

# **Auxiliary Marine Safety Administrative and Management Specialist Qualification**

## **Section 5: MS/MEP Training Program: A Three-Pronged Approach**

### **Learning Objectives**

**Upon completion of Section 5, the member will be able to:**

- 5.1 Locate and access resources on the National Auxiliary website pertaining to the Marine Safety Training Program.
- 5.2 Identify the MS/MEP Training Program components.
- 5.3 Identify and describe the seven required courses in the MS/MEP program, including the content, purpose and importance of each.
- 5.4 Describe the significance of the IMSEP course for the AUXOP qualification.
- 5.5 Define “Performance Qualification Standard” and explain how a qualification is earned.
- 5.6 Discuss the Auxiliary-only qualifications found on the Prevention Directorate website; state how and why they are different from the remaining qualifications.
- 5.7 Describe and discuss the Marine Safety qualifications that require on-the-job training by Coast Guard; state how and why they are different from the Auxiliary-only qualifications.
- 5.8 Describe and discuss the purpose, requirements and application process regarding the Marine Safety Training Ribbon.
- 5.9 Describe and discuss the purpose, requirements and application process regarding the M-Pro Pin.
- 5.10 Discuss the service and mission opportunities available to members in Marine Safety and Environmental Protection, and any restrictions that may apply.

## **5.0 MS/MEP Training Program: A Three-Pronged Approach**

“Admiral James Loy, as Commandant of the Coast Guard, approved the creation of the Marine Safety Insignia on November 2, 2000, to recognize the professional accomplishment of personnel in the Coast Guard's Marine Safety Program. The Commandant presented Rear Admiral Robert C. North, then-Assistant Commandant for Marine Safety and Environmental Protection, with the first Marine Safety Insignia on April 10, 2001, who accepted it "on behalf of all the marine safety professionals past, present, and future." Admiral North then presented the second Marine Safety Insignia to Master Chief Bell, the Marine Science Technician Rating Force Manager” (ALCOAST 183-01). The trident, a three-pronged implement associated with Neptune, was chosen as the basic symbol for the USCG M-Pro Pin; it represents the three-pronged approach to the Marine Safety Program: Prevention, Preparedness and Response. It is also the recognized symbol of the Marine Science Technician rating (MST).

The Auxiliary has a Marine Safety training program that mirrors the USCG MS/MEP program. This training includes: 1) Education in the form of seven courses to acquaint the member with Marine Safety and Environmental Protection concepts, knowledge and program scope (Prevention in the form of education), 2) An opportunity to earn one or more qualifications, all of which require on-the-job training (Preparedness), and 3) Completion of service hours every year to the Auxiliary and/or the USCG to develop proficiency in the chosen missions (Response). This three-pronged program is outlined in detail below.

### **5.1 Educational Courses**

There are seven educational courses that provide a basic knowledge of the Marine Safety and Environmental Protection discipline and missions within the Auxiliary. Each can be found on the Prevention Directorate website under Marine Safety in the left sidebar and require that the member access them by using the Member Zone login.

All of them have end-of-course, online exams that must be passed; these can be found on the Training Directorate website. All are required for most MS/MEP missions and qualifications, as well as the Marine Safety Training Ribbon and the Marine Safety M-Pro Pin.

#### **5.1.1 Introduction to Marine Safety and Environmental Protection (IMSEP)**

This course is designed to provide an extensive background in the history, policies, laws and regulations pertaining to the Marine Safety and Environmental Protection missions. It is the Auxiliary equivalent of the 12-week Coast Guard Marine Science Technician A-School. The course counts as two points toward the Auxiliary Operational (AUXOP) award.

#### **5.1.2 Good Mate**

Created by the Ocean Conservancy, this course is used by the Auxiliary to teach and promote clean boating and clean marinas to Auxiliary members and the general boating public, as well as marina operators and their employees.

#### **5.1.3 ICS 100 – Introduction to the Incident Command System (ICS)**

This course is offered free-of-charge online through the Federal Emergency Management Agency (FEMA) Emergency Management Institute (EMI) and can be accessed via the Training Directorate website under Online Learning and Testing in the sidebar. It provides introductory information about the ICS purpose, structure and function, and how it is used to manage response to various types of incidents such as fires, hurricanes, earthquakes and other natural disasters. ICS can also be used to respond to human-caused disasters such as radiological, chemical or biological emergencies.

#### **5.1.4 ICS 200 – ICS for Single Resources and Initial Action Incidents**

This course expands on the information provided in ICS 100. It offers context for the ICS within an initial incident response to personnel who may encounter an incident requiring immediate-control response until advanced resources and personnel become available on-scene.

#### **5.1.5 ICS 210 – Incident Command System**

This course is found online in the Auxiliary Learning Management System (AUXLMS) under Online Learning and Testing in the sidebar of the Training Directorate webpage. It is intended for members who may happen upon the scene of an incident requiring exercise of command control until other emergency response units are on-scene. It includes documents for initial planning and reporting to be given to the next Incident Commander.

#### **5.1.6 ICS 700 – National Incident Management System (NIMS): An Introduction**

This course provides an overview of the National Incident Management System which defines the “comprehensive approach guiding the whole community - all levels of government, nongovernmental organizations (NGO), and the private sector - to work together seamlessly to prevent, protect against, mitigate, respond to, and recover from the effects of incidents. The course provides learners with a basic understanding of NIMS concepts, principles, and components.” (FEMA course description)

#### **5.1.7 ICS 800 – National Response Framework: An Introduction**

This course “provides guidance for the whole community. Within this broad audience, the National Response Framework focuses especially on those who are involved in delivering and applying the response core capabilities, including:

- Private sector partners

- Non-governmental organizations (NGOs)

- Government officials

- Community leaders

- Emergency management practitioners

- First responders”

(FEMA course description)

## **5.2 Performance Qualification Standards (PQSs)**

There are currently many Performance Qualification Standards listed on the Prevention Directorate website under MS PQS and accessed by using the Member Zone login under Marine Safety in the sidebar. Each PQS is comprised of a booklet containing tasks that demonstrate knowledge and skills to participate in missions requiring the qualification. Some PQSs have Study Guides that accompany the PQS booklets. All tasks must be signed off by a Verifying Officer who holds the given qualification once the candidate has demonstrated mastery of each. When all tasks have been signed off, the candidate is ready to take an oral board exam covering the required knowledge and skills. There must be a minimum of three oral board examiners who hold the qualification; the oral board for one of the qualifications trained by the USCG must be led by an Active Duty member. Active Duty may be included but not all oral board examiners must hold the qualification if there are more than three present. Upon successful completion of the oral board, a Letter of Designation (LOD) verifying the qualification is issued to the member, and the information is forwarded to DIRAUX for entry into AUXDATA II via the DSO-MS.

### **5.2.1 AUX MSAM and AUX MEES Qualifications**

The Marine Safety Administrative and Management Specialist (MSAM) and Prevention Outreach Specialist (MEES) are Auxiliary-only qualifications, which means there are no Active Duty equivalent qualifications. Members are encouraged to read the qualification descriptions on the Prevention Directorate website for more information. The MSAM qualification prepares members to participate in the MS/MEP programs and its general missions and is highly recommended for any members who wish to serve as MS Staff Officers at any level. MSAM enables MS Staff Officers to provide member training and allows members to augment in administrative duties at a Sector. The MEES

qualification provides members with knowledge of environmental protection topics and programs, enabling them to offer both member training and public education at a variety of events and venues. Both of these qualifications are trained by Auxiliarists who hold the qualification and act as Verifying Officers. Letters of Designation are signed by the DIRAUX of the District in which they are earned. Both qualifications have Study Guides that accompany the PQS booklets.

### **5.2.2 Additional Auxiliary Qualifications**

The remaining qualifications have Active Duty equivalents and are trained by Active Duty personnel who hold the qualification; Auxiliarists who hold these qualifications may be appointed by the Sector to act as Verifying Officers as well. These qualifications require some on-the-job training (OJT) and may also include practical activities to demonstrate ability to perform duties and functions required by the qualification (such as a number of container inspections or a number of commercial fishing vessel exams). Visit the Prevention Directorate website to become familiar with the various qualifications and their requirements. These qualifications require an oral board which is conducted by Sector personnel; Auxiliary members who hold the qualification may serve as oral board examiners as requested by the Sector. The Letter of Designation is signed by the Captain of the Port (COTP) or a designated USCG officer such as the Deputy COTP, Chief of Prevention, or Chief of Response. It is the member's responsibility to submit a copy of the PQS booklet and LOD to DIRAUX via the DSO-MS for inclusion in the personnel file and entry into AUXDATA II.

NOTE: Members must have unit and Sector permission prior to beginning training for any MS/MEP qualifications that are mentored through a Sector.

## **5.3 Service and Member Involvement**

### **5.3.1 Service Without Qualifications**

Not all service activities require a qualification for participation. Members are encouraged to provide service in their areas of interest and/or expertise in MS/MEP.

For example, members may participate in Beach Cleanups or Sea Partners presentations/ activities without holding any MS/MEP qualification. Other activities might include presenting MS/MEP information at a PA event, a PE class, or to boaters during a VSC event at a local waterway.

### **5.3.2 Service Requiring Qualifications**

For members holding any of the trained qualifications previously discussed in this section, there are opportunities to provide service within their areas of expertise at a Sector or USCG unit requiring that type of expertise. Some services, such as Container Inspections, are performed under mission-specific USCG orders, while duties such as Uninspected Passenger Vessel Exams may be performed on a regular basis under a set of blanket orders. Other types of service, such as administrative duties at a unit office performed by a member holding the MSAM qualification, may be performed under a simple Assignment to Duty. Service opportunities will vary by Sector, based on the local needs of each. Auxiliary members will not be offered training for missions that are not needed by a Sector.

### **5.3.3 Service and Qualification Needs**

In Districts where there is an Auxiliary Sector Coordinator (ASC), training and service opportunities with Sectors are coordinated by the ASC and the DSO-MS working in tandem. Members are notified through the Chain of Communication about such opportunities. Most Sectors will have a list of needs communicated to the ASCs through a GAP analysis ---an assessment that serves to define qualifications offered through a particular Sector based on identified Sector needs in any given year.

## **5.4 The Marine Safety Training Ribbon (MSTR)**



### **5.4.1 Definition and Purpose**

The Marine Safety Training Ribbon recognizes the training efforts and interest of a member participating in the MS/MEP programs and missions beyond casual

participation in occasional activities. It also represents achievements along the five-year path toward the Marine Safety M-Pro Pin by the addition of 3/16" bronze stars representing MS/MEP qualifications earned.

#### **5.4.2 Requirements to Earn the MSTR**

The MSTR recognizes member achievement in Marine Safety, Security and Environmental Protection missions through the completion of the following requirements:

**5.4.2.1.1** IMSEP course

**5.4.2.1.2** Good Mate course

**5.4.2.1.3** ICS 100

**5.4.2.1.4** ICS 200

**5.4.2.1.5** ICS 210

**5.4.2.1.6** ICS 700

**5.4.2.1.7** ICS 800

**5.4.2.1.8** Completion of one MS/MEP qualification from the list shown on the Prevention Directorate website under Marine Safety in the sidebar, accessed by the Member Zone login. The first qualification earned is represented by the award of the Ribbon. Successful completion of subsequent MS/MEP program qualifications shall be denoted by adding the 3/16" bronze stars accordingly.

#### **5.4.3 MSTR Application and Process**

The MSTR application is found in the Prevention Directorate under Marine Safety in the side bar, accessed via the Member Zone login. Selection of the MS Training Ribbon link will open a page containing all the MSTR information, including the application form. This is the **only** form that will be accepted by the District DSO-MS. It must be accompanied by certificates for all required courses, as well as the LOD for the earned qualification. The complete application packet is submitted to the DSO-MS for review and signature, then forwarded to



DIRAUX for award of the Ribbon and entry into AUXDATA II.

## **5.5 The Auxiliary Marine Safety M-Pro Pin**



### **5.5.1 Definition and Purpose**

The Auxiliary Marine Safety M-Pro Pin was created pursuant to the creation of the Coast Guard Marine Safety Insignia. It recognizes the culmination of Auxiliary training and qualification in a Coast Guard needs-based program. This means that the types of program disciplines Auxiliarists may pursue will reflect the needs of the cognizant Sector command (e.g., an Auxiliarist should not expect to pursue an Auxiliary Facility Inspector Qualification if the Sector Command does not have a need for Auxiliarists in that capacity). Auxiliarists are not authorized to qualify in Marine Safety program disciplines that would earn the Coast Guard Marine Safety Insignia. Auxiliarists who previously earned the Coast Guard Marine Safety Insignia may, however, continue to wear it, but are not authorized to exercise, in a lead capacity, the authority commensurate with it.

Auxiliarists must have the approval of the cognizant Sector Command in order to commence program qualifications and work toward the Auxiliary Marine Safety M-Pro Pin. The Sector Command, working through the Auxiliary Sector Coordinator (ASC) and/or appropriate Auxiliary Unit Coordinators (AUCs) as well as the DSO-MS, shall keep local Auxiliary units apprised of its Marine Safety program needs in order to guide Auxiliarists who wish to participate in Marine Safety programs and work toward the Auxiliary Marine Safety M-Pro Pin.

The Auxiliary Marine Safety M-Pro Pin is similar in appearance to the Coast Guard Marine Safety Insignia, with the addition of a blue Coast Guard Auxiliary shield bearing crossed anchors centered above the trident. After earning the Auxiliary Marine Safety M-Pro Pin, Auxiliarists shall remove the Marine Safety Training Ribbon (MSTR) from their uniforms.

## **5.5.2 Requirements to Earn the Auxiliary M-Pro Pin**

The M-Pro Pin recognizes a five-year commitment to Marine Safety, Security and Environmental Protection training and missions required to earn this most prestigious MS/MEP award. It symbolizes perseverance, excellence and professionalism in service to the USCG and the public. Requirements to earn the M-Pro Pin are as follows:

**5.5.2.1.1** IMSEP course

**5.5.2.1.2** Good Mate course

**5.5.2.1.3** ICS 100

**5.5.2.1.4** ICS 200

**5.5.2.1.5** ICS 210

**5.5.2.1.6** ICS 700

**5.5.2.1.7** ICS 800

**5.5.2.1.8** Four MS/MEP qualifications from the list found in the Prevention Directorate website under the Marine Safety heading in the side bar, which must be accessed by using the Member Zone login. Members may earn more than four qualifications, but a minimum of four is required.

**5.5.2.1.9** A minimum of 96 hours of service per year for five years as recorded in AUXDATA II in MS/MEP program missions. The years of service need not be consecutive.

## **5.5.3 Auxiliary M-Pro Pin Application and Process**

The M-Pro Pin application is found in the Prevention Directorate website under Marine Safety in the side bar, accessed using the Member Zone login. Selection of the M-Pro Pin link will open the page containing all the M-Pro Pin information, including the application form. This is the **only** form that will be accepted by the District DSO-MS. It must be accompanied by certificates for all required courses, LODs for the four earned qualifications, verification of service hours by year from

AUXDATA II, and a Letter of Recommendation from the COTP. The complete M-Pro Pin application packet is submitted to the DSO-MS for review and endorsement, after which the DSO-MS will forward the application packet to DIRAUX for entry into AUXDATA II. Award of the M-Pro Pin is appropriately acknowledged at an Auxiliary District Change of Watch (COW).