News, VA; alternate is Norfolk International Airport (ORF) (travel time 45-60 minutes), Norfolk, VA.

Transportation: IMS's must provide arrival information in advance in order to be met at the airport. If an IMS's flight is delayed for any reason, please call the Officer on Duty (OOD) and advise of the situation. If not advised of the change in flight status or delays, the IMS will not be met at the airport. As an alternative, the IMS must take a taxi or Airport Express, available at both airports. The cost is approximately \$24 from Newport News and \$80-100 from Norfolk. IMS's should get a receipt. **All IMS's arriving after 2200 will be required to take a taxi or Airport Express to the Training Center.** IMS's will be required to show their passport and ITO upon arrival at the Training Center.

Driving: If you are driving to the base in your personal or rental car, please have 1) ID/Passport/Drivers License and 2) Copy of the rental agreement or vehicle registration for security at the gate. Recommend using Mapquest or Google maps for driving directions to the TRACEN's physical address of 1601 Ballard Street, Yorktown, Virginia 23690.

Check-In: All IMS's must check in with the Officer on Duty (OOD) or call the IMSO. IMS's should report no earlier than the report date as indicated on the ITO or quota confirmation correspondence provided.

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## Resident Training & Education Information



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### Billeting

Civilians, officer personnel O-5 and below, and enlisted personnel E-7 and above will be billeted in Cain Hall in 2 person rooms. Officer personnel O-6 and above will be in 1 person rooms. All enlisted personnel E-6 and below will be billeted in Lafayette Hall in 3-4 person rooms. Billeting for IMS's in Lafayette and Cain Hall is at no cost.

There are no phones in the rooms. International and local calling cards for telephone service are highly recommended. The use of government phones is for official business only, and may not be used for personal use.

### Messing

The USCG all hands Dining Facility (CGDF) is open to all students and serves 3 meals per day.

The Port of York Dining Facility is ONLY available for officers, enlisted personnel E-7 to E-9, civilians, and enlisted personnel below E-7 with a sponsor. Current meal rates for the Port of York are provided below, but are subject to change.

<b>Sunday through Saturday (Closed on Mondays prior to Monday Holidays)</b>	<b>Meal Cost</b>
Breakfast 0700 - 0800	\$4.00
Lunch 1115 - 1300	\$5.00 soup and salad \$7.00 full meal
Dinner CLOSED	CLOSED

There is also an enlisted club (Liberty Lounge) for E-6 and below, and a sandwich shop on the TRACEN where the cost of food is based on what is ordered.

### Uniforms

IMS's must bring appropriate seasonal uniforms, including a dress uniform, as well as authorized work uniforms and seasonal outerwear. IMS's lacking adequate uniforms, to include safety boots, may be required to purchase necessary items upon arrival. For courses requiring physical training (PT), IMS's must provide their own PT gear and/or athletic shoes. Cold weather clothing is recommended during November – March.

**Note:** International Military Officer Course (IMOC) ([P171575](#)) IMS's must wear a dress uniform (suit and tie for civilians) for the graduation ceremony.

### Climate

Summer temperatures range from an average low of 69°F (21°C) to an average high of 90°F (32°C). In winter (November–March), the average low is 36°F (2°C), and the average high is 54°F (12°C). The average annual rainfall is 45 inches.





## Resident Training & Education Information

### ***USCG Academy Leadership Development Center (LDC)-New London, Connecticut***

#### **General Information**

In addition to a 4-year college curriculum at the USCG Academy, several courses are hosted on the campus in the Leadership Development Center (LDC). The Academy is located on the western shore of the Thames River in New London, Connecticut. The campus has 26 buildings on 120 acres of land and is halfway between New York, NY and Boston, MA.

#### **International Military Student Officer (IMSO)**

Mailing Address: Commanding Officer Leadership Development Center ATTN: (Course of Instruction) 37 Mohegan Avenue New London, CT 06320		Message Address: COGARD ACADEMY NEW LONDON CT//LOC// Internet: <a href="http://www.uscga.edu/subsites/ldccourses.aspx">www.uscga.edu/subsites/ldccourses.aspx</a>  Location Code: PCCS and PCGA	
POC:		Mr. Tim Clements, <a href="mailto:Tim.P.Clements@uscg.mil">Tim.P.Clements@uscg.mil</a> , Tel: (757) 856-2458	
Academy Contact:		(860) 701-6319 or 860.701.6371	

#### **Student Arrival/Departure Information**

Airport: T.F. Green Airport (PVD), Providence, RI.

Arrival and Transportation: If advance arrival information with full itinerary is received, every effort is made to meet IMS's at the airport. Flight arrival should be scheduled during normal duty hours (0800-1630, Monday through Friday) if possible. If flight is delayed, contact one of the emergency numbers (860-625-0914 or 860-701-6880) to advise of the situation. Taxis are available at an approximate cost of \$98 from TF Green Airport to the USCG Academy campus.

Check-In: All IMS's must check in with the IMSO, Officer of the Day, or Master at Arms in Munro Hall. IMS's should report no earlier than the report date as indicated on the ITO or quota confirmation correspondence provided.

All OCS IMS's must check in with the OCS Duty Officer no earlier than 0900 on the prescribed reporting day. Students will form a line outside the OCS barracks, and follow signage.

Driving: Personal owned vehicles (POV) are not recommended and strongly discouraged. However, if a POV is brought on base, it must be registered with proof of ownership and insurance. Driver must have an International Drivers License (valid for driving) and major credit card.

Public transportation such as buses and taxis are available. There is also a local Amtrak Railroad Station approximate 12 miles from the Academy which also provides Greyhound Bus Service throughout the U.S. More information can be obtained from [www.amtrak.com](http://www.amtrak.com).

Briefing: In-processing will take place according to individual school schedule. Coordinate with the appropriate school chief or the IMSO.

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## Resident Training & Education Information

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### **Billeting**

IMS officers are billeted in Munro Hall student quarters at a cost of approximately \$38 per day; if double occupancy, cost is \$19 per day, per occupant. Each room has an attached bathing facility for the 2 occupants. OCS IMS's will reside 2 or 3 to a room in the OCS Barracks, Munro Hall, at no charge.

### **Messing**

The USCG all-hands Dining Facility (CGDF) is open to all students. Those IMS's attending OCS will mess in the OCS Wardroom.

### **Uniforms**

IMS's must bring appropriate seasonal uniforms, including a dress uniform, as well as authorized work uniforms and seasonal outerwear. IMS's lacking adequate uniforms will be required to purchase necessary items upon arrival. For courses requiring PT, IMS's must provide their own PT gear and/or athletic shoes. Date of change to winter uniforms is the first full week of November and to summer uniforms is the Monday of the first full week of April. Cold weather clothing is recommended during November – March.

**Note:** See specific uniform requirements for IMS's attending Officer Candidate School ([P164007](#)) and Officer Indoctrination School ([P164008](#)). Host nation's formal dress uniform (suit and tie for civilians) is required for graduation.

### **Climate**

Summers are warm to hot, with highs ranging from 80°F (27°C) to 95°F (35°C), with high humidity. Northeast winters (October through May) are cold, with temperatures ranging from 10°F (–12°C) to 45°F (7°C).

### **30 Days Prior to Arrival**

30 days prior to arrival, each student is required to fill-out the Pre-Assessment Questionnaire and the Personal Data Questionnaire fax or email it to the school. These forms can be found in the schools Pre-Reporting Guide located on the Leadership Development Center's website: <http://www.uscga.edu/subsites/ldccourses.aspx>

# IV

## Section

**RESIDENT COURSES**

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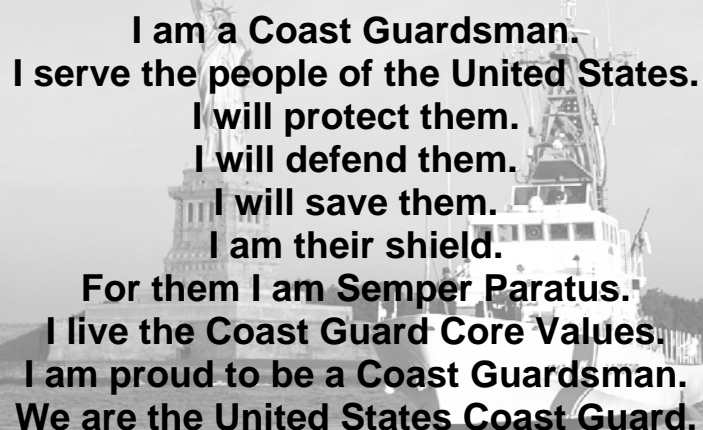
## Introduction

USCG 'A' Schools are designed as hands-on, performance-based training that teach entry-level, basic skills in a formal, classroom setting. The USCG student population for these courses is primarily non-designated seamen who are working towards a career field. The USCG students are enlisted personnel designated as non-rates (E-1) and apprentices (E-2 to E-4) who will have either recently completed basic recruit training, or may have had brief duty assignments with little or no practical experience. The recruit training includes physical fitness, water survival, self-discipline, military skills, and core values training. Thus, the USCG students in 'A' School courses will be young and eager individuals in good physical condition.

International Military Students (IMS) attending 'A' School courses will train alongside these junior enlisted personnel. In order to successfully complete an 'A' School course, IMS's are expected to have basic orientation to the skills and knowledge needed to succeed as a seaman apprentice, and should be able to perform the skills necessary for successful completion of their chosen course. Other practical skills needed include the ability to handle heavy lines, survival equipment, and small arms, and be familiar with fire fighting, damage control, and helm commands. Some specialties, such as the aviation field, involve additional requirements.

The successful accomplishment of a USCG mission task is often a matter of life or death. Members are multi-tasked to perform the duties of their primary rating in a multi-mission environment. Accordingly, IMS's will require strong English Language skills. The IMS's need to have strong science and math skills for successful completion of most 'A' school courses. All IMS's attending USCG courses are expected to meet acceptable weight and grooming standards. Courses that require students to satisfactorily complete specific physical fitness tests will be annotated accordingly.

### **The United States Coast Guard Ethos**



**I am a Coast Guardsman.  
I serve the people of the United States.  
I will protect them.  
I will defend them.  
I will save them.  
I am their shield.  
For them I am Semper Paratus.  
I live the Coast Guard Core Values.  
I am proud to be a Coast Guardsman.  
We are the United States Coast Guard.**



## Enlisted Skill Ratings – Administration & Medical

### FOOD SERVICE SPECIALIST 'A' (FS-A/500990)

P163207

[TRACEN Petaluma](#), CA

Duration: 12 Weeks

ECL: 80

**Description:** This course provides specialty entry level training in the areas of safety, personal hygiene, sanitation, recipe conversion, equipment usage and basic food preparation for the following: bakery products, variety of meat and meat products, different sauces, egg cookery, vegetables, pasta and starches. The course is customer focus oriented and is divided into various learning phases ranging from lecture to practical exercises. The course is performance based and ends with the galley practical exercises.

**Pre-requisite(s):** None.





## Enlisted Skill Ratings – Administration & Medical

### HEALTH SERVICES TECHNICIAN 'A' (HS-A/210090)

P175005

[TRACEN Petaluma](#), CA

Duration: 19 Weeks

ECL: 80

**Description:** This course provides lecture, laboratory demonstration, practical exercises, and clinical experiences in the areas of anatomy and physiology, medical administration, basic clinical laboratory procedures asepsis and sterilization technique, preventive medicine, nursing skills, pharmacy, clinical sick call, wound repair, dental sick call, exceptional services, leadership and management, the Provider Graphic User interface (PGUI) system, and basic computer workstation operations. Included in the curriculum is the Coast Guard Emergency Medical Technician-B (EMT-B) course.

**Pre-requisite(s):** Normal color vision.

**Note(s):** Students are expected to have a strong grasp of reading due to the amount of reading required and requirements to make deductions from scenario style questions as part of the EMT cognitive skills testing.





## Enlisted Skill Ratings – Aviation Specialty

### AVIATION SURVIVAL TECHNICIAN 'A' (RESCUE SWIMMER) (AST-A/501072)

P116036

[ATTC Elizabeth City](#), NC

Duration: 17 Weeks

ECL: 80

**Description:** The Aviation Survival Technician (AST) training program is very intense and demanding. This course teaches entry-level skills, knowledge, and concepts required to perform aviation administrative record keeping; inspect, service, maintain, analyze, and repair aircraft and aircrew survival equipment and rescue devices; deliver aircrew survival training; and perform helicopter rescue swimmer duties.

**Pre-requisite(s):** Candidates must be tested and evaluated during an Aviation Survival Technician (Rescue Swimmer) Assessment MTT ([P309240](#)) conducted in the host nation. See [Section VI Page 46](#) for more information.

Normal color vision and hearing capability.

Candidates must be able to satisfactorily complete the USCG AST Airman Physical Training (PT) Screen, which may only be administered by ATTC Elizabeth City AST staff members. The following requirements to **minimum** standards are pre-requisites to be eligible to attend AST 'A' School.

Shoulder Width Push-ups	50 nonstop, shoulder width, continuous, within 2 minutes
Sit-ups	60 nonstop, continuous, within 2 minutes
Pull Ups	5
Chin Ups	5
1.5 Mile Run	within 12 minutes
500 yard swim (crawl)	12 minutes; continuous
25 yard underwater	4 x 25 meters w/60 second maximum rest between laps

**Note(s):** Students must be in superior physical shape with no chronic orthopedic problems, must possess a high level of mental acuity and outstanding military bearing. Training is extremely stressful and is designed to identify those candidates who possess the physical and mental skills to handle the rigors of being a rescue swimmer.

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## Enlisted Skill Ratings – Aviation Specialty

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#### AVIATION SURVIVAL TECHNICIAN 'A' (RESCUE SWIMMER) (AST-A/501072)

P116036

Helicopter rescue swimmer training is extremely physically demanding and requires exceptional comfort in the water. Non-USCG students are allowed only on a space available basis. Many students are unable to complete this course because they lack the mental or physical stamina needed to meet the challenging regimen. Some candidates may have pre-existing medical problems that they have not fully realized until they routinely and consistently perform demanding physical training. Therefore, it is extremely important that potential candidates realistically and honestly evaluate their overall health, level of fitness and degree of confidence before attending this course.

IMS's must pass an aircrew physical evaluation. See [Section III Page 3](#).

Recommend attending Emergency Medical Technical ([P175209](#)) as follow-on training upon completion of AST 'A' School.





## Enlisted Skill Ratings – Engineering

### DAMAGE CONTROLMAN 'A'

(DC-A/210020)

P122209

[TRACEN Yorktown](#), VA

Duration: 14.6 Weeks

ECL: 75

**Description:** This course provides classroom lecture reinforced with ample opportunity to develop skills and knowledge in hands-on lab applications. Students are instructed in the principles of carpentry, Chemical, Biological, and Radiological (CBR) Warfare Defense, shipboard watertight fittings maintenance, shipboard damage control procedures, rough construction, engineering administration, shipboard firefighting, plumbing and pipe fitting, arc welding, oxyacetylene-fuel cutting, and oxyacetylene-fuel brazing.

**Pre-requisite(s):** None.

**Note(s):** Students must have, or report with sufficient funds (approximately \$75.00) to purchase, safety boots.





## Enlisted Skill Ratings – Engineering

### ELECTRICIAN'S MATE 'A' (EM-A/501776)

P122216

[TRACEN Yorktown](#), VA

Duration: 18.7 Weeks

ECL: 75

**Description:** This course includes lectures and hands-on exercises on generation, control, and distribution of electricity; uses of electricity; and maintenance/repair of electrical equipment. Topics include: alternating current (AC) and direct current (DC) circuit analysis, batteries, power distribution systems, lighting systems, generators, motors, controllers, interior communication systems, electric power tools, galley equipment, laundry equipment, scullery equipment, electric damage control equipment, small boat electrical systems, deck machinery equipment, and shore power.

**Pre-requisite(s):** Normal color vision.

**Note(s):** Basic algebra skills (e.g., the ability to manipulate and solve rational equations, operations on real numbers, systems of linear equations/inequalities, factors of quadratics, equivalent expressions, solving quadratic equations, points on the x,y plane, etc.) are necessary for completion of this course. In addition, understanding of scientific, metric and engineering notations.

Students must have, or report with sufficient funds (approximately \$75.00) to purchase, safety boots.

IMS's are required to complete the DHS 4300A Form in order to receive access to [Information Technology Systems](#) while attending the course. This form is on [Section II Page 6](#).







## Enlisted Skill Ratings – Engineering

### ELECTRONICS TECHNICIAN 'A'

(ET-A/210060)

P131093

[TRACEN Petaluma](#), CA

Duration: 28 Weeks

ECL: 80

**Description:** This course provides instruction on electronics theory fundamentals and progresses to specific High Frequency (HF) and Very High Frequency (VHF) Communications and Navigation (X-Band Radar) equipment in use throughout the USCG. The course encompasses the use of test equipment, technical publications and troubleshooting methods used for corrective maintenance to the lowest repairable level. Tower climbing, basic soldering, Cardio Pulmonary Resuscitation (CPR), USCG Logistics Systems introduction, and safety are also included. Emphasis is placed on the student's ability to identify, diagnose and repair equipment faults. Upon graduation, students have the knowledge and skill necessary for maintenance and repair of basic marine electronics equipment.

**Pre-requisite(s):** Students must have normal color vision.

**Note(s):** Basic algebra skills (e.g., the ability to manipulate and solve rational equations, operations on real numbers) are necessary for completion of this course. Students are expected to participate in structured class physical fitness activities throughout the course.

IMS's are required to complete the DHS 4300A Form in order to receive access to [Information Technology Systems](#) while attending the course. This form is on [Section II Page 6](#).





## Enlisted Skill Ratings – Engineering

### MACHINERY TECHNICIAN 'A' (MK-A/210210)

P122219

[TRACEN Yorktown](#), VA

Duration: 12.7 Weeks

ECL: 75

**Description:** This course teaches the principles of operation, maintenance, and repair of machinery. The following topics are covered: hand and machine tools, piping, tubing, flex hose, leadership, basic administration, hydraulics, internal combustion engines, lubrication systems, cooling systems, fuel systems, diesel engine overhaul, basic electricity and electrical equipment, auxiliary machinery, refrigeration, clutches, gears, shafting, boat trailers, and outboard engines.

**Pre-requisite(s):** Normal color vision.

**Note(s):** Students must have, or report with sufficient funds (approximately \$75.00) to purchase, safety boots.





## Enlisted Skill Ratings – Operations

### BOATSWAIN'S MATE 'A' (BM-A/501489)

P145296

TRACEN Yorktown, VA

Duration: 13.7 Weeks

ECL: 75

**Description:** This course will expose students to all facets of the Boatswain's Mate rating, from tying knots to navigating a 70' vessel. The first week begins with an Indoctrination and Leadership Program. This includes a discussion of school policies and procedures as well as leadership training. The remainder of the course covers Boatswain Mate rate specific topics. These include: navigation rules, basic deck maintenance, administration, boat crew survival vest, signaling, maintaining surfaces, computing sunrise/sunset, tides/currents, honors and ceremonies, deck maintenance, marlinspike seamanship, boatswain pipe, basic navigation, chart and publication corrections, identifying buoys, and plotting visual/Global Positioning System (GPS)/radar fixes. As part of this course, students will participate in 3 weeks of underway, hands-on instruction. Additionally, students participate in physical fitness training 3 days a week.

**Pre-requisite(s):** Normal color vision.

**Note(s):** Students must satisfactorily complete the physical fitness test described on [Section III Page 4](#) of this Handbook. It is highly recommended that students have a physical fitness regimen in place prior to reporting aboard. The physical fitness standards ensure crewmembers have sufficient strength, flexibility, and endurance to safely perform duties during normal and adverse conditions. The first assessment is held the end of week 1. Students participate in physical training 3 days a week and are assessed every 2-3 weeks. Students have to meet the physical fitness standards, including training evenings and weekends if necessary.

This course requires proficiency in marine plotting, navigation, and mathematics (algebra and basic trigonometry).







## Enlisted Skill Ratings - Operations

### GUNNER'S MATE 'A' (GM-A/210080)

P122210

[TRACEN Yorktown](#), VA

Duration: 12.7 Weeks

ECL: 75

**Description:** This course provides job entry level training and includes the following topics: basic leadership, fundamental electricity, small arms and machine guns (less than 25 mm), ammunition and magazines, administration and preventative maintenance system (PMS), USCG ordnance, and MK36 Decoy Launching System, USCG equipment tag out procedures, and basic electronics and basic hydraulics.

**Pre-requisite(s):** Normal color vision.

**Note(s):** Students must have, or report with sufficient funds (approximately \$75.00) to purchase, safety boots.

IMS's are required to complete the DHS 4300A Form in order to receive access to [Information Technology Systems](#) while attending the course. This form is on [Section II Page 6](#).







## Enlisted Skill Ratings - Operations

### MARINE SCIENCE TECHNICIAN 'A' (MST-A/210110)

P179027

[TRACEN Yorktown](#), VA

Duration: 10 Weeks

ECL: 80

**Description:** This course provides entry-level training that includes: pollution investigation, monitoring of cleanup of oil and hazardous material spills, port safety and security, examining foreign flagged commercial vessels, providing scientific support for unit operations in support of missions of the USCG, environmental laws, occupational safety, dangerous cargo stowage and segregation, cargo transfer monitoring and leadership.

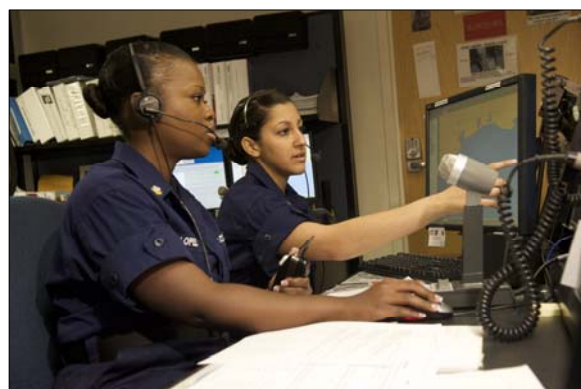
**Pre-requisite(s):** None.

**Notes:** IMS's are required to complete the DHS 4300A Form in order to receive access to [Information Technology Systems](#) while attending the course. This form is on [Section II Page 6](#).





## Enlisted Skill Ratings - Operations





## Introduction

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USCG 'C' Schools provide advanced training, and signify that the student population is primarily experienced mariners who are progressing through their career field. These courses are developed and conducted to meet USCG mission requirements and are intended to improve mission performance. This training may be taken after successful completion of an 'A' School, or prerequisite experience and are taught at all USCG training centers.

IMS's attending 'C' School courses will train alongside USCG enlisted and officer Active Duty and Reserve personnel, USCG Auxiliary (volunteers), civilian and other agency personnel with varying levels of operational training and experience. USCG enlisted students are generally E-4 and above, and officers are O-1 through O-5. These classmates may have had training in physical fitness, water survival, self-discipline, military skills, leadership and training and will possess strong esprit de corps. U.S. training counterparts will be mature, eager students in good physical condition.

The successful accomplishment of a USCG mission task is often a matter of life or death. Personnel are multi-tasked to perform both the duties of their primary rating as well as operational commands. Accordingly, IMS's will require strong English Language skills. Academics require strong science and math skills for successful completion of most classes. Furthermore, all IMS's attending USCG courses are expected to meet acceptable weight and grooming standards, and some 'C' School courses require students to satisfactorily complete the physical fitness requirements.

### **The Origins of *Semper Paratus***

The exact origin of the U.S. Coast Guard motto – *Semper Paratus* – never has been determined. The earliest recorded use of the phrase *Semper Paratus* in regards to the Service was in the New Orleans newspaper, *Bee*, in January 1836 which used the phrase in an article praising the revenue cutter *Ingham*. The motto appears to have been adopted between October 1896 and May 1897, when a new seal containing the phrase appeared on a general order of the Division of Revenue Cutter Service on May 21, 1897.



## Introduction

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### ***What is a "Cutter"?***

The Revenue Marine and the Revenue Cutter Service, as it was known variously throughout the late 18th and the 19th centuries, referred to its ships as cutters. The term is English in origin and refers to a specific type of vessel, namely, "a small, decked ship with one mast and bowsprit, with a gaff mainsail on a boom, a square yard and topsail, and two jibs or a jib and a staysail." (Peter Kemp, editor, *The Oxford Companion to Ships & the Sea*; London: Oxford University Press, 1976; pp. 221-222.) The Royal Navy's definition of a cutter was a small warship capable of carrying 8 to 12 cannons.

By general usage, the term cutter came to define any vessel of Great Britain's Royal Customs Service and the term was adopted by the U.S. Treasury Department at the creation of what would become the Revenue Marine. Since that time, no matter what the vessel type, the U.S. Coast Guard has referred to its largest vessels as cutters (today a cutter is any U.S. Coast Guard vessel over 65-feet in length).



## Specialty Training - Engineering

These courses provide training for shipboard and shore-based personnel in the theory and maintenance of electrical and mechanical systems, as well as how to use and maintain equipment and make repairs. These capabilities are critical to the success of routine operations and responding to emergencies.

<p><b>HYDRAULIC SYSTEMS AND EQUIPMENT</b> (MK-06/230670)</p> <p>P145423 <a href="#">TRACEN Yorktown</a>, VA Duration: 2 Weeks ECL: 75</p>	<p><b>Description:</b> This training is for Machinery Technicians (MK) and Electrician Mates (EM) Petty Officers E-5 through E-9 along with personnel from USCG Maintenance Augmentation Teams (MAT). Training will cover operation, maintenance, and repair of hydraulic systems and their components.</p> <p><b>Pre-requisite(s):</b> Completion of Machinery Technician 'A' (<a href="#">P122219</a>), Electricians Mate 'A' (<a href="#">P122216</a>), or equivalent experience. Students should be comfortable with concepts and problem solving introduced through 2nd year algebra and basic trigonometry, including abstract numbers and vectors.</p> <p><b>Note(s):</b> Students must have, or report with sufficient funds (approximately \$75.00) to purchase, safety boots.</p>
<p><b>AIR CONDITIONING AND REFRIGERATION</b> (MK-22/230830)</p> <p>P145414 <a href="#">TRACEN Yorktown</a>, VA Duration: 6 Weeks ECL: 75</p>	<p><b>Description:</b> This course is designed for Machinery Technicians (MK) E-5 through E-9. The training consists of classroom instruction in the fundamentals of air conditioning and refrigeration, fundamentals of recovery, brazing procedures, electrical components of air conditioning systems and controls, and EPA standards, with practical training in operations, maintenance, and repair of various air conditioning and refrigeration systems.</p> <p><b>Pre-requisite(s):</b> Completion of Machinery Technician 'A' (<a href="#">P122219</a>), or equivalent experience. Students should be comfortable with concepts and problem solving introduced through 2nd year algebra and basic trigonometry, including abstract numbers and vectors.</p> <p><b>Note(s):</b> Students must have, or report with sufficient funds (approximately \$75.00) to purchase, safety boots.</p>





## Specialty Training - Engineering

<p><b>GENERAL MOTORS MODEL 8-645 DIESEL ENGINE</b> (MK-14/230750)</p> <p>P145435 <a href="#">TRACEN Yorktown</a>, VA Duration: 1 Week ECL: 75</p>	<p><b>Description:</b> This course provides training for Machinery Technicians (MK) E-5 through E-9. Training will consist of: instructional and practical training of the Electro-Motive Diesel (EMD) engine.</p> <p><b>Pre-requisite(s):</b> Completion of Machinery Technician 'A' (<a href="#">P122219</a>), or equivalent experience. Students should be comfortable with concepts and problem solving introduced through 2nd year algebra and basic trigonometry, including abstract numbers and vectors.</p> <p><b>Note(s):</b> Students must have, or report with sufficient funds (approximately \$75.00) to purchase, safety boots.</p>
<p><b>CATERPILLAR 3400 SERIES DIESEL ENGINE</b> (MK-26/500381)</p> <p>P143001 <a href="#">TRACEN Yorktown</a>, VA Duration: 1 Week ECL: 75</p>	<p><b>Description:</b> This is a mid-level course that provides training for Machinery Technicians (MK) E-5 through E-9. This course provides students with the following classroom instruction and practical exercises: Caterpillar 3400 series Diesel engine maintenance, operation, and Diesel Engine Maintenance Program (DEMP) repair/troubleshooting techniques.</p> <p><b>Pre-requisite(s):</b> Completion of Machinery Technician 'A' (<a href="#">P122219</a>), or equivalent experience; MK (E-5 through E-9) assigned to and/or filling a MK billet afloat or ashore. Students should be comfortable with concepts and problem solving introduced through 2nd year algebra and basic trigonometry, including abstract numbers and vectors.</p> <p><b>Note(s):</b> Students must have, or report with sufficient funds (approximately \$75.00) to purchase, safety boots.</p>
<p><b>CATERPILLAR 3508 OPERATOR/MAINTENANCE</b> (501297)</p> <p>P145173 <a href="#">TRACEN Yorktown</a>, VA Duration: 1 Week ECL: 75</p>	<p><b>Description:</b> This course is for Machinery Technicians (MK) and Electricians Mates (EM) E-4 through E-9 assigned to cutters and Maintenance Augmentation Teams (MAT). The training consists of practical instruction on the operation, maintenance and repair of the Caterpillar 3500 series diesel engine.</p> <p><b>Pre-requisite(s):</b> Completion of Machinery Technician 'A' (<a href="#">P122219</a>), Electricians Mate 'A' (<a href="#">P122216</a>), or equivalent experience. Students should be comfortable with concepts and problem solving introduced through 2nd year algebra and basic trigonometry, including abstract numbers and vectors.</p> <p><b>Note(s):</b> Students must have, or report with sufficient funds (approximately \$75.00) to purchase, safety boots.</p>



## Specialty Training - Engineering

<p><b>ENGINEERING ADMINISTRATION ENGINEERING PETTY OFFICER (EPO) AFLOAT</b> (MK-01/501206)</p> <p>P174809 <a href="#">TRACEN Yorktown</a>, VA Duration: 1 Week ECL: 75</p>	<p><b>Description:</b> This is an advanced-level course intended for enlisted personnel E-6 and above who are assigned to engineering duty on a ship. This course will train Engineering Petty Officers (EPO) and Engineering Officers (EO) <u>Afloat</u> in administrative procedures, engineering finance, unit safety program, and engineering maintenance management.</p> <p><b>Pre-requisite(s):</b> Completion of Machinery Technician 'A' (<a href="#">P122219</a>), or equivalent experience. Students should be comfortable with concepts and problem solving introduced through 2nd year algebra and basic trigonometry, including abstract numbers and vectors.</p>
<p><b>ENGINEERING ADMINISTRATION ENGINEERING PETTY OFFICER (EPO) ASHORE</b> (MK-01A/230990)</p> <p>P164201 <a href="#">TRACEN Yorktown</a>, VA Duration: 1 Week ECL: 75</p>	<p><b>Description:</b> This is an advanced-level course intended for enlisted personnel E-6 and above who are assigned to ashore engineering duty. This course will train Engineering Petty Officers (EPO) and Engineering Officers (EO) <u>Ashore</u> in Administrative procedures, engineering finance, unit safety program, and engineering maintenance management.</p> <p><b>Pre-requisite(s):</b> Completion of Machinery Technician 'A' (<a href="#">P122219</a>), or equivalent experience. Students should be comfortable with concepts and problem solving introduced through 2nd year algebra and basic trigonometry, including abstract numbers and vectors.</p>

### Did you know?

The Coast Guard is responsible for protecting stressed fish stocks in the world's largest Exclusive Economic Zone, 3.4 million square miles – an area larger than the contiguous United States (the lower 48 states). This vital service protects U.S. waters from being over-fished, protects endangered marine animals and plants, and prevents foreign poaching out to 200 miles offshore.





## Specialty Training - Engineering

<p><b>STEEL WELDING</b> (DC-1/230300)</p> <p>P145421 <a href="#">TRACEN Yorktown</a>, VA Duration: 3 Weeks ECL: 75</p>	<p><b>Description:</b> This course consists of instructional and practical training in the following procedures: shielded metal arc welding (SMAW) Process (Cold rolled steel is used in lieu of high yield steel due to the cost and availability of high yield steel. Both metals have similar characteristics, which enable cold rolled steel to be substituted for high yield steel.), Quality Assurance, and Plasma Arc Cutting (PAC)/Gouging Process.</p> <p><b>Pre-requisite(s):</b> Completion of Damage Controlman 'A' (<a href="#">P122209</a>) or equivalent experience. Enlisted personnel in other ranks/billets may attend, if approved on a case-by-case basis. Students should be comfortable with concepts and problem solving introduced through 2nd year algebra and basic trigonometry, including abstract numbers and vectors.</p> <p><b>Note(s):</b> Students must have, or report with sufficient funds (approximately \$75.00) to purchase, safety boots.</p>
<p><b>ALUMINUM WELDING</b> (DC-2/140252)</p> <p>P145422 <a href="#">TRACEN Yorktown</a>, VA Duration: 4 Weeks ECL: 75</p>	<p><b>Description:</b> This course consists of Instruction and practical training in the operation, safety, and troubleshooting procedures associated with Gas Metal Arc and Gas Tungsten Arc Welding.</p> <p><b>Pre-requisite(s):</b> Damage Controlman (DC) E-5 or above and successful completion of Steel Welding (<a href="#">P145421</a>) within the previous year. Enlisted personnel in other ranks/billets may attend, if approved on a case-by-case basis. Students should be comfortable with concepts and problem solving introduced through 2nd year algebra and basic trigonometry, including abstract numbers and vectors.</p> <p><b>Note(s):</b> Students must have, or report with sufficient funds (approximately \$75.00) to purchase, safety boots.</p>



## Specialty Training - Engineering

<p><b>SMALL CUTTER DAMAGE CONTROL</b> (DC-06/500206)</p> <p>P129700 <a href="#">TRACEN Yorktown</a>, VA Duration: 1 Week ECL: 75</p>	<p><b>Description:</b> This course is designed to provide students with the training required to act as a team member/leader in firefighting and damage control repair parties, with an introduction to Repair Locker Equipment, and methodology of Damage Control Training Team (DCTT) as applicable to the small cutter fleet.</p> <p><b>Pre-requisite(s):</b> Completion of Damage Controlman 'A' (<a href="#">P122209</a>). Students should be comfortable with concepts and problem solving introduced through 2nd year algebra and basic trigonometry, including abstract numbers and vectors.</p> <p><b>Note(s):</b> Students must have, or report with sufficient funds (approximately \$75.00) to purchase, safety boots.</p>
<p><b>ADVANCED ANALOG ELECTRONIC TECHNOLOGY</b> (EM-1/500248)</p> <p>P131130 <a href="#">TRACEN Yorktown</a>, VA Duration: 5 Weeks ECL: 75</p>	<p><b>Description:</b> This course provides technical training in advanced <u>analog</u> electronics to Electricians Mates (EM) E-5 through E-8. Training includes knowledge based concepts and performance application, troubleshooting, and use of technical manuals and test equipment associated with analog electronic circuit repair.</p> <p><b>Pre-requisite(s):</b> Completion of Electrician's Mate 'A' (<a href="#">P122216</a>). Students should be comfortable with concepts and problem solving introduced through 2nd year algebra and basic trigonometry, including abstract numbers and vectors.</p>
<p><b>ADVANCED DIGITAL ELECTRONIC TECHNOLOGY</b> (EM-2/500249)</p> <p>P131131 <a href="#">TRACEN Yorktown</a>, VA Duration: 4 Weeks ECL: 75</p>	<p><b>Description:</b> This course provides technical training in advanced <u>digital</u> electronics to Electrician's Mates (EM) E-5 through E-8. Training includes knowledge and performance based concepts, application, troubleshooting, and use of technical manuals and test equipment associated with digital electronic equipment and devices.</p> <p><b>Pre-requisite(s):</b> Completion of Electrician's Mate 'A' (<a href="#">P122216</a>) and Advanced Analog Electronic Technology (<a href="#">P131130</a>) or a graduate of an Advanced Computer, Engineering and Technology education program.</p>



## Specialty Training - Engineering

<p><b>MARK 27 GYROCOMPASS SYSTEM</b> (EM-20/230810)</p> <p>P145448 <a href="#">TRACEN Yorktown</a>, VA Duration: 1.5 Weeks ECL: 75</p>	<p><b>Description:</b> This training is for Electrician's Mates (EM) E-4 through E-9, along with personnel from the Integrated Support Activity and Maintenance Augmentation Teams. The training consists of: instructional and practical training in the operation, maintenance, and repair of the Mark 27 Gyrocompass System, and computer assisted instruction training of the Mark 37/Mark 27 differences.</p> <p><b>Pre-requisite(s):</b> Completion of Electrician's Mate 'A' (<a href="#">P122216</a>). Students should be comfortable with concepts and problem solving introduced through 2nd year algebra and basic trigonometry, including abstract numbers and vectors.</p>
<p><b>PORT ENGINEER</b></p> <p>P149010 Location: Various locations Duration: 4 Weeks ECL: 80</p>	<p><b>Description:</b> This course is for personnel with a maritime engineering background and is designed to provide specialized education and training to enhance the theoretical knowledge and practical skills of engineers to deal with engineering problems in a maritime and coastal environment. Training begins in the classroom and includes practical exercises. Students also learn hands-on techniques in the classroom and laboratory in subjects such as Surface Forces Logistics Center and Product Line Organizational Structure, Preparing for a Maintenance Period, Engineering Administration, Fundamentals of Project Management, Weld Inspections/Non-Destructive Testing, and Dry-docking and Shaft Alignment. The course will ultimately provide engineers the fundamental knowledge to carry out depot level maintenance. Fundamentals include general engineering administration, development of Current Ship's Maintenance Projects, maintenance tracking through the Naval Engineering Project List, condition found report, change requests, independent government estimates, ship propulsion system alignment, dry-docking fundamentals and safety, welding principles and non-destructive testing. Upon completion engineering students will receive certification from the National Association of Corrosion Engineers for Corrosion Inspector Program, Level 1.</p> <p><b>Pre-requisite(s):</b> Students should be screened for requisite judgment, maturity, attitude, and aptitude. Students should be prepared for and expect a mentally demanding course and should be in good physical condition to stand and work in prolonged practical academic exercise environments.</p>



## Specialty Training - Health and Safety

Courses in this section prepare personnel for independent duty in a health care clinic setting.

<p><b>EMERGENCY MEDICAL TECHNICIAN (EMT) CERTIFICATION</b> (EMT/250240)</p> <p>P175209 <a href="#">TRACEN Petaluma</a>, CA Duration: 47 days ECL: 80</p>	<p><b>Description:</b> This course provides classroom instruction and practical experience for emergency medical care given to ill or injured persons. Much of the practical exercises pertain to rescue techniques used in a maritime environment as encountered during USCG search and rescue missions. It is a 130-hour, intensive, college-level course. Students are required to complete both written and practical examinations.</p> <p><b>Pre-requisite(s):</b> None.</p> <p><b>Note(s):</b> This course is intense and requires many hours of homework for completion.</p>
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### Did you know?

With more than 51,000 fixed and floating federal aids to navigation (mostly buoys), the Coast Guard maintains the largest such system in the world. That's more than one aid for every military member in the Coast Guard.



## Specialty Training - Health and Safety

### COLORS



#### Colors

During colors when in uniform and covered, face the music or the flag and salute until the last note.

When in civilian clothes, stop, come to attention, and place your right hand over your heart. If the flag is not in view, face the music. If covered, remove your cover and place it over your heart.

Active and retired military personnel may salute in civilian clothes.



## Specialty Training – Maritime Law Enforcement

Maritime law enforcement (MLE) training provides students with the skills and knowledge required to carry out the USCG's responsibilities of enforcing U.S. and international laws and treaties in a variety of operational settings in a safe and professional manner. Most well known are the USCG's counter-narcotics and homeland security efforts that include counter-terrorism. However, MLE functions also include fisheries protection, enforcement of marine safety standards, and interdiction of illegal immigrants. Courses are also offered in the operation and maintenance of weapons systems and small arms used by the USCG to carry out the law enforcement mission.

All USCG MLE courses are approved under Expanded IMET (E-IMET).

### FEDERAL LAW ENFORCEMENT TRAINING CENTER VETTING REQUIREMENT

Of special note, there are additional vetting requirements for IMS's attending courses at the USCG's Maritime Law Enforcement Academy ([MLEA](#)) which is located on board the Federal Law Enforcement Training Center (FLETC) in Charleston, SC. Courses that require this additional vetting are Boarding Officer ([P173101](#)), International Boarding Officer ([P173016](#)), and Boarding Team Member ([P124401](#)).

FLETC requires notification to the IMSOs listed on [Page III-19](#) of the following information NLT 30 days in advance of the reporting date.

- 1) ["Foreign National Request for Access: Information on Individual Foreign National"](#) (FTC-SEM-17b-2 (1/09) form. This form is on [Page II-5](#)
- 2) [Invitational Travel Order](#)
- 3) Scanned copies of passport and visa

This requirement is strictly enforced by the Department of Homeland Security (DHS) and FLETC. Failure to provide the information within the required time line will result in cancellation of the course date.





## Specialty Training – Maritime Law Enforcement

### BASIC BOARDING OFFICER

(MLE-01/341090)

#### ***E-IMET APPROVED***

P173101

[MLE Academy](#), Charleston, SC

Duration: 5 Weeks

ECL: 80

**Description:** This course is for personnel on a maritime law enforcement boarding team and is designed to provide a basic foundation in applicable legal concepts, practical experience in fundamental and advanced boarding procedures and techniques stressing teamwork and officer safety; and practical exercises involving administrative inspections, search, seizure, arrest, use of force, crime scene processing, case file preparation and courtroom procedures, communications, and intoxication identification. Training begins in the classroom, and includes written exams. Students also learn hands-on techniques in the classroom, gymnasium and laboratory, such as how to identify and render safe weapons, how to remove weapons from persons during boardings, how to conduct searches of persons, and how to test and identify controlled substances. After establishing a strong foundation, students apply their knowledge and understanding of the law during dynamic mock boardings with experienced role players in a variety of scenarios. Students will be expected to conduct boardings in a legal manner, determine whether a violation of federal law has occurred and, if so, take the appropriate enforcement action. The Use of Force training includes the USCG's use of force continuum, deadly force, defensive tactics, handcuffing, oleoresin capsicum (OC) pepper spray, expandable baton, and tactical procedures. Students will be required to receive a full-faced exposure to OC pepper spray. If the student has been previously exposed, he/she must provide documentation indicating when, how and with what type of product they were exposed to.

**Pre-requisite(s):** Students should be screened for requisite judgment, maturity, attitude, and aptitude to serve as a boarding officer and must be service pistol qualified. Students should be prepared for and expect a physically demanding course and should be in good physical condition. Students will be required to satisfactorily complete the physical fitness test that is described on [Section III Page 5-6](#) of this Handbook. Students will be tested on the second day of the course, with 1 physical fitness retest (if necessary) available at later dates. Students failing retests will be placed in a physical fitness program until the test is passed. If they have not passed by the end of the course, they will receive a letter of completion instead of a graduation certificate and will not be considered a graduate of the course.

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## Specialty Training – Maritime Law Enforcement

### CONTINUED FROM PREVIOUS PAGE

#### BASIC BOARDING OFFICER

(MLE-01/341090)

P173101

**Note(s):** A commitment from both the student and his/her unit is necessary for successful completion of Maritime Law Enforcement training.

IMS's must submit the "[Foreign National Request for Access: Information on Individual Foreign National](#)" (FTC-SEM-17b-2 (1/09)) form, [ITO](#) and scanned copy of passport and visa NLT 30 days prior to class report date. See policy on [Section II Page 4](#) and Form on [Section II Page 5](#).

All Boarding Officer ([P173101](#)), International Boarding Officer ([P173016](#)) and Boarding Team Member ([P124401](#)) IMS's will participate in an organized PT program facilitated by the physical fitness staff. PT is conducted 3 times per week from 0530 to 0615.

Appropriate PT clothing/gym gear is provided by the USCG for mandatory PT. However, IMS's must bring their own athletic shoes/sneakers, athletic supporter with cup for males, and work uniforms.

Students attending the Boarding Officer Course ([P173101](#)), the International Boarding Officer Course ([P173016](#)) or the Boarding Team Member Course ([P124401](#)) will be exposed to the chemical irritant OC (Oleoresin Capsicum) pepper spray as part of their training. OC pepper spray exposure will be waived if the IMS submits documentation in English of OC pepper spray exposure endorsed by his/her command to the USCG MLEA Training Officer. Refusal to participate in OC pepper spray training will result in a letter of attendance in lieu of a graduation certificate.





## Specialty Training – Maritime Law Enforcement

### INTERNATIONAL BOARDING OFFICER

#### *E-IMET APPROVED*

P173016

[MLE Academy](#), Charleston, SC

Duration: 4 Weeks

ECL: 80

**Description:** This course is for personnel on a maritime law enforcement boarding team and is designed to provide a basic foundation in applicable legal concepts, practical experience in fundamental and advanced boarding procedures and techniques stressing teamwork and officer safety; and practical exercises involving administrative inspections, search, seizure, radiation detection, recreational vessel inspections and regulations, arrest, use of force. Training begins in the classroom, and includes practical exercises. Students also learn hands-on techniques in the classroom, gymnasium and laboratory, such as how to identify and render safe weapons, how to remove weapons from persons during boarding's, how to conduct searches of persons, and how to test and identify controlled substances. After establishing a strong foundation, students apply their knowledge and understanding of the law during dynamic mock boarding's with experienced role players in a variety of scenarios. Students will be expected to conduct boarding's in a legal manner, determine whether a violation of federal law has occurred and, if so, take the appropriate enforcement action. The Use of Force training includes the USCG's use of force continuum, deadly force, defensive tactics, handcuffing, oleoresin capicum (OC) pepper spray, expandable baton, and tactical procedures. Students will be required to receive a full-faced exposure to OC pepper spray. If the student has been previously exposed, he/she must provide documentation indicating when, how and with what type of product they were exposed to.

**Pre-requisite(s):** Students should be screened for requisite judgment, maturity, attitude, and aptitude to serve as a boarding officer and must be service pistol qualified. Students should be prepared for and expect a physically demanding course and should be in good physical condition. Students will be required to satisfactorily complete the physical fitness test that is described on [Section III Pages 5-6](#). Students will be tested on the second day of the course, with 1 physical fitness retest (if necessary) available at later dates. Students failing retests will be placed in a physical fitness program until the test is passed. If they have not passed by the end of the course, they will receive a letter of completion instead of a graduation certificate and will not be considered a graduate of the course.

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## Specialty Training – Maritime Law Enforcement

### CONTINUED FROM PREVIOUS PAGE

#### INTERNATIONAL BOARDING OFFICER

P173016

**Note(s):** A commitment from both the student and his/her unit is necessary for successful completion of Maritime Law Enforcement training.

IMS's must submit the "[Foreign National Request for Access: Information on Individual Foreign National](#)" (FTC-SEM-17b-2 (1/09)) form, [ITO](#) and scanned copy of passport and visa NLT 30 days prior to class report date. See policy on [Section II Page 4](#) and Form on [Section II Page 5](#).

All Boarding Officer ([P173101](#)), International Boarding Officer ([P173016](#)) and Boarding Team Member ([P124401](#)) IMS's will participate in an organized PT program facilitated by the physical fitness staff. PT is conducted 3 times per week from 0530 to 0615.

Appropriate PT clothing/gym gear is provided by the USCG for mandatory PT. However, IMS's must bring their own athletic shoes/sneakers, athletic supporter with cup for males, and work uniforms.

Students attending the Boarding Officer Course ([P173101](#)), the International Boarding Officer Course ([P173016](#)) or the Boarding Team Member Course ([P124401](#)) will be exposed to the chemical irritant OC (Oleoresin Capsicum) pepper spray as part of their training. OC pepper spray exposure will be waived if the IMS submits documentation in English of OC pepper spray exposure endorsed by his/her command to the USCG MLEA Training Officer. Refusal to participate in OC pepper spray training will result in a letter of attendance in lieu of a graduation certificate.





## Specialty Training – Maritime Law Enforcement

### BOARDING TEAM MEMBER

(MLE-05/341095)

### *E-IMET APPROVED*

P124401

[MLE Academy](#), Charleston, SC

Duration: 2 Weeks

ECL: 80

**Description:** This course is designed to prepare students for their role as maritime law enforcement boarding team members. The major subject areas are defensive tactics techniques, use of force, authority and jurisdiction, personal searches, initial safety inspections, and boarding procedures. The course prepares personnel to perform as a boarding team member under the supervision of a Boarding Officer.

**Pre-requisite(s):** Students must be service pistol qualified. Students should be prepared for and expect a physically demanding course and should be in good physical condition. Students will be required to satisfactorily complete the physical fitness test that is described on [Section III Pages 5-6](#) of this Handbook. Students will be tested on the second day of the course, with 1 physical fitness retest (if necessary) available at later dates. Students failing retests will be placed in a physical fitness program until the test is passed.

**Note(s):** A commitment from both the student and his/her unit is necessary for successful completion of Maritime Law Enforcement training.

IMS's must submit the "[Foreign National Request for Access: Information on Individual Foreign National](#)" (FTC-SEM-17b-2 (1/09)) form, [ITO](#) and scanned copy of passport and visa NLT 30 days prior to class report date. See policy on [Section II Page 4](#) and Form on [Section II Page 5](#).

All Boarding Officer ([P173101](#)), International Boarding Officer ([P173016](#)) and Boarding Team Member ([P124401](#)) IMS's will participate in an organized PT program facilitated by the physical fitness staff. PT is conducted 3 times per week from 0530 to 0615.

Appropriate PT clothing/gym gear is provided by the USCG for mandatory PT. However, IMS's must bring their own athletic shoes/sneakers, athletic supporter with cup for males, and work uniforms.

Students attending the Boarding Officer Course ([P173101](#)), the International Boarding Officer Course ([P173016](#)) or the Boarding Team Member Course ([P124401](#)) will be exposed to the chemical irritant OC (Oleoresin Capsicum) pepper spray as part of their training. OC pepper spray exposure will be waived if the IMS submits documentation in English of OC pepper spray exposure endorsed by his/her command to the USCG MLEA Training Officer. Refusal to participate in OC pepper spray training will result in a letter of attendance in lieu of a graduation certificate.



## Specialty Training – Small Boat Operations

Safe and effective boat operations require various maritime skills. Outside of BM "A" School's boat operations training, the International Motor Lifeboat (MLB) Coxswain course below is the only other resident training course available. Request for any advanced tactical coxswain training is reviewed on a case by case basis.

### INTERNATIONAL MOTOR LIFEBOAT (MLB) COXSWAIN

P145076

[National Motor Lifeboat School](#);

Ilwaco, WA

Duration: 2 Weeks

ECL: 75

**Description:** The USCG's National Motor Lifeboat School (NMLBS) in Ilwaco, Washington operates 47-foot motor lifeboats in heavy surf and rough weather and is the only training facility of its kind in the U.S. This course provides advanced level training for personnel permanently assigned to Motor Lifeboat Units (MLB) who will be required to perform the duties of motor lifeboat coxswain. This course will enable certified experienced MLB coxswains to perform risk assessment, basic engineering casualty control procedures and advanced operating procedures in heavy weather and surf conditions, consistent with USCG policy and standards.

**Pre-requisite(s):** Students must be at least boat crewman qualified, and preferably be coxswain qualified.

**Note(s):** Instruction is restricted to 47-foot motor lifeboats only and only to IMS's that operate this platform in their county.







## Specialty Training – Small Boat Operations

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## Specialty Training – Search and Rescue

The goal of safety is pursued primarily through our search and rescue and marine safety missions. Search and Rescue (SAR) is perhaps the Coast Guard's best-known mission area, and the service is recognized as the world's leader by the international SAR community. When the rescue alarm sounds, the Coast Guard is ready to confront the inherently dangerous maritime environment, frequently going into harm's way to save others. The Coast Guard works closely with other federal, state, and local agencies, and with foreign nations, to provide the world's fastest and most effective response to distress calls.

### MARITIME SEARCH AND RESCUE (SAR) PLANNING (CG-060/340440)

P173100

[TRACEN Yorktown](#), VA

Duration: 4 Weeks

ECL: 80

**Description:** This is a resident course designed to train USCG, Navy, and Air Force personnel, as well as IMS's (officers and enlisted) assigned to Rescue Coordination Centers (RCC) to perform Maritime Search Planning in the coastal and oceanic environments. It is also a requirement for those personnel that will be directly supervising SAR planners. The course is computer-based and instructs students how to use the Search and Rescue Optimal Planning System (SAROPS) and the Probability of Survival Decision Aid (PSDA) programs. The course is difficult and intense, and requires many hours of homework for completion. The IMS will train alongside his/her U.S. counterpart, who typically is en route to duty at a maritime RCC or rescue subcenter. Sample Syllabus is on the next page.

**Pre-requisite(s):** This course requires previous experience in SAR operations, and proficiency in marine plotting, navigation, and mathematics (algebra and basic trigonometry).

Students are required to be fluent in windows-based computer operating systems.

**Note(s):** Students can be either officers or enlisted personnel assigned to duty as controller or assistant controller at a maritime RCC or rescue subcenter.

IMS's are required to complete the DHS 4300A Form in order to receive access to [Information Technology Systems](#) while attending the course. This form is on [Section II Page 6](#).





## Specialty Training – Search and Rescue

### SAMPLE MARITIME SAR ([P173100](#)) SYLLABUS

<p>Introductions, Overview and Expectations</p> <p>SAR and Navigation Pre-Evaluations</p> <p><i>SAR System Overview</i></p>	<p>SRU Duties</p> <p>OSC Duties</p> <p>SAR Communications</p>	<p>Documentation</p> <p>Basic Drift Theory</p> <p>Total Water Current</p>	<p>Wind Current Worksheet</p> <p>Total Water Current Exercise</p>	<p>Flare Incidents</p> <p>SAR Policies</p>
<p>SAR Agreements and SAR Operations Plan</p> <p>Operational Risk Management/ Sea King Case Study</p>	<p>Morning Dew Case Study</p>	<p>Wind Current</p> <p>Average Surface Wind Worksheet</p>	<p>Leeway</p> <p>Leeway Exercise</p> <p>Probable Error</p> <p>Total Probable Error Worksheet</p>	<p>Resources/Asset Allocation</p> <p>Rescue Plan and Operations</p>
<p>Week One Review</p> <p>Search Patterns</p>	<p>Global Maritime Distress and Safety System GMDSS</p>	<p>Drills and Exercises (Teams)</p>	<p>Drills and Exercises (Teams)</p>	<p>Course Evaluations</p> <p>Graduation</p>
<p>Search Patterns Exercise</p>	<p>Cumulative Exercise/Walkthrough of all Worksheets (entire class)</p>	<p>Drills and Exercises (Teams)</p> <p>Drills and Exercise Debriefs</p>	<p>Drills and Exercises (Teams)</p>	



## Specialty Training – Search and Rescue

### INTERNATIONAL MARITIME SEARCH AND RESCUE (SAR) PLANNING

P173018

[TRACEN Yorktown](#), VA

Duration: 2 Weeks

ECL: 80

**Description:** This international student only course is designed to train officers and enlisted personnel on the fundamentals of Maritime Search Planning in the coastal and oceanic environments. Students should be from an agency with a maritime search and rescue mission. Students will study environmental factors in search planning, rescue platform selection, maritime survivability, search patterns, communications, rescue operations, and case closure. The curriculum is designed to introduce search planning concepts consistent with the International Aeronautical and Maritime SAR Manual, promulgated by the International Maritime Organization of the United Nations.

**Pre-requisite(s):** Strong mathematics skills at the Algebra II level, basic Trigonometry, familiarity with chart navigation and plotting techniques. Practical exercises focus on the use of mathematics to manually develop search plans combined with manual chart planning.

This course is directed to SAR Operators in federal, state, and local emergency services and law enforcement, as well as Civil Air Patrol, international, and volunteer SAR agencies. The target audience includes SAR Planners at Rescue Coordination Centers, on-scene incident commanders and their planners, operational leaders, and their up-channel reporting chain.





## Specialty Training – Search and Rescue

### SEARCH AND RESCUE, INLAND SEARCH AND RESCUE PLANNING (ISPC)

P116035

[TRACEN Yorktown](#), VA

Duration: 1 Week

ECL: 80

**Description:** The Inland Search and Rescue Planning Course (ISPC) provides a comprehensive, graduate-level, look at search theory and its application to land and air searches for missing persons and aircraft. The focus of this course, which is taught by Air Force instructors, is on planning for wilderness, not urban, inland search operations. The course consists of classroom lessons and practical tabletop exercises only. Emphasis is placed on the planning necessary for effective area-type searching during an extended search, using probability of success (POS), to allocate limited resources to their best effect predicatively. Additional topics include search area development, effort allocation, and the federal role in search and rescue (SAR), and related subjects. The course does not teach search tactics or technical procedures. Eligible personnel may apply for any class convening at USCG TRACEN Yorktown, VA.

**Pre-requisite(s):** *A firm grounding* in SAR terminology and employment techniques, practical SAR experience, basic map reading/plotting skills, basic arithmetic and calculators skills, and an understanding of local SAR mission management requirements.

**Note(s):** This course designed for leaders assigned to federal (including Coast Guard, National Park Service, and Air Force), state and local search mission positions which are responsible for the planning, coordination, or conduct of air and ground search operations in the inland environment.

### Did you know?

The Coast Guard's International Ice Patrol, created after the aftermath of the Titanic sinking, locates and tracks icebergs to prevent further vessel collisions with icebergs. No ship-iceberg collisions have been reported since the International Ice Patrol has been in existence.



## Specialty Training - Operations Ashore Command

### BASIC PREPAREDNESS AND EXERCISE (BPEC)

(501304)

P171578

[TRACEN Yorktown](#), VA

Duration: 3 Weeks

ECL: 80

**Description:** Designed for personnel assigned to duties associated with preparedness. The 15 day intensive course covers topics which include: preparedness and planning principles; preparedness partnerships; preparedness tools (risk-based decision making and the Contingency Preparedness System); Seven Phases of the Preparedness Cycle.

**Pre-requisite(s):** All personnel are required to complete the Incident Command System (ICS) 100 and 200 correspondence courses as a minimum. ICS 300, 700 and 800 level training are highly recommended.

**Note(s):** The target audience is E-6 to O-4 assigned to duties associated with preparedness.

IMS's are required to complete the DHS 4300A Form in order to receive access to [Information Technology Systems](#) while attending the course. This form is on [Section II Page 6](#).

### Did you know?

Due in large part to Coast Guard programs, vessel collisions and groundings have decreased 23 percent over the last decade.



## Specialty Training - Operations Ashore Command

<p><b>CONTINGENCY PREPAREDNESS PLANNER, SENIOR COURSE (CPPX)</b> (MS-739/250524)</p> <p>P171576 <a href="#">TRACEN Yorktown</a>, VA Duration: 1 Week ECL: 80</p>	<p><b>Description:</b> This is a course designed for District and Area Planners. The course emphasizes training in: contingency preparedness and crisis action planning, Command Relationships, National Exercise Program, Maritime Security Risk Assessment Model (MSRAM), Area Contingency Plans (ACP), Standard Operational Planning Process (SOPP), National Preparedness and Contingency Preparedness Planning Manual (CPPM) doctrine, Continuity of Operations Plans (COOP) policy, Essential Support Functions (ESF), USCG Contingency Planning System (CPS), exercise budgeting, and response management systems when responding to contingencies.</p> <p><b>Pre-requisite(s):</b> Students must be senior officers or senior-level managers who are tasked with all-hazards response management.</p> <p>Students are expected to be well-versed in Incident Command System (ICS) principles (ISC 100, 200, 300, 700 and 800).</p> <p><b>Note(s):</b> The target audience is commanding and executive officers at the O-4 and O-6 levels.</p>
<p><b>INTERNATIONAL CRISIS COMMAND AND CONTROL (ICCC)</b></p> <p>P162285 <a href="#">TRACEN Yorktown</a>, VA Duration: 2 Weeks ECL: 80</p>	<p><b>Description:</b> This course is designed to provide the skills necessary for decision makers to manage a variety of challenging incidents. The course consists of contingency planning doctrine familiarization, risk communications, media relations, and Incident Command System (ICS) 100/200/341 training. The curriculum is reinforced by a tour of a civilian Emergency Operations Center and a crisis management tabletop exercise in which participants will use the skills learned during the previous 2 weeks to respond to a challenging scenario. The class compilation will consist of up to 24 officers from a mix of maritime nations.</p> <p><b>Pre-requisite(s):</b> None.</p> <p><b>Note(s):</b> IMS's should have experience with or currently be assigned to crisis management/response duties.</p> <p>This course must have a minimum of 10 IMS's to hold a class convening.</p> <p>The International Maritime Officers Course (IMOC) (<a href="#">P171575</a>) includes this course of instruction.</p>



## Specialty Training - Operations Ashore Command

### ON-SCENE COORDINATOR CRISIS MANAGEMENT (MS-523/201481)

P179288

[TRACEN Yorktown](#), VA

Duration: 2 Weeks

ECL: 80

**Description:** This course provides a capstone on all hazards crisis management training for USCG field commanders. It focuses on balancing multiple responsibilities to direct USCG resources and coordinate federal, state, local and private sector resources in response to a crisis. Student composition includes a mix of 12 senior USCG field commanders and 12 counterparts from federal, state and private sector response organizations. This student mix provides the opportunity to share ideas on priorities, responsibilities and decision making for crisis management.

**Pre-requisite(s):** Incident Command System (ICS) 300 and 400.

Students should be unit Commanding Officers (CO) or Executive Officers (XO) at O-6/O-5 level with On Scene Coordinator responsibility for oil and hazardous substance incidents.

**Note(s):** IMS biographical data is required for screening and approval prior to quota confirmation.

This course is offered 3 times per year.



## Specialty Training - Operations Ashore Prevention

The courses in this section offer training in a broad range of subjects including inspection of commercial vessels and offshore facilities, port safety and security management, and homeland security in and around the waterways to shield the nation from terrorists, weapons of mass destruction, hazardous materials and other threats to security.

### ADVANCED FOREIGN PASSENGER VESSEL EXAMINER COURSE (MS-529/500317)

P164010  
USCG Sector Miami, FL  
Duration: 1 Week  
ECL: 80

**Description:** This course is intended to broaden and deepen participants' understanding of and competency in the USCG's Foreign Passenger Vessel Examination program. Course lessons explain in-depth technical and regulatory concepts on standards applicable to foreign passenger vessels. The combination of lesson proficiency assessments and ship visits ensure greater awareness and consistency in participants' decision making skills while evaluating a vessel's compliance with international and domestic safety, security, and environmental standards. The week-long interactions among participants reinforce the value of and need for frequent communication and close working relationships among the cruise industry community and USCG. Likewise, participants gain valuable insight, and a mutual understanding of the impacts their decisions have on cruise industry safety, security, and commercial viability.

**Pre-requisite(s):** Hull or machinery qualification, or equivalent experience, education and training.

**Note(s):** Class is held Monday through Saturday at USCG Sector Miami, FL. IMS arrival must be coordinated through the International Military Student Officer (IMSO) at TRACEN Yorktown. Contact information can be found on [Section III Page 25](#).

U.S. Government lodging is NOT available on base. Students will have to pay for lodging in local hotels. Cost of lodging in Miami is expensive, and can vary based on tourist season.

Transportation to and from class may be available through a carpool. However, if personal transportation is desired, students will have to make independent arrangements through a rental car service.





## Specialty Training - Operations Ashore Prevention

<p><b>CONTAINER INSPECTION</b> (MS-542/500848)</p> <p>P173103 Oklahoma City, OK Duration: 1 Weeks ECL: 80</p>	<p><b>Description:</b> This course instructs officers and enlisted personnel on the procedures to conduct inspections on intermodal containers and tanks. Subjects include compliance with U.S. and international hazardous material transportation regulations, requirements for labeling and packaging of hazardous cargo materials, inspections of cargo blocking and bracing. Practical exercises include hands-on experience with documentation and inspection techniques. In addition, the course also covers proper procedures and regulations for safe handling of military and commercial explosives transported by vessel.</p> <p><b>Pre-requisite(s):</b> Completion of Marine Science Technician 'A' (<a href="#">P179027</a>) or equivalent experience.</p> <p><b>Note(s):</b> IMS arrival must be coordinated through the International Military Student Officer (IMSO) at TRACEN Yorktown. Contact information can be found on <a href="#">Section III Page 25</a>.</p>
<p><b>EXPLOSIVES HANDLING SUPERVISOR</b> (MS-496/240450)</p> <p>P122252 <a href="#">TRACEN Yorktown</a>, VA Duration: 2 Weeks ECL: 80</p>	<p><b>Description:</b> This course instructs officers and enlisted personnel on the proper procedures and regulations for safe handling of military and commercial explosives through seaports. Subjects areas taught include compliance with U.S. and international hazardous material transportation regulations, requirements for labeling and packaging of hazardous cargo materials, inspections of cargo blocking and bracing, examinations of cargo gear and rigging inspections, container inspections, vessel preload examinations and supervision of cargo handling operations. Practical exercises include hands-on experience with documentation and conducting container inspections.</p> <p><b>Pre-requisite(s):</b> Experience working with containers and/or experience working with explosive material.</p> <p><b>Note(s):</b> Because of the focus on U.S. Laws and court procedures, this course is recommended only if the host nation desires to mirror the U.S. system.</p>



## Specialty Training - Operations Ashore Prevention

### MARINE INSPECTOR COURSE - DOMESTIC (MS-601/501869)

P122226

[TRACEN Yorktown](#), VA

Duration: 4 Weeks

ECL: 80

**Description:** This course provides instruction for USCG marine inspector trainees in basic hull construction and nomenclature, welding qualification procedures, hull inspection and dry dock requirements, lifesaving systems and equipment, personal lifesaving gear, firefighting systems, auxiliary systems, diesel propulsion, electrical system design considerations, machinery, stability and subdivision, technical review, and occupational safety for inspectors. This course is taught using lectures, in-class and laboratory exercises; emphasizing hands-on experience. Emphasis is also placed on developing the student's ability to identify and apply U.S. regulations and standards during the inspection of U.S. flag commercial vessels, specifically Small Passenger Vessels and Barges.

**Pre-requisite(s):** None.

**Note(s):** This course is intended for officers CWO2 to O-4 assigned as a marine inspector.

This course was formerly named the Inspection Department Course, but has been updated and renamed to Marine Inspector Course – Domestic.

### Maritime Domain

The United States has always been a maritime nation. Throughout our history, the oceans have served as a form of protection from rivals, source of resources and recreation for our people, and means of trade with our partners. According to the National Oceanic and Atmospheric Administration (NOAA), one in six U.S. jobs is tied to the maritime industry.

Technically, the Maritime Domain encompasses all areas and things on, under, relating to, adjacent to, or bordering on a sea, ocean, or other navigable waterway. The Maritime Domain includes all maritime-related activities, infrastructure, cargo, and vessels and other means of water transport. Practically, ensuring the safety, security, and environmental stewardship of the Maritime Domain requires protection of 95,000 miles of U.S. coastline and preservation of sustainable fisheries in nearly 3.4 million square miles of our Exclusive Economic Zone – an area larger than the contiguous United States (the lower 48) states.

It is the Coast Guard's goal to protect our Nation from threats to the safety and security and natural resources of the Maritime Domain.



## Specialty Training - Operations Ashore Prevention

### PORT STATE CONTROL OFFICER (PSCO) (MS-602/501864)

P122234

[TRACEN Yorktown](#), VA

Duration: 3 Weeks

ECL: 80

**Description:** This course is designed to provide USCG Port State Control Officer (PSCO) trainees the necessary Port State Control (PSC) foundational knowledge needed to earn a follow-on USCG Port State Control Officer qualification. Training topics will include, but are not limited to: purpose of port state control and port state control concepts; professional ethics and demeanor; awareness of cultural differences with foreign crews; vessel targeting processes; application of Safety of Life at Sea (SOLAS) requirements to foreign freight vessels for hull, machinery, fire protection, lifesaving equipment, communications, navigation equipment and systems, safe management, special measures for maritime safety and security, load lines, tonnage, manning and mariner certification, and MARPOL (International Convention for the Prevention of Pollution From Ships); application of domestic requirements (predominately navigation safety, pollution prevention and maritime security requirements) to foreign freight vessels; practical guidelines on how to examine foreign freight vessels and systems for compliance; control actions; reporting requirements and related Marine Information Safety and Law Enforcement (MISLE) System activities; and appeals of USCG actions. This course is taught using lectures, in-class and laboratory exercises, and emphasizes hands-on experience and procedures.

**Pre-requisite(s):** The prospective IMS should be employed as a Port State Control Officer/Examiner or Marine Inspector within his/her respective host nation responsible for conducting Port State Control (PSC) exams. Officers, Civilians and Petty Officers are eligible to attend.

**Note(s):** All candidates must have the proper temperament, maturity and ability to grasp the overall gravity of their actions/decisions and associated consequences to the international shipping industry when performing the job of a PSCO. Those who have successfully completed the Marine Inspector Course-Domestic (formerly the Inspection Department Course) ([P122226](#)) prior to March of 2006 do not need to take this course.



## Specialty Training - Operations Ashore Prevention

### INVESTIGATING OFFICER (MS-603/340860)

P122253

[TRACEN Yorktown](#), VA

Duration: 3 Weeks

ECL: 80

**Description:** The course provides designated Investigating Officers with instruction on the application of laws, regulations and policies related to the investigation of marine casualties. Utilizing marine casualty scenarios and role plays, students will practice basic investigative techniques such as witness interviews, evidence collection and other case processing skills. Students will use the Coast Guard marine investigative process for marine casualties within four various incident scenarios that focus on the different levels of investigation and build upon each other as the course progresses. Each student will be individually evaluated based on performance criterion checklists while performing mock casualty investigations. Students will use these scenarios to perform causal analysis, identify human error, develop conclusions, and form safety recommendations. All corresponding Marine Information for Safety and Law Enforcement (MISLE) casework will be completed and evaluated, so it is important each student be familiar with both the MISLE Incident Investigation and Enforcement User's Manual and process guides to ensure proper preparation. Due to the quick pace of the course, it is recommended that each student have a minimum of three months experience as a break-in Investigating Officer. Students must successfully complete each scenario to pass the course.

**Pre-requisite(s):** Attending personnel must meet all of the following:

- Complete the advanced distributed learning (ADL) course (MS-603 SPeL) no more than three months prior to course convening date.
- Student must be an Investigating Officer with a formal letter of designation from their command.
- Be a marine inspector holding a qualification which includes navigation and propulsion or be a port state control officer holding a foreign vessel qualification.

**Note(s):** This course was redesigned as a blended learning course using multiple delivery methods, self-paced e-learning (MS-603 SPeL), and resident training.



## Specialty Training - Operations Ashore Prevention

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## Specialty Training - Operations Ashore Response

The USCG promotes international maritime safety and security standards and protects the marine environment. Through training, personnel are taught to respond to oil and hazardous substance pollution incidents released into the navigable waters in order to protect public health and the environment.

### **POLLUTION INCIDENT RESPONSE (PIR)** (MS-607/502010)

P122703

[TRACEN Yorktown](#), VA

Duration: 2 Weeks

ECL: 80

**Description:** This entry level training provides oil and hazardous material response and investigation training for personnel assigned to pollution response duties. Subject areas include oil and chemical properties, personal protective equipment, pollution response authority, pollution investigations, oil spill cleanup techniques, Hazardous Waste Operations and Emergency Response Standard HAZWOPER, Group Division Leader (ICS 339), and MISLE System. Course emphasizes an all hazards approach to Incident Response.

**Pre-requisite(s):** Completion of Incident Command System (ICS) 100 and 200 or equivalent experience.







## Leadership

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As a small service with many responsibilities, the USCG places great value on effective leadership. The Leadership Development Center (LDC) staff reaches out to all USCG Enlisted, Officer, Cadet, Reserve, Civilian and Auxiliary members of Team Coast Guard through resident and non-resident classroom training, unit level programs and web-based curricula. These delivery strategies combine to improve leadership skills leading to enhanced mission performance and increased retention. The LDC improves the USCG's performance by training members to demonstrate leadership competencies, providing leadership and quality development efforts and identifying future needs through research and assessment.

### U.S. Coast Guard Core Values

**Honor** – Integrity is our standard. We demonstrate uncompromising ethical conduct and moral behavior in all of our personal and organizational actions. We are loyal and accountable to the public trust.

**Respect** – We value our diverse workforce. We treat each other and those we serve with fairness, dignity, respect and compassion. We encourage individual opportunity and growth. We encourage creativity through empowerment. We work as a team.

**Devotion to Duty** – We are professionals, military and civilian, who seek responsibility, and accept accountability, and are committed to the successful achievement of our organizational goals. We exist to serve. We serve with pride.





## Leadership

<p><b>INSTRUCTOR DEVELOPMENT</b> (G-P INSTRUCTOR/230140)</p> <p>P166425 – <a href="#">TRACEN Yorktown</a>, VA P166435 – <a href="#">TRACEN Petaluma</a>, CA P166400 – Various locations Duration: 1 Week ECL: 75</p>	<p><b>Description:</b> This course provides personnel assigned to instructor duty the skills to conduct performance based instruction to individuals, groups or teams. Students gain experience in the use of adult learning theories, effective communication/presentation skills, feedback, managing the learning environment, effectively using a variety of media/instructional methods, establishing/maintaining instructor credibility, lesson planning, reading/writing performance-based objectives, preparing the instructional site, demonstrating effective questioning/answering skills, providing positive reinforcement/motivational incentives, evaluating learner performance/delivery of instruction and reporting evaluation information.</p> <p><b>Pre-requisite(s):</b> Officers and petty officers assigned to instructor duties.</p> <p><b>Note(s):</b> Students will be making 2 performance-based presentations during the course, which are to be based on training materials they currently are using, or expect to be using.</p>
<p><b>LEADERSHIP AND MANAGEMENT</b> (G-P-OLAM/340720)</p> <p>P162225 – <a href="#">TRACEN Yorktown</a>, VA P162225 – <a href="#">TRACEN Petaluma</a>, CA P162224 – <a href="#">USCG Academy</a>, New London, CT Duration: 1 Week ECL: 80</p>	<p><b>Description:</b> The course objective is designed to enhance supervisory skills for first line supervisors. The course develops skills in the following areas: communicating effectively, influencing others positively, creating an environment that motivates performance, getting the job done while taking care of subordinates, encouraging personal ethics, and promoting team-work. Course objectives are met by recreating the world of work in the classroom, using role-playing, situational-analysis, and group-discussion and activities.</p> <p><b>Pre-requisite(s):</b> E-5s are the target audience; however, E-6, O-1, O-2, and E-4s in a supervisory role may attend.</p> <p><b>Note(s):</b> Instructors from the Leadership Development Center teach this course at operational units throughout the USCG and at TRACENs Yorktown, Petaluma and the USCGA.</p> <p>The International Maritime Officers Course (IMOC) (<a href="#">P171575</a>) includes this course of instruction.</p>



## Leadership

**PROSPECTIVE  
COMMANDING OFFICER/  
OFFICER IN CHARGE/  
EXECUTIVE OFFICER/  
EXECUTIVE PETTY  
OFFICER AFLOAT**  
(CO/OIC/XO/XPO)/340380)

P171300

[USCG Academy](#), New London, CT

Duration: 2 Weeks

ECL: 80

**Description:** This advanced course is conducted in a seminar format and is designed to refresh the skills of those who have served in command cadre positions who are reporting back afloat, as well as familiarize those who will be assigned for the first time as Commanding Officer (CO), Officer in Charge (OIC), Executive Officer (XO), or Executive Petty Officer (XPO). The primary topics include Collision Avoidance, Team Coordination Training, Legal Issues, Navigation Standards, Rapid Radar Plotting, Rules of the Road Decision Making, Shipboard Stability, Engineering Administration, Mishap Case Studies and Shiphandling, Command Philosophy, CO/XO Relations, Performance Evaluations, Personnel Administration, Finance, Operational Law Issues and Public Affairs.

The course utilizes interactive classroom discussions, case studies and simulation that emphasize adaptive leadership as students analyze and resolve complex issues. The primary method of instruction combines seminar type discussions of issues and scenarios, student presentations and the use of the Ship Control And Navigation Training Simulator (SCANTS). The value of this course highly depends on active student participation.

**Pre-requisite(s):** Must be a prospective or current commanding officer or executive officer for a naval vessel 20 meters or greater in length.



## Leadership

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## Professional Military Education

### INTERNATIONAL MARITIME DOMAIN AWARENESS (IMDA)

***E-IMET APPROVED***

P171064  
TRACEN Yorktown, VA  
Duration: 8 Weeks  
ECL: 80

- **Description:** This international-student-only course is designed to expose personnel to the concept of Maritime Domain Awareness (MDA): the use of policies, plans, systems, and information gathering to effectively understand the activities, events, and threats in the maritime environment. Through an examination of the current environment and global strategy, students gain essential knowledge for implementing an MDA plan (i.e., U.S.'s National Maritime Domain Awareness Plan- NMDAP). The course offers a multi-faceted approach to the use of MDA in guiding incident prevention as well as response planning, and provides a valuable introduction to the Maritime Safety & Security Information System (MSSIS). Students examine legal aspects of combating terrorism and corruption (presented by professional staff from the Defense Institute of International Legal Studies- Newport, RI.) Best practices for anti-piracy, seaport security and anti-terrorism will be shared through practical/simulator exercises and classroom academic discussion. In the capstone week of training, students have the opportunity to observe organic processes for collection, fusion, analysis, and dissemination of information to enhance situational awareness and MDA. Ultimately, students will improve their ability to maximize legitimate use of the maritime domain by modernizing maritime information sharing, safeguard critical infrastructure and bolster global maritime interoperability.
- **Pre-Requisite(s):** None
- **Note(s):** This course is directed to maritime professionals (both military and civilian) whom manage and engage in maritime safety, law enforcement or port security operations.

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## Professional Military Education

### SAMPLE IMDA ([P171064](#)) SYLLABUS

<i>CONTINUED FROM PREVIOUS PAGE</i>	
<b>Week 1</b>	<p>Introductions/Student Country Perspectives</p> <p>Framework/Model Maritime Code/ISPS Code/NMDAP/ Maritime Safety &amp; Security Info. System (MSSIS)</p> <p>FSP- -“Reciprocal Visit” to Port of Hampton Roads</p>
<b>Week 2</b>	<p>Prevention</p> <p>BMP4 (Best Management Practices for Protection against Somalia Based Piracy)</p> <p>ISO 28000 (Series) &amp; IMO Model Course 3.25</p> <p>Weapons of Mass Destruction (WMD)</p>
<b>Week 3</b>	<p>Response</p> <p>Development &amp; Coordination of ROE and Use of Force</p>
<b>Weeks 4 &amp; 5</b>	<p>Legal Aspects of Combating Terrorism &amp; Corruption; Anti-Piracy; Law of Armed Conflict</p> <p>Fire Arms Training Sim (FATS)</p>
<b>Week 6</b>	Anti-Piracy Measures & MDA Principles for the Merchant Mariner
<b>Week 7</b>	Seaport Security Anti-Terrorism Training Program
<b>Week 8</b>	Maritime Domain Awareness & Intel Fusion



## Professional Military Education

### INTERNATIONAL MARITIME OFFICERS COURSE (IMOC)

***E-IMET APPROVED***

P171575

[TRACEN Yorktown](#), VA

Duration: 15 Weeks

ECL: 80SA

- **Description:** The purpose of this flagship course is to provide professional military education for international maritime officers by providing an in-depth overview of USCG organization, and the planning and management of its missions while providing American cultural experiences in an environment that fosters the development of long-lasting bonds of friendship. The IMOC program is designed specifically for international, midgrade officers or civilians with 7-10 years of maritime experience. The course consists of a 15-week series of seminars, classes, and field studies that present USCG best practices and policies.

The course covers a wide variety of topics including maritime law enforcement, search and rescue, marine safety prevention and response, international rules of law, port security, American culture, and military customs and courtesies. The 15-week course also includes the International Crisis Command and Control curriculum and the popular Leadership and Management Seminar.

To successfully complete this course, IMS's must attend each lesson, participate in scheduled Field Studies Program (FSP) trips, and successfully execute all Terminal Performance Objectives. At the completion of each academic week, examinations are given; to pass, a minimum grade of 80% is required to receive credit for course completion.

The major areas of study include:

- **Search and Rescue (SAR).** Presented by instructors from the USCG National Search and Rescue School, TRACEN Yorktown. The purpose of the SAR Coordination and Execution class is to provide the basic SAR knowledge necessary for understanding the fundamentals of planning and coordinating a Search Action Plan (SAP). Subject matter covers: basic SAR System and Organization; Drift Theory; Search Plan Variables; Search Patterns; SAR Communications; On-Scene Coordinator (OSC) Duties; SAR Resource Unit (SRU) Duties; General SAR Policies; Legal Aspects of SAR; Flare Incidents; and Surface and Aviation Resources.
- **Command and Operations.** Presented by instructors from the Command and Operations School, USCG Leadership Development Center. Topics include bridge resource management, basic ship's stability, command organization, and operational risk assessment.

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## Professional Military Education

### CONTINUED FROM PREVIOUS PAGE

#### INTERNATIONAL MARITIME OFFICERS COURSE (IMOC)

P171575

IMS's are able to use a state-of-the art ship simulator to reinforce professional studies and exercise lessons learned in the Team Coordination Training (TCT) block of instruction. This portion of the course is held at the USCG Academy in New London, Connecticut.

- **Rule of Law and Disciplined Military Operations.** Presented by guest instructors from the Defense Institute of International Legal Studies (DIILS). Topics include discussions on the rule of law, law of the sea, rules of engagement, the law of armed conflict, maritime security and terrorism, and the role of the military justice system in achieving military objectives.
- **Maritime Law Enforcement.** Presented by instructors from the USCG Maritime Law Enforcement Academy (MLEA). Topics include a review of legal concepts and practical law enforcement techniques, including use of force, boarding procedures, search and seizure, and authority/jurisdictional issues.
- **Maritime Safety.** Presented by instructors from the Marine Inspection and Investigations School, TRACEN Yorktown. Topics include port state control and commercial vessel inspections, investigations, pollution prevention and response, Standards of Training Certification and Watchkeeping (STCW), Maritime Transportation Security Act (MTSA) implementation, the regulatory aspects of the International Ship and Port Facility Security (ISPS) code, and the International Safe Management (ISM) code.
- **Tactical Operations.** Presented by instructors from Coast Guard Special Mission Training Center, Camp Lejeune, SC, this module develops the deliberative operational planning process, mission planning and execution, resource assignments, and developing Courses of Action in support of military and law enforcement operations.
- **Crisis Command and Control.** Presented by instructors from the Contingency, Preparedness and Response Management School, TRACEN Yorktown. This multi-week module develops the skills necessary for decision makers to manage a variety of challenging incidents. Highly interactive instruction consists of contingency planning doctrine familiarization, risk communications, media relations training, risk based decision making, "best response" practices, and the Incident Command

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## Professional Military Education

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#### INTERNATIONAL MARITIME OFFICERS COURSE (IMOC)

P171575

System (ICS) Planning Process workshop. The curriculum is reinforced by a tour of a civilian Emergency Operations Center (EOC) and a crisis management tabletop exercise in which participants will use the skills learned to respond to a challenging crisis scenario.

- **Leadership and Management.** Presented by guest instructors from the USCG Leadership and Development Center. This module develops leadership and management skills for supervisors using an experience-based curriculum. IMS's are given the opportunity to develop practical skills that can enhance their performance as leaders. Areas of focus include strategic leadership, group dynamics, leadership theory and application, motivation, teambuilding, conflict management, ethics, and performance appraisal. The module's objective is to enhance communication skills for understanding while exerting a positive influence on others. The performance-based training relies heavily on role-playing, case studies, and group activities to facilitate learning.

The formal coursework is augmented by an extensive Field Studies Program (FSP) with the objective of promoting an understanding of U.S. culture, society, institutions, and ideals. The IMS will visit a multitude of U.S. national monuments, memorials, and places of historical significance, including four major military service Academies: U.S. Coast Guard Academy, U.S. Merchant Marine Academy, U.S. Military Academy (West Point), and U.S. Naval Academy. Several of the FSPs take place within the local area of the USCG training center in historic Yorktown, VA, but also span over five different states to include cities such as Boston, New York, Baltimore, and Washington, D.C. Instructional, cultural, and educational trips support academic work, expose the IMS to the American democratic way of life, and provide an understanding of the responsibilities of governments, militaries, and citizens to protect, preserve, and respect the right of every individual.

**Pre-requisite(s):** Prior experience working in or supporting a multi-mission maritime agency, with strong navigational skills and ability to plot navigational courses is essential for practical exercises and group discussions.

**Note(s):** This course is *not* appropriate for noncommissioned officer personnel.



## Professional Military Education



**IMOC GRADUATION**



**SHARED MISSIONS/COMMON GOALS**



**IMOC CLASS VISIT TO INDEPENDENCE HALL**  
*Philadelphia, Pennsylvania*



**IMOC CLASS VISIT TO PORT POLICE**  
*Norfolk, Virginia*





## Professional Military Education

### OFFICER CANDIDATE SCHOOL

(OCS/340370)

P164007

[USCG Academy](#), New London, CT

Duration: 17 Weeks

ECL: 80

**Description:** OCS is designed to train civilians and enlisted personnel in basic military principles, discipline, and fundamental professional skills to become commissioned as an officer. This intense military and academic training is designed to provide enough basic knowledge to allow the graduate to perform as an effective officer. The course is rigorous and challenging. The officer candidate's desire to participate must be strong enough to adjust to the demanding regulations, heavy academic schedule, and physically strenuous routine. The 17-hour daily routine includes calisthenics, inspection, morning classes (4 hours), afternoon classes (4 hours), compulsory study period (2 hours), and meals. The leadership and management curriculum includes evaluation of self and subordinates, group dynamics, interpersonal communications, leadership styles, power and authority, and interviewing and counseling. Also included in leadership and management is a subsection on physical fitness, health, and well being.

Officer candidates will participate in a physical fitness program designed to improve their overall fitness level. A fitness test is given three times during OCS and includes the following events: a 1.5-mile run, a 12-minute swim, sit-ups, and cadence push-ups. Officer candidates are required to complete survival swim training.

The academic curriculum provides training in junior officer skills including administration, nautical science, and USCG missions. As part of the training, officer candidates will conduct extensive research in a variety of USCG publications, study USCG history and present-day missions, and participate in first aid training. Through hands-on training, officer candidates learn nautical science concepts including maneuvering board and relative motion, piloting, celestial navigation, nautical nomenclature, shipboard communications, ship handling, international rules of the road, damage control, deck watch officer procedures, Incident Command System (ICS), Marine and Environmental Response, and other operational fields. Additionally, officer candidates will complete a 2-week cruise.

**Pre-requisite(s):** High physical, academic and military aptitude.

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## Professional Military Education

### CONTINUED FROM PREVIOUS PAGE

#### OFFICER CANDIDATE SCHOOL

(OCS/340370)

P164007

**Note(s):** Officer candidates are required to wear USCG uniforms, which are issued to all officer candidates upon arrival; uniform cost is included in the tuition. IMS's should bring their host nation's formal dress uniform for graduation and graduation activities.

International Officer candidates are required to complete the DHS 4300A Form in order to receive access to [Information Technology Systems](#) while attending the course. This form is on [Section II Page 6](#).

Officer candidates are required to successfully pass an ELC exam and a medical and physical screening examination that is administered upon arrival. They also must successfully complete survival swim training.

See [Section III Pages 7-11](#) of this Handbook for physical training standards. IMS's must provide their own athletic shoes.





## Professional Military Education

### OFFICER INDOCTRINATION SCHOOL

(OIS/340370)

P164008

[USCG Academy](#), New London, CT

Duration: 16 Weeks

ECL: 80

**Description:** This course, which parallels the Officer Candidate School (OCS) Program, is offered for junior commissioned officers. OIS shares the classroom curriculum with OCS, but does not have intense military indoctrination. It is important to know that OIS students will take their daily classes with OCS students. OIS is divided into three segments: leadership and management, academics, and operations, which include shipboard navigation and a 2-week cruise (see Officer Candidate School [\[P164007\]](#) for subjects). OIS students attend the swimming portion of physical fitness training and are required to pass the survival swim. They are required to attend all phases of physical training including morning calisthenics.

**Pre-requisite(s):** Students must be commissioned officers prior to arrival. High physical, academic and military aptitude is essential for course success

**Note(s):** IMS's should be in the O-1 to O-3 range. This is an ideal course for officers transferring from Army or Marine forces into a maritime service.

International Officers are required to complete the DHS 4300A Form in order to receive access to [Information Technology Systems](#) while attending the course. This form is on [Section II Page 6](#).

Officer Indoctrination students will participate in a physical fitness program designed to improve their overall fitness level. A fitness test is given three times and includes the following events: a 1.5-mile run, a 12-minute swim, sit-ups, and cadence push-ups. Officer Indoctrination students are required to complete survival swim training.

Officers must bring daily work uniforms and service dress uniforms for their respective service. Some winter clothing items are provided. IMS's should bring their country's formal dress uniform for graduation and graduation activities.

See [Section III Pages 7-11](#) of this Handbook for physical training standards. IMS's must provide their own PT gear and/or athletic shoes.





## Professional Military Education

<p><b>CHIEF WARRANT OFFICER (CWO) INDOCTRINATION</b> (CWO-PD/500736)</p> <p>P171034 <a href="#">USCG Academy</a>, New London, CT Duration: 3 Weeks ECL: 80</p>	<p><b>Description:</b> The course focuses on building leadership competencies by preparing senior enlisted personnel for transition into the Officer Corps and builds upon individual skills attained through one's career and provides a vehicle for sharing experiences to improve group effectiveness. This course facilitates professional and personal growth in knowledge, skills, attitudes and abilities through learning, self-awareness, self-assessment, feedback and reflection. Key areas of emphasis are USCG Vision, Core Values, Professionalism, Lifelong learning, and uniqueness of Chief Warrant Officers in the USCG. This course also emphasizes written communication, physical fitness, nutrition, education assessment, diversity, critical thinking and mentoring. Attendance is mandatory for USCG personnel within 1 year of commissioning as a Chief Warrant Officer.</p> <p><b>Pre-requisite(s):</b> Students must be selected to rank of Chief Warrant Officer and have not graduated from the CPO Academy (<a href="#">P171302</a>) or Department of Defense Senior Enlisted Academy.</p>
<p><b>CHIEF WARRANT OFFICER (CWO) PROFESSIONAL DEVELOPMENT</b> (CWO-PD/501614)</p> <p>P171036 <a href="#">USCG Academy</a>, New London, CT Duration: 2 Weeks ECL: 80</p>	<p><b>Description:</b> The Chief Warrant Officer Professional Development (CWOPD) focuses on building leadership competencies by preparing Senior Enlisted personnel for transition into the Officer Corps. CWOPD builds upon individual skills attained through one's career and provides a vehicle for sharing experiences to improve group effectiveness. This course facilitates professional and personal growth in knowledge, skills, attitudes and abilities through learning, self-awareness, self-assessment, feedback and reflection. Key areas of emphasis are USCG Vision, Core Values, Professionalism, Lifelong learning, and uniqueness of Chief Warrant Officers in the USCG. This course also emphasizes written communication, physical fitness, nutrition, education assessment, diversity, critical thinking and mentoring. Attendance is mandatory for USCG personnel within 1 year of commissioning as a Chief Warrant Officer.</p> <p><b>Pre-requisite(s):</b> Students must be selected to the rank of CWO and be a graduate of the Chief Petty Office Academy (<a href="#">P171302</a>) or DoD Senior Enlisted Academy (P171019).</p> <p><b>Note(s):</b> Students must be E-7 or equivalent.</p>



## Professional Military Education

### CHIEF PETTY OFFICER ACADEMY

(G-P-CPO-ACAD/230442)

P171302

[TRACEN Petaluma](#), CA

Duration: 5 Weeks

ECL: 80

**Description:** This is an advanced leadership program. Its curriculum and integrated teamwork environment are vital to the leadership development of the USCG's Chief Petty Officer Corps, the backbone of the enlisted workforce. Founded in 1982 at Yorktown, Virginia, the Academy was originally created to provide leadership training to the USCG's senior enlisted personnel. In 2010, after recognizing the average student had over two years' time in grade, its mission changed to enhance mission performance by emphasizing leadership competencies and strengthening the Chief's Mess. Today, the USCG proudly shares our history, traditions, and professionalism with selected U.S. Air Force and Navy senior enlisted personnel, partners from the Department of Homeland Security, and with IMS's representing their respective maritime services.

**Pre-requisite(s):** Students must be E-7 or equivalent.

**Note(s):** Participants must be in good physical condition and expect to participate in vigorous physical exercise.

IMS's must provide their own PT gear and/or athletic shoes for mandatory PT in the CPO Academy course. A list of the fitness enhancing activities is on [Section III Page 12](#).

Classes begin at 0800 on Monday morning, followed by a welcome dinner hosted by the local Chapter of the Chief Petty Officer Association. The Academy concludes with a formal graduation dinner which requires formal military attire (suit and tie for civilians).



## Professional Military Education

### USCG ACADEMY INTERNATIONAL PROGRAM (USCGA)

P170011

[USCG Academy](#), New London, CT

4-year university

ECL: 80

The USCG accepts a limited number of highly qualified international students to attend the USCG Academy (USCGA) located in New London, CT. The USCGA is one of the most selective universities in America, maintaining a rigorous academic, athletic, and military program for career maritime officers. Since 1971, over 125 cadets from 38 countries have graduated from the Academy. Academy graduates have served as heads of service and in other leadership positions around the world.

#### **Standardized Tests**

All international candidates must be administered either the Scholastic Achievement Test (SAT) Reasoning Test or the American College Testing (ACT) exam on or before the January testing period for the year of entry, have the results reported to the USCG Academy, and meet minimum score recommendations.

**SAT I:** A minimum of 600 on the Math portion is recommended. A minimum of 600 on the English portion is recommended. The USCG Academy report code number for the SAT is 5807. Information about the SAT and test dates can be found on the [College Board website](#).

**ACT:** A minimum of 26 on the Math portion and 27 on the Verbal portion is recommended. The USCG Academy report code number for the ACT is 0600. Information about the ACT and test dates can be found on the [ACT website](#).

#### **Language Assessment**

In countries where English is not the primary language, candidates must take the Test of English as a Foreign Language (TOEFL), have the results reported to the USCG Academy, and meet minimum score recommendations. In certain situations and with the approval from the USCG Office of International Affairs, the English Comprehension Level (ECL) exam may be administered in lieu of the TOEFL.

**TOEFL:** A minimum score of 560 (Paper-Based Test) or 90 (Computer-Based Test) is recommended. The USCG Academy report code number for the TOEFL is 5807. Information about the exam and test dates can be found on the [TOEFL site](#).

**ECL:** A minimum of 80 is required on the ECL exam.

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## Professional Military Education

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### USCG ACADEMY INTERNATIONAL PROGRAM (USCGA)

P170011

#### **Physical Fitness and Medical Exams**

**Physical Fitness:** All International Cadet candidates must be in good physical condition. Candidates must complete a [Physical Fitness Exam \(PFE\)](#) as part of the application process. Cadets must pass the PFE again shortly after reporting to the Academy. Cadets who fail the PFE will normally be disenrolled.

**Medical Exam:** International Cadet candidates are not required to take a medical exam to apply the USCG Academy; however, candidates who are enrolled must pass a medical exam upon arrival. Any student who fails the medical exam will be disenrolled. A list of [common medical disqualifications](#) is available to all candidates.

#### **Selection**

**Interview:** It is necessary that all applicants be interviewed by the U.S. Defense Attaché Officer (USDAO) or other U.S. Embassy official prior to submission of their package. Applicants are required to present a certified high school transcript at the interview. High school performance, English skills, activities and evidence of physical fitness will be evaluated.

**Application Documents:** Upon request, the USCG Academy will send each International Cadet candidate the required forms and supplemental information. All requirements must be completed by February 1st.

**Selection:** International Cadets are selected on a competitive basis. Announcements of international appointments to the USCG Academy will be made in early April or as soon thereafter as practicable.

#### **Enrollment**

International Cadets enrolled at the USCG Academy are subject to the same regulations governing attendance, discipline, resignation, discharge, dismissal, and graduation as appointed U.S. citizens.

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## Professional Military Education

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#### USCG ACADEMY INTERNATIONAL PROGRAM (USCGA)

P170011

All cadets enrolled in the Academy receive pay and allowance of approximately \$1000 per month. Most of the allowance is used for textbooks, uniforms, and various fees, but part of it is for personal use.

Upon graduation, International Cadets are awarded a Bachelor of Science degree; however, they are not entitled to serve in the USCG. Before enrollment, each International Cadet must have their sponsoring host nation certify that the cadet will serve in that country's coast guard, navy, or other comparable maritime service upon graduation.

#### ***Costs for International Cadets***

Before an International Cadet is enrolled at the Academy, the sponsoring country must agree to reimburse the USCG for the cost of instruction. The cost of instruction for cadets is approximately \$72,000 per year. Countries not listed on the World Bank List of "High Income" nations are eligible for partial tuition costs of approximately \$18,000 annually. This cost is reviewed and revised on an annual basis. In addition to the cost of instruction, all International Cadets are required to pay an initial deposit of \$3,000. This deposit helps offset the cost of a laptop computer, uniforms, and other issued military items.

In certain instances, these costs may be completely waived. Requests for waivers will be considered on a case by case basis and must be sent by message to the USCG Office of International Affairs

Furthermore, each country must bear all the costs associated with the student's travel to and from the USCG Academy including the shipment of any personal items.

#### ***Timeline***

- **September to February-** Registration and administration of SAT Reasoning, ACT and TOEFL exams
- **March 1** - Deadline for submission of admission materials, nominations, and waiver requests
- **April** - Notification of acceptance and non-acceptance
- **Late June** - International Cadets report to the USCG Academy for orientation and start of Academy training program

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## Professional Military Education

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<b>USCG ACADEMY INTERNATIONAL PROGRAM (USCGA)</b>	<b>Key Contacts</b>		
P170011	<table border="0"> <tr> <td data-bbox="630 373 990 514"> <b>U.S. Coast Guard (DCO-I)</b> Office of International Affairs Phone: (202) 372-4496 Fax: (202) 372-4965 </td><td data-bbox="1015 373 1435 514"> <b>U.S. Coast Guard Academy</b> Admissions Office Phone: (860) 701-6778 Fax: (860) 701-6700 </td></tr> </table> <p><b>Note(s):</b> Security Assistance funding <b><u>cannot</u></b> be used to fund attendance at the USCG Academy.</p> <p>International Cadets are required to complete the DHS 4300A Form in order to receive access to <a href="#">Information Technology Systems</a> while attending the course. This form is on <a href="#">Section II Page 6</a>.</p>	<b>U.S. Coast Guard (DCO-I)</b> Office of International Affairs Phone: (202) 372-4496 Fax: (202) 372-4965	<b>U.S. Coast Guard Academy</b> Admissions Office Phone: (860) 701-6778 Fax: (860) 701-6700
<b>U.S. Coast Guard (DCO-I)</b> Office of International Affairs Phone: (202) 372-4496 Fax: (202) 372-4965	<b>U.S. Coast Guard Academy</b> Admissions Office Phone: (860) 701-6778 Fax: (860) 701-6700		



### Corps of Cadets (student body) as of July 2014

- 922 Cadets enrolled
- 50 states and 15 foreign nations represented
- 100% of students housed on campus
- 25 varsity athletic teams
- 35% of Cadets are women
- 31% of Cadets are minorities
- 1 faculty member for every 8 students
- 19 Cadets in an average class

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## Professional Military Education

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### The USCG Academy at a Glance

- Smallest of the five U.S. federal military academies
- Four-year Bachelor of Science degree program
- Founded in 1876 aboard the schooner *Dobbin*
- Highly selective
- No congressional nomination necessary
- Holistic education includes academics, physical fitness, character and leadership
- Multiple roles of multi-mission, maritime USCG accommodate diverse interests
- 2 graduates are NASA astronauts
- 80% of U.S. graduates go to graduate school
- 85% of graduates choose to serve beyond their five-year commitment



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# V

## Section

**MOBILE EDUCATION & TRAINING TEAM INFORMATION**

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## GENERAL INFORMATION

USCG Mobile Education and Training Teams (MET/MTT) provide training in several USCG mission areas. Exportable training is one of the USCG's most versatile and cost effective international training tools, providing training to more than 1000 International Military Students (IMS) in more than countries each year. The USCG can deliver a complete package of training to units, small groups or larger multi-agency audiences. As part of a set of training development MTTs, the USCG can work with an agency to develop their own organic training capability. Any of the MET/MTTs may be conducted on a regional basis with two or more participating nations to promote regional cooperation and/or to share costs. These standard courses usually require only minor adjustments to meet host nation needs. The USCG works with the host nation and with the respective U.S. Embassy to customize training logistics, such as location, number of students, training dates, etc. to meet the desired objectives. More detailed information is found in each of the course descriptions.

USCG training and technical assistance teams are primarily from the USCG International Mobile Training Branch (MTB), which is located at Training Center Yorktown, Virginia. However for specialized courses, the composition of some teams may include one or more members of the MTB along with other USCG military personnel or civilians who possess the required expertise or have complementary skill sets. Training provided by MET/MTTs is conducted in English or through an interpreter. When interpreters are needed, the U.S. Embassy will coordinate with the host nation to arrange for interpreters and the translation of course materials in the applicable language. USCG MET/MTTs are provided on an unclassified basis only.

USCG exportable training teams are funded through many different sources and through a variety of funding mechanisms. Utilizing several fund sources maximizes host nation and requesting agency(s) training dollars as well as personnel resources. The USCG works with the host nation and with the respective U.S. Embassy to coordinate various complementary funding sources to achieve common developmental goals. In each case, funding must be received at least 30 days prior to the scheduled team departure date. If translation materials are required, funding must be provided at least 60 days in advance

### Notes:

1. All USCG maritime law enforcement training MET/MTTs are approved under the Expanded International Military Education and Training (E-IMET) Program.
2. Any of the MET/MTTs may be conducted on a regional basis with two or more participating nations to promote regional cooperation and/or to share costs.
3. MTTs cancelled by SCO within 60 days of scheduled date may be subject to a penalty to recover costs already incurred. Reference should be made to annual cancellation message.



## GUIDELINES TO ASSIST IN SCHEDULING AND EXECUTION OF MET/MTTs

### *Programming*

USCG MTTs are programmed by one of the following methods:

1. During the annual Security Cooperation Education and Training Working Group (SCETWG), a Regional Manager from USCG International Affairs (DCO-I) will be available to provide information with regard to the objectives, course requirements and content of all USCG METs/MTTs. The Security Cooperation Office (SCO), in coordination with the Combatant Commander (COCOM) Theater Security Cooperation Plan (TSCP) and funding program managers, requests that DCO-I add this training to the host nation's training program. The SCO and Regional Manager develop a working estimate which is used as a baseline to allocate funds. Estimate should be as accurate and comprehensive as possible to secure an appropriate level of funding. DCO-I then programs the MET/MTT in the Defense Security Assistance Management System (DSAMS).
2. The SCO submits an official request directly to DCO-I, info COCOM and funding program managers. Once it is determined by all concerned that the MET/MTT is feasible and funding is approved, DCO-I will program in DSAMS. Dates must be flexible to allow scheduling of out-of-cycle METs/MTTs.

Every effort will be made to schedule Maritime Law Enforcement (MLE) and Small Boat Operation (SBO) MET/MTTs in a natural progression, from basic to self sustaining. The following is the recommended order of natural progression when scheduling these particular courses:

1. Maritime Law Enforcement (MLE)
  - Boarding Officer Course ([P319143](#))
  - MLE-Instructor Development Course Phase I ([P319102](#))
  - MLE-Instructor Development Course Phase II ([P319130](#))
2. Small Boat Operations (SBO)
  - Outboard Motor Maintenance Course ([P314103](#))
  - SBO I Course ([P319105](#))
  - SBO II Course ([P319107](#))
  - SBO-Instructor Development Course Phase I ([P319032](#))
  - SBO-Instructor Development Course Phase II ([P319034](#))
  - Operations Planning Course (*under construction and not available until FY16*)
  - Waterside Port Security Course ([P319150](#))



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### ***Implementation***

Upon completion of the last SCETWG and confirmation with DCO-I of requested MET/MTT training dates, DCO-I will send the “request for call-up” message on [Section V Page 9](#) to host country via email for completion. The “call-up” message must be completed and returned via email to DCO-I no later than 60 days prior to confirmed MET/MTT scheduled dates. DCO-I then begins the coordination process to provide updated and current estimates and determine logistical support requirements.

Once the call-up message is received and the funding source is confirmed, DCO-I will connect the appropriate USCG MTB exportable training team leader and the SCO or Embassy point of contact to begin planning the details for the mission (a minimum of 6 weeks from mission execution date). The team leader will request initial information to support the mission, usually by email. In order to ensure the best possible training experience, the SCO or Embassy point of contact should provide the USCG MTB team leader with as much information as possible regarding the organization being trained, training venue, training equipment (e.g., boats, engines, law enforcement gear, etc.), and any special considerations concerning IMS's. The following shall be taken into consideration:

1. Classrooms and Equipment
  - Lecture room
    - Must contain seats and tables for each class member, faculty and visitors
    - Should contain a projector, screen, and appropriate power outlets
    - Should have chalkboard or dry erase board available for use simultaneously with screen. If these are not available, please discuss specifications for what is available
  - Audio visual aids and computer support may be required for some MET/MTTs
  - Photocopying: The team may need limited photocopying capability during a course
  - Training platforms: Several MTT courses require a boat to conduct practice mock boardings. Others may require access to commercial ships, cargo piers or freight containers for practical exercises. This will be indicated in the catalog and also in correspondence during planning
  - Special attention should be paid to the target audience. Requirements for some specialized courses are clearly outlined in the pre-requisites. If the audience is not carefully selected, IMS's may not meet the training objectives or host nation goals for training
  - Any other requirements will be identified and coordinated on a case-by-case basis
2. Course Materials
  - The USCG will carry books and some of the course materials with them to the course site. However, the USCG requires the Embassy/host nation to print student materials. Materials may be distributed by the team on the first day of class, or as needed

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- Team requires access to the teaching site at least 1 day (usually the weekend) prior to start of course in order to set up

#### 3. Language

The course will be normally taught in English. For other languages, the USCG requires consecutive interpretation in lecture (normally a minimum of 2 interpreters) and also in practical exercises. The team will attempt to make critical course materials available in the host nation language. Materials will be provided to the SCO or Embassy point of contact for translation and photocopying as soon as possible after the MTT is confirmed and funded. An effort should be made to combine translation services with the interpretation to more fully familiarize interpreters with the course content. A meeting with the interpreters during the setup of the course is advantageous. The quality of the course presentation is directly tied to the quality of interpreters/translators.

#### 4. Accommodations

Team will usually stay at an Embassy approved hotel that meets current force protection requirements. If the hotel has conference facilities, these may be used to conduct the course. This arrangement has worked well in the past (i.e., neutral site for participants, easy access, low logistics requirements for Embassy, host government, etc.). Discussions between the SCO and/or Embassy point of contact are required to resolve specific logistical issues.

#### 5. Transportation/Travel

Team requires transportation to and from teaching site daily. Some MTTs require a small truck or van to move equipment. This can normally be accomplished through rental vehicles if the SCO or Embassy point of contact cannot provide. If a rental car is recommended, please advise MTB staff in advance. The teams require assistance on arrival and departure in passing through customs and immigration. Team will travel on official passports.

#### 6. Communications

Timely communications between the USCG and SCO or Embassy point of contact are critical to success of course. Both the appropriate Regional Manager and the MTT Team leader will work closely to ensure coordination for training success. SCO must also work closely to ensure that appropriate funding process is followed to ensure receipt of funding at least 30 days prior to mission start date and that required vetting of IMS's is completed. USCG training teams are not allowed to provide training unless proof of vetting is provided. Understanding that vetting is not required to be completed until the day training commences, the SCO and DCO-I will make a go/no go decision on team departure if the vetting has not been completed to ensure that the resource implications are understood.

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### ***Target Audience***

The target audience is coordinated in advance depending on the specific training that will be provided. Discussions with the appropriate Regional Training Manager can assist in determining the appropriate IMS's, units, agency or inter-agency mix for selected training. In addition, MET/MTT team leaders may include recommendations in their After Action Reports (AAR) for additional or advanced training that would continue to develop a capability, identify potential unit or group leaders who were very successful during training or note if an IMS audience was not appropriate to the course. Course descriptions in Section VI of this Handbook have course pre-requisites that will aid in selecting the appropriate target audience.

### ***Costing and Funding***

The cost and funding determination for a MET/MTT is developed in accordance with existing Security Cooperation and other pertinent regulations. All costs directly associated to the MET/MTT are reimbursable. A preliminary cost estimate is provided to the SCO upon programming of the USCG MET/MTT for planning purposes ONLY, with the estimate reflected in DSAMS. The initial estimate is utilized by the funding program to allocate dollars to support the mission.

However, cost variables such as airfare may change significantly during the period from initial programming to execution. In addition, certain METs/MTTs can be easily expanded to have a Regional focus – bringing in IMS's from several countries to train together. This not only has a potential to reduce the cost of training in an area of responsibility (AOR), but encourages communication, cooperation and inter-operability among the participating countries. Regional MTTs require significant advance planning and timing to ensure success. Dates should be determined as soon as possible and the funding program must support the initiative to guarantee funding well in advance.

As funding may be limited, the host nation may not be able to obtain additional funds if the estimate is not accurate. Therefore, once the USCG receives confirmation that the host nation and funding program accepts the scheduled MET/MTT, DCO-I will update the cost estimate document with the direct assistance of the SCO and MTB. The cost estimate document is categorized in two parts: Team Costs and In-Country Costs.

1. Team Cost estimates are determined and provided by MTB and include some of the following:
  - MTT Travel and per diem
  - Rental car expense
  - Training material shipment
  - Training material translation and printing
  - Contracts (if applicable)
  - Country specific course development

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2. In-Country Cost estimates are determined and provided by the SCO and include the following:
  - In-country team transport
  - Interpreters and interpreter support
  - In-country team transport
  - Course translation
  - Equipment
  - Fuel for training
  - Authorized working lunches and light refreshments
  - Country participants lodging and travel
  - Security

In addition, certain funding sources are authorized to provide equipment to support the training (i.e, outboard motor parts). If there are specific equipment requirements, this will be included as a separate line on the estimate and must be discussed well in advance of the confirmed mission date to coordinate receipt of funding and procurement.

### ***Responsibilities***

The following is provided as a recap of responsibilities to ensure that the training program is successful

1. SCO or Embassy point of contact engages DCO-I via telephone or e-mail:
  - Request programming
  - Secure funding/work closely with USCG Regional Training Manager to ensure accurate cost estimates. Obtain waivers (if required)
  - Ensure all specific requirements for funding source are submitted in a timely manner to ensure funding is received at least 30 days in advance. USCG realizes that there are often issues with funding that are out of the SCO's control, and will work with the SCO to accomplish the mission, if at all possible, within time constraints
  - Coordinate with host nation to provide objectives of the USCG MET/MTT, and assist the USCG team with identifying host nation points of contact (senior leadership of the military, senior civilian officials)
  - Assist the USCG team with host nation clearance, lodging, and transportation

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- Provide the USCG with a list of participants, their respective agencies and responsibilities (30 days in advance)
- Procure suitable training site
- Procure interpreters/translators
- Ensure all participants are vetted as required
- Provide feedback to the USCG Regional Training Manager of training effectiveness and any issues or concerns that should be addressed in future training missions. Appropriate feedback will ensure that SCO and host nation objectives are being met

### 2. USCG

- Determine host nation eligibility
- Program MET/MTT in DSAMS
- Provide SCO or Embassy point of contact proposed dates if specific dates have not been requested
- Provide SCO or Embassy point of contact with logistics requirements
- Provide fund cite(s) to SCO for in-country costs
- Develop USCG MET/MTT related costs for inclusion in estimate
- Request host nation and area clearances
- Work with host nation to provide any specific information required by various fund sources
- Upon completion of MET/MTT, submit after action report advising COCOM, the SCO/Embassy point of contact and others as appropriate of training provided. Identify any issues to be resolved for future missions. Provide recommendations for future training or potential IMS's and organizations that would benefit from future training based on the IMS's grasp of learning objectives



### CANCELLATION FEE POLICY

A cancellation fee of 100% will apply to cancellation of training that incurs up-front costs prior to actual commencement of training. An example would be for the translation cost or tailoring of course material to meet a specific host nation requirement. Confirmation of training constitutes the authorization to bill the costs of the training if not officially notified of cancellation within the 60-day window. Please reference the annual DoN/USCG cancellation message for more information.

### STANDARD TIMELINE FOR MOBILE EDUCATION & TRAINING TEAM PROCESS

March - June	SCO request USCG MTT(s) during the SCETWG.
1 October	Beginning of the FY. Typically, the FY begins without a Foreign Affairs budget authorization or appropriation requiring operations under a Continuing Resolution (CR or CRA) for the first few months of the FY. It is not known when the Department of State (DoS) will announce individual country program levels, but experience indicates that this could be as late as February.
1 October	USCG will contact SCO to request that the Embassy identify specific dates for each MTT planned for the upcoming FY.
1 November	Deadline for SCOs to request specific dates. If specific dates are not requested, then the USCG will assign dates for the Embassy.
December	USCG will develop the MTT schedule for the upcoming FY.
December (ongoing)	<p>USCG will provide monthly status updates until all of the necessary requirements are completed for each MTT.</p> <ul style="list-style-type: none"> <li>• <u>60 days prior to departure</u>: Estimated in-country costs and call-up messages are due to USCG. The call-up and in-country costs are considered the minimum level of information needed to begin planning. If received, the USCG Regional Manager will connect the OSC/SAO with the team to begin planning for the MTT (6-8 weeks in advance). If not received, the MTT will be postponed or cancelled.</li> <li>• <u>30 days prior to departure</u>: Funding for mission received. USCG cannot purchase airline tickets or send fund cites to the Embassy until funding is received from the funding source.</li> <li>• <u>1 week prior to departure</u>: Confirmation of vetting received. USCG will not authorize members to depart the U.S. without vetting confirmation in advance.</li> </ul>
Ongoing	All out-of-cycle requests should be forwarded to the USCG Regional Manager (RM) at USCG International Affairs (DCO-I). The RM will determine if the USCG can support without disrupting the schedule, as finalized in December. Exceptions may be made for high priority countries.
March - June	SCETWG – The annual process repeats itself.

## Introduction

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### MOBILE EDUCATION & TRAINING TEAM CALL-UP FORMAT

Since most teams are Mobile Training Teams (MTT) this format refers to MTTs. The format is the same for any exportable, in-country team request. This format shows the basic information required to help plan and price a Mobile Training Team (MTT). *Example answers given in Italics.*

#### COURSE INFORMATION

1. MTT Course:
  - *MLE Instructor and Joint Boarding Officer, back-to-back*
2. Course Dates, Arrival Date Requested, and Potential Training Date(s) Disruption:
  - *This course will take place from November 8<sup>th</sup> through 19<sup>th</sup>, 2012. Please have team arrive on November 7<sup>th</sup>. There are no scheduled national holidays, religious observances, elections or other events that will result in lost training days.*
  - *This course will take place from November 8<sup>th</sup> through 19<sup>th</sup>, 2012. Please have team arrive on November 7<sup>th</sup>. There will be a planned national disaster drill on November 11<sup>th</sup> that will result in training disruption of 5 hours. Recommend that 5 hours of lost training time be completed on Saturday, November 13<sup>th</sup> or as recommended by the CG Training Team Leader.*
3. Training locations. (If there is more than one training location, indicate distance between locations, time requirements for travel to be performed, and modes of anticipated transportation.)
  - *Training will be held at Zarate Base, the Argentina Coast Guard Academy for their entire technical training curriculum. Team to fly into Buenos Aires and will be transported to Zarate. Zarate is located 70 miles outside of Buenos Aires.*
4. Vetting: Has the vetting process begun for this course? Please note that vetting confirmation prior to the course start is required by USG law. If vetting is not completed by the mobile training team's departure date, a go/no go decision will be made by the USCG and Embassy/SCO. The Embassy/SCO will assume full financial responsibility (cost of entire training mission will be charged) if the team is required to return to their unit early because vetting was either not completed or it was disapproved by first day of scheduled training date.
  - *The vetting has commenced and will be completed 1 week prior to departure of team. Embassy/SCO acknowledges that vetting must be completed prior to team departure for country.*

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## STUDENT, EQUIPMENT AND FACILITY INFORMATION

1. Training goal. (Include a statement of the results the effort is expected to achieve.)
  - *Ecuador Navy conducts armed patrols almost every day in order to control maritime traffic not only along the coast but also in the jungle deltas/rivers especially on the northern border, to interdict drug trafficking and other prohibited items. Most of the times, the interdiction requires a boarding operation which is limited due to doctrine knowledge and training issues. This program is an attempt to improve their capabilities on this subject.*
2. Number of students from each Agency (s), background and qualifications of students.
  - *5 Enlisted persons of JDF CG, 8 Jamaica Customs Department, 3 JCF Marine Police Division. All Trained previously in boat handling skills as well as some knowledge of port security requirements as it relates to their everyday roles and functions.*
3. Do students meet the prerequisites of this course (reference USCG International Training Handbook)?
  - *All the students meet the prerequisites of this course.*
4. Boats on which training is to be conducted and availability if applicable. (The equipment list must be detailed enough for the furnishing agency to identify it by make, model or type.)
  - *(4) 17' Inflatable Zodiacs; (2) 22' Inflatable Zodiacs; (2) 140 HP Johnson Outboards; (4) 55 HP Johnson Outboards*
5. Availability of tools to perform the training (if necessary).
  - *The JDFCG presently have no training aids for a course of this nature except that they presently have two older OPVs which are out of service, and may be used as boarding platforms for training sessions; several small boats to transport personnel; and small armament of everyday weapons used by the JDFCG.*
6. Facilities. (Indicate the availability of medical, dental, and laundry facilities). Specifically, include list of Embassy approved Hospital(s) and a copy of the Evacuation/Medical Plans.
  - *The JDFCG has a medical station and ambulance on base in Port Royal. However, there is not a dental facility at this location. No laundry facility; canteen area and restaurants for meals.*

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## TEAM LOGISTICS

a. Team restrictions. (Reflect any required limitations or exclusions for personnel.)

*Personnel should avoid using "libre" taxis in Mexico City. Though they are less expensive and more convenient, these taxis have been known to be used for kidnapping and mugging. Use "sitio" taxis which are radio dispatched and only available at designated location. Your hotel can call these taxis for you.*

b. Team will wear ODU's (ACU's) and/or Tropical Blue Long Uniforms. Please indicate if there are any restrictions against this.

*Uniform is authorized, please have team proceed accordingly.  
Due to force protection reasons from the RSO, have team wear civilian attire.*

c. In-country transportation. (Indicate the means of in-country transportation to be provided to and from quarters, training locations, and dining facilities. Specify rental car authorization, if any. Due to equipment that team will be bringing, a large vehicle (SUV) is needed to transport team and equipment)

*Will be provided by Embassy and Colombian Navy personnel.  
If team has a fluent Spanish member and license, they are authorized to rent a car. Otherwise transportation will be coordinated through the USEMBASSY and Dom Rep Navy. Please inform USEMBASSY immediately as to the status on this.*

d. Will there be a representative meeting the team at the airport? If so, please provide the name and telephone numbers.

*Yes. TBD.*

e. If in non English speaking country, interpreters are required for the team. (Team will not bring interpreters)

*Embassy will contract for interpreters; please forward how many interpreters are needed.  
2 Interpreters will be provided from the US Embassy*

f. Mailing Address that FEDEX can deliver to (cannot be an APO or PO Box address):

XXXX  
XXX  
XXXX

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## Introduction

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g. Request RSO or FPD name/email/phone number (or his/her direct representative), as well as direct contact with the RSO/FPD or representative upon arrival so that specific Force Protection (FP) information on the training site/region can be provided. If RSO/FPD will not be meeting team upon arrival, please provide name and contact number of authorized embassy personnel that will coordinate initial arrival meeting/briefing.

*RSO/FPD: Mr. Mike Murdo, [MMurdo@state.gov](mailto:MMurdo@state.gov). In the absence of the RSO/FPD, Mr. XXXXXX from the XXXXX Office is authorized and will provide FP brief. RSO/FPD has been made aware of your team's arrival information and lodging accommodations.*

h. Communications: Request an embassy cell phone used only for emergency communication is provided to the team for the duration of the course. Please provide emergency contact information should the team encounter an emergency during the MTT.

*Embassy will provide a cell phone with emergency contact information.*

i. Will there be any other relevant security cooperation activities a training location?

*No.*

j. Media: Will there be any formal opening/closing ceremonies? If so, will there be any dignitaries present? Will there be any media coverage?

*Yes. US Ambassador will be present.*

k. SCO and FSN point of contact for this mission. List any additional personnel that need to be included in correspondence regarding this MTT (Indicate the name, grade, and commercial telephone numbers, email address.)

# VI

## Section

**MOBILE EDUCATION & TRAINING TEAM INFORMATION**

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## Assessment, Survey, and Follow-on CONUS Visits

### COAST GUARD MARITIME NEEDS ASSESSMENT

P319108

Duration: 1-2 Weeks

**Description:** A Maritime Needs Assessment is an in-country in-depth review of one or more elements of a nation's maritime service and can be tailored to the specific needs of the nation. Maritime Needs Assessments are most often categorized as follows, in descending order of complexity.

**Consultation:** An initial in-country visit by one or more Coast Guard subject matter experts to meet with host nation maritime agencies and government officials to identify future actions to address already identified needs or to determine the scope of a more comprehensive needs assessment leading to the further professionalization and/or technical development of the maritime service and the nation's overall maritime capabilities. Consultations typically require the least number of team members and may be the right initial step when a nation is uncertain about the level of investment it is prepared to make in its maritime service or how to proceed in creating a new maritime service.

**Training Needs Assessment:** Typically a multi-day in-country visit to evaluate a maritime service's current capabilities to develop individual service members, both professionally and technically, to the level determined to be necessary for long-term sustainment and to achieve the degree of self-sufficiency being sought. The outcome of a Training Needs Assessment is a detailed roadmap, in the form of a Master Training Plan for building lasting force capability/capacity. Particular attention shall be given to identify and differentiate between those courses or evolutions that should be developed and maintained by the host nation. Some courses may be determined to be better supported by a trusted maritime partner due to the nature of their complexity or reliance of expensive laboratory equipment and training aids.

**Comprehensive Maritime Needs Assessment:** The most detailed level of assessment requiring a 5-10 day in-country visit by 2 or more subject matter experts. Like the Consultation, the assessment team typically meets with host nation maritime agencies and those government officials with equity in the maritime service's mission portfolio. Emphasis is placed on each of the elements required for building and sustaining a credible maritime force - recruitment, training, infrastructure, equipment and supplies, major assets (e.g. boats, aircraft), legislative

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## Assessment, Survey, and Follow-on CONUS Visits

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<p><b>COAST GUARD MARITIME NEEDS ASSESSMENT</b></p> <p>P319108</p>	<p>authorities and operational oversight and mentoring. A Comprehensive Maritime Needs Assessment is the information gathering phase leading up to the creation of a Multi-Year Maritime Development Plan which may be created independently by the host nation or with the assistance of an international partner. In situations where this assessment is the first step in creating a new maritime organization and there is no current host nation maritime expertise or in-country maritime advisor, a Comprehensive Maritime Needs Assessment report may include the draft of a Maritime Development Plan to assist the host nation with visualizing the long-term plan and moving forward. In such cases, the establishment of a fulltime Maritime Advisor from a partner nation is often recommended.</p> <p><b>Team Composition:</b> Varies based upon type and complexity of assessment.</p> <p><b>Pre-requisite(s):</b> Identification of mission areas requiring review.</p> <p><b>Note(s):</b> USCG participation in other government agency assessments may be funded through this course.</p>
<p><b>PRE-DEPLOYMENT SITE SURVEY</b></p> <p>P309236</p> <p>Duration: 1 Week</p>	<p><b>Description:</b> The Pre-Deployment Site Survey (PDSS) will determine the support requirements for a specific follow-on scheduled training event in country. This PDSS should be requested by the host nation prior to a scheduled follow-on training mission.</p> <p><b>Team Composition:</b> 2 -3</p> <p><b>Pre-requisite(s):</b> Identification of mission areas requiring review.</p>



## Assessment, Survey, and Follow-on CONUS Visits

<p><b>LIVING MARINE RESOURCE ENFORCEMENT ASSESSMENT</b></p> <p>P309235</p> <p>Duration: 1 Week</p>	<p><b>Description:</b> This Assessment will determine the capacity of the host nation to conduct fisheries enforcement. Elements essential to successful enforcement efforts include but are not limited to the knowledge of Living Marine Resources (LMR) capacity or details of the fishery, the management system in place, the enforcement assets and authorities, international fisheries engagement and the existence of a robust and sustainable training program.</p> <p>Illegal, Unregulated and Unreported (IUU) fishing leads to overexploitation, further depressing fishery yields. IUU fishing also creates social conflicts, including competition for fishing grounds, exploitation of cheap labor and jeopardizing food security. IUU fishing vessels are willing to take greater risks than licensed vessels, creating very poor social conditions for fishermen. IUU fishing vessels are rarely concerned with their environmental impacts.</p> <p>The resources and competencies needed to conduct LMR enforcement operations are the same as those needed to conduct ANY law enforcement activity. To conduct at sea boardings you need an asset, the skills to operate and repair it and a boarding team with basic boarding knowledge and skills. The difference is in the specific laws or regulations being enforced, boarding officer authority, and the techniques utilized to document that law or regulation. A review of LMR programs is essential in developing a tailored training program that will lead to improved Monitoring Control and Surveillance (MCS). A review of LMR programs will evaluate the following elements:</p> <ul style="list-style-type: none"> <li>▪ <u>LMR Capacity</u>: Determine the composition of the countries fishing capacity, focus of efforts, and catch statistics</li> <li>▪ <u>LMR Management</u>: Gain an understanding of the LMR management system utilized to include the conservation and management measures, regulatory process and adjudication process</li> <li>▪ <u>International LMR</u>: Determine whether the host nation is a participant in relevant international agreements and Regional Fisheries Management Organizations (RFMO). Determine their awareness, understanding and obligations under relevant international obligations. Determine if any foreign assistance has been received and to what extent/level</li> </ul>
<p><b>CONTINUED ON NEXT PAGE</b></p>	





## Assessment, Survey, and Follow-on CONUS Visits

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#### LIVING MARINE RESOURCE ENFORCEMENT ASSESSMENT

P309235

- LMR Enforcement: Gain an understanding of the LMR enforcement system in place and utilized including the responsible agencies, assisting agencies, personnel, facilities, assets and resources available
- LMR Enforcement Training Program: Determine the extent to which the host nation has a program in place. Determine the overall capabilities of the host nation to conduct training including facilities, personnel, funding and other resources. Determine the target audience, such as managers, supervisors, enforcement, or industry/fishermen

**Target Audience:** Initial audience should include Judge Advocate General (JAG) officers or legal equivalents responsible for maritime legal execution, maritime, and fisheries officials. Follow-on audience: Boarding officers, arresting officials, administering officials for all maritime-based potential criminal activity. Civilian government officials may be necessary to successful completion of this assessment.





## Assessment, Survey, and Follow-on CONUS Visits

### CONUS POST ASSESSMENT SEMINAR AND SITE VISIT

P471001

Location: varies

Duration: 1 Week

**Description:** This course is a CONUS seminar combined with site visits to various USCG units. The seminar and locations are developed specifically to meet host nation requirements in various mission areas. Host nation visitors get the opportunity to meet and receive briefs from training program managers and USCG subject matter experts about USCG day to day operations. It provides the opportunity to visit the U.S. and be exposed, based on specific requirements, to selected USCG training centers, port facilities, units, Command Centers or small boat stations. Port facilities are selected based on the host nation request and to the extent that USCG operational units are able to support. The seminar will be customized for the maximum benefit of visiting delegates.

**Pre-requisite(s):** This course is a follow-on support to an in-country developmental needs assessment.

**Note(s):** Participants would typically consist of members from the Port Authority, Coast Guard, Customs, Navy, Police Force or other organizations (military, government and non-government) with maritime responsibilities.



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## Maritime Law Enforcement (MLE)

Maritime Law Enforcement (MLE) training provides the skills and knowledge required to carry out the responsibilities for enforcing international laws and treaties in a variety of operational settings. Counter-narcotics is the most well known mission, however, MLE functions also include fisheries protection, enforcement of marine safety standards, and interdiction of illegal immigrants. MLE mobile training teams are tailored to specific host nation objectives.





## Maritime Law Enforcement (MLE)

<b>BOARDING OFFICER MET</b>	<p><b>Description:</b> This course is a familiarization of maritime law enforcement procedures and fundamentals. The course curriculum focuses primarily on reducing unnecessary risks to the Boarding Team while maximizing use of effective law enforcement techniques such as: professional communications, international law, boarding preparations and procedures, arrest and detention procedures, high risk search techniques, extensive instruction and practical exercises in subject control techniques, defensive tactics, arrest procedures, use of deadly force, judgmental exercises and additional boarding exercises. The course is designed to provide host nations boarding team members with classroom instruction and numerous practical exercises in order to confidently conduct maritime law enforcement boardings at sea. Practical simulated boarding exercises are designed to reinforce instruction by giving each IMS an opportunity to apply classroom theory. The course can be tailored to the country's specific needs and previous training experience. Sample Syllabus is on <a href="#">Section VI Page 10-11</a>.</p>
<b>E-IMET APPROVED</b>	<p>After completing this training, the IMS will be able to:</p> <ul style="list-style-type: none"> <li>• Determine international and domestic jurisdictional boundaries as they pertain to maritime activities</li> <li>• Prepare a team to conduct a boarding at sea</li> <li>• Arrest or detain a subject</li> <li>• Properly utilize the Use of Force (UOF) continuum during a boarding scenario</li> <li>• Complete a reality based boarding scenario utilizing techniques and tactics learned throughout the course in a safe and effective manner</li> <li>• Demonstrate the appropriate level of the UOF continuum during reality based scenarios</li> <li>• Detect and identify hidden compartments on a vessel where contraband may be located</li> <li>• Detect and identify common occupational hazards onboard vessels</li> <li>• Properly identify and test for illicit substances</li> <li>• Evaluate incoming information and prepare a pre-boarding brief</li> <li>• Assign risk prior to commencing a boarding evolution</li> <li>• Complete a reality based boarding scenario utilizing techniques and tactics learned throughout the course in a safe and effective manner</li> </ul>
<p>P319143 Duration: 2 Weeks</p>	<p><b>CONTINUED ON NEXT PAGE</b></p>



## Maritime Law Enforcement (MLE)

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#### BOARDING OFFICER MET

#### E-IMET APPROVED

P319143

- Lead and monitor a law enforcement team aboard a subject vessel
- Execute a lawful and effective boarding in accordance with safe practice and procedures
- Communicate situations encountered with Tactical Control
- Develop and enact boarding contingency plans

#### Class Size:

Maximum: 24 students

Minimum: 16 students

#### Instructors: 4

#### Materials: The host nation needs to provide the following:

- Classroom with desks and chairs of sufficient size for instructing
- Two moored, unoccupied vessel (20-40 meters) at or near the training site
- Chalk board or Magna-Slick board
- Gymnasium or covered area suitable for defensive tactics, preferably with gym mats
- Depending on country specific requests; a small quantity of narcotic substance (e.g., marijuana, cocaine, heroin, preferably the narcotic most likely to be found during a smuggling interdiction operation) for testing during labs, or fisheries boarding equipment, etc. Specific materials required will be determined directly with MTT coordinator
- Administrative support for typing roster and graduation certificates

**Target Audience:** The course is designed for personnel who are assigned to units conducting maritime law enforcement, border security, general safety patrols, or for any unit which interacts directly with mariners in international waters or territorial seas. Multi-agency participation is encouraged.

**Prerequisite:** IMS's should currently be assigned to maritime law enforcement duties.



## Maritime Law Enforcement (MLE)

### SAMPLE BOARDING OFFICER MET ([P319143](#)) SYLLABUS

INTRODUCTIONS & COURSE OVERVIEW  INTERNATIONAL LAW	BOARDING EXERCISES  SMUGGLING TRENDS & HIDDEN COMPARTMENT DETECTION (W/ VIDEO) AND OCCUPATIONAL HAZARDS (W/ VIDEO)	USE OF FORCE  (HIDDEN WEAPONS OPTIONAL)	BOARDING EXERCISES (WEAPONS, BELLIGERENCY, CUFFING)  HIGH RISK SEARCH TECHNIQUES (TACTICAL CONCEPTS & PROCEDURES) CLASSROOM PRESENTATIONS AND PRACTICAL EXERCISE	ALL TEAMS GYM  USE OF FORCE LEVEL 3  ESCORTS
BOARDING PREPARATIONS AND BOARDING PROCEDURES	BOARDING EXERCISES  SMUGGLING TRENDS & HIDDEN COMPARTMENT DETECTION (W/ VIDEO) AND OCCUPATIONAL HAZARDS (W/ VIDEO)	ARREST PROCEDURES (ALL GYM)  STANCES  EASY WEAPONS REMOVAL  FRISKS  HANDCUFFING -OR- FLEXCUFFING	BOARDING EXERCISES (WEAPONS, BELLIGERENCY, CUFFING)  HIGH RISK SEARCH TECHNIQUES (TACTICAL CONCEPTS & PROCEDURES) CLASSROOM PRESENTATIONS AND PRACTICAL EXERCISE	ALL TEAMS GYM  USE OF FORCE LEVEL 3  PRESSURE POINTS
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## Maritime Law Enforcement (MLE)

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ALL TEAMS GYM  USE OF FORCE LEVEL 4  DEFENSIVE TACTICS (UPPER & LOWER COUNTER- MEASURES)	BOARDING EXERCISES  USE OF FORCE LEVEL 5  INTERMEDIATE WEAPONS (BATON)	DRUG IDENTIFICATION & TESTING (TESTING POWERPOINT OPTIONAL) -OR- HOST NATION TAILORED TRAINING (FISHERIES, AMIO, ETC)  USE OF FORCE AGAINST NON- COMPLIANT VESSELS	CUMULATIVE BOARDING EXERCISES  COURSE REVIEW/QUESTION AND ANSWER SESSION	COURSE CRITIQUES  GRADUATION
ALL TEAMS GYM  USE OF FORCE LEVEL 4  DEFENSIVE TACTICS (LOWER COUNTER- MEASURES CONTINUED AND TAKEDOWNS)	BOARDING EXERCISES  USE OF FORCE LEVEL 5  INTERMEDIATE WEAPONS (BATON)	STATION 1 SITUATIONS & DECISIONS (SHOOT/DON'T SHOOT)  STATION 2 "BULL IN THE RING" WITH REDMAN GEAR	CUMULATIVE BOARDING EXERCISES  COURSE REVIEW/QUESTION AND ANSWER SESSION	



## Maritime Law Enforcement (MLE)

### MARITIME LAW ENFORCEMENT INSTRUCTOR DEVELOPMENT COURSE PHASE I MET

#### *E-IMET APPROVED*

P319102

Duration: 2 Weeks

**Description:** This train-the-trainer course is designed to instruct IMS's on how to effectively train others in maritime law enforcement as Boarding Officers or Boarding Team Members. IMS instructors in this course are taught techniques in student management, presentation skills, developing visual aids, developing role-play scenarios, and theories of adult learning and feedback. The course is instructed in a workshop format with 80% student presentations and work time. Each IMS will be required to present at least 2 blocks of instruction. Sample Syllabus is on [Section VI Page 13](#).

After completing this training, the IMS instructor will be able to:

- Demonstrate proper classroom management during their presentation
- Develop a lesson plan for presentation to the class
- Write a clear set of course objectives
- Demonstrate the use of 2 audio/visual training aids developed during their presentation
- Develop a Reality Based Training Scenario observing safety precautions
- Determine Operational Risk Management (ORM) for Reality Based Training (RBT) and scenario execution
- Conduct a safety walk through of the prospective boarding platform and outlying safety zone utilizing safety steps
- Draft personal qualification standards (PQS) covering the knowledge, skills, and abilities for their department's operators
- Properly identify and demonstrate criticalities of Maritime Law Enforcement defensive tactics in accordance with the Use of Force Continuum (handcuffing, frisking techniques)

#### **Class Size:**

Maximum: 12 students

Minimum: 6 students

#### **Instructors: 4**

**Materials:** The host nation needs to provide the following:

- Classroom with desks and chairs for instructing
- Office or second classroom for reviewing presentations with students

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## Maritime Law Enforcement (MLE)

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<b>MARITIME LAW ENFORCEMENT INSTRUCTOR DEVELOPMENT COURSE PHASE I MET</b>  <b>E-IMET APPROVED</b>  P319102	<ul style="list-style-type: none"> <li>• Chalk board or Magna-Slick board</li> <li>• Minimum of one moored, unoccupied vessel (20-40 meters) at the site</li> <li>• Gymnasium or room with sufficient room for handcuffing and defensive tactics criticalities.</li> <li>• Administrative support for typing roster and graduation certificates.</li> </ul> <p><b>Pre-requisite(s):</b> IMS's must be prior graduates of the Boarding Officer MTT (<a href="#">P319143</a>) within the last year. IMS's should currently have maritime law enforcement training responsibilities.</p>
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### SAMPLE MARITIME LAW ENFORCEMENT INSTRUCTOR DEVELOPMENT COURSE PHASE I MET ([P319102](#)) SYLLABUS

COURSE INTRO	REVIEW DAY 1	PRESENTATIONS	HOW TO PREPARE REALITY BASED TRAINING	WRITING A PQS
CLASSROOM SKILLS AND MANAGEMENT	PREPARATION OF INITIAL PRESENTATIONS	PRESENTATIONS	PREPARATION OF THE BOARDING PLATFORM/TRAINING AREA	WORK TIME (CURRICULUM DEVELOPMENT)
AUDIO VISUAL TOOLS	WORK TIME	PRESENTATIONS	RISK MANAGEMENT IN REALITY BASED TRAINING	WORK TIME
USE AND DEVELOPMENT OF LESSON PLANS	PREPARATIONS OF LAW ENFORCEMENT PRESENTATIONS	DEBRIEF FROM PRESENTATIONS	HOW TO ROLE PLAY	WORK TIME
COMMUNICATIONS	WORK TIME	EFFECTIVE INSTRUCTOR PRACTICES	RULES AND IMPORTANCE OF FEEDBACK/DEBRIEF	



## Maritime Law Enforcement (MLE)

### MARITIME LAW ENFORCEMENT INSTRUCTOR DEVELOPMENT COURSE PHASE II MET

***E-IMET APPROVED***

P319130

Duration: 2 Weeks

**Description:** This course is instructed jointly using USCG and host nation instructors. The focus of this course is to refine the instructional techniques of graduates from the Maritime Law Enforcement Instructor Course. This course is designed to increase the instructional proficiency of the host nation instructors. Host nation instructors must meet pre-requisites. Sample Syllabus is on [Section VI Pages 16-17](#).

After completing this training, the IMS instructor will be able to:

- Demonstrate proper classroom management during their presentation
- Develop a lesson plan for presentation to the class
- Write a clear set of course objectives
- Develop a Reality Based Training (RBT) scenario observing safety precautions
- Determine Operational Risk Management (ORM) for Reality Based Training (RBT) and scenario execution
- Conduct a Safety walk through of the prospective boarding platform and outlying safety zone utilizing safety steps
- Properly identify and demonstrate criticalities of Maritime Law Enforcement defensive tactics (handcuffing, frisking techniques and the use of intermediate weapons)

**Class Size:**

Maximum: 24 students

Minimum: 16 students

**Instructors:** 4 USCG Instructors and 2 or more Host Nation Instructors.

**Materials:** The host nation needs to provide the following:

- Classroom with desks and chairs of sufficient size for instructing
- Moored, unoccupied vessel (20-40 meters) at the site
- Chalk board or Magna-Slick board
- Gymnasium or covered area, preferably with gym mats
- Depending on host nation specific requests; a small quantity of narcotic substance (e.g., marijuana, cocaine, heroin, preferably the narcotic most likely to be found during a smuggling interdiction operation) for testing during labs, or fisheries boarding equipment, etc. Specific materials required will be determined directly with MTT coordinator

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## Maritime Law Enforcement (MLE)

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#### MARITIME LAW ENFORCEMENT INSTRUCTOR DEVELOPMENT COURSE PHASE II MET

***E-IMET APPROVED***

P319130

Duration: 2 Weeks

**Pre-requisite(s):** Joint instructors must have graduated from the MLE Instructor Development Course ([P319102](#)) and the Boarding Officer course ([P319143](#)) within the previous two years. Joint instructors should currently have maritime law enforcement training responsibilities and be assigned to maritime law enforcement duties.





## Maritime Law Enforcement (MLE)

### SAMPLE MARITIME LAW ENFORCEMENT INSTRUCTOR DEVELOPMENT COURSE PHASE II MET ([P319130](#)) SYLLABUS

INTRODUCTIONS & COURSE OVERVIEW	BOARDING EXERCISES TEAMS 1 & 2	USE OF FORCE  (HIDDEN WEAPONS OPTIONAL)	BOARDING EXERCISES (WEAPONS, BELLIGERENCY, CUFFING) TEAMS 1 & 2	ALL TEAMS GYM  USE OF FORCE LEVEL 3
INTERNATIONAL LAW	SMUGGLING TRENDS & HIDDEN COMPARTMENT DETECTION (W/ VIDEO)  -AND-  OCCUPATIONAL HAZARDS (W/ VIDEO) TEAMS 3&4		HIGH RISK SEARCH TECHNIQUES (TACTICAL CONCEPTS & PROCEDURES) CLASSROOM PRESENTATIONS AND PRACTICAL EXERCISE TEAMS 3 & 4	ESCORTS
BOARDING PREPARATIONS AND BOARDING PROCEDURES	BOARDING EXERCISES TEAMS 3 & 4  SMUGGLING TRENDS & HIDDEN COMPARTMENT DETECTION (W/ VIDEO)  -AND-  OCCUPATIONAL HAZARDS (W/ VIDEO) TEAMS 1 & 2	ARREST PROCEDURES (ALL GYM)  STANCES  EASY WEAPONS REMOVAL  FRISKS  HANDCUFFING - OR- FLEXCUFFING	BOARDING EXERCISES (WEAPONS, BELLIGERENCY, CUFFING) TEAMS 3 & 4  HIGH RISK SEARCH TECHNIQUES (TACTICAL CONCEPTS & PROCEDURES) CLASSROOM PRESENTATIONS AND PRACTICAL EXERCISE TEAMS 1 & 2	ALL TEAMS GYM  USE OF FORCE LEVEL 3  PRESSURE POINTS
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## Maritime Law Enforcement (MLE)

<i>CONTINUED FROM PREVIOUS PAGE</i>				
<p>ALL TEAMS GYM</p> <p>USE OF FORCE LEVEL 4</p> <p>DEFENSIVE TACTICS (UPPER &amp; LOWER COUNTER- MEASURES)</p>	<p>BOARDING EXERCISES TEAMS 1 &amp; 2</p> <p>USE OF FORCE LEVEL 5</p> <p>INTERMEDIATE WEAPONS (BATON) TEAMS 3 &amp; 4</p>	<p>DRUG IDENTIFICATION &amp; TESTING (TESTING POWERPOINT OPTIONAL)</p> <p>-OR-</p> <p>HOST NATION TAILORED TRAINING (FISHERIES, AMIO, ETC)</p> <p>USE OF FORCE AGAINST NON- COMPLIANT VESSELS</p>	<p>CUMULATIVE BOARDING EXERCISES TEAMS 1 &amp; 2</p> <p>COURSE REVIEW/QUESTION AND ANSWER SESSION TEAMS 3 &amp; 4</p>	<p>COURSE CRITIQUES COURSE CLOSE/PICTURE</p> <p>GRADUATION</p>
<p>ALL TEAMS GYM</p> <p>USE OF FORCE LEVEL 4</p> <p>DEFENSIVE TACTICS (LOWER COUNTER- MEASURES (CONTINUED) AND TAKEDOWNS)</p>	<p>BOARDING EXERCISES TEAMS 3 &amp; 4</p> <p>USE OF FORCE LEVEL 5</p> <p>INTERMEDIATE WEAPONS (BATON) TEAMS 1 &amp; 2</p>	<p>STATION 1 SITUATIONS &amp; DECISIONS (SHOOT/DON'T SHOOT)</p> <p>STATION 2 "BULL IN THE RING" WITH REDMAN GEAR</p>	<p>CUMULATIVE BOARDING EXERCISES TEAMS 3 &amp; 4</p> <p>COURSE REVIEW/QUESTION AND ANSWER SESSION TEAMS 1 &amp; 2</p>	



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## Crisis Management

### MARITIME CRISIS MANAGEMENT/INCIDENT COMMAND SYSTEM 100/210/300 MTT

P319119

Duration: 2 Weeks

**Description:** This course of instruction is designed to instruct IMS's on the fundamentals of the Incident Command System (ICS). It explains the methodology of how to effectively establish an incident response system to manage planned events or crises. During the first week, principles about its organizational structure and unified command will be explained as well as common terminology and methods to better manage resources. The second week will expand the principles of Basic ICS. The course provides more description and detail of the organization and operation of the ICS, management of resources, and duties of all positions in the organization and provides examples of how the essential principles are used in incident and event planning. IMS's will work through the initial response and through one full planning cycle as part of a final practical exercise/final scenario. Sample Syllabus is on [Section VI Page 21](#).

After completion of this training, the IMS's will be able to:

- Identify the purpose and use of ICS
- Identify the concepts, protocols, principles and working relationships of ICS for incidents/events and determine the common responsibilities during an incident
- Determine key elements of an initial response
- Determine necessary steps to move out of the initial phase (reaction) into the planned phase (management by objectives)
- Conduct a transfer of command
- Identify the principles in gathering, displaying, maintaining and disseminating situation status, resource information and assignments
- Develop a support organization for an incident
- Develop an Incident Action Plan

**Class Size:**

Maximum: 24 students

Minimum: 16 students

**Instructors:** 4

**Materials:** The host nation needs to provide the following:

- 2 well-lit classrooms with large tables; extra classroom will be used during scenarios
- A white dry erase board and or an easel

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## Crisis Management

### CONTINUED FROM PREVIOUS PAGE

#### MARITIME CRISIS MANAGEMENT/INCIDENT COMMAND SYSTEM 100/210/300 MTT

P319119

**Target Audience:** Persons involved with emergency planning, and response or recovery efforts. A multi-agency audience will be able to effectively communicate in a simulated incident that supports role playing and identifies the most efficient employment of resources. With the right audience, this course will build the foundation for interagency coordination.





## Crisis Management

### SAMPLE MARITIME CRISIS MANAGEMENT/INCIDENT COMMAND SYSTEM 100/210/300 MTT (P319119) SYLLABUS

ICS-100  COURSE INTRO  ICS OVERVIEW  BASIC PRINCIPLES OF ICS	ICS-100  GENERAL STAFF FUNCTIONS  ICS FACILITIES	ICS-210  UNIT 1 COURSE INTRO  UNIT 2 NIMS ICS OVERVIEW  UNIT 3 INITIAL INCIDENT MANAGEMENT	ICS-210  ICS 210 TEST/EVAL  PRACTICAL TABLE-TOP EXERCISE	ICS 300  UNIT 6 TRANSITION TO MANAGED PHASE
INCIDENT COMMANDER & COMMAND STAFF FUNCTIONS	COMMON RESPONSIBILITIES  ICS 100 TEST	UNIT 4 TRANSFER OF COMMAND  UNIT 5 EXPANDED OPERATIONS	PRACTICAL TABLE-TOP EXERCISE (CONTINUED)  DEBRIEF	UNIT 7 SITUATION UNIT  UNIT 8 RESOURCE MANAGEMENT
ICS 300  UNIT 9 OPERATIONAL PLANNING-WORK ANALYSIS MATRIX	ICS 300  UNIT 11 SUPPORT ORGANIZATION  UNIT 12 INCIDENT ACTION PLAN	ICS 300  UNIT 13 PLAN EXECUTION & ASSESSMENT (CONTINUED)	ICS 300  HOST NATION SPECIFIC ADDITIONAL SCENARIO	ICS 300  UNIT 14 COURSE EVALUATION  DEBRIEF
UNIT 10 OPERATIONAL PLANNING-TACTICS MEETING	UNIT 13 PLAN EXECUTION AND ASSESSMENT/IAP/CONDUCT MEETINGS	STUDENT PRESENTATIONS/OPS BRIEFINGS	HOST NATION SPECIFIC ADDITIONAL SCENARIO (CONTINUED)	GRADUATION



## Crisis Management

### INCIDENT RESPONSE PLANNING /ADVANCED INCIDENT COMMAND SYSTEM 341/400 MTT

P319035

Duration: 2 Weeks

**Description:** This course presents the concepts, principles and protocols of the Planning Section in an established Incident Command System (ICS) and will familiarize IMS's with the mechanics of planning activities in support of an incident. The first week will culminate in an exercise that will require IMS's to work from an initial response through one full planning cycle. The second week will be focused on the Incident Command System's management functions, with a focus on Multi-Agency Coordination Systems and Emergency Operations Centers. Sample Syllabus is on [Section VI Page 23](#).

After completion of the training, the IMS's will be able to:

- Identify the features and responsibilities of a Unified Command
- Identify the primary meetings facilitated by the Planning Section Chief
- Participate in an Initial Incident Briefing and evaluate Incident Objectives
- Determine the roles and responsibilities of all involved in the meetings facilitated by the Planning Section Chief
- Create a Situation Unit Display
- Create a Resource Display
- Conduct a Tactics Meeting, Planning Meeting, and Operations briefing
- Develop an Incident Action Plan timeline and assemble the final Incident Action Plan

**Class Size:**

Maximum: 24 students

Minimum: 12 students

**Instructors:** 4

**Target Audience:** Mid–Senior level persons involved with emergency planning, response or recovery efforts. A multi-agency audience will be able to effectively communicate in a simulated incident that supports role playing and identifies the most efficient employment of resources. With the right audience, this course will continue to build the foundation for interagency coordination, and will contribute to more effective regional cooperation.

**Pre-requisite(s):** Maritime Crisis Management/Incident Command System 100/210/300 ([P319119](#)).



## Crisis Management

### SAMPLE INCIDENT RESPONSE PLANNING/ADVANCED INCIDENT COMMAND SYSTEM 341/400 MTT (P319035) SYLLABUS

INTRODUCTIONS	REVIEW/QUIZ 1	REVIEW/QUIZ 2	OPERATIONS BRIEFING	CUMULATIVE PRACTICAL EXERCISE
EXTERNAL COORDINATION	ENVIRONMENTAL UNIT	TACTICS MEETING		
INITIAL RESPONSE	MARITIME TRANSPORTATION SYSTEM RECOVERY UNIT	PLANNING MEETING		
COMMAND DIRECTION	RESOURCES UNIT	ASSEMBLY OF THE INCIDENT ACTION PLAN (IAP)	CUMULATIVE PRACTICAL EXERCISE	CUMULATIVE PRACTICAL EXERCISE
PLANNING SECTION OVERVIEW	DOCUMENTATION UNIT			
SITUATION UNIT	DEMOBILIZATION UNIT			
INTRODUCTION TO EOC MANAGEMENT AND OPERATIONS	EOC - STAFFING AND ORGANIZATION  DETERMINING COMMUNICATIONS NEEDS	EOC OPERATIONS	ICS – 400 FUNDAMENTALS REVIEW FOR COMMAND AND GENERAL STAFF	MULTI-AGENCY COORDINATION  COURSE EVALUATION
EOC MULTI-AGENCY COORDINATION	DESIGNING THE EOC  ACTIVATING AND DEACTIVATING THE EOC	RISK ASSESSMENT	MAJOR AND/OR COMPLEX INCIDENT/EVENT MANAGEMENT  AREA COMMAND	GRADUATION

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## Legislative Infrastructure Development

The USCG Model Maritime Service Code (MMSC) is designed to assist nations in developing, revising, or implementing an effective maritime legal infrastructure to fulfill a host nation's maritime strategic goals in the areas of maritime safety, security, and stewardship.

<p><b>MODEL MARITIME SERVICE CODE ASSESSMENT</b></p> <p><i><b>E-IMET APPROVED</b></i></p> <p>P319132 Duration: 1 Week</p>	<p><b>Description:</b> This assessment is designed to help nations review and assess their maritime legal systems to ensure existence of an adequate legal basis for maritime safety, security, and stewardship. The team will work with the U.S. Embassy and host nation counterparts to learn about existing domestic laws, institutions, legislative and regulatory processes, and major maritime activities within the nation. The assessment will examine a host nation's strategic maritime goals and assess whether the maritime legal framework in place is adequate to achieve these goals. The assessment can be tailored for a host nation which lacks any authority or maritime force at all, or for a host nation simply looking to assess and/or improve an already existing maritime legal framework in 1 or more maritime mission areas. The team will normally produce a report for the host nation and embassy, which addresses and makes recommendations. The purpose of the Assessment is to assist nations in implementing an effective maritime legal infrastructure to fulfill a host nation's maritime strategic goals in the areas of maritime safety, security, and stewardship.</p> <p><b>Target Audience:</b> Host nation government officials with a role in the development of their maritime legal framework.</p>
<p><b>MODEL MARITIME SERVICE CODE IMPLEMENTATION</b></p> <p><i><b>E-IMET APPROVED</b></i></p> <p>P319140 Duration: 1 Week</p>	<p><b>Description:</b> To assist the host nation to fine-tuning the maritime legislative and policy initiatives. Assist visits can involve operational training for maritime personnel, assistance with regulatory drafting and/or other forms of drafting support as deemed necessary by the parties involved.</p> <p><b>Target Audience:</b> Host nation government officials with a role in the development of their maritime legal framework.</p> <p><b>Pre-requisite(s):</b> Completion of Model Maritime Service Code Assessment (<a href="#">P319132</a>).</p>



## Legislative Infrastructure Development

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### Did you know?

When a Coast Guard law enforcement detachment embarks on a Naval ship to conduct boardings, the Naval ship temporarily shifts tactical control to the Coast Guard to provide enforcement actions (under Title 14 U.S. Code).

### Did you know?

The Coast Guard spearheaded the development of forceful procedures to stop narcotics smugglers from entering the country via small, fast-moving boats. These "airborne use of force" procedures include the use of warning shots and disabling fire from aircraft to stop boats from fleeing and evading capture.

### Did you know?

The Coast Guard is successfully using at-sea biometrics to identify and prosecute repeat offenders, felons, and persons on watch lists attempting to illegally enter the United States.



## Search and Rescue (SAR)

Every two hours, every day, the USCG saves a life by rescuing people from the water, from sinking ships, from rooftops in flooded areas, and from cliffs. USCG search and rescue (SAR) courses train SAR personnel in search theory and planning using the International Aeronautical and Maritime SAR Manual and in the use of both high and low-technology SAR equipment.

### SEARCH COORDINATION AND EXECUTION MTT

P309163

Duration: 2 Weeks

**Description:** This course provides personnel assigned to Rescue Coordination Centers or actively engaged in Search and Rescue (SAR) training in accordance with standards and benchmarks outlined in the International Aeronautical and Maritime Search and Rescue (IAMSAR) Manual for search planning, coordination, and execution. The techniques and processes taught throughout this course enable the IMS's to understand the variables in search planning and how to make effective decisions based on available data. The "Manual Solution Method" for Search and Rescue planning is emphasized to provide a better understanding of environmental variables that could potentially decide the success or failure of a SAR mission. IMS's will also receive instruction on SAR resources duties, SAR communications and Flare Incidents. Realistic tabletop scenarios will be used to test the IMS's comprehension and to prepare the IMS's for their daily operations. All exercises will be conducted in the respective host nation's area of responsibility using available resources and local knowledge. This training can be tailored to specific host nation needs.

After completing this training, the student will be able to:

- Determine the SAR system elements
- Determine the different phases of a SAR case
- Respond to a request for SAR assistance
- Identify the various forms of communication within the SAR system
- Determine the duties and responsibilities of members within the SAR system
- Identify, calculate and apply the various factors and errors to find datum
- Identify the Global Maritime Distress and Safety System (GMDSS) and its application
- Plot the different search patterns and explain their uses
- Determine the various steps of Operational Risk Assessment and Planning
- Develop an appropriate rescue plan for a Search and Rescue Operation

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## Search and Rescue (SAR)

### CONTINUED FROM PREVIOUS PAGE

#### SEARCH COORDINATION AND EXECUTION MTT

P309163

**Class Size:**

Maximum: 24 students

Minimum: 12 students

**Instructors:** 4**Materials:** The host nation needs to provide the following:

- Classroom with 1 chart table for every 3 IMS's
- Printed materials for IMS's: PowerPoint presentations and various worksheets
- Nautical charts of local area for exercises, if desired

**Target Audience:** Participants must have basic navigation and seamanship skills. All participants should be currently assigned to SAR duties.





## Search and Rescue (SAR)

<p><b>SEARCH AND RESCUE OPTIMAL PLANNING SYSTEM (SAROPS) MTT</b></p> <p>Phase I – P309229 Duration: 2-5 Days</p> <p>Phase II – P309230 Duration: 1-2 Weeks</p> <p>Phase III – P309231 Duration: 1-2 Weeks</p>	<p><b>Description:</b> Search and Rescue Optimal Planning System (SAROPS), the next generation of software for the USCG's national search and rescue operations. SAROPS uses a sophisticated, cutting-edge animated simulation model to project where floating persons or objects might be located. It allows the search planner to define the scenario; to access environmental data such as winds and water currents patterns, to compute drift trajectories, to estimate effective sweep widths, to predict survival times; to simulate environmental hazards; and to develop near optimal search plans, given the amount of resources available.</p> <p><b>Note:</b> SAROPS is a potentially expensive and complex software program sold only to countries which meet all the technical infrastructure and training prerequisites.</p> <p>SAROPS installation and training occurs in 3 distinct phases.</p> <p><b>Phase I (P309229)</b> <b>Pre-Installation Technical Assessment</b> Subject matter expert team visit to determine if host nation has the hardware and support requirements necessary to install the SAROPS program. Technicians will also assist host nation determine the potential number of locations for installation or optimal configuration for a central SAR Operations Center. <b>Duration:</b> 2-5 days <b>Target Audience:</b> Maritime SAR policy planners within the national maritime SAR organization, and IT personnel that develop and support command and control systems.</p> <p><b>Phase II (P309230)</b> <b>SAROPS Installation</b> Installation of the software in pre-determined locations and follow-on technical assistance to ensure system is operating effectively. <b>Duration:</b> 1-2 weeks <b>Target Audience:</b> Command center supervisors who will oversee SAR controllers, and IT personnel who will maintain the hardware/software systems upon which the SAROPS system runs.</p> <p><b>Phase III (P309231)</b> <b>Technical Assistance and Operational Training</b> Follow-on "over the shoulder" technical assistance and on-site training provided to ensure maximum usage of software and assist host nation to add additional users to the system.</p>
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## Search and Rescue (SAR)

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#### SEARCH AND RESCUE OPTIMAL PLANNING SYSTEM (SAROPS) MTT

Phase I – P309229

Duration: 2-5 Days

Phase II – P309230

Duration: 1-2 Weeks

Phase III – P309231

Duration: 1-2 Weeks

Successful installation and operation will depend on having a core group of SAR planners present who have successfully completed USCG resident Maritime Search and Rescue Planning ([P173100](#)). This core group assists with instruction during lectures and laboratory sessions, including translating between English and the host nation language.

**Duration:** 1-2 weeks

**Target Audience:** SAR controllers (those who will use the system to plan and coordinate maritime SAR cases at the command center level).

**Pre-requisite(s):** All 3 phases are required to successfully complete installation and implementation of SAROPS.

**Note(s) (applicable to all phases):**

- Pre-requisite hardware and software technical requirements necessary to install the SAROPS system are on [Section VI Pages 44-45](#).
- SAROPS Phase I ([P309229](#)) and SAROPS Phase II ([P309230](#)). Class participants must have a basic understanding of maritime SAR planning and must be literate on the computer systems that support the SAROPS system. At a minimum, the IMS's must have an understanding of Microsoft XP and Internet Explorer 6.0.

### Search and Rescue Optimal Planning System (SAROPS) Pre-requisite hardware

#### HARDWARE REQUIREMENTS:

A computer system is required with sufficient capacity to house and effectively run both the base graphical user interface and SAROPS software. The hardware is dependent on the configuration chosen by each nation for the use of SAROPS. SAROPS can be housed locally in standalone configuration or by using a remote sever application. Computer system specifications for selected configurations will be provided by the USCG. Basic hardware requirements must be satisfactory for operating ESRI ArcMap; this will also be satisfactory for operating SAROPS. ESRI advises Hardware Requirements as follows:

- **CPU Speed:** 1.6 GHz recommended or higher
- **Processor:** Intel Core Duo, Intel Pentium or Intel Xeon Processors
- **Memory/RAM:** 1 GB minimum, 2 GB recommended or higher (If using the ArcSDE Personal Edition for Microsoft SQL Server Express software, 2 GB of RAM is required.)
- **Display Properties:** Greater than 256 color depth
- **Screen Resolution:** 1024 x 768 recommended or higher at Normal size (96dpi)

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## Search and Rescue (SAR)

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- **Swap Space:** Determined by the operating system, 500 MB minimum
- **Disk Space:** 1.2 GB
- **Disk Space Requirements:** In addition, up to 50 MB of disk space may be needed in the Windows System directory (typically C:\Windows\System32). You can view the disk space requirement for each of the 9.2 components in the Setup program
- **Microsoft VISTA users:** REQUIRES ArcGIS 9.2 SP4 minimum

### SOFTWARE REQUIREMENTS:

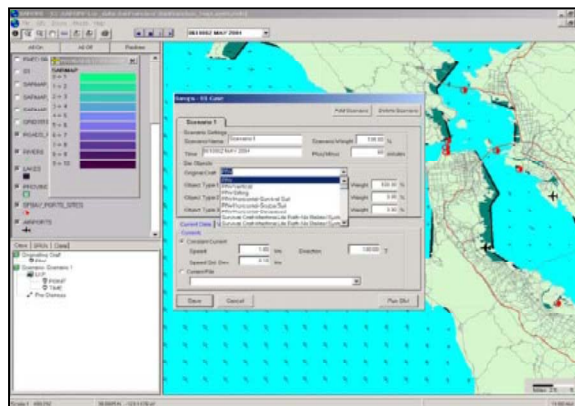
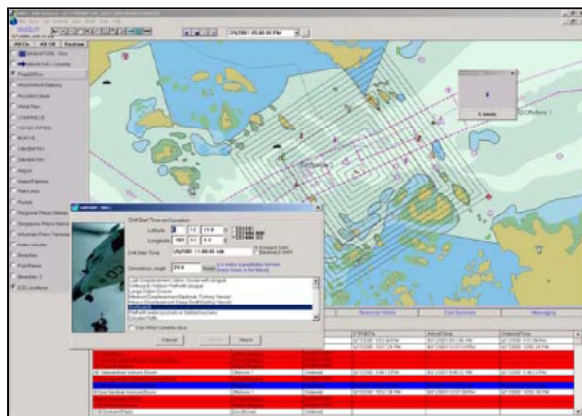
**System and common software.** Must have at minimum the computer operating system installed; Microsoft Windows XP with SP2. Internet Explorer 6 or above is also required; this typically is included if the computer has Windows XP with SP2. For standalone PCs the operating system software frequently comes packaged with the hardware and preloaded.

**ESRI ArcGIS software.** ArcGIS software is required as the Geographic Information System base on which SAROPS runs as an extension. This software is available commercially and must be purchased by international partners. The current specific software includes:

- 1) ArcGIS 9.2 with ArcGIS SP4. May be ArcEditor install (ArcInfo is a higher requirement)
- 2) Military Analyst for 9.2 with MA 9.2 SP1
- 3) MOLE TM 9.2 (optional but recommended)

**Environmental Data Server.** SAROPS was designed to effectively use higher resolution gridded environmental data products to provide superior accuracy in search object drift. To make use of these products an Environmental Data Server (EDS) is needed. EDS is software that requires a hardware platform; this may be the same as the platform for SAROPS if sufficient capacity is available on that hardware. This software is available commercially and may be purchased by international partners. Two options for EDS service are available:

- 1) Host nation may choose to develop their own EDS; either with their own resources or with Applied Science Associates (ASA), the contractor that developed the USCG EDS. EDS operation requires a significant amount of IT infrastructure, follow-on maintenance and updates
- 2) Host nation may choose to contract for EDS data through a subscription service to an EDS maintained by a commercial source such as ASA







## Search and Rescue (SAR)

### AVIATION SURVIVAL TECHNICIAN ASSESSMENT MTT (RESCUE SWIMMER)

P309240

Duration: 2 Weeks

**Description:** USCG Aviation Survival Technician (AST) 'A' School ([P116036](#)) (also known as the Rescue Swimmer program) is an extremely demanding physical course of instruction with a high attrition rate by USCG and IMS's alike. In an effort to increase higher rates of success for IMS's in AST 'A' School, a pre-assessment of all potential candidates will be performed by a designated USCG representative. This assessment is also a first step to assist countries that are developing open water search and rescue (SAR) programs that will use swimmers to assist in SAR operations. This course includes a brief on the USCG AST program, an evaluation of host nation's current program, evaluation and testing of candidates for USCG AST 'A' School, out briefs with the host nation Command, and recommendations of which evaluated IMS's may be allowed to attend the AST 'A' School ([P116036](#)) resident course.

**Target Audience:** Potential AST 'A' School IMS's and Search and Rescue (SAR) program managers.

**Pre-requisite(s):** IMS's to be evaluated must meet the physical training requirements listed below and on [Section III Page 3](#). In addition, an Olympic-sized pool and track must be available for the in-country physical training tests.

Push-ups	42 nonstop, shoulder width, continuous, within 2 minutes
Sit-ups	50 nonstop, continuous, within 2 minutes
Pull Ups	5
Chin Ups	5
500 yard swim (crawl)	12 minutes
25 yard underwater	4 x 25 meters w/60 second maximum rest between laps
1.5 Mile Run	within 12 minutes

**Note(s):** IMS's must meet the English Comprehension Level ([ECL](#)) of 80 for attendance in AST 'A' School ([P116036](#)).

## Introduction



Strong naval engineering, expert small boat operations and competent maintenance are essential to effective operations, and to keep vessels and equipment operating at peak performance. These courses cover a broad range of topics including engineering and logistics administration, outboard motor and hull maintenance, small boat operations and training program development. Specific course offering logistics, such as training location, number of students and training dates, may be tailored to meet host nation requirements.

<b>ENGINEERING LOGISTICS AND ADMINISTRATION MTT</b>  P314100 Duration: 2 Weeks	<p><b>Descriptions:</b> This course covers common engineering management responsibilities at the unit and service levels while stressing the importance of effective engineering logistics and administration in support of mission execution. The administration of lube oil testing, electrical tag-out procedures, preventative maintenance systems, engineering casualty and mishap reporting systems are covered in detail. Budget, procurement, equipment storage and inventory management are described from an engineering perspective. Students are also introduced to the patrol boat engineering and damage control training programs as well as unit safety and personal protective equipment programs. Based on classroom presentations and practical exercises, students work in groups to develop or improve their service's engineering plans and policies. This course is designed for units with offshore patrol vessels designed for multiple day days at sea.</p> <p>After completing this training, the IMS will be able to:</p> <ul style="list-style-type: none"><li>• Improve the agency and unit level organization of engineering responsibilities</li><li>• Improve engineering safety in the agency</li><li>• Implement or improve the agency's existing engineering and damage control training programs</li><li>• Implement or improve the agency's existing damage control doctrine</li><li>• Implement or improve the agency's existing preventive maintenance system</li><li>• Improve the agency's engineering documentation policies</li><li>• Improve the agency's budgeting, procurement and storage policies to increase efficiency and effectiveness</li></ul> <p><b>Class Size:</b> Maximum: 20 students Minimum: 12 students</p> <p><b>Instructors:</b> 4</p>
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**ENGINEERING  
LOGISTICS AND  
ADMINISTRATION MTT**

P314100

Duration: 2 Weeks

**Materials:** The host nation needs to provide the following:

- A classroom equipped with electricity and a large white surface area for audiovisual projection, and sufficient tables and chairs to accommodate each participant
- Access to a nearby waterfront facility with at least one vessel that can be used as a training platform
- A vessel 20 meters or large with an engine room

**Pre-requisites:** None

**Target Audience:** Students should be currently assigned to positions with responsibility for the management of engineering personnel, policy, records, procurement, and/or supply. The training is best suited for junior to mid-level officers and senior enlisted personnel.

**Note(s):**

- This course is most effective when tailored to the host nation's specific vessels. Please provide vessel specifics to training team. Direct communications between the training team and the sponsoring country team office is encouraged.
- Effectiveness can be maximized by having a team conduct an assessment of the current condition of the equipment prior to the mission (if team members have not previously trained with the host country).



<p><b>OUTBOARD MOTOR MAINTENANCE MTT</b></p> <p>P314103</p> <p>Duration: 2 Weeks</p>	<p><b>Description:</b> This course is designed for students currently assigned to engineering positions. Upon completion, students will have a basic understanding of engine theory (2 stroke and 4 stroke), a basic understanding of the theory of operation of the various systems (electrical, carburetor, etc.), and an understanding of troubleshooting steps for each system. Instruction for the first 5 days is classroom based, consisting of basic instruction in engine theory. The second 5 days will consist of hands-on exercises with the host nation's engines, giving students practical experience on basic troubleshooting and repairs. Sample Syllabus is on <a href="#">Section VI Page 37</a>.</p> <p>After completing this training, the IMS will be able to:</p> <ul style="list-style-type: none"> <li>• Test, inspect, and service Variable Ratio Oiler systems</li> <li>• Properly repair a carburetor</li> <li>• Properly service an electronic fuel injection system</li> <li>• Diagnose electrical problems</li> <li>• Diagnose problems with charging or starting circuit</li> <li>• Diagnose problems with a capacitor discharge ignition system and its components</li> <li>• Service a cooling system and the outboard motor gear case</li> </ul> <p><b>Class Size:</b> Maximum: 20 students Minimum: 12 students</p> <p><b>Instructors:</b> 4</p> <p><b>Materials:</b> The host nation needs to provide the following:</p> <ul style="list-style-type: none"> <li>• A classroom suitable for student numbers with desks or tables and chairs</li> <li>• Manuals for host country's engines should also be provided for students to use, as well as specialized troubleshooting software, hardware and manufacturer required special tools</li> <li>• A minimum of 2 engines should be available for students to use in practical exercises. The outboard engines shall be out of the water on stands and available exclusively for training, not to be used afterwards for operations, as students will be taking them apart</li> <li>• Administrative support required for printing student rosters and graduation certificates</li> </ul>
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#### OUTBOARD MOTOR MAINTENANCE MTT

P314103

Duration: 2 Weeks

**Target Audience:** Students should be currently assigned to an engineering position responsible for maintaining outboard motors. This training can be tailored for students with varying levels of knowledge.

**Note(s):**

- This course is most effective when tailored to the host nation's particular engine type(s). Please provide engine specifics (make, model, and serial numbers) of engines to be used in the training to the Country Liaison Officer upon initial contact
- Effectiveness can be maximized by having a team conduct an assessment of the current condition of the equipment prior to the mission (if team members have not previously trained with the host country).
- If functional engines are to be used for the training, the host nation must have a supply of spare parts on hand to facilitate break down and rebuild of the engines during the class



## Introduction



### SAMPLE OUTBOARD MOTOR MAINTENANCE MTT (P314103) SYLLABUS

CLASSROOM  INTRODUCTIONS (ALL INSTRUCTORS)  PRE-TEST (OPTIONAL)  TWO-STROKE THEORIES COMPONENT IDENTIFICATION	CLASSROOM  FUEL SYSTEM THEORIES  COMPONENT IDENTIFICATION  VRO/OIS COMPONENT IDENTIFICATION	CLASSROOM  ELECTRICAL THEORY  START AND CHARGING SYSTEMS COMPONENT IDENTIFICATION	CLASSROOM  COOLING SYSTEM COMPONENT IDENTIFICATION SERVICE/TROUBLE SHOOTING  GEAR CASES	CLASSROOM  POST TEST (OPTIONAL) <b>REVIEW</b>
CLASSROOM  FOUR-STROKE THEORIES COMPONENT IDENTIFICATION	CLASSROOM  CARBURETORS COMPONENT IDENTIFICATION  FUEL INJECTION COMPONENT IDENTIFICATION	CLASSROOM  IGNITION SYSTEMS COMPONENT IDENTIFICATION	CLASSROOM  BASIC MAINTENANCE	
WEEK 1 REVIEW & QUESTIONS  TROUBLESHOOTING PRINCIPLES	FUEL SYSTEMS DIAGNOSIS	IGNITION SYSTEM DIAGNOSIS	COOLING SYSTEM DIAGNOSIS	COURSE REVIEW  COURSE CRITIQUE  GRADUATION
STARTING SYSTEM DIAGNOSIS	FUEL SYSTEMS DIAGNOSIS (CONTINUED)	IGNITION SYSTEM DIAGNOSIS (CONTINUED)	DRIVE TRAIN DIAGNOSIS	



## Introduction

### **OUTBOARD MOTOR MAINTENANCE EQUIPMENT AND SUPPLIES ([P314103](#))**

This course is best executed if the host agency has the following list of items. Please note that this list is very general and not complete. Having this equipment available does not guarantee that the instructors or IMS's will be able to effect necessary repairs, but it greatly increases the chance of success. If there is a desire for the USCG to provide specific recommendations for tool, spare part and consumable purchases, the host nation will need to engage with the USCG well in advance of course execution.

At Least 2 Outboard Engines (Required)	Thermometers
Engine Stands	Multimeters
Test Tank	Model Specific Diagnostic Equipment
Gasoline and Portable Fuel Tank	Model Specific Service Manuals
Model Specific Lubricants	Model Specific Spare Fuel Filters
Carburetor Cleaner	Model Specific Oil Filters (For 4 Stroke Engines)
Complete Appropriate Socket Set	Model Specific Spare Impellers
Combination Wrenches	Model Specific Spare Spark Plugs
Strap Wrenches	Model Specific Spare Fuel Pumps
Torque Wrenches	Model Specific Spare Gaskets
Model Specific Specialty Tools	Model Specific Carburetor Rebuild Kit
Heating Elements	





<p><b>SMALL BOAT OPERATIONS I MTT</b></p> <p>P319105</p> <p>Duration: 2 Weeks</p>	<p><b>Description:</b> The course familiarizes students with procedures to be followed for the safe and effective operation of small boats (less than 50 ft/15m in length). It is based on the Coast Guard's boat crew training program and establishes job oriented skill requirements for boat crew personnel. Participants will engage in multiple underway exercises designed to develop boat handling skills, including safely mooring and unmooring a boat, engineering casualty control, safe execution of a man overboard recovery, and responding to various emergency situations. Classroom instruction includes lifesaving equipment, navigation, small boat nomenclature, and boat construction. Sample Syllabus is on <a href="#">Section VI Pages 40-41</a>.</p> <p>After completing this training, the IMS will be able to:</p> <ul style="list-style-type: none"> <li>• Demonstrate the ability to operate a small boat safely</li> <li>• Identify the parts of a line and knots used in line handling and their purpose</li> <li>• Demonstrate basic chart identification and plotting, including: symbols, scales and proper labeling of track lines</li> <li>• Demonstrate the ability to correctly respond to basic small boat engineering casualties</li> <li>• Identify and demonstrate appropriate actions to respond to a man overboard</li> </ul> <p><b>Class Size:</b></p> <p>Maximum: 16 students and 3 boats</p> <p>Minimum: 4 students and 1 boats</p> <p><b>Instructors:</b> 4-6 depending on number of students. More than 8 students requires 5 or more instructors.</p> <p><b>Materials:</b> The host nation needs to provide the following:</p> <ul style="list-style-type: none"> <li>• No less than one operational small boat (less than 50 ft./15 m. in length) for every four students</li> <li>• Classroom of sufficient size for the class</li> <li>• Pier facility of sufficient size so all boats can conduct drills</li> <li>• Training area of sufficient size to practice navigation</li> <li>• An operational small boat is a fully capable operational vessel, with a fully qualified crew (i.e., the normally assigned boat crew), adequate life saving and firefighting equipment, electronics package consisting of a compass, chart plotter and GPS, and fuel</li> </ul> <p><b>Prerequisite(s):</b> Students should be in coxswain or coxswain instructor billets or be a member of a boat crew.</p>
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## Introduction



### SAMPLE SMALL BOAT OPERATIONS I MTT (P319105) SYLLABUS

<p>CLASSROOM</p> <p>INTRODUCTION &amp; COURSE OVERVIEW</p> <p>BOAT CREW RESPONSIBILITIES</p> <p>FATIGUE AND OPERATIONAL RISK MANAGEMENT</p>	<p>CLASSROOM DOCKSIDE</p> <p>BOAT OUTFIT/DAILY CHECK-OFFS</p> <p>ENGINEERING / DECK PMS</p> <p>STARTING /SECURING PROCEDURES</p> <p>PRACTICAL SEAMANSHIP</p>	<p>UNDERWAY</p> <p>BOAT HANDING</p> <p>MOORING AND UNMOORING</p> <p>BOAT CREW RESPONSIBILITIES</p>	<p>UNDERWAY</p> <p>PERSONNEL RECOVERY</p> <p>BECCES</p> <p>REVIEW</p>	<p>UNDERWAY</p> <p>REVIEW ALL</p>
<p>CLASSROOM</p> <p>BASIC SEAMANSHIP</p> <p>AOR (AREA FAMILARIZATION)</p>	<p>CLASSROOM</p> <p>BOAT CONSTRUCTION</p> <p>STABILITY</p> <p>WATERTIGHT INTEGRITY (OPTIONAL)</p> <p>BOAT HANDLING MOOR/UNMOOR</p>	<p>CLASSROOM</p> <p>SURVIVAL EQUIPMENT</p> <p>PERSONNEL RECOVERY</p> <p>CASUALTY CONTROL (BECCES)</p>	<p>CLASSROOM</p> <p>NAVIGATION RULES</p> <p>BUOY SYSTEMS</p>	<p>CLASSROOM</p> <p>BASIC MECHANICAL THEORY</p>
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## Introduction



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CLASSROOM  INTRO TO CHARTS  BASIC NAVIGATION	UNDERWAY  COMPASS COURSES  STANDARD HELM COMMANDS	UNDERWAY  REVIEW FOR FINAL EXERCISE  NAVIGATION EXERCISES  PERSONNEL RECOVERY  CASUALTY CONTROL	UNDERWAY  FINAL EXERCISE	CLASSROOM  COURSE REVIEW  EVALUATION  CLASS PHOTO  GRADUATION
CLASSROOM  NAVIATION TABLE TOP EXERCISES CONTINUED	CLASSROOM  TABLETOP EXERCISE	UNDERWAY  NAVIGATION EXERCISE	UNDERWAY  FINAL EXERCISE CONTINUED  COURSE CRITIQUES	





### SMALL BOAT OPERATIONS II MTT

P319107

Duration: 2 Weeks

**Description:** The course assists in the development of a host nation's small boat training program utilizing the host nation's assets. It is based on the Coast Guard's boat crew training program and establishes job orientated skill requirements for boat crew personnel. These requirements are based on the practical applications of various maritime skills necessary for safe and effective small boat operations. This course builds upon the Small Boat Operations I. Participants will receive instruction on basic radar functions, electronic navigation including use of the GPS chart plotter, planning and executing search patterns, and advanced small boat operator skills including towing, anchoring, and transferring personnel between small boats. Classroom instruction includes marine weather, team coordination training, and risk management techniques. Sample Syllabus on [Section VI Pages 44-45](#).

After completing this training, the IMS will be able to:

- Demonstrate safe preparation of small boat for tow, inspect towing equipment, and fully understand the forces involved in towing
- Utilize the host nation's electronic navigation equipment by inputting chart data for safe and proper navigation
- Identify and demonstrate appropriate search patterns factoring location and on scene weather conditions
- Demonstrate understanding of the infrastructure of the SAR System and its components
- Identify dangers to a boat at sea and different types of breaking seas, including their characteristics and causes
- Demonstrate how to properly and safely anchor a vessel

**Class Size:**

Maximum: 16 students and 3 boats

Minimum: 4 students and 1 boats

**Instructors:** 4-6 depending on number of students. More than 8 students requires 5 or more instructors.



### **SMALL BOAT OPERATIONS II MTT**

P319107

Duration: 2 Weeks

**Materials:** The host nation needs to provide the following:

- No less than one operational small boat (less than 50 ft./15 m. in length) for every four students
- Classroom of sufficient size for the class
- Pier facility of sufficient size so all boats can conduct drills at the same time
- Training area of sufficient size to practice navigation
- An operational small boat is a fully capable operational vessel, with a fully qualified crew (i.e., the normally assigned boat crew), adequate life saving and firefighting equipment, electronics package to include radar, compass, GPS, and chart plotter, outfitted for towing and fuel

**Prerequisite(s):** Students should be in coxswain or coxswain instructor billets or be members of a boat crew. All students should have previously completed Small Boat Operations I ([P319105](#)).

## Introduction



### SAMPLE SMALL BOAT OPERATIONS II MTT ([P319107](#)) SYLLABUS

CLASSROOM	CLASSROOM	CLASSROOM	CLASSROOM	CLASSROOM
INTRODUCTION & COURSE OVERVIEW	WEATHER/ OCEANOGRAPHY	NAVIGATION TABLETOP	SAR FUNDAMENTALS	SEARCH PATTERNS TABLETOP EXERCISE
SEPARATE STUDENTS INTO BOAT CREWS	ADVANCED BOAT HANDLING	RADAR	SEARCH PATTERNS	
PRETEST	NAVIGATION REVIEW (IF TIME) (CHARTS)			
OPERATIONAL RISK MANAGEMENT / SEA KING				
UNDERWAY	UNDERWAY	UNDERWAY	UNDERWAY	UNDERWAY
STUDENT COXSWAIN ASSESSMENT	PIER SIDE – FENDERING/LINE COMMANDS / SEAMANSHIP	PERSONNEL RECOVERY	NAVIGATION (PILOTING)	DRIFTING SEARCH PATTERNS
AREA FAMILIARIZATION / BOAT ASSESSMENT	BOAT HANDLING	MOOR AND UNMOOR		
		UNDERWAY PERSONNEL TRANSFER		
		RADAR / CHARTPLOTTER		
CONTINUED ON NEXT PAGE				

## Introduction



<i>CONTINUED FROM PREVIOUS PAGE</i>				
CLASSROOM  TOWING  ANCHORING	CLASSROOM  NAVIGATION TABLETOP EXERCISE	CLASSROOM  DAMAGE CONTROL  BECESS REVIEW	CLASSROOM  REVIEW / JEOPARDY  POST TEST	COURSE CRITIQUES  EVALUATION  CLASS PHOTO  GRADUATION
UNDERWAY  SEARCH PATTERS  REVIEW	UNDERWAY  TOWING / ANCHORING	UNDERWAY  NAVIGATION RULES	UNDERWAY  CUMULATIVE PRACTICAL EXERCISE	







<p><b>SMALL BOAT OPERATIONS INSTRUCTOR DEVELOPMENT COURSE (IDC) PHASE I</b></p> <p>P319032 Duration: 2 Weeks</p>	<p><b>Description:</b> This ten-day course is designed to provide the necessary skills and knowledge to effectively train personnel in small boat operations as Coxswains. Students in this course are taught techniques in student management, presentation skills, developing visual aids, and developing reality based training and scenarios. Other topics covered are the “theory of feedback”, adult learning and developing and implementing an underway training schedule. The course is instructed in a workshop format with student presentations and work time. Each student will be required to present at least two blocks of instruction and lead practical underway exercises. Sample Syllabus is on <a href="#">Section VI Page 47</a>.</p> <p>After completing this training, the participants will be able to:</p> <ul style="list-style-type: none"> <li>• Demonstrate proper classroom management during presentations.</li> <li>• Develop a lesson plan for presentation to participants.</li> <li>• Write a clear set of course objectives</li> <li>• Demonstrate the use of audio/visual training aids during their presentation</li> <li>• Execute underway small boat training exercises observing safety precautions</li> <li>• Determine Operational Risk Management (ORM) for underway small boat training exercises</li> <li>• Conduct safety checks for operational assets prior to underway training exercises</li> <li>• Deliver assisted instruction to entry-level small boat operators</li> </ul> <p><b>Class Size:</b> Maximum: 12 students and 2 boats Minimum: 6 students and 2 boats</p> <p><b>Instructors:</b> 4</p> <p><b>Materials:</b> The host nation needs to provide the following:</p> <ul style="list-style-type: none"> <li>• No less than one operational small boat (less than 50 ft./15 m. in length) for every four students</li> <li>• Classroom of sufficient size for the class</li> <li>• Second classroom for reviewing presentations with students</li> <li>• Chalk board or Magna-Slick board</li> <li>• Pier facility of sufficient size so boats can conduct dual drills</li> <li>• Training area of sufficient size to practice navigation</li> <li>• An operational small boat is a fully capable operational vessel, with a fully qualified crew (i.e., the normally assigned boat crew), adequate life saving and firefighting equipment, electronics package, outfitted for towing and fuel</li> </ul> <p><b>Prerequisite(s):</b> Students should be in coxswain or coxswain instructor billets or be a member of a boat crew.</p>
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## Introduction



### SAMPLE SMALL BOAT OPERATIONS IDC PHASE I MTT ([P319032](#)) SYLLABUS

COURSE INTRO AND EXPLANATION  CLASSROOM SKILLS AND MANAGEMENT  AUDIO VISUAL TOOLS	REVIEW DAY 1  PREPARATION OF INITIAL PRESENTATIONS  WORK TIME	PRESENTATIONS  PRESENTATIONS  PRESENTATIONS	HOW TO PREPARE REALITY BASED TRAINING  PREPARATION OF THE TRAINING PLATFORM / TRAINING AREA	WRITING A PQS  WORK TIME (CURRICULUM DEVELOPMENT)
USE AND DEVELOPMENT OF LESSON PLANS  COMMUNICATIONS	PREPARATIONS OF SMALL BOAT OPERATIONS PRESENTATIONS  WORK TIME	DEBRIEF FROM PRESENTATIONS  EFFECTIVE INSTRUCTOR PRACTICES	RISK MANAGEMENT IN REALITY BASED TRAINING  RULES AND IMPORTANCE OF FEEDBACK / DEBRIEF	WORK TIME  WORK TIME
CLASSROOM  ORM SBO-1  BOAT CREW RESPONSIBILITIES  BASIC SEAMANSHIP	UNDERWAY  MOORING/ UNMOORING  BOAT HANDLING	CLASSROOM  INTRODUCTION TO CHARTS  BASIC NAVIGATION	UNDERWAY  NAVIGATION	COURSE OVERVIEW  EVALUATIONS
BOAT HANDLING  PERSONNEL RECOVERY  BASIC ENGINEERING CASUALTY CONTROL EXERCISES (BECCES)	PERSONNEL RECOVERY  BECCES	NAVIGATION TABLE TOP EXERCISE	NAVIGATION	GRADUATION



<p><b>SMALL BOAT OPERATIONS INSTRUCTOR DEVELOPMENT COURSE (IDC) PHASE II MTT</b></p> <p>P319034 Duration: 2 Weeks</p>	<p><b>Description:</b> A maritime small boat operations course is instructed jointly using USCG and host nation instructors. The focus of the course is to refine the instructional techniques of graduates from the Small Boat Operator Instructor Course. This course is designed to increase the instructional proficiency of the host nation instructors. Host nation instructors must meet pre-requisites.</p> <p>After completing this training, the participants will be able to:</p> <ul style="list-style-type: none"> <li>• Demonstrate proper classroom management during presentations</li> <li>• Develop a lesson plan for presentation to participants</li> <li>• Write a clear set of course objectives</li> <li>• Demonstrate the use of audio/visual training aids during their presentation</li> <li>• Execute underway small boat training exercises observing safety precautions</li> <li>• Determine Operational Risk Management (ORM) for Reality Based Training Scenario execution</li> <li>• Conduct safety checks for operational assets prior to underway training exercises</li> <li>• Deliver instruction to entry-level small boat operators with increased proficiency</li> </ul> <p><b>Class Size:</b> Maximum: 16 students and 3 boats Minimum: 4 students and 1 boats</p> <p><b>Instructors:</b> 2 Host Nation Instructors and 4 USCG Instructors.</p> <p><b>Materials:</b> The host nation needs to provide the following:</p> <ul style="list-style-type: none"> <li>• No less than one operational small boat (less than 50 ft./15 m. in length) for every four students</li> <li>• Classroom of sufficient size for the class</li> <li>• Pier facility of sufficient size so all boats can conduct drills at the same time</li> <li>• Training area of sufficient size to practice navigation</li> <li>• An operational small boat is a fully capable operational vessel, with a fully qualified crew (i.e., the normally assigned boat crew), adequate life saving and firefighting equipment, electronics package, outfitted for towing and fuel</li> </ul> <p><b>Prerequisite(s):</b> Joint Instructors must have graduated from the Small Boat Operations Instructor Development Course Phase I Course (<a href="#">P319032</a>) and the Small Boat Operations II Course (<a href="#">P319107</a>) within the last two years. Joint instructors should currently have small boat operation training responsibilities and be assigned to small boat operation duties or be in coxswain or coxswain instructor billets or be a member of a boat crew.</p>
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# vii

## Section

APPENDIX

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## Course Listing – Alphabetically by Course Title

COURSE TITLE	MASL	CATEGORY	DESCRIPTION	PAGE
Advanced Analog Electronic Technology	P131130	C School	Engineering	<a href="#">IV-20</a>
Advanced Digital Electronic Technology	P131131	C School	Engineering	<a href="#">IV-20</a>
Advanced Foreign Passenger Vessel Control Examiner	P164010	C School	Ops Ashore - Prevention	<a href="#">IV-39</a>
Air Conditioning and Refrigeration	P145414	C School	Engineering	<a href="#">IV-16</a>
Aluminum Welding	P145422	C School	Engineering	<a href="#">IV-19</a>
Aviation Survival Technician 'A' (Rescue Swimmer)	P116036	A School	Aviation	<a href="#">IV-4</a>
Aviation Survival Technician Assessment (Rescue Swimmer)	P309240	MET/MTT	Search & Rescue	<a href="#">VI-32</a>
Basic Boarding Officer	P173101	C School	Maritime Law Enforcement	<a href="#">IV-25</a>
Basic Preparedness and Exercise	P171578	C School	Ops Ashore - Command	<a href="#">IV-36</a>
Boarding Officer	P319143	MET/MTT	Maritime Law Enforcement	<a href="#">VI-8</a>
Boarding Team Member	P124401	C School	Maritime Law Enforcement	<a href="#">IV-29</a>
Boatswain's Mate 'A'	P145296	A School	Operations	<a href="#">IV-10</a>
Caterpillar 3400 Series Diesel Engine	P143001	C School	Engineering	<a href="#">IV-17</a>
Caterpillar 3508 Operator/Maintenance	P145173	C School	Engineering	<a href="#">IV-17</a>
Chief Petty Officer (CPO) Academy	P171302	PME	PME	<a href="#">IV-60</a>
Chief Warrant Officer Indoctrination	P171034	PME	PME	<a href="#">IV-59</a>
Chief Warrant Officer Professional Development	P171036	PME	PME	<a href="#">IV-59</a>
Coast Guard Maritime Needs Assessment	P319108	MET/MTT	Assessment	<a href="#">VI-1</a>
Container Inspection	P173103	C School	Ops Ashore - Prevention	<a href="#">IV-40</a>
Contingency Preparedness Planner, Senior Course	P171576	C School	Ops Ashore - Command	<a href="#">IV-37</a>
CONUS Post Assessment Seminar and Site Visit	P471001	MET/MTT	CONUS Seminar	<a href="#">VI-5</a>
Curriculum Development Program	P319135	MET/MTT	Maritime Law Enforcement	<a href="#">VI-12</a>
Damage Controlman 'A'	P122209	A School	Engineering	<a href="#">IV-6</a>
Electrician's Mate 'A'	P122216	A School	Engineering	<a href="#">IV-7</a>
Electronics Technician 'A'	P131093	A School	Engineering	<a href="#">IV-8</a>
Emergency Medical Technician Certification	P175209	C School	Health & Safety	<a href="#">IV-22</a>
Engineering Administration Afloat	P174809	C School	Engineering	<a href="#">IV-18</a>
Engineering Administration Ashore	P164201	C School	Engineering	<a href="#">IV-18</a>
Engineering Logistics & Administration	P314100	MET/MTT	Engineering	<a href="#">VI-33</a>
Explosives Handling Supervisor	P122252	C School	Ops Ashore - Prevention	<a href="#">IV-40</a>
Food Service Specialist 'A'	P163207	A School	Admin & Medical	<a href="#">IV-2</a>
General Motors Model 8-645 Diesel Engines	P145435	C School	Engineering	<a href="#">IV-17</a>
Gunner's Mate 'A'	P122210	A School	Operations	<a href="#">IV-11</a>



## Course Listing – Alphabetically by Course Title

COURSE TITLE	MASL	CATEGORY	DESCRIPTION	PAGE
Health Services Technician 'A'	P175005	A School	Admin & Medical	<a href="#">IV-3</a>
Hydraulic Systems and Equipment	P145423	C School	Engineering	<a href="#">IV-16</a>
Incident Response Planning/Advanced Incident Command	P319035	MET/MTT	Crisis Management	<a href="#">VI-22</a>
Instructor Development	P166400	C School	Leadership	<a href="#">IV-47</a>
Instructor Development	P166425	C School	Leadership	<a href="#">IV-47</a>
Instructor Development	P166435	C School	Leadership	<a href="#">IV-47</a>
International Boarding Officer	P173016	C School	Maritime Law Enforcement	<a href="#">IV-27</a>
International Crisis Command and Control	P162285	C School	Ops Ashore - Command	<a href="#">IV-37</a>
International Maritime Domain Awareness	P171064	PME	PME	<a href="#">IV-50</a>
International Maritime Officers Course	P171575	PME	PME	<a href="#">IV-52</a>
International Maritime Search and Rescue Planning	P173018	C School	Search & Rescue	<a href="#">IV-34</a>
International Motor Lifeboat (MLB) Coxswain	P145076	C School	Small Boat Ops	<a href="#">IV-30</a>
Investigating Officer	P122253	C School	Ops Ashore - Prevention	<a href="#">IV-43</a>
Leadership and Management	P162224	C School	Leadership	<a href="#">IV-47</a>
Leadership and Management	P162225	C School	Leadership	<a href="#">IV-47</a>
Living Marine Resource Enforcement Assessment	P309235	MET/MTT	Assessment	<a href="#">VI-3</a>
Machinery Technician 'A'	P122219	A School	Engineering	<a href="#">IV-9</a>
Marine Inspector Course - Domestic	P122226	C School	Ops Ashore - Prevention	<a href="#">IV-41</a>
Marine Science Technician 'A'	P179027	A School	Operations	<a href="#">IV-12</a>
Maritime Crisis Management/Incident Command System 100/210/300	P319119	MET/MTT	Crisis Management	<a href="#">VI-19</a>
Maritime Law Enforcement Instructor Development Phase I	P319102	MET/MTT	Maritime Law Enforcement	<a href="#">VI-12</a>
Maritime Law Enforcement Instructor Development Phase II	P319130	MET/MTT	Maritime Law Enforcement	<a href="#">VI-14</a>
Maritime Search and Rescue Planning	P173100	C School	Search & Rescue	<a href="#">IV-32</a>
Mark 27 Gyrocompass System	P145448	C School	Engineering	<a href="#">IV-21</a>
Model Maritime Service Code Assessment	P319132	MET/MTT	Legal	<a href="#">VI-25</a>
Model Maritime Service Code Implementation	P319140	MET/MTT	Legal	<a href="#">VI-25</a>
Officer Candidate School	P164007	PME	PME	<a href="#">IV-56</a>
Officer Indoctrination School	P164008	PME	PME	<a href="#">IV-58</a>
On-Scene Coordinator Crisis Management	P179288	C School	Ops Ashore - Command	<a href="#">IV-38</a>
Outboard Motor Maintenance	P314103	MET/MTT	Small Boat Operations	<a href="#">VI-35</a>
Pollution Incident Response	P122703	C School	Ops Ashore - Response	<a href="#">IV-45</a>





## Course Listing – Alphabetically by Course Title

COURSE TITLE	MASL	CATEGORY	DESCRIPTION	PAGE
Port State Control Officer	P122234	C School	Ops Ashore - Prevention	<a href="#">IV-42</a>
Pre-Deployment Site Survey	P309236	MET/MTT	Assessment	<a href="#">VI-2</a>
Prospective Commanding Officer/Officer in Charge Executive Officer/Executive Petty Officer Afloat	P171300	C School	Leadership	<a href="#">IV-48</a>
Search and Rescue SAROPS Phase I Pre-installation Technical Assessment	P309229	MET/MTT	Search & Rescue	<a href="#">VI-29</a>
Search and Rescue SAROPS Phase II Installation	P309230	MET/MTT	Search & Rescue	<a href="#">VI-29</a>
Search and Rescue SAROPS Phase III Technical Assistance and Operational Training	P309231	MET/MTT	Search & Rescue	<a href="#">VI-29</a>
Search and Rescue, Inland Planning	P116035	C School	Search & Rescue	<a href="#">IV-35</a>
Search Coordination and Execution	P309163	MET/MTT	Search & Rescue	<a href="#">VI-27</a>
Small Boat Operations I	P319105	MET/MTT	Small Boat Operations	<a href="#">VI-39</a>
Small Boat Operations II	P319107	MET/MTT	Small Boat Operations	<a href="#">VI-42</a>
Small Boat Operations Instructor Development Course Phase I	P319032	MET/MTT	Small Boat Operations	<a href="#">VI-46</a>
Small Boat Operations Instructor Development Course Phase II	P319034	MET/MTT	Small Boat Operations	<a href="#">VI-48</a>
Small Cutter Damage Control	P129700	C School	Engineering	<a href="#">IV-20</a>
Steel Welding	P145421	C School	Engineering	<a href="#">IV-19</a>
USCG Academy International Program	P170011	PME	PME	<a href="#">IV-61</a>



## Course Listing – Numerically by Course MASL

MASL	COURSE TITLE	CATEGORY	DESCRIPTION	PAGE
P116035	Search and Rescue, Inland Planning	C School	Search & Rescue	<a href="#">IV-36</a>
P116036	Aviation Survival Technician 'A' (Rescue Swimmer)	A School	Aviation	<a href="#">IV-4</a>
P122209	Damage Controlman 'A'	A School	Engineering	<a href="#">IV-6</a>
P122210	Gunner's Mate 'A'	A School	Operations	<a href="#">IV-11</a>
P122216	Electrician's Mate 'A'	A School	Engineering	<a href="#">IV-7</a>
P122219	Machinery Technician 'A'	A School	Engineering	<a href="#">IV-9</a>
P122226	Marine Inspector Course - Domestic	C School	Ops Ashore - Prevention	<a href="#">IV-41</a>
P122234	Port State Control Officer	C School	Ops Ashore - Prevention	<a href="#">IV-42</a>
P122252	Explosives Handling Supervisor	C School	Ops Ashore - Prevention	<a href="#">IV-40</a>
P122253	Investigating Officer	C School	Ops Ashore - Prevention	<a href="#">IV-43</a>
P122703	Pollution Incident Response	C School	Ops Ashore - Response	<a href="#">IV-45</a>
P124401	Boarding Team Member	C School	Maritime Law Enforcement	<a href="#">IV-30</a>
P129700	Small Cutter Damage Control	C School	Engineering	<a href="#">IV-21</a>
P131093	Electronics Technician 'A'	A School	Engineering	<a href="#">IV-8</a>
P131130	Advanced Analog Electronic Technology	C School	Engineering	<a href="#">IV-21</a>
P131131	Advanced Digital Electronic Technology	C School	Engineering	<a href="#">IV-21</a>
P143001	Caterpillar 3400 Series Diesel Engine	C School	Engineering	<a href="#">IV-18</a>
P145076	International Motor Lifeboat (MLB) Coxswain	C School	Small Boat Ops	<a href="#">IV-31</a>
P145173	Caterpillar 3508 Operator/Maintenance	C School	Engineering	<a href="#">IV-18</a>
P145296	Boatswain's Mate 'A'	A School	Operations	<a href="#">IV-10</a>
P145414	Air Conditioning and Refrigeration	C School	Engineering	<a href="#">IV-17</a>
P145421	Steel Welding	C School	Engineering	<a href="#">IV-20</a>
P145422	Aluminum Welding	C School	Engineering	<a href="#">IV-20</a>
P145423	Hydraulic Systems and Equipment	C School	Engineering	<a href="#">IV-17</a>
P145435	General Motors Model 8-645 Diesel Engines	C School	Engineering	<a href="#">IV-18</a>
P145448	Mark 27 Gyrocompass System	C School	Engineering	<a href="#">IV-22</a>
P162224	Leadership and Management	C School	Leadership	<a href="#">IV-47</a>
P162225	Leadership and Management	C School	Leadership	<a href="#">IV-47</a>
P162285	International Crisis Command and Control	C School	Ops Ashore - Command	<a href="#">IV-37</a>
P163207	Food Service Specialist 'A'	A School	Admin & Medical	<a href="#">IV-2</a>
P164007	Officer Candidate School	PME	PME	<a href="#">IV-56</a>
P164008	Officer Indoctrination School	PME	PME	<a href="#">IV-58</a>
P164010	Advanced Foreign Passenger Vessel Control Examiner	C School	Ops Ashore - Prevention	<a href="#">IV-39</a>
P164201	Engineering Administration Ashore	C School	Engineering	<a href="#">IV-19</a>



## Course Listing – Numerically by Course MASL

MASL	COURSE TITLE	CATEGORY	DESCRIPTION	PAGE
P166400	Instructor Development	C School	Leadership	<a href="#">IV-47</a>
P166425	Instructor Development	C School	Leadership	<a href="#">IV-47</a>
P166435	Instructor Development	C School	Leadership	<a href="#">IV-47</a>
P170011	USCG Academy International Program	PME	PME	<a href="#">IV-61</a>
P171034	Chief Warrant Officer Indoctrination	PME	PME	<a href="#">IV-59</a>
P171036	Chief Warrant Officer Professional Development	PME	PME	<a href="#">IV-59</a>
P171064	International Maritime Domain Awareness	PME	PME	<a href="#">IV-50</a>
P171300	Prospective Commanding Officer/Officer in Charge Executive Officer/Executive Petty Officer Afloat	C School	Leadership	<a href="#">IV-48</a>
P171302	Chief Petty Officer (CPO) Academy	PME	PME	<a href="#">IV-60</a>
P171575	International Maritime Officers Course	PME	PME	<a href="#">IV-52</a>
P171576	Contingency Preparedness Planner, Senior Course	C School	Ops Ashore - Command	<a href="#">IV-37</a>
P171578	Basic Preparedness and Exercise	C School	Ops Ashore - Command	<a href="#">IV-36</a>
P173016	International Boarding Officer	C School	Maritime Law Enforcement	<a href="#">IV-28</a>
P173018	International Maritime Search and Rescue Planning	C School	Search & Rescue	<a href="#">IV-35</a>
P173100	Maritime Search and Rescue Planning	C School	Search & Rescue	<a href="#">IV-33</a>
P173101	Basic Boarding Officer	C School	Maritime Law Enforcement	<a href="#">IV-26</a>
P173103	Container Inspection	C School	Ops Ashore - Prevention	<a href="#">IV-40</a>
P174809	Engineering Administration Afloat	C School	Engineering	<a href="#">IV-19</a>
P175005	Health Services Technician 'A'	A School	Admin & Medical	<a href="#">IV-3</a>
P175209	Emergency Medical Technician Certification	C School	Health & Safety	<a href="#">IV-23</a>
P179027	Marine Science Technician 'A'	A School	Operations	<a href="#">IV-12</a>
P179288	On-Scene Coordinator Crisis Management	C School	Ops Ashore - Command	<a href="#">IV-38</a>
P309163	Search Coordination and Execution	MET/MTT	Search & Rescue	<a href="#">VI-27</a>
P309229	Search and Rescue SAROPS Phase I Pre-installation Technical Assessment	MET/MTT	Search & Rescue	<a href="#">VI-29</a>
P309230	Search and Rescue SAROPS Phase II Installation	MET/MTT	Search & Rescue	<a href="#">VI-29</a>



## Course Listing – Numerically by Course MASL

MASL	COURSE TITLE	CATEGORY	DESCRIPTION	PAGE
P309231	Search and Rescue SAROPS Phase III Technical Assistance and Operational Training	MET/MTT	Search & Rescue	<a href="#">VI-29</a>
P309235	Living Marine Resource Enforcement Assessment	MET/MTT	Assessment	<a href="#">VI-3</a>
P309236	Pre-Deployment Site Survey	MET/MTT	Assessment	<a href="#">VI-2</a>
P309240	Aviation Survival Technician Assessment (Rescue Swimmer)	MET/MTT	Search & Rescue	<a href="#">VI-32</a>
P314100	Engineering Logistics & Administration	MET/MTT	Engineering	<a href="#">VI-33</a>
P314103	Outboard Motor Maintenance	MET/MTT	Small Boat Operations	<a href="#">VI-35</a>
P319032	Small Boat Operations Instructor Development Phase II	MET/MTT	Small Boat Operations	<a href="#">VI-46</a>
P319034	Small Boat Operations Instructor Development Phase II	MET/MTT	Small Boat Operations	<a href="#">VI-48</a>
P319035	Incident Response Planning/Advanced Incident Command	MET/MTT	Crisis Management	<a href="#">VI-22</a>
P319102	Maritime Law Enforcement Instructor Development Phase I	MET/MTT	Maritime Law Enforcement	<a href="#">VI-12</a>
P319105	Small Boat Operations I	MET/MTT	Small Boat Operations	<a href="#">VI-39</a>
P319107	Small Boat Operations II	MET/MTT	Small Boat Operations	<a href="#">VI-42</a>
P319108	Coast Guard Maritime Needs Assessment	MET/MTT	Assessment	<a href="#">VI-1</a>
P319119	Maritime Crisis Management/Incident Command System 100/210/300	MET/MTT	Crisis Management	<a href="#">VI-19</a>
P319130	Maritime Law Enforcement Instructor Development Phase II	MET/MTT	Maritime Law Enforcement	<a href="#">VI-14</a>
P319132	Model Maritime Service Code Assessment	MET/MTT	Legal	<a href="#">VI-25</a>
P319135	Curriculum Development Program	MET/MTT	Maritime Law Enforcement	<a href="#">VI-12</a>
P319140	Model Maritime Service Code Implementation	MET/MTT	Legal	<a href="#">VI-25</a>
P319143	Boarding Officer	MET/MTT	Maritime Law Enforcement	<a href="#">VI-8</a>
P319150	Waterside Port Security	MET/MTT	Small Boat Operations	<a href="#">VI-35</a>
P471001	CONUS Post Assessment Seminar and Site Visit	MET/MTT	CONUS Seminar	<a href="#">VI-5</a>



## Acronyms

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### ACRONYMS

The following list is a compilation of acronyms used throughout this document.

ACRONYM	DESCRIPTION
AAR	After Action Report
ACT	American College Testing
AC	Alternating Current
AMT	Aviation Maintenance Technician
AOR	Area of Responsibility
ASA	Applied Science Associates
AST	Aviation Survival Technician
ATA	Anti-Terrorism Assistance
ATM	Automated Teller Machine
ATTC	Aviation Technical Training Center
BM	Boatswain Mate
BPEC	Basic Preparedness and Exercise
CBR	Chemical, Biological and Radiological
CETPP	Combined Education and Training Program Plans
CGDF	Coast Guard Dining Facility
CHS	Charleston South Carolina International Airport
CIC	Combat Information Center
CO	Commanding Officer
COCOM	Combatant Commander
COE	Center of Excellence
CONUS	Continental United States
CPO	Chief Petty Officer
CPOA	Chief Petty Officer Academy
CPR	Cardio Pulmonary Resuscitation
CPS	Contingency Planning System
CR	Continuing Resolution



## Acronyms

ACRONYM	DESCRIPTION
CRA	Continuing Resolution Authority
CWO	Chief Warrant Officer
CWOPD	Chief Warrant Officer Professional Development
DC	Damage Controlman
DC	Direct Current
DCO-I	United States Coast Guard International Affairs
DCTT	Damage Control Training Team
DEMP	Diesel Engine Maintenance Program
DHS	Department of Homeland Security
DIILS	Defense Institute of International Legal Studies
DLIELC	Defense Institute English Language Center
DOS	Department of State
DSAMS	Defense Security Assistance Management System
ECL	English Comprehension Level
EDS	Environmental Data Server
EEZ	Exclusive Economic Zone
E-IMET	Expanded International Military Education and Training
EM	Electrician's Mate
EMD	Electro-Motive Diesel
EMT	Emergency Medical Technician
EMT	Emergency Medical Technician
EO	Engineering Officer
EOC	Emergency Operations Center
EPO	Engineering Petty Officer
ET	Electronic Technician
FLETC	Federal Law Enforcement Training Center
FMF	Foreign Military Financing
FMS	Foreign Military Sales
FOAA	Foreign Operations Appropriation Act
FS	Food Service



## Acronyms

ACRONYM	DESCRIPTION
FSP	Field Studies Program
GAR	Green-Amber-Red
GIS	Geographic Information System
GM	Gunner's Mate
GPS	Global Positioning System
HAP	Humanitarian Assistance Program
HAZWOPER	Hazardous Waste Operations and Emergency Response
HS	Health Service
HVA	High-Value Asset
IAMSAR	International Aeronautical and Maritime Search and Rescue
IAP	Incident Action Plan
ICCC	International Crisis Command and Control
ICE	Immigration and Customs Enforcement
ICS	Incident Command System
ILM	Wilmington North Carolina Airport
ILO	International Labor Organization
IMDA	International Maritime Domain Awareness
IMET	International Military Education and Training
IMO	International Maritime Organization
IMOC	International Maritime Officers Course
IMS	International Military Student
IMSO	International Military Student Officer
IPSLO	International Port Security Liaison Officer
IPSP	International Port Security Program
ISM	International Safe Management
ISPS	International Ship and Port Facility Security
ITD	International Training Division
ITO	Invitational Travel Order
IUU	Illegal, Unregulated and Unreported
JAG	Judge Advocate General



## Acronyms

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ACRONYM	DESCRIPTION
JMTC	Joint Maritime Training Center
JOPEs	Joint Operation Planning and Execution System
JSAT	Joint Security Assistance Training
JSCET	Joint Security Cooperation Education & Training
LDC	Leadership Development Center
LEDET	Law Enforcement Detachment
LMR	Living Marine Resources
MARPOL	International Convention for the Prevention of Pollution from Ships
MASL	Military Articles and Services List
MAT	Maintenance Augmentation Team
MCB	Marine Corps Base
MCS	Monitoring Control and Surveillance
MDA	Maritime Domain Awareness
MET	Mobile Education Team
MISLE	Marine Information Safety and Law Enforcement System
MK	Machinery Technician
MLB	Motor Lifeboat
MLE	Maritime Law Enforcement
MLEA	Maritime Law Enforcement Academy
MMSC	Model Maritime Service Code
MNU	MultiNational Underwriters
MOS	Military Occupation Specialty
MS	Marine Safety
MST	Marine Science Technician
MTSA	Maritime Transportation Security Act
MTT	Mobile Training Team
NATO	North Atlantic Treaty Organization
NAVRUL	Navigation Rules
NMLBS	National Motor Lifeboat School





## Acronyms

ACRONYM	DESCRIPTION
OAJ	Jacksonville North Carolina Airport
OC	Oleoresin Capsicum (Pepper Spray)
OCS	Officer Candidate School
OCONUS	Outside the Continental U.S.
OIC	Officer In Charge
OIS	Officer Indoctrination School
OJT	On the Job Training
OMSEP	Occupational Medical Surveillance and Evaluation Program
OOD	Officer on Duty
OPLAN	Operations Plan
OPORDER	Operations Order
ORF	Norfolk Virginia International Airport
ORM	Operational Risk Management
OS	Operations Specialist
OSC	On-Scene Coordinator
OWS	Oily Water Separator
PAC	Plasma Arc Cutting
PCR	Planning, Coaching and Reviewing
PDSS	Pre-Deployment Site Survey
PDX	Portland Oregon International Airport
PFD	Personal Flotation Device
PFE	Physical Fitness Exam
PFSA	Port Facility Security Assessment
PFSO	Port Facility Security Officer
PFSP	Port Facility Security Plans
PHF	Newport News Williamsburg Virginia Airport
PIR	Pollution Incident Response
PLC	Programmable Logic Controller
PMS	Preventative Maintenance System



## Acronyms

ACRONYM	DESCRIPTION
POS	Probability of Success
POV	Personally Owned Vehicle
PPE	Personal Protective Equipment
PQS	Personal Qualification Standards
PSC	Port State Control
PSCO	Port State Control Officer
PSRAT	Port Security Risk Assessment Tool
PSU	Port Security Unit
PT	Physical Training
PVD	T.F. Green Airport in Providence Rhode Island
PWCS	Port, Waterways and Coastal Security
RBT	Reality Based Training
RCC	Rescue Coordination Center
RHCA	Reciprocal Health Care Agreement
RM	Regional Manager
SA	Security Assistance
SAMM	Security Assistance Management Manual
SAP	Search Action Plan
SAR	Search and Rescue
SAROPS	Search and Rescue Optimal Planning System
SA	Specialized English Advised
SAT	Scholastic Achievement Test
SAV	Savannah Georgia International Airport
SCANTS	Ship Control And Navigation Training Simulator
SCETWG	Security Cooperation Education and Training Working Group
SCO	Security Cooperation Officer
SEA	Seattle/Tacoma Washington International Airport
SFO	San Francisco California International Airport



## Acronyms

ACRONYM	DESCRIPTION
SMAW	Shielded Metal Arc Welding
SMTTC	Special Missions Training Center
SOLAS	Safety of Life at Sea
SRU	Search and Rescue Resource Unit
STCW	Standards of Training Certification and Watchkeeping
TCT	Team Coordination Training
TO	Training Officer
TOEFL	Test of English as a Foreign Language
TRACEN	Training Center
TSC	Theater Security Cooperation
TSCP	Theater Security Cooperation Plan
TTP	Tactics, Techniques, and Procedures
TWIC	Transportation Worker Identification Credential
UOF	Use of Force
USAID	U.S. Agency for International Development
USCG	United States Coast Guard
USCGA	United States Coast Guard Academy
USDAO	United States Defense Attaché Office
USICS	United States Immigration and Customs Enforcement
USO	United Service Organizations
WHEC	High Endurance Cutter
WPB	Patrol Boat
XO	Executive Officer
XPO	Executive Petty Officer

## BRIEF HISTORY OF THE U.S. COAST GUARD

The **U.S. Coast Guard (USCG)** is unique among the five branches of the U.S. Armed Forces in that it has a [maritime law enforcement](#) mission (with jurisdiction both domestically and in international waters) and a [federal regulatory agency](#) mission as part of its mission set.

USCG history is traced back to 4 August 1790, when the first Congress authorized the construction of ten vessels to enforce tariff and trade laws and to prevent smuggling. Known variously through the nineteenth and early twentieth centuries as the Revenue Marine and the Revenue Cutter Service, the USCG expanded in size and responsibilities as the nation grew.



The service received its present name in 1915 under an act of Congress when the Revenue Cutter Service merged with the Life-Saving Service. The nation then had a single maritime service dedicated to saving life at sea and enforcing the nation's maritime laws. The USCG began to maintain the host nation's aids to maritime navigation, including operating the nation's lighthouses, when President Franklin Roosevelt ordered the transfer of the Lighthouse Service to the USCG in 1939. In 1946 Congress permanently transferred the Bureau of Marine Inspection and Navigation to the USCG, thereby placing merchant marine licensing and merchant vessel safety under their purview.

The USCG is one of the oldest organizations of the federal government and, until the Navy Department was established in 1798, served as the nation's only armed force afloat. The USCG continued to protect the nation throughout its long history and has served proudly in every one of the nation's conflicts. The national defense responsibilities remain one of the USCG's most important functions even today. In times of peace the USCG operates as part of the Department of Homeland Security (DHS), serving as the nation's front-line agency for enforcing our laws at sea, protecting the marine environment and our vast coastline and ports, and saving life. In times of war, or at the direction of the President, the USCG serves under the Navy Department.

### Key Dates in USCG History

1790: Revenue-Marine (later renamed Revenue Cutter Service) created within the Treasury Department

1915: Revenue Cutter Service combines with the U.S. Lifesaving Service (est. 1848) to create the USCG

1939: U.S. Lighthouse Service (est. 1789) added

1946: Steamboat Inspection Service (est. 1838) added

1967: USCG transferred to Department of Transportation

2003: USCG transferred to Department of Homeland Security



