**7th District Checklist for Auxiliarists Organizing Underway Training of Naval Sea Cadets**

This checklist is intended to ensure compliance with the guidelines for underway training of Naval Sea Cadets. The organizer of the activity should complete the checklist and provide it to their flotilla commander before engaging in training or other activities with youth.

Training location: Date:

Flotilla No. Activity organizer:

Scout/Cadet unit: Point of contact:

Date: Initials: Description:

 1. Auxiliary OPFAC No: to be used for the training was

last inspected and offered for use on (date): \_\_\_\_\_\_.

 2. The following Auxiliary members have completed the required training

(Attach checklists for Auxiliarists participating, if available):

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Member Name | EMPLID | Qualification(Cox’n or Crew) | TrainingCompl. Date | ScoutnetUser Name |
|  |  | COXSWAIN |  |  |
|  |  | CREW |  |  |
|  |  | CREW |  |  |
|  |  | CREW |  |  |
|  |  | CREW |  |  |

(Attach additional names and information as appropriate)

 3. Patrol Order Management System (POMS) Orders were requested and

approved for the above date (attach copy).

copy).

 4. Guest Clearance Letter received from the order issuing authority (attach

 5. The following NSCC adult leader and Sea Cadets will be participating in the activity and have provided the required liability release form (attached):

|  |  |  |  |
| --- | --- | --- | --- |
| Cadet/Leader Name | Unit | Rank | Liability ReleaseDated |
|  |  | Adult Leader |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

(Attach additional names and information as appropriate)

Date: Initials: Description:

 6. There will be \_\_\_\_\_ female Sea Cadets and \_\_\_\_\_ female NSCC adult leaders aboard.

 7. The Naval Sea Cadet Corps unit has issued Local Training Orders for the above training and date(s) (Sea Cadets training only - attach copy of orders).

 8. The number of Auxiliarists participating:

equals or exceeds the

number of youth participants: .

\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_ 9. Provisions have been made to ensure that all NSCC adult leaders and Cadets are equipped with a properly rated PFD and PPE.

I have reviewed this checklist and am satisfied that the training activity described above meets the requirements of the Guidelines for Underway Training of Naval Sea Cadets.

Flotilla Commander: Date: