

UNITED STATES COAST GUARD AUXILIARY 2016 PROGRAM VISITOR WORKSHOP



**Prepared by the
NATIONAL DIRECTORATE OF VESSEL EXAMINATION
AND RECREATIONAL BOATING SAFETY PROGRAM VISITATION**

Workshop Topics

- The Program Visitor and the Paddle Craft Operator
- The Auxiliary and the United States Power Squadrons
- Assignment to Duty...Why Is It Important?
- Reporting Your Time
- Today's Technology



The Program Visitor and the Paddle Craft Operator

The Program Visitor and the Paddle Craft Operator

- Program Visitors are Ambassadors of the Coast Guard and the Auxiliary and should be knowledgeable with the Coast Guard Recreational (RBS) Boating Safety program
- Paddle Craft
 - Not a new sport; been around since the 1500's
 - One of the fastest growing sports
 - A safe sport; sometimes used for lifesaving
 - Requires many safety precautions and vigilance as other watercraft

The Program Visitor and the Paddleboarder

- Paddleboarders should be aware of requirements and best practices
- Information is available from Auxiliary and other organizations, e.g., American Canoe Association
- Brochures and pamphlets are being replaced by “APPs” and other social media
- Home made brochures and pamphlets can be prepared and reproduced for PV distribution boxes

The Program Visitor and the Paddle Craft Operator

- Tips for paddle craft:
 - Outside designated swim areas, paddleboards are considered a vessel
 - When outside a designated swim area, a PFD is required. NOTE: A paddleboard is NOT considered a “tethered PFD”
 - A whistle is an acceptable sound producing device. It should be attached to the PFD
 - Carry a flashlight to help avoid collisions

The Program Visitor and the Paddle Craft Operator


- Navigation lights are not required
- Know how to swim
- Be aware of your surroundings and environment (weather, waves, current, rip tides, wind, boats, etc)
- Use the buddy system
- Stay with your paddle craft
- Avoid offshore winds
- Be physically fit
- Avoid navigable channels

The Program Visitor and the Paddle Craft Operator

- Tell someone on shore your planned route and expected return time
- In cold weather, wear a suitable wetsuit including gloves, boots, and a hood
- Dress for the temperature of the water, not the air
- Wave the paddle or your arms from side to side over your head while straddling the board as a distress signal
- Use common sense at all times and plan for the uninspected

The Program Visitor and the Paddle Craft Operator

- Know how to self-rescue
 - Conditions may knock you off your paddle craft or cause you to change your position on the paddle craft
 - If you are knocked into the water and you have your paddle, leave it in the water. You can't swim holding the paddle
 - Get back on your paddle craft from either 1) the side, or 2) the back
 - Depending on the wind conditions, assume a kneeling or prone position
 - Go back and get your paddle



**The Auxiliary
and the
United States Power Squadrons**

The Auxiliary and the United States Power Squadrons

- On 1 Jan 2014, the United States Power Squadrons (USPS) teamed with the Auxiliary as a “force multiplier” to achieve a Recreational Boating Safety (RBS) goal to reduce boating deaths and injuries
- The USPS adopted the essentials of the RBS Program Visitation (PV) program
- The Auxiliary trained an initial cadre of USPS Program Visitors

The Auxiliary and the United States Power Squadrons

- You, as a certified Program Visitor, can serve as a mentor to a USPS Squadron in your area on common elements of the PV program
- You can conduct or assist the training and conducting of supervised Partner visits
 - Be sure to complete an ANSC Form 7046 and entries on the ANSC Form 7029

The Auxiliary and the United States Power Squadrons

- Things to know about the joint programs
 - The distribution boxes should NOT be considered Auxiliary or USPS
 - A distribution box may contain both Auxiliary and USPS material
 - Distribution boxes may contain boating safety information e.g., About Boating Safety classes, from either organization
 - Pamphlets and brochures from the Auxiliary National Supply Center are for Auxiliary use only

The Auxiliary and the United States Power Squadrons

- Auxiliary and USPS units should:
 - Initiate social interactions
 - Invite counterparts to conferences, RBS missions, and other events
- By working together on RBS, more boaters will be reached, information disseminated, and education imparted
- Working together, we can leave a bigger wake



Assignment To Duty...
Why Is It Important?

Assignment To Duty... It's Important?

Why

- The Program Visitor (PV) program is an authorized Auxiliary program
- Appropriately certified PVs are authorized to support this program
- Auxiliarists are considered Assigned to Duty when they are authorized and have clearly communicated verbally and/or in writing to an appropriate authority (normally FC or FSO-PV)
- During support of the PV program an Auxiliarist may be involved in an accident

Assignment To Duty...

Why It's Important?

- Failure to attain unit-level awareness may jeopardize an Auxiliarist's recognition as having been properly assigned to duty, implicitly or otherwise, and may place an Auxiliarist at considerable risk in terms of subsequent reimbursements and liability coverage

Assignment To Duty... It's Important?

Why

- Auxiliarists should document Assignment to Duty
 - Verbal orders issued by an appropriate Coast Guard (CG) Order Issuing Authority and documented by e-mail or unit logs prior to mission execution, or
 - Written orders issued by an appropriate CG OIA and received and acknowledged by an Auxiliarist prior to mission execution, or

Assignment To Duty... It's Important?

Why

- From appropriate Auxiliary elected and/or appointed officers that are documented via telephone, e-mail or other means (most common), as well as
- Written Auxiliary orders or duty rosters for authorized activities that are received and acknowledged prior to mission execution
- Diverse range and volume of Auxiliary activities make it administrative impractical for the CG to issue orders for every Auxiliary activity

Assignment To Duty...

Why It's Important?

- Auxiliarists are considered implicitly assigned to duty when performing many authorized activities
- Support for the PV program is one of these authorized activities
- Remember, when you support the PV program, be sure you notify your FC and/or your FSO-PV.
- Keep a record of the notification



Reporting Your Time In A Timely Manner

Reporting Your Time

A mission may seem to have occurred, especially if you were part of it, but if you do not submit the required paperwork then the fact that no report to show the mission took place means administratively, the event did not occur.

Reporting Your Time - Forms

- Two Auxiliary forms are used to report your activities associated with the RBS Program Visitation program
 - ANSC 7029
 - ANSC 7046

Reporting Your Time – Form ANSC 7029

- ANSC 7029
 - Used to log all prep and travel time for missions shown on ANSC-7030 Activity Report
 - Used to record those missions and hours you are unable to record on any other authorized form
 - When an Auxiliarist is assigned to duty, whether implicitly or under orders, and is engaged in an authorized activity that supports Coast Guard missions including member training, administrative, travel, and preparatory activities, the Auxiliarist may claim such effort to the nearest whole hour

Reporting Your Time – Form ANSC 7029

- ANSC 7029 – cont'd
 - Report all time for mission preparation, post-mission paperwork/reporting, travel in support of the PV mission to the nearest whole hour.
 - Report all time spent in RBS Support that is not otherwise reported on the ANSC 7046
 - List total miles driven and any expenses for tolls, parking, meals, and lodging which were not reimbursed by the CG or the Auxiliary.

Reporting Your Time – Form ANSC 7029

- ANSC 7029 – cont'd
 - Do NOT include fuel cost if mileage is shown. (Report one or the other, not both mileage and cost of fuel)
 - When riding as a passenger with another Auxiliarist, only the driver claims the mileage or fuel charge
 - It is not necessary to break out miles/costs by mission
 - List the total miles/costs for the reporting period of the form

Reporting Your Time – Form ANSC 7046

- ANSC 7046
 - This form is used to report initial and follow-up visits to Partners.
 - Up to fifteen (15) visits may be recorded on this form
 - The visits do not have to be on the same day
 - If multiple visits are made on the same day, enter zero (0) hours for all visits except the last one for the day, recording the total hours in that last entry

Reporting Your Time – Form ANSC 7046

- ANSC 7046 - cont'd
 - Example: Five visits are made on one day, with a total visit time of three hours. Enter zero (0) hours for visits 1 through 4. Enter three (3) hours for visit 5
- When trainees are included on this report:
 - Indicate whether visit(s) is/are to be credited toward their required visits under supervision in the remarks area

Reporting Your Time – Form ANSC 7046

- ANSC 7046 cont'd
 - A separate form must be submitted for each training mission, and must be submitted immediately following that day's mission. Do not wait until additional visits are made to fill up the form, as doing so will unnecessarily delay recording the completion of the supervised visit(s), resulting in the trainee's certification not being recognized quickly

Reporting Your Time – Form ANSC 7046

- ANSC 7046 - cont'd
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 - Do not wait until additional visits are made to fill up the form, as doing so will unnecessarily delay recording the completion of the supervised visit(s), resulting in the trainee's certification not being recognized quickly



Today's Technology

Today's Technology

- Social media allows people to create, share or exchange information, ideas, and pictures/video in virtual communities and networks
- Users spend more time with social media sites than any other site on the internet
- Social media has many forms such as: blogs, forms, etc.
- Auxiliarists using social media can post information on the Auxiliary, boating safety, and how to obtain this information

Today's Technology

- Many Partners have a website where the public can access information about their business
- The Program Visitor may discuss with and encourage the Partner to link to an Auxiliary site to spread the boating safety message
- If the link you provide the Partner changes, be sure to notify the Partner



Thank you for your attention!



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