



Up Top In Operations

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Here are the steps...

Auxiliary Mishap Reporting

*Written by: Mark Simoni,
DVC-OS*

Auxiliarists patrolling under orders must follow proper procedures for reporting mishaps that may occur.

Guidance for these procedures can be found in Change 2 of the Operations Policy Manual, COMDTINST M16798.3D.

Chapter 2, paragraph C states in part that, "The individual or unit with first knowledge of an accident or incident, must report all available information per district requirements. This report is normally to the unit commander that issued the orders..."

If an accident or incident occurs while underway, steps to take must include:

- ◆ Stop the facility, if you can do so safely.
- ◆ Report to the order issuing authority the fact that you have had a mishap.
- ◆ Give your location, and the nature of the mishap, including details of any injuries or damage.
- ◆ Report any amplifying information that may be helpful.
- ◆ Discuss with the order issuing authority the steps you need to take to deal with

any injuries or potential damage claims.

- ◆ Make sure you follow up with the order issuing authority AFTER returning home, to ensure a mishap report message was sent.

Reporting a mishap correctly helps to ensure that the appropriate actions will be taken to stabilize the situation, that any injuries are treated properly, and that any potential damage claim will not be jeopardized by improper procedures. Also, as mishap reports are disseminated, we can learn to prevent similar mishaps by using the techniques of Team Coordination Training and Risk Management.

When you are out on patrol, as always, take care to operate your facility in a safe and prudent manner, and do what you can to minimize the potential for a mishap. But if one should occur, make sure you report it using the proper procedures.



Would I Make A Good Boat Crew Mentor?

*Written by: Gail A. Fisher,
DVC-OE*

That may be a question you are asking yourself. After all, the mentoring program is pretty new to all of us. And, even if we've had some experience in training new boat crewmembers, the mentor process puts a different spin on it.

While the mentor process is new to the Auxiliary, it is not new to the Coast Guard. But, if you were to ask a third class petty officer if they were a "mentor", they'd probably look at you with a funny expression on their face! That is, however, what they do.



The Coast Guard depends on a number of methods to increase performance, particularly for its less experienced members. To learn a rate (like boatswain's mate), one might go to formal training known as "A" school. Very often, seamen and firemen will "strike" a rate,

or learn on-the-job. What experienced team members, like petty officers, do is essentially mentoring – a philosophy of "learn it, do it, teach it".

Now, not all of the experienced Coast Guard members are effective mentors! So you may be asking, what makes an effective mentor? To help answer that question, why not take this simple quiz?

Am I a good listener?

Yes No

Am I technically proficient in my qualification (crew, coxswain)?

Yes No

Do I have the time to take on this challenge?

Yes No

Do I have the patience to work with someone who is learning?

Yes No

Can I achieve training goals?

Yes No

Am I comfortable using the other resources in my flotilla to help with the training?

Yes No

Do I want to learn as much as I want to teach in this process?

Yes No

If you answered "yes" more than "no", you have many of the qualities needed to be an effective mentor. And while this is by no means a scientific assessment, you may be surprised to learn that you **could be** an effective mentor in the Boat Crew program. And, perhaps the most important quality – the ability to care and assist another team member – will help you over the rough spots as you learn how to be an effective mentor!

Suddenly in Command

*Written by: Charles B. Ford,
BC-OSS*

When operating our boats, do any of us ever expect to fall overboard or suddenly become so ill we cannot operate our boat? No, but both of these happen all too frequently and then someone else is suddenly in command.

A prudent skipper makes certain that his crew (or passenger) is competent to bring the boat to dock safely in event of his inability to do so or to bring it around to pick him up in event the skipper should fall overboard. It does not matter whether the crew we are speaking of here is a spouse who is regularly aboard or an occasional passenger whom you decide to take fishing or for a leisurely boat ride.

If you don't feel competent or comfortable teaching your crew,

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Suddenly in Command (continued)

arrange to have someone else do the teaching.

One source for instruction might be your local U.S. Coast Guard Auxiliary or U.S. Power Squadron unit. Such training should include restarting the engine, plotting the home-ward course, and using the marine radio to call for assistance.. They must know how to arrange a meeting place for emergency medical assistance or to describe your present position clearly enough so help may locate you if your boat is disabled.

Knowing how to use a marine radio involves more than just pushing the button, picking up and speaking into the microphone. It also entails knowing how to tell the assisting people, Coast Guard or others, exactly where you are and how to identify your boat. It is useless to say, "We are right beside buoy number three." There may be a dozen or more number three buoys within radio range of your location. The information supplied in the call for help should include the number of people on board and their physical condition if there is injury or illness. It is important that all aboard, who might be called to help, know which channel is for calling and distress (CH 16), which is legal for pleasure boat use, and which is used for communication with the Coast Guard (CH 22), after reaching them on channel 16. Your designated "crew" should be familiar with the professional way to give a "DISTRESS" call on Channel 16.

In the event that any one falls overboard under way, everyone on board should know the importance for someone to keep an eye on the victim and to keep pointing to him until he is recovered. They should also be able to locate and heave over a ring buoy or flotation cushion immediately and also to rig the boarding ladder so he can get back on board. The most important points are not to lose sight of the victim and to maneuver the boat close enough for a pickup, making sure to shut down the engine so the propeller(s) cannot hit him.

As a matter of fact and life safety, a Man Over Board Drill (MOB) with a PFD or fender as the MOB is not a bad idea when guests are not aboard.

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How to call and reply...

Comms Corner

Written by: Warren Schneider,

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Before transmitting, listen to the frequency to insure that you will not interfere with another transmitting station.

Be certain your radio is set to the proper frequency.

Speak clearly in a normal voice, the microphone approximately one inch from your lips.

Avoid excessive calling and unofficial transmissions.

If a station called does not reply to a call sent three times at intervals of two minutes, the calling shall cease. Do not call again until after an interval of 15 minutes.

Please remember when you use your radiotelephone, you are speaking for, and with the authority of the command in which you are serving. The way you use the radiotelephone reflects directly on your commanding officer.

On a final note, the time has arrived! On October 20, we will celebrate the Coast Guard Auxiliary's 62nd Anniversary with Radio Celebration Day!

