



SEA CADETS

Choose Adventure

RECRUIT HANDBOOK

This handbook belongs to:

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POLICIES

STANDARDS OF CONDUCT

Our commitment to a safe and respectful training environment mandates adherence to specific behavior standards as outlined in the Standards of Conduct (Ch. 7) of the USNSCC Regulations.

Reporting Violations

- **Immediate Action:** Report any misconduct you witness or experience immediately.
- **Protection Assurance:** Retaliation for reporting is strictly prohibited and subject to severe disciplinary action.
- **Avoid Complicity:** Failing to report is viewed as complicity, regardless of the violator's identity.

Addressing Unresolved Issues and Handling Unlawful Orders

If a reported behavior remains unaddressed, first consult your immediate chain of command. If unresolved, escalate the issue to the next level.

If given an order that violates USNSCC Regulations, you are not required to obey. Maintain respect while explaining your non-compliance. You cannot be reprimanded for refusing an unlawful order.

Post-Reporting Procedures

- **Investigation Guarantee:** All reported violations are taken seriously and thoroughly investigated.
- **Further Actions:** If issues persist post-training, inform your parents and home unit immediately.

Consequences

Failure to follow these standards will lead to severe disciplinary actions including, but not limited to:

- Immediate dismissal from training at your own expense.
- Potential disenrollment from the NSCC.

PROHIBITED BEHAVIORS

The following behaviors are specifically prohibited by our Standards of Conduct. This list is not exhaustive, but highlights the most relevant rules to remember during training.

Hazing

Hazing involves actions or situations designed to embarrass or harm, whether physically or emotionally, even if it meant to achieve a beneficial goal. It is not limited to initiation rituals and applies even if you agree to do it. Examples include denying basic necessities, excessive exercise, or enforcing unnecessary endurance. Such practices are abuses of power. Leaders are prohibited from threatening expulsion or withholding graduation for non-participation in hazing.

Bullying

Bullying is repeated, unwanted aggressive behavior that exploits a power imbalance. It can manifest as threats, assaults, exclusions, or rumor-spreading. Intimidation against reporters of bullying is also prohibited.

Discrimination

Discrimination unfairly treats individuals based on various categories, driven by unsupported prejudice. The Sea Cadets operate on merit; performance is the sole basis for judgment.

Sexual Harassment

Sexual harassment includes unwelcome sexual advances and other inappropriate sexual conduct that disrupts performance or creates a hostile environment. It is prohibited in all forms, including jokes, flirting, and unsolicited gestures.

Fraternization

Fraternization involves improper personal relationships between members that disrupt command integrity and discipline. This includes casual interactions and favoritism.

Physical Contact

Maintain personal boundaries. Physical contact is allowed only when necessary for safety or teaching. Appropriate gestures like handshakes or fist bumps are acceptable. Use discretion with physical contact.

SAFETY BRIEFING

If I discover a fire within a compartment or building, I will carry out the following actions:

If a fire emergency or fire drill is called, I will:

A "Training Time Out" is:

On hearing a "Training Time Out" called by a shipmate, I must:

If I witness violations of the Sea Cadet Regulations or Code of Conduct that puts others at risk physically, emotionally, or mentally, I must:

CLASSROOM EXPECTATIONS



Upon entering the classroom, remain standing at attention behind your chair until you are told to sit by the classroom instructor, division officer, or staff cadet.



You shall stand at attention when speaking during class unless otherwise instructed.



You will take notes during class sessions, whether you think you need them or not.



You will participate and ask questions during class sessions. Pay attention - Always be ready to be called upon.



Do not fall asleep during classes. If you feel like you may fall asleep, stand up quietly in the back or side of the room. You will never be penalized for standing up, but you will be in trouble if you fall asleep.

OTHER CLASSROOM RULES:

RULES OF THE MESS

Write down the rules of the mess for your recruit training

GROOMING, HEALTH, & HYGIENE

Due to the close-quarters nature of the environment, good hygiene is a critical requirement of RT and any training. More information on grooming is provided later in this handbook.



-
- If not wearing the regulation (official) PT Sea Cadet shorts, they still must be navy blue with the hem of the shorts reaching beyond the tip of the middle finger when standing with arms straight down and hands flat against your sides or longer. (>5 in inseam)
 - Cadets shall wear appropriate undergarments when wearing T-shirts and shorts; sports bras are required for females.
 - Sleepwear for RT and all trainings is a t-shirt and shorts, sweats, or a combination thereof. Pajamas or nightgowns of any kind are not allowed.
 - Recruits will shower at least daily, and whenever ordered. Showering includes using soap and shampoo and is followed up with applying deodorant.
 - You will brush your teeth at least two times per day.
 - Recruits will wash their hands before every meal or use hand sanitizing products if sinks are unavailable.
 - Recruits will not lie down on their racks when in uniform or soiled PT gear at any time. They will also not put shoes or boots on the rack at any time.
 - Drink water throughout the day, even if you don't feel thirsty. You do not want to become dehydrated.
 - Eat vegetables and fruit at every meal to maintain good health.
 - **NOTES:**

GRADUATION REQUIREMENTS

In addition to a final exam (min. 70%), which assesses your knowledge, your performance will be evaluated throughout this training in other ways. You must earn satisfactory scores in these areas to pass Recruit Training.

Skills-based Topics include but are not limited to:

- Military Drill
- Personnel/Berthing Inspections
- Uniform Wear & Care
- Knot Tying & Line handling
- Fitness, Health, and Personal Hygiene
- First Aid/Basic Medical
- Fire Fighting and Damazge Control

Behavior-Based Topics

Your Recruit Division Commander will submit an evaluation at the end of the training, scoring you on the following criteria:

Classroom Performance	Openness to Learning, Attention in class, Knowledge, Performance in class, Participation, Preparedness for class
Initiative	Attitude; Willingness to work, Engagement; Effort, Time management, Appropriate Use of time, Reliability, Usefulness
Bearing/Conduct	Self-Control, Customs and Courtesy (incl. saluting), Courtesy Wearing of uniform, Behavior, Conduct
Teamwork	Helpfulness, Contribution, Cooperation, Mission focus Group cohesiveness, Support

*If a behavior affects multiple areas, it can affect those related scores. Example: If you are disruptive during a group discussion in class, it may affect your Classroom performance, bearing/conduct and teamwork.

Evaluation Ratings

You will be evaluated on each criterion above, based on a 5.0 scale.

5.0 = perfection; sets the example for all hands; evidence of exceptional performance; top performer; rarely earned

4.0 = excellent performance; above average/better than most; exceeds expectations; less commonly earned

3.0 = meets standards; average/like most recruits; satisfactory; passing; a typical score

2.0 = below standards; below average/performance is inferior to most recruits; needs improvement in one or more areas; less commonly earned

1.0 = disruptive; not compliant; disciplinary problems; refuses to participate or make an attempt; rarely earned

YOUR RT CHAIN OF COMMAND

Officer-In-Charge:

Battalion Officer:

Company Officer:

Platoon Officer:

Platoon Leader:

Squad Leader:

OTHER OFFICERS

Admin Officer:

Health & Wellness Officer:

Training Officer:

Supply Officer:

Others:

OTHER STAFF CADETS

Other Squad Leaders in your Platoon:

Training Staff Cadets:

Yeoman:

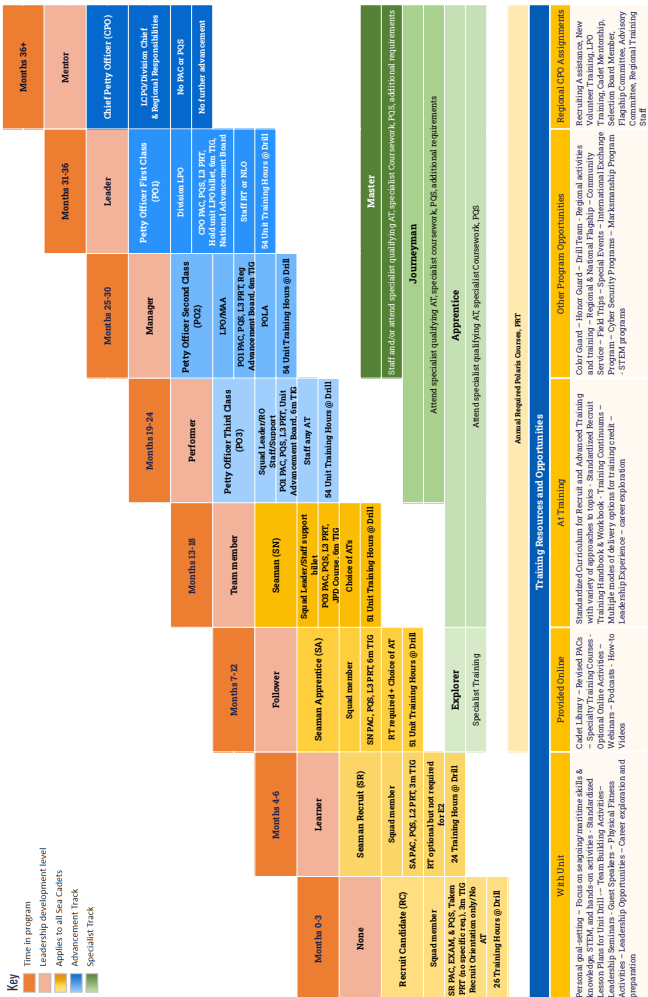
Others:

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INTRODUCTION TO SEA CADETS

THE SEA CADET EXPERIENCE



The Sea Cadet Experience (SCE) is what opportunities you may have during your time in the program. This chart is a roadmap of what displays what you can expect based on your rank or how long you've been a member.

*We are continuing to enhance the SCE so not all of the concepts, processes, or opportunities have been created and are subject to change.



SEA CADET CORE VALUES

The United States Naval Sea Cadet Corps core values mirror those promoted by the maritime services and reflect both the mission and vision of the U.S. Naval Sea Cadet Corps. They have been selected because they represent the values expected of youth leaders as they leave high school and pursue futures in academics, the workforce, or military service. The USNSCC core values are Honor, Respect, Commitment, and Service

HONOR

We always conduct ourselves in the highest ethical manner. We are honest and truthful. We abide by an uncompromising code of integrity. We hold ourselves accountable. We take responsibility for our actions. We keep our word.

RESPECT

We treat all people with dignity, fairness, and compassion. We believe in the power of diversity. We foster an inclusive culture within the U.S. Naval Sea Cadet Corps. We instill trust and respect within the chain of command, both as followers and leaders.

COMMITMENT

We place the priorities of our country, the U.S. Navy, the U.S. Coast Guard, the U.S. Merchant Marines, the U.S. Naval Sea Cadet Corps, and our shipmates above our own.

SERVICE

We strive to be our best by being of service to others, whether it is our fellow cadets, our subordinates, our leaders, or our fellow human beings.

SEA CADET OATH



SEA CADETS

Choose Adventure

I PROMISE TO

SERVE FAITHFULLY

HONOR OUR FLAG

**ABIDE BY U.S. NAVAL
SEA CADET CORPS
REGULATIONS**

**CARRY OUT THE ORDERS
OF THE OFFICERS
APPOINTED OVER ME**

**AND SO CONDUCT MYSELF
AS TO BE A CREDIT TO
MYSELF, MY UNIT, THE U.S.
NAVAL SEA CADET CORPS,
THE NAVY, THE COAST
GUARD, AND MY COUNTRY**

CADET CODE OF CONDUCT

I WILL

- put others before self
- participate with enthusiasm
- meet or exceed all advancement requirements

- wear my uniform with pride
- follow our Navy's customs and courtesies

- know the rules and follow them
- do the right thing, even when it's not popular
- stay away from alcohol, drugs, and gangs

- perform each task with maximum effort
- earn the trust of my superiors and the respect of my subordinates

- strive to become a leader of character
- treat others with dignity and respect
- stand up against bullying, hazing, harassment, discrimination, gossip, and all other forms of prohibited conduct

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PROGRESSING IN THE SEA CADETS

ADVANCEMENT



Advancement in the program is measured by the rank you earn. The NSCC rank structure and terminology generally parallel that of the Navy and Coast Guard, from Seaman Recruit to Chief Petty Officer.

Cadets advance through the ranks when they satisfy advancement requirements: Time-in-Rate, PRT, PQS, PAC, and other unit standards.

Cadets must meet all of the requirements listed in the chart provided for each level of advancement in rate (including the minimum time in rate) and have the Commanding Officer's approval before an advancement is made.

Rate	Months	Course (PAC)	Exam	PQS	Training	PRT
Recruit Candidate (RC)	2	--	--	--	--	--
Seaman Recruit (SR)	3	Yes	Yes	Yes	--	Taken
Seaman Apprentice (SA)	6	Yes	--	Yes	--	Level 2
Seaman (SN)	6	Yes	--	Yes	RT + AT	Level 3
Petty Officer 3rd Class (PO3)	6	Yes	Yes	Yes	AT	Level 3
Petty Officer 2nd Class (PO2)	6	Yes	Yes	Yes	POLA	Level 3
Petty Officer 1st Class (PO1)	6	Yes	Yes	Yes	AT	Level 3
Chief Petty Officer (CPO)	6	Yes	--	Yes	Staff RT/ NLO	Level 3

PHYSICAL FITNESS REQUIREMENTS

All cadets are required to participate in physical training (PT), including taking the physical readiness test (PRT) twice a year.

Why is the PRT required?

- The USNSCC encourages a culture of fitness.
- It simulates an important aspect of military life.
- It ensures that every cadet is physically able to safely participate in most drills and NHQ-approved trainings.



CARDIO-RESPIRATORY FITNESS

The ability of the heart and lungs to deliver nutrients to working muscles to move the body for a long time without getting overly tired.

1.0-mile run



MUSCULAR STRENGTH & ENDURANCE

The ability to consistently and repeatedly produce force over a long period of time.

Forearm plank and push-ups

COMPONENTS OF THE PHYSICAL READINESS TEST

FOREARM PLANK



PUSH-UPS



1 MILE RUN/WALK



Minimum Passing Standards (Level 2)

Females				Males			
Age	Planks	Push-Ups	1 Mile Run	Age	Planks	Push-Ups	1 Mile Run
10	45 sec.	7	14:00	10	45 sec.	10	12:50
11	50 sec.	6	13:40	11	50 sec.	11	12:35
12	55 sec.	4	13:20	12	55 sec.	11	11:35
13	1:05	6	12:55	13	1:05	13	10:55
14	1:10	6	12:30	14	1:10	16	10:40
15	1:15	9	12:20	15	1:15	22	10:25
16	1:20	9	12:30	16	1:20	24	10:00
17/18	1:20	9	12:30	17/18	1:20	28	9:45

Every cadet must achieve a Level 2 or higher on the PRT unless they have a waiver for a medical condition

There are five level of Physical Readiness

- Level 1** - Cannot advance or attend trainings
- Level 2** - May advance to SA and attend RT
- Level 3** - May advance to SN+ and attend ATs
- Level 4** - Earn the PT Ribbon
- Level 5** - Earn the silver "E" appurtenance



A complete list of standards is provided in Appendix II.

TYPES OF TRAINING



Cadets are required to graduate from RT in their first year and participate at least in advanced training every year after. Other than the three trainings listed below, which are necessary for advancement, you have choices about what training you want to attend and in what location.

Recruit Training (RT)

- You must complete RO and advance to Seaman Recruit (SR) to attend
- NSCC Cadets must graduate from Recruit Training before attending other ATs
- Recruit Training is 9 days long

Petty Officer Leadership Academy (POLA)

- Must be SN or PO3 to attend
- Required for advancement to PO2 and for serving as a staff cadet at most advanced trainings
- POLA is a one-week training

Staff cadet at RT or NLO

- Required for advancement to CPO
- Assigned billet must be in a leadership role to count towards advancement
- A leadership billet is one who is responsible for other cadets or recruits
 - Example: Platoon leader

Below are only some of the Advanced Trainings offered by Sea Cadets.

- | | | |
|--------------------------|-------------------|-------------------------|
| • Aviation | • Master-at-Arms | • Sailing |
| • Coast Guard | • Music & Band | • SCUBA |
| • Culinary Arts | • Naval History | • Seabee (Construction) |
| • Field Operations | • Photojournalism | • Small Boats |
| • International Exchange | • Seamanship | • Special Warfare |

AWARDS

These awards are worn on your uniform. Badges are worn above the ribbons. Appurtenances are worn on the ribbons. Ribbons are worn in the order shown.

Command Badges



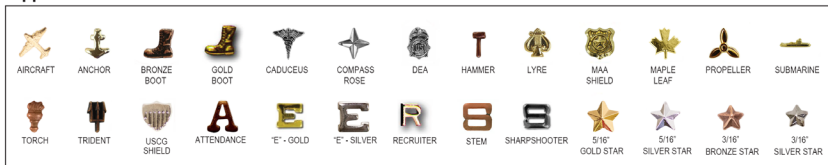
Qualification Devices



Ribbons



Appurtenances



NOTES



CUSTOMS AND COURTESIES

BASIC MILITARY ETIQUETTE

There is specific that govern behavior in military or Sea Cadet settings. Follow these guidelines to show proper respect to those with higher rank than you (your seniors).



When addressing a peer or junior, you may refer to them by their rank, last name, or both.

When speaking to a senior cadet, unless instructed otherwise, address them by their rank and last name. Do not use "sir/ma'am."

When addressing any instructor or officer, whether they are part of your unit or not, unless told otherwise, refer to them by their rank and last name, or as "sir/ma'am."

Always show respect to instructors and officers by standing at attention when speaking to them.

NEVER use the term "yeah." When called upon, respond with "Yes, sir/ma'am," not "What?"

End statements and responses with "sir/ma'am" in formal conversations, and reply with "Aye, aye, sir/ma'am" when receiving an order.

You do not salute midshipmen or auxiliaries; salutes are reserved for adult volunteers from WO to LCDR.

Salute ALL officers of ALL branches of the uniformed services, including Public Health Service Officers and National Oceanographic Atmospheric Administration (NOAA). If an officer's cover features a gold or silver braid, you should salute.

Salute about 6-30 paces away from the officer and greet them appropriately for the time of day. e.g., "Good afternoon, sir," "Good evening, ma'am"

Saluting is a gesture of respect, and you should be the first to salute. When in doubt, always salute. It is preferable to salute someone who does not require it rather than fail to salute someone who does.

When concluding a conversation with an officer outdoors, salute before departing and offer an appropriate farewell greeting.

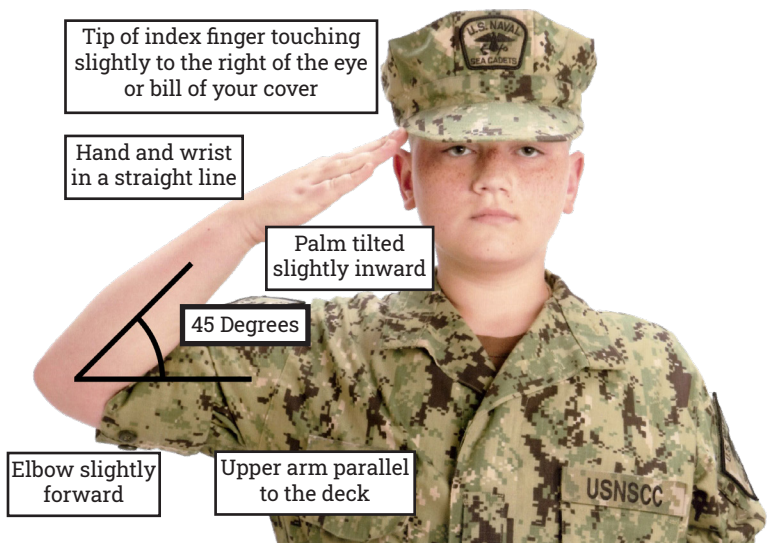
When approaching a group of male officers, greet them with "gentlemen". Greet female officers as "ladies". If they are in a mixed group, greet them as "ladies and gentlemen".

Hold the door open for your seniors; let them walk ahead of you.








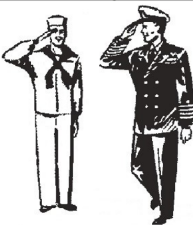
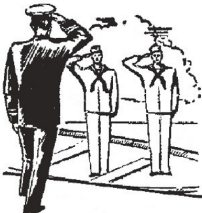

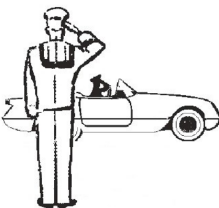
Always walk to the left of the senior person.

HOW TO SALUTE

Salutes are given from the position of attention.

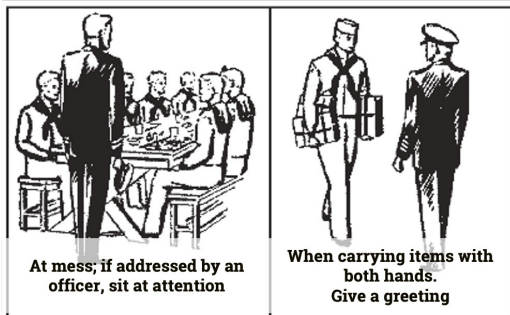
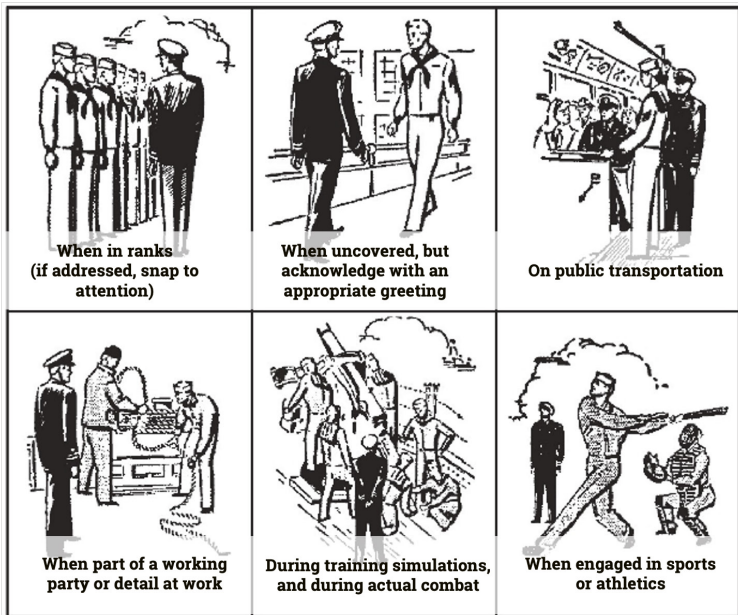


WHEN TO SALUTE

 <p>When passing an officer</p>	 <p>When overtaking an officer</p>	 <p>When reporting in and are covered</p>	
 <p>When carrying a rifle; execute present arms</p>	 <p>When on watch and someone reports aboard</p>	 <p>If in charge of a detail; you salute for everyone.</p>	
 <p>Salute all officers on first daily meeting. When with an officer, salute when they do.</p>		 <p>On every occasion, salute the Commanding Officer</p>	
 <p>Enlisted personnel rise & salute when an officer enters a boat (if safe)</p>	 <p>If in boat, officer or petty officer in charge salutes; if none, all rise & salute</p>	 <p>Render salutes to officers in vehicles, if safety permits</p>	

WHEN TO NOT SALUTE

You do not wear your cover indoors. Therefore, you do not salute indoors unless you are on watch, on the Quarterdeck requesting permission to come aboard, or participating in a "covered" ceremony or other event when the CO has given authorization.



COLORS



The American Flag is known as the “National Ensign” in the Navy. “Colors” refers to the ceremonies honoring the flag. This tradition dates back to the 18th-century British Navy and was adopted by the U.S. Navy in 1843. On Navy ships, a flag showing the blue section of the Ensign with 50 stars, called the “Union Jack,” is also displayed.

Morning and Evening Colors

Every day, the National Ensign is raised at 0800 and lowered at sunset during ceremonies called “morning colors” and “evening colors.” Five minutes before, you’ll hear the “First Call to Colors” bugle.

At 0800, “Attention” is sounded, followed by either the National Anthem or the bugle call “To the Colors.” For evening colors, the bugle call “Retreat” is played with the same pre-warning.

During the ceremony, face the flag or the music. If you’re in uniform, salute until “Carry On.” If not in uniform, stand quietly at attention. In formations, follow your unit leader’s command for saluting.



The National Anthem

When the National Anthem plays, all Sea Cadets must stand at attention and face the flag or the source of the music if the flag isn’t visible. If in uniform and covered, salute from the first to the last note. Without a cover, simply stand at attention. In civilian clothes or athletic gear, stop and face the colors respectfully.

Passing the Colors

When a color guard carrying the National Ensign passes by, stand and salute if in uniform until it has passed. If out of uniform, stand at attention and remove any headwear.

THE QUARTERDECK

The Quarterdeck is a designated ceremonial area on Navy ships, installations, and many Sea Cadet units where sailors and visitors board or depart. Inside a Navy building, it is treated as an outdoor space, so keep your cover on until you leave.

This area, managed by the Officer of the Deck (OOD), is reserved for official and ceremonial duties. As a “sacred” space, the following rules apply:

- Maintain quiet and professionalism around the Quarterdeck.
- Always be in uniform when present on the Quarterdeck. Do not eat, joke, or loiter there.
- Cross the Quarterdeck only when necessary and with permission from the watch.
- Avoid unnecessary conversation with the watch unless it's official business.



CROSSING THE QUARTERDECK

COMING ABOARD (Arriving)

1. Stop, face the National Ensign (American Flag), and salute before entering the building/ship.
2. Carry your ID in your left hand. If you are holding other items, set them down when approaching the watch station.
3. Salute the Petty Officer of the Watch (POOW) and say, "Request permission to come aboard, sir/ma'am."
4. Once the POOW grants permission, drop your salute and move promptly past the Quarterdeck.
5. Uncover after leaving the Quarterdeck area.



GOING ASHORE (Leaving)

1. Cover yourself, then salute the POOW, saying, "Request Permission to Go Ashore, Sir/Ma'am."
2. After permission is granted, exit the building and salute the National Ensign.

Note: Navy Officers and Sea Cadet adult staff (when the Quarterdeck is manned by Sea Cadets) do not need to request permission. They may state, "I have permission to come aboard/go ashore."

HOW TO REPORT

Reporting to a Volunteer

1. Approach the volunteer, stand at attention, salute, and wait for recognition. Clearly state: "SIR/MA'AM, GOOD (MORNING/AFTERNOON/EVENING), RECRUIT (LAST NAME), PLATOON (NUMBER), REPORTING AS ORDERED."

Example: "Good morning, ma'am, Recruit Doe, Platoon 009, reporting as ordered."

2. Upon completing your business, request: "PERMISSION TO CARRY ON, SIR/MA'AM." When dismissed, reply with "AYE, AYE, SIR/MA'AM," step back, perform an about-face, and leave.
-

Reporting to an Office

There is a specific protocol for entering certain spaces during drill or training, especially in areas like Officers' Country where cadets must request permission to enter. For example, when reporting to the COTC, Admin office, or Medical, follow these steps:

1. Knock three times.
 2. Wait until instructed to enter or speak.
 3. Step forward and face the officer. (Uncover indoors unless instructed otherwise. If on watch, salute when speaking).
 4. State confidently: "RECRUIT (NAME), REPORTING AS ORDERED, SIR/MA'AM," or "RECRUIT (NAME), REQUESTING PERMISSION TO SPEAK WITH (NAME), SIR/MA'AM."
 5. State your business when asked.
 6. Request permission to carry on when finished.
 7. When granted permission, (salute if on watch), respond with "AYE, AYE, SIR/MA'AM."
 8. Perform an about-face and leave.
-



Officers may have designated areas such as berthing, messing, or recreation that are off-limits to the crew. This area is called Officers' Country, and only officers may enter without permission. All other personnel must request permission to enter. Cadets should not use this area as a shortcut.

NOTES



GROOMING STANDARDS

GROOMING STANDARDS



APPEARANCE

How you appear to others when you are in uniform matters. You represent not just yourself, but your family, the NSCC, and the Navy as well.

You can often identify a good cadet by how sharp his/her uniforms look. A cadet who always needs a haircut, never shines his shoes, wears a dirty wrinkled uniform, has frayed ribbons, and forgets to wear his nametag will not last very long in the Corps. However, a cadet, who looks sharp in his /her uniform, will often be looked upon as a leader or role model, regardless of how long he or she has been in the Corps,



HYGIENE

Regular washing and bathing, proper dental care, and clean clothes are critical for your health as well as the health and comfort of those around you. This is even more important when you are living in close quarters as you will during RT. You will be expected to take showers, wear deodorant and brush your teeth daily at a minimum. You will also change into clean undergarments and T-shirts after showering and as ordered.



FINGERNAILS

Males: Keep your fingernails clean and trimmed. They cannot not extend past fingertips. Nail polish is not allowed.

Females: Your fingernails must be kept clean and trimmed shorter than 1/4 inch measured from the fingertip. During drill, nail polish may be worn, but colors shall be conservative and complement the skin tone. However, during RT, females should not wear nail polish as they will get damaged and you are not authorized to have nail polish or remover.



UNDER GARMENTS

All cadets will wear appropriate undergarments to preserve the dignity and appearance of the uniform. Undergarments must be white or skin tone-colored when wearing any of the white uniforms.



BODY ALTERATIONS

Body piercings (other than the ears for females), tattoos, intentional mutilation, body art, and brandings on

cadet personnel are strictly prohibited. Intentional mutilation (radical alteration) of any part of the body, such as splitting or forking the tongue, enlarging or stretching out holes in the ears, or insertion of foreign objects under the skin to create a design or pattern, is prohibited.



ARTICLES

You cannot have articles protruding from or be visible on your uniform, including such items as:

Pencils, pens, phones, chains, fobs, pins, jewelry, handkerchiefs, combs, keys, large wallets, tobacco products or similar items.

Your CO may authorize carrying cell phones and two-way radios (walkie-talkies) on your uniform in situations where the unit leaders require such devices for the safety and control of the NSCC event in progress. At no time should you hang glasses/sunglasses from your shirt, blouse, or trousers, or stow your hat (cover) in the fold of your sleeve.



GLASSES

Prescription glasses cannot be eccentric or faddish in design or style. Conservative (black, brown, metallic) sunglasses are permitted, except when you are in a military formation. If you need to wear a retainer strap, they must be plain, black, and worn snugly against the back of the head.



JEWELRY

Conservative jewelry is authorized for all personnel and shall be in good taste. Eccentricities or faddishness are not permitted. Jewelry shall not present a safety or FOD (Foreign Object Damage) hazard. During RT, the only jewelry authorized is traditional wristwatches (no smart watches with internet capability).

During drill, jewelry may be worn within the following guidelines:

Earrings.

Males: Not authorized.

Females: Earrings may be worn but if you do wear them, you must wear one (and only one) in each ear, centered on earlobe.

Earrings must be 4mm - 6mm ball (approximately 1/8 - 1/4 inch), plain with shiny or brushed matte finish screw-on or with posts silver for cadets E6 and below, gold for CPOs and adult volunteers. Small single pearl earrings are authorized for wear only for formal occasions in dress uniform (dinners, balls, etc.).

Wristwatch. Only one may be worn and should be of conservative nature (black, brown, beige, silver or gold metal).

Bracelets.

Only one conservative bracelet may be worn. Ankle bracelets are not authorized.

Necklaces.

Only one necklace may be worn, and it shall not be visible.

Rings.

Only one ring per hand is authorized, No thumb or toe rings.

MALE GROOMING STANDARDS

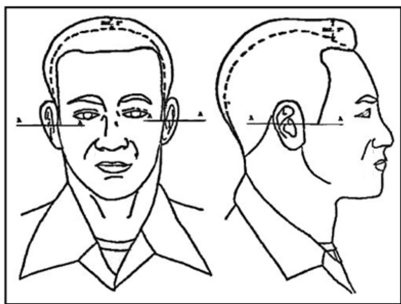
Males must keep their hair cut short. Hair will be neat, clean, and present a well-groomed appearance.

Hair above the ears and around the neck shall be tapered from the lower natural hairline upwards at least 3/4 inch and outward no greater than 3/4 inch to blend with the hairstyle.

Hair on the back of the neck may not touch the collar.

The "blocked neckline" in the back is permitted as long as a tapered appearance is maintained.

Hair shall be no longer than 4 inches and groomed not to touch the ears or collar or extend below the eyebrows when headgear is removed. Hair cannot show below the front edge of the headgear, and you must be able to wear your headgear correctly.



Sideburns shall not extend below a point level with the middle of the ear, shall be of even width (not flared), and shall end with a clean-shaven horizontal line. (A)

The bulk of the hair may not exceed 2". Bulk is defined as the distance that the mass of hair protrudes from the scalp when groomed (as opposed to the length of the hair).

Only one part, fore, and aft, is allowed.

Hair coloring must look natural and complement the individual. Faddish styles and outrageous multicolored hair are not authorized.

The primary consideration remains a neatly groomed appearance for the hairstyle and the individual's hair type, with 4 inches in length and 2-inch bulk the maximum under any circumstances. You must be able to wear your headgear correctly.

Males must be clean-shaven. This means they must shave for Sea Cadet events and training regardless of whether they are in uniform or civilian clothes. They may not wear mustaches or beards. COs will use their discretion with younger cadets or those with religious convictions.

FEMALE GROOMING STANDARDS

Acceptable Hairstyles for Short Hair



No portion of the bulk of the hair measured from the scalp will exceed two inches.

Hair must be long enough to prevent the scalp from being readily visible.

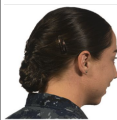
Angled hairstyles will have no more than a 1 ½ inch difference between the front and the back of the head. Bangs cannot extend below the eyebrows. Hair can touch but not fall below the back of the collar or 1.5" below the top of the jumper collar.

Acceptable Hairstyles for Long Hair

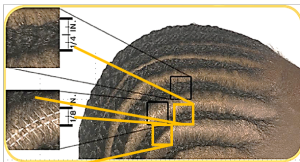
Long hair is any hair length that extends beyond the bottom of the collar. You are allowed to wear braids, twists or locks in uniform if they conform to the Sea Cadet Uniform Regulations.



Two individual rolls (twists) of equal size <1" diameter, one on each side of the head closer to the top of the ear than the top of the head.



French braids. When hair accessories are worn, they must be consistent with the hair color.



Cornrows: Hair may be braided in symmetrical fore and aft rows, which must be close to the head, leaving no hair unbraided. To limit scalp exposure, they must be <1/4" inch wide and no more than 1/8" apart. Cornrow ends will be secured or end at the nape of the neck.

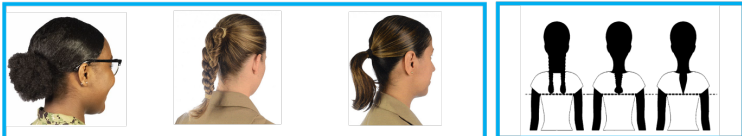


Buns: The bulk of the bun shall not exceed three inches when measured from the scalp. The diameter of the bun will not exceed four inches, and all loose ends must be tucked in and secured. Cadets may use an accessory to form the bun if the accessory is entirely concealed. A maximum of two small barrettes may be used to secure the hair to the head. Additional hairpins, bobby pins, small rubber bands, or small thin fabric elastic bands may hold the hair in place, if necessary.

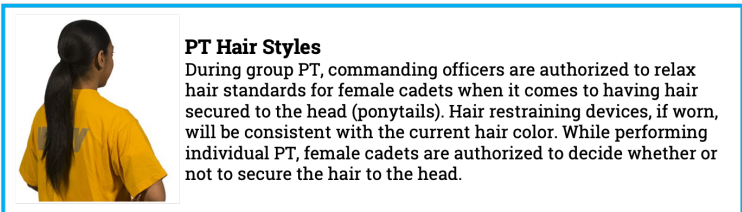
Faddish styles and outrageous multicolored hair are not authorized.

FEMALE GROOMING STANDARDS

Working Uniform Hairstyles



Females may wear long hair in a ponytail or up to two loose braids in **working uniforms only** (not SDBs or SDWs). In both dress uniforms, hair must be secured in a bun or attached braid. For working uniforms, the end of the braid or ponytail may extend up to 3 inches below the lower edge of the collar of the shirt, jacket, or coat. In spaces or environments where there are operational hazards such as rotating gear, etc., the hair may not be worn below the bottom of the collar.



PT Hair Styles

During group PT, commanding officers are authorized to relax hair standards for female cadets when it comes to having hair secured to the head (ponytails). Hair restraining devices, if worn, will be consistent with the current hair color. While performing individual PT, female cadets are authorized to decide whether or not to secure the hair to the head.

Unauthorized Hairstyles

While this list shall not be considered all-inclusive, the following hairstyles are not authorized: Lopsided and extremely asymmetrical hairstyles, pigtailed; braids that are widely spaced or protrude from the head, faddish hairstyles (shaved on one side, designs shaved into the scalp, mohawks, etc.), hair dyed in unnatural colors, those that are unprofessional or messy in appearance, and hairstyles that do not allow for proper wear of headgear. Headbands, claw type-clips, large scrunchy style hair ties, and other decorative accessories are not allowed.

Know when drill is and do not have your hair styled in a way that is inappropriate. You may not be admitted if your hair color or style cannot conform to NSCC standards.



Cosmetics

(Does not apply at RT) Cosmetics may be used in good taste so that colors blend with natural skin tone and enhance natural features. Exaggerated or faddish cosmetic styles are not authorized **with the uniform** and shall not be worn. Lipstick colors shall be conservative and complement the individual. Long false eyelashes shall not be worn when in uniform.

NOTES

NOTES



SEA CADET UNIFORMS

NSCC INSIGNIA

The Navy has given the Naval Sea Cadet and Navy League Cadet Corps permission to wear modified versions of traditional Navy uniforms. The modifications are accomplished through different insignia for officers and chief petty officers and the wearing of NSCC patches (called "flashes") on all uniform shirts, jumpers, and jackets.

DRESS UNIFORMS AND NWU TYPE I FLASHES



- The cadet shoulder flashes (yellow border, with yellow lettering on a blue field) are worn on the outer face of each sleeve of all dress uniform jumpers, coats, and all outer garments except raincoats, with the eagle facing forward, centered one inch below the shoulder seam.
- On the NWU Type I, the same shoulder flash is worn but not on the shoulders. Instead, only the flash with the right-facing eagle is worn centered on the right pocket of the blouse. No rank or other insignia is on the sleeves.

There are different flashes, depending on the uniform worn and who is wearing it. Note that the eagle may face left or right on the flash; when sewn on a uniform, it always faces the front or towards the heart/centerline.

NWU TYPE III & OTHER FLASHES



- NWU Type III - the flashes are rectangular patches in the same fabric as the uniform and are worn on both sleeves, with the eagle facing forward.
- Other flashes – Officers and Cadet Chief Petty Officers wear different colored flashes on their uniforms. They may be white, black, or khaki backgrounds with gold details.

RANK INSIGNIA

Seaman Recruits do not wear any rank insignia on their uniform. For Seaman Apprentices and Seamen, cadets wear rating chevrons (two and three chevrons, respectively) centered under the NSCC shoulder flash on the right sleeve of dress uniforms and khakis (for CPOs).



NSCC INSIGNIA PLACEMENT



Note the directions of the crow's on the rank insignia, both pointing to the front.



Eagle faces towards the middle

Note shoulder flashes and the direction of the anchor, both pointing to your front.



Name and Corps tapes are placed thusly.

Rank tab, for E4 to O4 only.



The NSCC mini-flash is centered on the uniform cover.

OTHER FLASHES

Officers and Cadet Chief Petty Officers wear different colored flashes on their uniforms. They may have white, khaki, or black backgrounds with gold details.



SERVICE DRESS WHITES (SDW)

Flashes

- 1" below the shoulder seam
- Unit identifier - ½" below left flash (if worn)
- Eagles face forward
- One flash on each shoulder

Name Tag

- Plastic only, ordered by unit
- No sew-on nametag strips
- Bottom edge even with bottom of ribbons
- Replace if scratched

Rank Insignia

- Sewn on right sleeve only.
- SA & SN rank sewn 3 ½" below right flash
- PO3 and above sewn ½" below right flash

Neckerchief

- Knot should be a square, not a parallelogram.
- Upper edge of the knot should be even with the point of the V on the jumper.
- Ends should be even

Undergarments

- Plain white crewneck undershirt only
- Must be non-yellowed and clean
- Crewneck should be flat and not stretched or frayed
- Undershirt should fit snugly, not oversized or loose
- Other undergarments should be white or skin tone

Trousers

- Length should allow a break at the front above the shoe, touch the front of the lacing, and touch where the heel meets the shoe but no further
- Socks should not be visible
- Replace or rehem if the hem becomes frayed

Socks

- Black crew or knee socks only
- No ankle or no-sho socks



Cover (Hat)

- Wear squarely on head •
- Brim about 2 fingers above the middle of the eyebrow line
- No bangs showing •
- Diagonal seam goes in the back •
- Do not roll, bend, or crush brim •
- Do not bleach •

Qualification Badge

- Authorized badges are worn •
- centered and immediately above ribbons
- If two are earned, one goes •
- below the ribbons, on the pocket

Ribbons

- Only NSCC (and some NLCC) •
- ribbons for cadets
- Wear in proper order •
- Bottom row ¼" above the pocket •
- and centered.
- No space between ribbon rows •

Jumper

- Bottom hem covers beyond the belt
- Sleeves should reach past the wrist to the joint of the thumb
- Keep cuffs buttoned at all times •
- Seven military creases should be visible

Belt

- Wear the belt through all loops •
- White polyester or cotton belt •
- Silver clip (tip), silver buckle •
- **Males:** belt clip LEFT of buckle •
- **Females:** If trousers have loops, wear the buckle on the same side as the zipper flap
- Align the buckle edge •
- (not belt clip) at the zipper flap's outer-edge to form a straight line.

Shoes

- Must be clean and well shined •
- No Corfam/patent leather for cadets •
- No decorative accents •
- Leather or leather-like only •
- Keep heels clean and black •

SERVICE DRESS BLUES (SDB)

Flashes

- 1" below the shoulder seam
- Unit identifier - ½" below left flash (if worn)
- Eagles face forward
- One flash on each shoulder

Name Tag

- Plastic only, ordered by unit
- No sew-on nametag strips
- Bottom edge even with bottom of ribbons
- Replace if scratched

Rank Insignia

- Sewn on right sleeve only.
- SA & SN rank sewn 3 ½" below right flash
- PO3 and above sewn ½" below right flash

Neckerchief

- Knot should be a square, not a parallelogram.
- Upper edge of the knot should be even with the point of the V on the jumper.
- Ends should be even

Undergarments

- Plain white crewneck undershirt only
- Must be non-yellowed and clean
- Crewneck should be flat and not stretched or frayed
- Undershirt should fit snugly, not oversized or loose
- Other undergarments should be white or skin tone

Socks

- Black crew or knee socks only
- No ankle or no-sho socks

Shoes

- Must be clean and well shined
- No Corfam/patent leather for cadets
- No decorative accents
- Leather or leather-like only
- Keep heels clean and black



Cover (Hat)

- Wear squarely on head
- Brim about 2 fingers above the middle of the eyebrow line
- No bangs showing
- Diagonal seam goes in the back
- Do not roll, bend, or crush brim
- Do not bleach

Qualification Badge

- Authorized badges are worn centered and immediately above ribbons
- If two are earned, one goes below the ribbons, on the pocket

Ribbons

- Only NSCC (and some NLCC) ribbons for cadets
- Wear in proper order
- Bottom row ¼" above the pocket and centered
- No space between ribbon rows

Jumper

- Bottom hem covers all but the lowest button on the trousers
- Sleeves should reach past the wrist to the joint of the thumb
- Keep cuffs buttoned at all times
- Seven military creases should be visible
- Keep piping (stripes) white

Trousers

- Length should allow a break at the front above the shoe, touch the front of the lacing, and touch where the heel meets the shoe but no further
- Socks should not be visible
- Replace or rehem if the hem becomes frayed

NWU TYPE III

Flashes

- Rectangular, Velcro-backed patches
- One flash on each sleeve
- Eagles face forward

Name Tape

- Last name only
- Block style ½" letters
- Velcro or sewn-on
- Nametape above right pocket

Rank insignia

- None for SA and SN
- Tab centered on chest for PO3 and above

Undershirt

- Plain light brown cotton or cotton/polyester blend
- Screen-printed with NSCC logo and other appropriate artwork is OK as long as artwork doesn't show
- Crewneck only
- Neckline should be flat, not stretched or frayed
- Should fit snugly, not oversized or loose

Trousers

- Name tape sewn centered above and flush with the top of the right rear trouser pocket
- Evenly bloused using blousing straps so trousers cover top of boots, ideally covering the top 3 boot eyelets.

Socks

- Black or olive drab colored
- Plain or ribbed knitted material
- Wear extended above the top of the 8- or 9-inch boot to ensure comfort



8-Point Cover (hat)

Wear squarely on the head • with bottom edge parallel to the deck and 1 ½" above the eyebrows

- No bangs will show •
- Small NSCC cover flash on •
- NWU background centered on top portion of cover

USNSCC Tape

- USNSCC in block style •
- ½" letters
- Velcro or sewn-on •
- Above and flush with •
- the left pocket

Blouse

Sleeves should reach past • the wrist to the first joint of the thumb when unrolled

Sleeves

- 3" roll with cuff showing •
- Bottom of roll should be •
- 2" above elbow
- Nothing, including the cover, •
- should be tucked into the sleeves

Belt

- Black web belt with silver clip •
- Wear belt through all loops •
- Silver buckle •
- Have the belt clip to the LEFT •
- of the buckle •
- Buckle centered over trouser •
- fastener

Combat Boots

- Must be clean, blackened, •
- and buffed
- 8-9" high; No ankle boots/or •
- boondockers
- Lace boots from inside out •
- through all eyelets and tie

NWU TYPE I

Flashes

- One covering the middle of the right pocket
- Eagle faces center line towards the buttons

Name Tape

- Last name only
- Block style ½" letters
- Velcro or sewn-on
- Nametape above right pocket

Rank insignia

- None for SA and SN
- Collar insignia for PO3 and above

Undershirt

- Plain navy blue
- Cotton or cotton/polyester blend
- Screen-printed with NSCC logo and other appropriate artwork is OK as long as artwork doesn't show
- Crewneck only
- Neckline should be flat, not stretched or frayed
- Should fit snugly, not oversized or loose

Trousers

- Name tape sewn centered above and flush with the top of the right rear trouser pocket
- Evenly bloused using blousing straps so trousers cover top of boots, ideally covering the top 3 boot eyelets.

Socks

- Black, plain or ribbed knitted material
- Wear extended above the top of the 8- or 9-inch boot to ensure comfort



8-Point Cover (hat)

Wear squarely on the head • with bottom edge parallel to the deck and 1 ½" above the eyebrows

- No bangs will show •
- Small NSCC cover flash on •
- NWU background centered on top portion of cover

USNSCC Tape

- USNSCC in block style •
- ½" letters
- Velcro or sewn-on •
- Above and flush with •
- the left pocket

Blouse

Sleeves should reach past • the wrist to the first joint of the thumb when unrolled

Sleeves

- 3" roll with cuff showing •
- Bottom of roll should be •
- 2" above elbow
- Nothing, including the cover, •
- should be tucked into the sleeves








Belt

- Black web belt with silver clip •
- Wear belt through all loops •
- Silver buckle •
- Have the belt clip to the LEFT •
- of the buckle •
- Buckle centered over trouser •
- fastener

Combat Boots

- Must be clean, blackened, •
- and buffed
- 8-9" high; No ankle boots/or •
- boondockers
- Lace boots from inside out •
- through all eyelets and tie

OPTIONAL UNIFORM ITEMS*

<p>*Optional, if desired, depending on local weather conditions. COs/COTCs may order the wearing of items listed here. Even though they are called “optional”, you have to follow orders.</p> <p>It is the CO’s option whether you may wear them or not, and it will take precedence over personal preference.</p>	<p>NWU III Parka Wear with NWU III only. Must wear rank insignia on tab and name on the left shoulder pocket flap.</p> 
<p>Black fleece Liner Stand-alone item worn in work area only. Must wear rank insignia on the tab. NWUs only.</p> 	<p>Black Mockneck Sweater Wear beneath NWU shirt. No insignia or logos.</p> 
<p>Ear Muffs Wraps around the back of the head, not the top. Must be able to wear cover correctly.</p> 	<p>Knit Watch Cap No insignia, double folded. Wear squarely on head, 1 ½ inches above eyebrows.</p> 
<p>Black Gloves Worn only with outer garments or foul weather clothing.</p> 	<p>White Gloves Only worn for ceremonial reasons.</p> 
<p>All-Weather Coat No insignia is worn by cadets. Must button all buttons except the collar button</p> 	<p>Peacoat CPO and below only. Black buttons. Button all buttons except collar button. Wear jumper collar inside coat</p> 

FOOTWEAR

AUTHORIZED

Dress uniforms

(SR to PO1) Plain, black leather Oxford shoes. Noetailing or trim. No suede or cloth outer material.



NWU (both types)

Black combat boots, >8" high. Leather or simulated, canvas trim and zippers OK.



PT Gear

Running shoes and cross trainers. You will need shoes you can run in.



NOT AUTHORIZED

The shoes below should not be worn for Sea Cadet evolutions

With Dress Uniforms

Patent leather, Corfam, high-gloss dress, shoes. No cap toe or details.



With NWU (both types)

Ankle boots, boondockers, short workboots, brown/sand-colored boots



When participating in PT

Fashion athletics, sports-specific shoes (e.g. basketball, skateboarding)

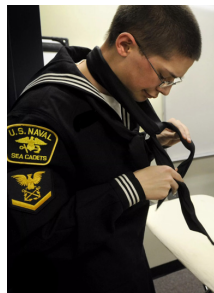
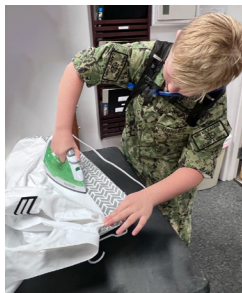


NOTES



**UNIFORM
WEAR & CARE**

UNIFORM WEAR AND CARE



Although your parents may have initially helped you prepare your uniforms, you will be expected to “rig” or prepare your uniform independently while at Recruit Training (RT). This includes ironing, cleaning, and sewing. You are responsible for your own uniform.

Navy uniforms are relatively easy to maintain. Common sense is often the key. When you are first issued your uniforms, you should take them to a dry cleaner (after sewing on the insignia and patches) for an initial pressing. This ensures your uniforms are exceptionally sharp. Afterwards, you only need to take your uniforms to the cleaners every few months unless they become dirty or if you sweat excessively. Here are a few specific requirements for uniform care.

Shoes: Cadets must not purchase Corfam or patent leather shoes, as these are NOT authorized. Only polishable leather shoes are acceptable; this excludes suede or shoes with large pores. Further details will be provided later in this handbook.

SDWs (Whites): These uniforms may be washed in a washing machine. Do not use bleach. Detergent enhancers such as Oxyclean are permitted. When ironing polyester whites, set the iron to the “polyester” or medium-low setting to avoid damage.

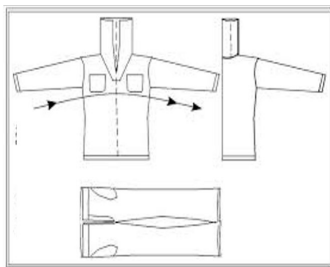
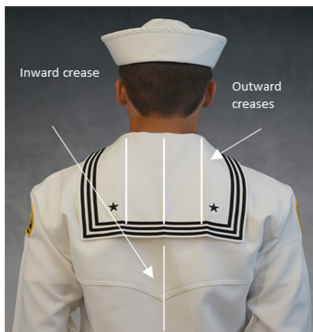
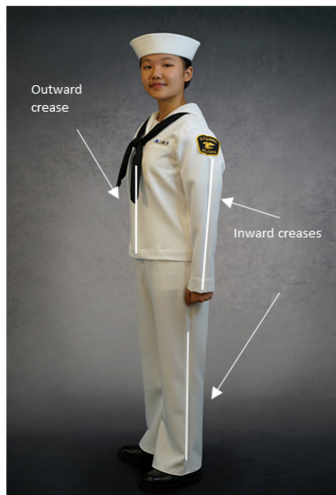
SDBs (Blues): Do not wash in a washing machine. This uniform must be dry-cleaned! Use a lint brush or masking tappe to clean off dust and light dirt between cleanings.

Ribbons: You will wear any ribbons you earn on your left chest, on the opposite side of your nametag. They go in the order shown on the ribbon chart. Replace ribbons if they get soiled or frayed.

MILITARY CREASES

When ironing, be sure to use a pressing cloth or a clean, white pillowcase. Also, check to make sure the iron is clean, or it may ruin your whites. Set the iron to medium-low. You should also have a spray bottle of clean water handy. It will help get rid of wrinkles and set creases. Be sure to keep the iron moving, so you don't burn your uniform.

SDBs and SDWs are ironed the same way. You must use a pressing cloth with your SDBs, or you may have shiny spots.



- Turn the jumper inside out. Iron everything flat, getting rid of all wrinkles.
- Iron each of the sleeves, creating a crease at the top and bottom of each.
- Fold it in half.
- Iron the back up to the neckline only.
- Turn it back right side out.
- Fold the flap into equal thirds by folding it in half, then folding the sides to meet at the middle fold (you will have four equal sections with three folds). Iron at each fold.
- You may need to re-iron the front to sharpen the crease. Simply fold down that front crease and iron.
- Turn the trousers inside out. Iron them flat, getting rid of all creases. Iron down each side of the leg, creating a crease on both sides.
- When everything is right side out, all creases will go inward except the front and the back flap.

TYING A NECKERCHIEF

Before starting, make sure your neckerchief is entirely wrinkle-free. To iron, lightly dampen first using a spray bottle, then press using a cool/slightly warm iron. You may also use a pressing cloth, plain white t-shirt, or pillowcase between your neckerchief and the iron. Because it is made of polyester, do not directly place a hot iron on the neckerchief will cause "shine" or red burn marks. Roll and tie as illustrated below.



1. Fold Neckerchief diagonally to form a triangle seams inside



2. Hold taut, place first 2 fingers of left hand across corn, thumb below. Fold up and over fingers to the left. Continue to roll towards the center until complete



4. Place around your neck. Make the right side about 4 fingers longer than the left.



5. Cross the long side over the short at the "V"



6. Draw long and back up, over, and down to the left.



7. Cross long and over short



11. Bring long and back thru the formed loop.



9. Shape knot as shown. Top of the knot even with the bottom of the "V". Ends are same the lenght.

SHOE SHINING

A proper shoeshine kit will include:

- Black shoe polish paste (not liquid)
- Clean, soft cloth (an old t-shirt works well)
- Old, clean toothbrush
- Shoeshine brush
- Old clean nylon stockings (optional)
- Nail clippers or small cuticle scissors
- A little bit of water to dampen the cloth



Steps:

1. Preparation:

- Ensure your shoes or boots are clean. Use a slightly damp cloth to remove any dirt or dust. Pay particular attention to areas under the shoelaces and around the heel.

2. Cleaning the Soles:

- Moisten a toothbrush and use it to scrub the sole where it meets the leather upper. If the edge shows wear or discoloration, apply a small amount of shoe polish with the toothbrush to restore the black color. Use a very thin layer and wipe off any excess polish.

3. Applying Polish:

- Wrap a soft, clean cloth around your index finger, creating a smooth tip. Lightly dampen this tip with water.
- Apply a small amount of shoe polish onto the damp area of the cloth and gently spread a thin layer over the leather.

4. Polishing:

- Allow the polish to dry for a few minutes. Dampen the cloth again slightly (ensure it is not too wet).
- Use small circular motions to buff the dried polish with the cloth until a shine begins to appear.

- Continue applying thin layers of polish with the damp cloth, using light circular motions, until a glossy finish is achieved. Approach this step as if you are waxing a car—minimal polish for maximum shine.

5. Final Buffing:

- Once a satisfactory shine is achieved, use a large shoeshine brush or an old piece of nylon pantyhose to give a final buff and eliminate any remaining haze.

A note on shortcuts:

Over time, it will become easier and faster to shine your shoes because they will have a good base. Don't be tempted to shortcut the proper steps.

Do NOT try to melt the polish onto your shoes using a lighter. You will burn your shoe or yourself.

Do NOT use quick shine gloss on your leather shoes. The shine will not last, and over time, it will eat away at the shoe polish base you have built up on your shoes, leaving spots that will be difficult to shine.

Using liquid polish will cause your shoes to crack over time.

Bottom line: Do the work - Don't Cheat

NOTES



BERTHING LIVING

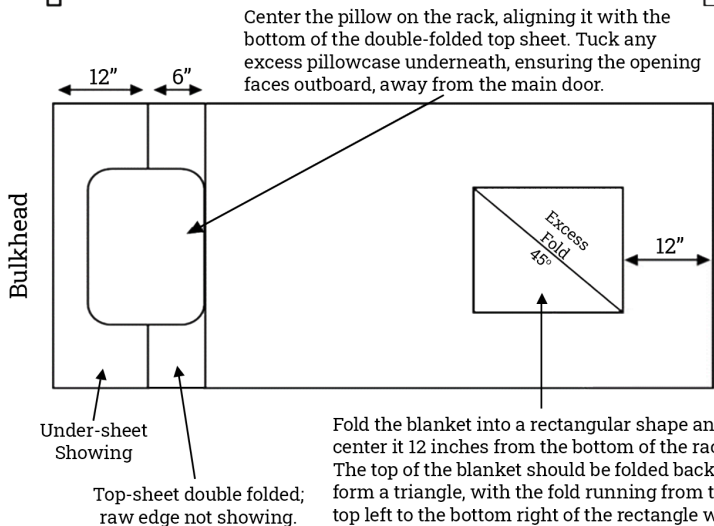
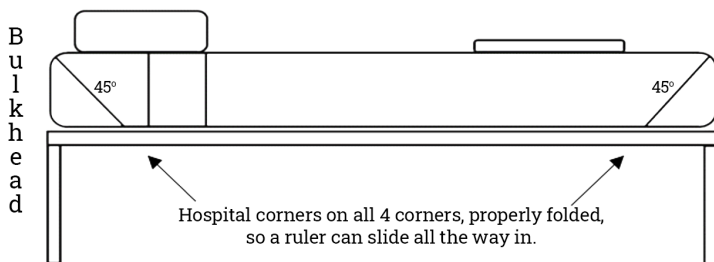
BERTHING PROCEDURES & CONDUCT

- Respect fellow recruit of the barracks.
- Recruits are responsible for maintaining the cleanliness and order of their assigned spaces, including their rack and locker areas, common passageways, and bathrooms.
- Maintain your assigned space per the instructions given to you by your training staff.
- Dispose of trash promptly and ensure that your gear is not left unsecured.
- Noise shall be kept to a minimum in the barracks; complete silence shall be maintained about the decks between taps and reveille.
- Recruits may not leave the barracks after taps without appropriate adult supervision and a valid reason.
- Nothing shall be hung in, or thrown out of, windows.
- Personal gear should be locked in a locker (whenever possible).
- Recruits will not touch another recruit's locker, rack, or properly stowed personal items.
- Any gear left "adrift" in the barracks spaces must be given to the owner, the RDC, or other designated individuals.
- **On the Line:** When "on the line" is called, recruits must quickly move to the specified location and stand at attention.
- **Fall Out:** When directed to "fall out," recruits should move swiftly to their assigned area and assemble as instructed. Running in passageways or on ladders within the barracks is prohibited.
- **Reveille:** When reveille is sounded in the morning, recruits will immediately fall in on the line at attention, wearing (at a minimum) shorts, a t-shirt, and shower shoes.
- **Taps:** When taps is sounded in the evening, all recruits shall lie silently in their racks, under their bedsheets, until reveille. Exceptions will be approved by the Platoon Leader, who shall notify the Platoon Officer.
- Recruits are permitted in the common areas of the opposite sex's decks during the training day under proper adult supervision when training activities are joint.

Other Instructions:

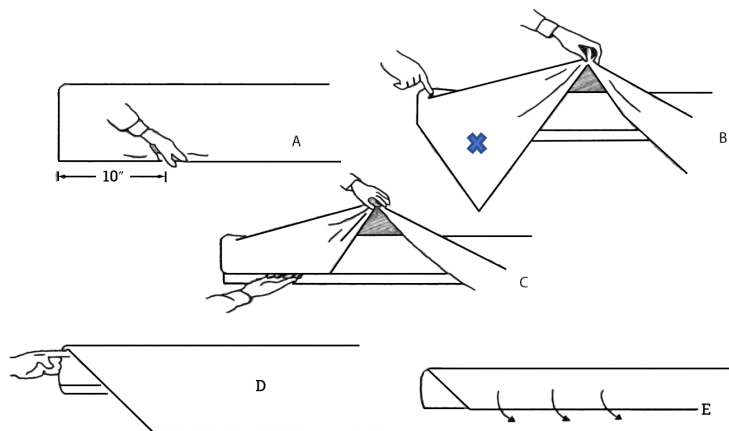
RACK REQUIREMENTS

Racks must be made neatly and smartly when not in use by the recruit. Recruit racks shall be made in a 6 & 12 military fashion, using only flat sheets. Hospital corners must be made at a 45° angle at all four corners. The blanket shall be folded in a square, centered on the mattress, 12 inches from the bottom. The top fold of the blanket shall be folded back to form a triangle, with the fold running diagonally from the top right to the bottom left of the square (when viewed from the foot of the rack). No lint, dirt, dust, or debris should show on the sheets, pillowcase, or blanket.



HOW TO MAKE YOUR RACK

1. With the bottom sheet evenly draped over the rack with the bottom edge of the sheet along the bottom edge of the rack, tight and smoothly tuck the sheet under the head of the rack
2. About 16" from the head of the rack, grab and lift the draping sheet.
3. Tightly tuck the triangle-shaped lower drape (x) under the rack.
4. Hold the corner in place with your finger (or a hanger or ruler) and fold the top drape over a 45° angle.
5. Tuck in the sheet along the length of the rack.
6. Drape the top sheet evenly on the rack with the top edge of the sheet even with the top edge of the mattress.
7. Fold the top edge down 6" then over again for another 6". This should leave 12" from the top edge of the mattress to the top edge of the "collar".
8. Repeat steps A-D to create the bottom corners.
9. Add the pillow and blanket as on the previous page.



Do not be afraid to sleep between your sheets for fear of messing them up and having to remake your rack in the morning. The more you make your rack, the faster and better you will be at making it. Plus, sleeping under the sheets is more comfortable!

NOTES

NOTES



RT CURRICULUM

FOLLOWERSHIP

Followership is the ability or willingness to follow a leader's guidance and direction. It involves listening to your leaders, respecting them, and helping the team meet its goals. There are various aspects to being a good follower, but we will focus on three that help develop a trusting, positive, and effective environment.



Loyalty: A loyal follower prioritizes the organization's needs over personal ambitions. This may look like supporting your chain of command even when you may not personally benefit from the decision because it will benefit the team.

Initiative: A follower with initiative acts without needing to be directed by others. When followers take the initiative, they can address issues before they escalate into significant problems.

Dependable: This refers to a follower's reliability. A truly dependable follower not only meets all expectations but exceeds them. Leaders don't need to question if the job will get done when given to a dependable follower.

FOLLOWERSHIP

Why do individuals decide to follow certain leaders? Below are five reasons why people choose to follow, encompassing both negative and positive motivations.

Fear of Retribution

Individuals may follow out of fear, concerned about losing their position or facing other consequences. This form of followership, driven by coercion, persists only as long as alternatives are unseen. It is not effective or ethical leadership.

"If I do not follow, I may lose my job!"

Blind Hope

In desperate need for solutions, some may follow leaders hoping their approach will succeed, despite limited options. Leaders should be wary of such followers, who may quickly shift allegiance when presented with better prospects.

"We must do something, and I hope this works!"

Faith in the Leader

Followers might lack a clear solution but choose to follow out of trust or admiration for the leader. While flattering, this can set unrealistic expectations, as no leader is perfect.

"What a great person. If anyone has the answers, it's them!"

Intellectual Agreement

Logical and informed followers support leaders whose ideas resonate with their own understanding and logic. This type of followership is common among those who value rationale and clear arguments.

"What a good idea; that certainly makes sense!"

Buying the Vision

Some followers are driven by a deep emotional connection to the leader's vision, committed to achieving shared goals beyond the immediate leadership or logical arguments. Leaders must ensure their vision is sustainable over time.

"What a brilliant idea; it doesn't matter who thought of it!"

ORIGINS OF THE U.S. NAVY

Fill in the blanks. This will act as your note taking guide.

The Birth of the U.S. Navy

_____ and _____
helped the U.S. win the
Revolutionary War. In _____,
the Second Continental Congress
established the Continental
Navy. By the end of the war the



N. Currier, and John Trumbull. *Declaration of Independence: July 4th*. United States, None. [New York: lith. & pub. n. currier, 2 spruce st., n.y., between 1835 and 1856] Photograph. <https://www.loc.gov/item/91795011/>.

Continental Navy had _____ ships.

The first officer to command a continental warship was

_____.

John Paul Jones

He is known as the “_____”.

His accomplishments include being the first to hoist the

_____ over a _____ ship. In his
most famous battle occurred between the

_____ and the _____,
a battle where he allegedly declared,

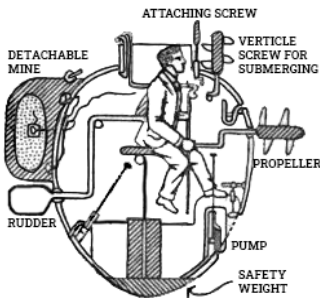
“_____!”

Despite facing a fierce encounter, it was the _____

that ultimately sank. However, it was _____

that _____ first, leading to Jones and his
surviving crew taking command of the SERAPIS.

ORIGINS OF THE U.S. NAVY



The Turtle

The Turtle stands out as the first _____ and the first watercraft to use a _____. This showed the _____ and _____ in naval warfare.

Post-Revolutionary War

Post-war, the Continental Navy _____, and its ships were sold. The remaining group of revenue cutters evolved into the Revenue Marine Service, which later became a foundational element of the _____.

To make up for the loss of the Continental Navy, the Continental congress issued "Letter(s) of Marque and Reprisal". These allowed American ships to _____

_____. If you have a letter, you are considered a _____ and without one you are a _____. However, the limitation with privateers was that they lacked the

_____ necessary to conduct full-scale warfare, hence they were not sufficient to constitute a real navy.

ORIGINS OF THE U.S. NAVY



The Barbary Wars

Post-Revolutionary War, the _____ emerged as the main threat. Previously, American vessels were protected by the _____ before the war, and by _____ during it. Initially, the U.S. responded to pirate threats by _____ the pirates and signing treaties, which proved ineffective due to financial constraints.

Eventually, Congress _____ to deal with such threats. The first significant victory of this new fleet was when the USS _____ defeated an enemy vessel.

Of the original six frigates, the USS _____, affectionately known as “_____”, remains commissioned and in service.



THE AMERICAN FLAG

Special care should be taken that no part of the flag touches the ground. It is flown during daylight hours. When flown 24 hours a day, it must be properly illuminated and taken down during inclement weather unless it is an all-weather flag. The US flag is flown above all other flags if on the same pole. If it is displayed in a row of flags or held by a color guard, it is displayed on the observer's left.

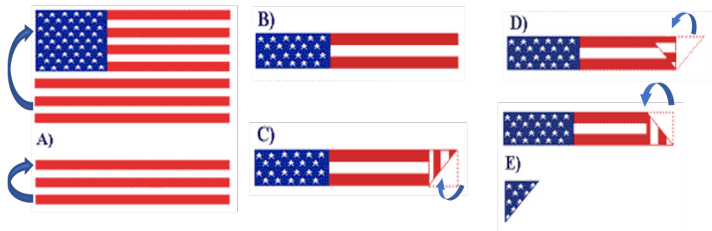


When it is to be stowed (put away), the National Ensign is carefully folded into a tri-cornered hat, emblematic of the hats worn by colonial soldiers during the War for Independence. In the folding, the red and white stripes are finally wrapped into the blue as the light of day vanishes into the darkness of night. This custom of unique folding is reserved for the United States Flag alone.

HOW TO FOLD THE FLAG

The traditional method of folding the flag is as follows:

- (A) Straighten the flag to full length and fold lengthwise once.
- (B) Fold it lengthwise a second time to meet the open edge, ensuring that the union of stars on the blue field remains outward in full view. (A large flag may have to be folded lengthwise a third time.)
- (C) A triangular fold is then started by bringing the striped corner of the folded edge to the open edge.
- (D) The outer point is then turned inward, parallel with the open edge, to form a second triangle.
- (E) The diagonal or triangular folding is continued toward the blue union until the end is reached, with only the blue showing and the form being that of a cocked (three-corner) hat.



THE AMERICAN FLAG

Flag-folding is among the many traditions and ceremonies of the U.S. Navy. The folding involves 13 folds, each with its own symbolic meaning. A script is used during formal occasions, memorial services, and military funerals. There are many different meanings behind the 13 folds. Below is one example:

1. In honor of the thirteen original colonies and our forefathers who founded this great nation. We salute you.
2. To those men who died in the War for Independence. We salute you.
3. To those men who fell in the War of 1812, to preserve our freedom. We salute you.
4. To the brave soldiers on both sides, the North and the South, in the Civil War. We salute you.
5. To those who shed their blood in the name of hope and freedom in the Great War. We salute you.
6. For those who have gone before us and died in the terrible battles of World War II; Pearl Harbor, Anzio, Midway, The Bulge, Iwo Jima, Guadalcanal, Normandy, and Berlin. We salute you.
7. To the men of the First Marine Division, who, in a rear guard action at the Chosin Reservoir in Korea saved their battalion and the lives of their brother Marines. We salute you.
8. For the brave men and women of our armed forces who died on the fields of fire in Vietnam and whose names will live on forever on that hallowed wall. We salute you.
9. For those who lost their lives and suffered by the horrific and unspeakable terrorist acts of September 11th, and those who continue to pay the ultimate sacrifice in action during our Post 9-11 operations. We salute you.
10. For our commander in chief, who leads our nation in good times, and bad, we salute you.
11. To God, our parents, and our families who we love and respect. We salute you.
12. To the men and women of our Armed Forces, the Arsenal of Democracy and the Hammer of Freedom. We salute you.
13. Lastly to freedom, because without freedom there is no honor. Without honor, we are not Americans, and on this we vow, that as long as this Flag flies...we salute you.

THE MISSION OF THE U.S. NAVY

"The United States is a maritime nation, and the U.S. Navy protects America at sea. Alongside our allies and partners, we defend freedom, preserve economic prosperity, and keep the seas open and free."

- Official U.S. Navy Website

In the lesson on the Origins of the U.S. Navy, we discussed why it was important for the government to create a Navy. Now that it is nearly 250 years later, why do we still have a Navy? Well, the Navy's role in global security includes several key responsibilities.

Defense

The Navy safeguards national and economic security by patrolling maritime borders and ensuring open sea lanes for strategic operations worldwide. Armed with advanced weaponry, Navy vessels counter piracy and terrorism, protecting economic interests and global stability.



Peace Keeping

The Navy supports global peacekeeping through international missions, sanctions enforcement, and maritime security. Its vessels patrol international waters, combating piracy, smuggling, and other maritime crimes to promote regional stability.



Humanitarian Aid

The Navy delivers humanitarian aid and disaster relief during crises. Navy personnel provide essential medical and logistical support to affected areas globally. Such aid boosts global stability, strengthens international ties, and promotes peace.



Deterrence

The Navy's advanced fleet and strategic capabilities are a powerful deterrent against potential adversaries. The presence of aircraft carriers, nuclear submarines, and expeditionary forces serves as a warning to those who might consider aggressive actions against the United States or its allies.

THE MISSION OF THE U.S. NAVY



Power projection is the nation's ability to apply and sustain military force beyond our borders to influence events and protect our interests. A strong Navy allows the U.S. to maintain a forward presence in key strategic regions so we can respond quickly to emerging threats and crises.

Aircraft Carriers: Aircraft carriers are mobile air bases that enable the Navy to extend air power globally without depending on local bases.



Submarines: Ballistic missile submarines (SSBNs) ensure strategic deterrence as covert nuclear missile platforms. Attack submarines (SSNs), assist with intelligence, reconnaissance, and targeting enemies with torpedoes and cruise missiles.



Marine Expeditionary Units (MEUs): MEUs are quick-response forces designed for rapid deployment. They combine ground, air, and logistics components. Based on amphibious assault ships, enable power projection ashore in areas lacking friendly bases.



Naval Air Forces: Naval Air Forces comprise all non-carrier Navy aircraft, including maritime patrol, early warning, and transport aircraft. They fulfill roles in surveillance, reconnaissance, anti-submarine warfare, and cargo delivery.



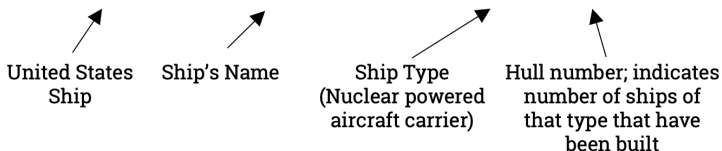
Logistic Support: Logistic support a fleet of auxiliary vessels like tankers, cargo ships, and repair ships, ensuring that combat vessels remain supplied, armed, and functional. This support enables prolonged Navy operations in strategic locations far from home ports.



SHIPS OF THE U.S. NAVY

Ship Identification

USS John F. Kennedy (CVN-79)



Ship Size

Size is measured in terms of displacement in tons (The weight of water that the ship moves aside when it is afloat).

Ship Speed

Speed is given in knots, which means nautical miles per hour. One nautical mile \approx 2,000 yards, a little bit more than a mile.

Types of US Navy Ships



Combatants

Each class of ship has its own mission and therefore carries different armaments (weapons):

- Nuclear powered aircraft carrier
- Cruisers
- Destroyer
- Submarines
- Mine Warfare
- Amphibious Vessels
- Littoral Combat Ships



Auxiliary

Auxiliary ships are non-combatants that provide support to combat ships. If a ship's hull number starts with T-A or its name begins with USNS, it is run by the Military Sealift Command (MSC) rather than the Navy:

- Hospital Ships
- Fast Combat Support Ships
- Rescue and Salvage Vessels
- Submarine Tenders

SHIPS OF THE U.S. NAVY

Amphibious Command

Amphibious command ships provide command and control for fleet commanders. Commissioned in 1970, these are the only ships to be designed initially for an amphibious command ship role. Earlier amphibious command ships needed more speed to keep up with a 20-knot amphibious force.



Classes

Blue Ridge-Class (LCC)



Classes

Wasp-Class (LHD)
America-Class (LHA)

Amphibious Assault

Operating as part of the modern U.S. Navy, amphibious assault ships project power and maintain a presence by serving as the cornerstone of the expeditionary strike groups. These ships use Landing Craft Air Cushion (LCAC), conventional landing craft, and helicopters to move Marine assault forces ashore.

In a secondary role, using AV-8B Harrier aircraft and ASUW helicopters these ships perform sea control and limited power projection missions.

SHIPS OF THE U.S. NAVY



Classes
San Antonio-Class (LPD)

Amphibious Transport Dock

Amphibious transport dock ships are used to transport and land elements of a landing force for a variety of expeditionary warfare missions.

These ships are used to transport Marines, their equipment, and supplies by embarked LCAC or conventional landing craft or amphibious vehicles, augmented by helicopters or vertical takeoff and landing aircraft in amphibious assault, special operations, or expeditionary warfare missions.

Amphibious Dock Landing

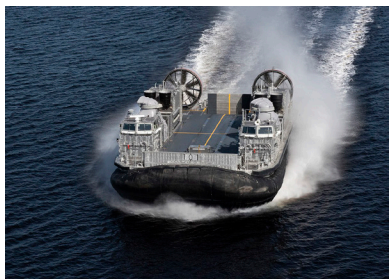
Dock landing ships are designed to support amphibious operations by transporting, launching, and recovering landing craft and amphibious vehicles. Equipped with a well deck, these ships facilitate the deployment of forces onto hostile shores, enhancing the Navy's capability to conduct expeditionary warfare. The LSD plays a crucial role in missions ranging from humanitarian assistance to full-scale combat operations



Classes
Whidbey Island-Class (LSD)
Harpers Ferry-Class (LSD)

SHIPS OF THE U.S. NAVY

Ship-to-Shore Connector



Classes
LCAC 100 Class (SSC)

The U.S. Navy's Ship-to-Shore Connector (SSC) is the advanced successor to the Landing Craft Air Cushion (LCAC). This new craft boosts the Navy's ability to transport personnel, weapons, and equipment from ships to shore and across different terrains. The SSC features upgraded materials and technology, increasing payload capacity and reliability. Its introduction ensures that the Navy can effectively operate in diverse and challenging conditions.



Classes
Ticonderoga-Class Guided-Missile (CG)

Cruisers

Modern U.S. Navy guided-missile cruisers perform primarily in a battle force role. These ships are multimission, anti-air warfare (AAW), anti-submarine warfare (ASUW), long-range strike, and anti-surface warfare (ASW) surface combatants capable of supporting carrier and expeditionary strike groups, amphibious forces, or operating independently and as flagships of surface strike groups.

SHIPS OF THE U.S. NAVY

Aircraft Carriers

Aircraft carriers are the centerpiece of America's naval forces. On any given day, aircraft carriers exercise the Navy's core capabilities of power projection, forward presence, humanitarian assistance, deterrence, sea control, and maritime security. In times of crisis, the first question leaders ask is: "Where are the carriers?"

Ten ships of the Nimitz-class make up the Navy's fleet of commissioned aircraft carriers and will be replaced by the Gerald R. Ford-class. The namesake of the class was delivered in 2017. These commissioned carriers and Gerald R. Ford-class are each designed for a service life of approximately 50 years with one midlife refueling.



Classes

Nimitz-Class (CVN)
Gerald R. Ford-Class (CVN)

Frigates

Guided-missile frigates fulfill a protection-of-shipping mission as ASW combatants for amphibious expeditionary forces, underway replenishment groups, and merchant convoys.

These ships are all still under construction. Construction of Constellation began on August 31, 2022. The ship is expected to enter service in 2026.



Classes

Constellation-Class Guided Missile (FFG)

SHIPS OF THE U.S. NAVY

Destroyers



Classes

Arleigh Burke-Class Guided Missile
(DDG)

The Arleigh Burke Class Destroyers (DDG) are highly capable, multi-mission warships in the United States Navy, designed for a wide range of defensive and offensive operations. These destroyers are equipped with advanced Aegis combat systems, enabling superior air, surface, and submarine warfare capabilities. Their mission is critical in projecting power, conducting surveillance, and supporting joint and allied forces worldwide.



Classes

Freedom Variant (LCS)
Independence Variant (LCS)



Littoral Combat Ships

The littoral combat ship (LCS) is a fast craft designed to operate in hostile near-shore environments yet capable of open-ocean operations.

It is designed to defeat asymmetric “anti-access” threats such as mines, quiet diesel submarines, and fast surface craft. LCS-class consists of two hull forms – Freedom variant, a semi-planing monohull, and Independence-variant, an aluminum trimaran. Both have reconfigurable payloads for interchangeable mission packages focusing on antisubmarine, mine, and surface warfare.

SHIPS OF THE U.S. NAVY



Classes

Los Angeles-Class (SSN), Seawolf-Class (SSN), Virginia-Class (SSN)

Attack Submarines

Attack submarines are designed to seek and destroy enemy submarines and surface ships; project power ashore with Tomahawk cruise missiles and special operations forces (SOF); carry out intelligence, surveillance, and reconnaissance (ISR) missions; conduct irregular warfare (IW) missions; and engage in mine warfare.

There are three classes of attack submarines (SSN). The Los Angeles-class is the backbone of the submarine force.

The Seawolf-class submarine is designed to be exceptionally quiet, fast, and well-armed, with advanced sensors. It is a multi-mission vessel capable of deploying to forward ocean areas to search out and destroy enemy submarines and surface ships and fire missiles supporting other forces.

The Virginia-class is the Navy's latest next-generation SSN and is built to excel in various missions, including anti-submarine and surface ship warfare; special operations forces; strike; ISR; irregular warfare; and mine warfare.

SHIPS OF THE U.S. NAVY

Ballistic-Missile Submarines (SSBN)

Strategic deterrence has been the sole mission of the fleet ballistic missile submarine (SSBN) since its inception in 1960. The SSBN provides the nation's most survivable and enduring nuclear strike capability.

Ohio-class SSBNs can carry up to 24 Trident II (D5) submarine-launched ballistic missiles (SLBMs) with multiple independently-targeted warheads.

Classes

Ohio-Class (SSBN/SSGN)

Columbia-Class (SSBN)

Guided-Missile Submarines (SSGN)

The 1994 Nuclear Posture Review determined that the United States needed only 14 SSBNs to meet the nation's strategic force needs. The decision was made to transform four Ohio-class submarines into conventional land attack and special operations forces (SOF) platforms. This allowed the Navy to leverage existing submarine technology while expanding its capability to meet U.S. combatant commanders' current and future needs.

The SSGN Program Office converted the first four Ohio class SSBNs into SSGNs in a little more than five years at a significantly lower cost than building a new platform.



SHIPS OF THE U.S. NAVY

Hospital Ships

The hospital ships, USNS Comfort and USNS Mercy, are floating medical facilities that provide comprehensive care during humanitarian crises and military operations. Equipped with surgical rooms, intensive care units, and extensive patient capacity, they address various medical emergencies. These ships aid in the Navy's global humanitarian and disaster response efforts, demonstrating a strong commitment to international health and safety.



Class
Mercy Class (T-AH)

USS Constitution

The USS Constitution is the longest commissioned ship afloat and is still manned by active duty US Navy personnel.

It is one of the six original warships authorized by the 'Act to provide a Naval Armament', signed by President George Washington March 27, 1794, which created the new United States Navy. Rated to carry 44 guns, the wooden-hulled Constitution is ship-rigged -- three masts with horizontal yards on each mast to carry square sails -- and a frigate by class -- a ship-rigged warship with one covered gun deck.



AIRCRAFT OF THE U.S. NAVY

Squadron/Aircraft Identification

Strike Fighter Squadron 14 'Tophatters' (VFA-14)

Formal Form Designation Nickname Abbrv. Desig.

Squadrons

Squadrons are composed of several aircraft (from as few as about four to as many as about a dozen), the officers who fly them, the officers and sailors who maintain them and administrative support officers and sailors.

1. **Carrier** - There are many types of carrier squadrons, including strike/ fighter, antisubmarine, and airborne early-warning squadrons.



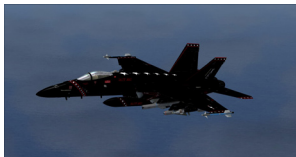
2. **Patrol** - Patrol squadrons (VPs) consist of aircraft that are land based and operate singly over land and sea areas. These squadrons are designed primarily for ASW, reconnaissance, and mining.



3. **Composite** - Composite squadrons include both fixed-wing aircraft (VC) and helicopters (HC). VC squadrons perform duties such as adversary, simulation, and target towing. HC squadrons perform duties such as ship's plane-guard, SAR, MEDIVAC, VETREP, cargo and mail delivery, and troop and personnel transfer



4. **Noncombatant** - There are three types of noncombatant squadrons. They are the development, tactical, and training squadrons.



AIRCRAFT OF THE U.S. NAVY

E-2C/D Hawkeye (VAW)

The E-2 Hawkeye is the Navy's all-weather, carrier-based tactical battle management airborne early warning, command, and control aircraft. The Hawkeye provides:

- All-weather airborne early warning
- Airborne battle management Command and control functions for the carrier strike group and joint force commander.

Additional missions include:

- Surface surveillance coordination.
- Air interdiction
- Offensive and defensive counter-air control
- Close air support coordination
- Time-critical strike coordination
- Search and rescue airborne coordination
- Communications relay



MV-22B Osprey (VRM)

The MV-22B Osprey is a tiltrotor military aircraft that combines the vertical lift capability of a helicopter with the speed and range of a fixed-wing aircraft. Its primary mission is to conduct multi-role operations, including troop transport, combat search and rescue, and logistical support. Key features include its unique rotating propellers that allow for vertical takeoffs and landings, a fuselage designed for 24 combat troops, and the ability to refuel in flight, enhancing its operational flexibility.



AIRCRAFT OF THE U.S. NAVY



EA-18G Growler (VAQ)

A variant of the U.S. Navy F/A-18F two-crew strike fighter airframe, the EA-18G combines the combat-proven F/A-18F strike fighter platform with the Improved Capability III Airborne Electronic Attack suite developed for the EA-6B Prowler. Its mission is identical to the EA-6B and will eventually replace that airframe.

F/A-18E/F Super Hornet (VFA, VQ)

The F/A-18E/F is an all-weather fighter/attack aircraft that provides the carrier strike group with a strike fighter with significant growth potential, increased range over earlier versions, endurance, and ordnance-carrying capabilities.



AIRCRAFT OF THE U.S. NAVY



F-35C Lightning (VFA)

The F-35C is the first and world's only long-range stealth strike fighter designed and built explicitly for Navy carrier operations. It has larger wings and more robust landing gear, suitable for catapult launches and fly-in arrestments.

P-8A Poseidon (VP)

The P-8A Poseidon (P-8A) is the U.S. Navy's multi-mission maritime patrol and reconnaissance aircraft. The P-8A efficiently conducts anti-submarine warfare, anti-surface warfare, intelligence, surveillance, reconnaissance, and humanitarian response.



MQ-4C Triton (VUP)

The MQ-4C Triton is a high-altitude, long-endurance unmanned aerial vehicle designed primarily for maritime patrol and reconnaissance missions. It provides real-time intelligence, surveillance, and reconnaissance over vast ocean and coastal regions. This advanced system supports a wide range of missions, including maritime security, battle damage assessment, and signal intelligence.



AIRCRAFT OF THE U.S. NAVY

MH-60R/SH-60B Sea Hawk (HSM)



The SH-60/MH-60 Seahawk is a multi-role twin-engine helicopter used by the US Navy for anti-submarine and surface warfare. It features advanced avionics, a sonar system, and weapons like torpedoes and missiles. The Seahawk also supports search and rescue, medical evacuation, and replenishment missions, proving vital for naval operations.

MH-60S Sea Hawk (HSC)

The MH-60S Sea Hawk, used by Helicopter Sea Combat (HSC) squadrons, is a versatile naval helicopter for vertical replenishment, search and rescue, and special warfare. Its main roles include logistical support and mine countermeasures. Features include a durable airframe, advanced navigation avionics, and compatibility with various armaments and sensors.



AIRCRAFT OF THE U.S. NAVY

VH-60N Night Hawk (HMX)

The VH-60N Night Hawk, a modified Black Hawk helicopter, is primarily used to transport the President and VIPs, known as “Marine One” when the President is aboard. It features advanced communications, high security, and enhanced survivability equipment to ensure safe transport. This helicopter is crucial for presidential transport, supporting both domestic and international travel.



MH-53E Sea Dragon (HM)

The MH-53E, a mine countermeasures derivative of the CH-53E Super Stallion, is heavier and has a greater fuel capacity than the Super Stallion.



Capable of transporting up to 55 troops, the MH-53E can carry a 16-ton payload 50 nautical miles or a 10-ton payload 500 nautical miles. In its primary mission of airborne mine countermeasures, the MH-53E can tow various mine countermeasures systems.

U.S NAVY AIRCRAFT

Aircraft Designation	Name	Primary Missions	Memorable/Key Features
	Osprey	Carrier Onboard Delivery	
	Seahawk		
C-2A			
	Sea Dragon		
MH-60S			

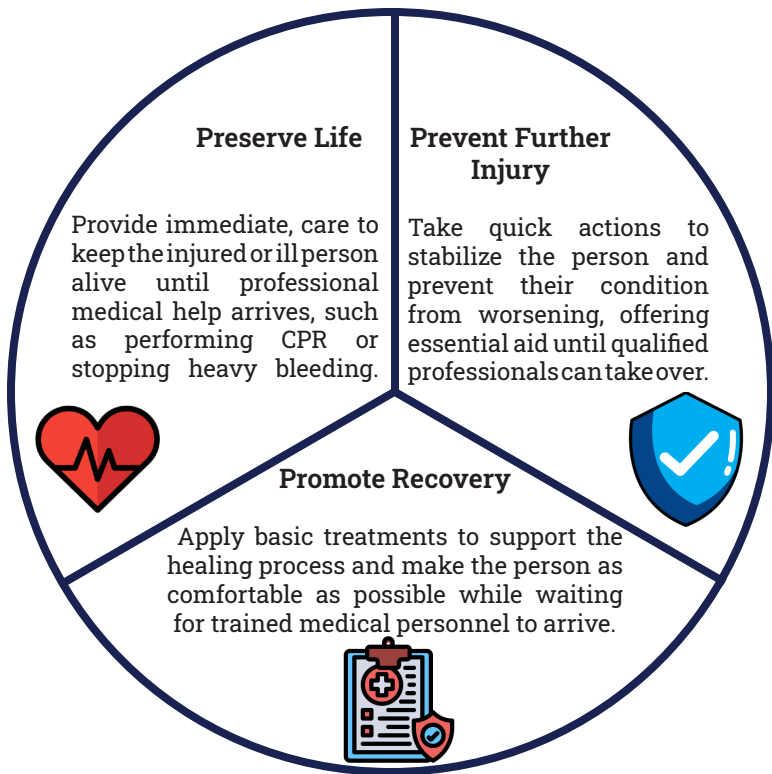
U.S NAVY AIRCRAFT

Aircraft Designation	Name	Primary Missions	Memorable/Key Features
	Super Hornet		
F-35C			
EA-18G			
	Advanced Hawkeye		

INTRO TO FIRST AID

First aid is the immediate help given to someone who is injured or ill before professional medical assistance arrives. It's important for everyone to know the basics because quick actions can save lives, prevent injuries from getting worse, and provide comfort in emergencies.

Objectives of First Aid



MEDICAL EMERGENCIES

Emergency	Description	General Treatment
Cardiac Arrest (Heart Attack)	Sudden loss of heart function, often caused by electrical disturbances in the heart.	CPR, defibrillation, and immediate medical help.
Choking	Blockage of the airway, preventing normal breathing due to an obstruction.	Perform the Heimlich maneuver or back blows to clear the airway.
Stroke	Interruption of blood supply to part of the brain, leading to possible brain damage.	Call emergency services, administer clot-busting drugs (if available), and provide fast medical care.
Hemorrhage (Severe Bleeding)	Heavy bleeding from a wound or injury that can lead to shock or death if uncontrolled.	Apply pressure to control bleeding, bandage, and seek immediate medical help.
Fractures (Broken Bones)	Break in the bone that can cause pain, swelling, and inability to move the affected part.	Immobilize the fracture, apply a splint, and seek medical attention.

BLEEDING EMERGENCIES

Treating bleeding emergencies promptly is vital because uncontrolled bleeding can lead to severe blood loss, resulting in shock, organ failure, or even death. Immediate first aid helps stabilize the injured person, prevents complications, and increases their chances of survival until professional medical help arrives.

Types of Bleeding

You can tell what type of bleeding and the severity based on the characteristics you see.

Type	Characteristic	Severity
Arterial	Bright red blood, spurting with heartbeat	Very Severe
Venous	Dark red blood, flowing steadily	Serious
Capillary	Dark red blood, oozing slowly	Minor

Shock

Shock is a dangerous condition where the body isn't getting enough blood flow, leading to a shortage of oxygen and nutrients in the tissues. Severe bleeding (hemorrhages) can cause shock because losing a lot of blood reduces the volume available to circulate, impairing the body's ability to function properly.



Symptoms:

- Rapid or weak pulse
- Shallow and rapid breathing
- Pale and clammy skin
- Confusion
- Unconsciousness

BONE AND MUSCLE INJURIES

As active cadets participating in rigorous physical training and drills, you are more likely to encounter injuries such as fractures, strains, and sprains.

Types of Injuries



Fractures

A break in a bone, ranging from cracks to complete separation.



Strains

Injuries to muscles or tendons caused by overstretching or excessive force.



Sprains

An injury to a ligament due to stretching or tearing.

The R.I.C.E. method is a simple way to treat sprains, strains, and similar injuries to help you recover faster. If you suspect you have one of these injuries—especially if you experience severe pain, significant swelling, numbness, or cannot move the affected area—you should consult a medical professional as soon as possible.

Rest	Stop using the injured area. Don't move it or put weight on it. Taking a break helps prevent making the injury worse.
Ice	Place an ice pack wrapped in a cloth on the injury for 15-20 minutes every 2-3 hours during the first day or two. This helps reduce pain and swelling.
Compression	Wrap the injured area snugly with an elastic bandage, but not too tight. This helps control swelling and provides support.
Elevation	Raise the injured limb above heart level whenever possible, like propping it up on pillows. This helps reduce swelling.

HEAT RELATED ILLNESSES

Many Sea Cadet Activities are high-intensity and will likely increase your body's temperature. It is because of this that we must be aware of the dangers of over heating. Below are actions you can take to reduce the chance of heat exhaustion or stroke.

Reduce Strenuous Activities: Limit or reschedule strenuous activities to cooler times of the day. Ensure that children, the elderly, and individuals with health concerns stay in the coolest available places.



Dress and Nutrition: Wear lightweight, loose-fitting, and light-colored clothing to reflect heat. Opt for easy-to-digest foods like fruits or salads; use a cooler or ice pack to keep food safe, especially meats and dairy.



Hydration and Health: Drink plenty of water and choose non-alcoholic, decaffeinated beverages. Continue hydrating even if not thirsty. If you have health conditions affecting fluid intake, consult a physician before increasing hydration.



Cooling Methods: Spend time in air-conditioned public spaces if possible. Use fans to remove hot air or bring in cooler air but avoid directing the airflow towards yourself when it's above 90°F, as it can cause dehydration.

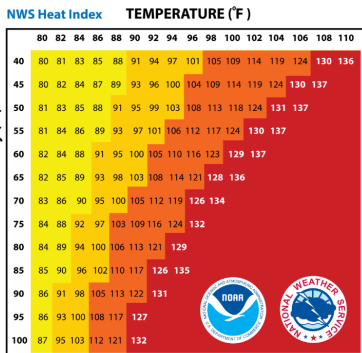











Sun Protection and Safety: Minimize sun exposure to prevent sunburn, which impairs cooling. Cool down with baths or showers. Monitor the safety of infants, the elderly, the sick, and pets closely; never leave vulnerable individuals or pets in parked vehicles. Avoid salt tablets unless prescribed by a physician.



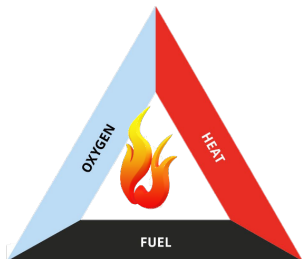
HEAT RELATED ILLNESSES

The Heat Index measures the perceived temperature by combining air temperature with humidity. For instance, at 95°F with a 50% relative humidity, the Heat Index rises to 105°F. Temperatures on the Heat Index shaded in red signify extreme danger. The National Weather Service applies the Heat Index across various regions to issue heat warnings appropriately.



Heat Exhaustion	OR	Heat Stroke
Faint or dizzy		Throbbing headache, confusion
Excessive sweating		No sweating
 Cool, pale, clammy skin		Body temp. above 103° Red, hot, dry skin 
Nausea or vomiting		Nausea or vomiting
Rapid, weak pulse		Rapid, strong pulse
Muscle cramps		May lose consciousness 
<ul style="list-style-type: none"> • Get to a cooler, air conditioned place • Drink water if fully conscious • Take a cool shower or use cold compresses 	CALL 9-1-1	<ul style="list-style-type: none"> • Move person to cooler place • Cool using cool cloths or bath • Do NOT give anything to drink

FIRE TRIANGLE & TETRAHEDRON



To fight a fire, you must know about fire. In the past, cadets (and sailors) learned about the fire triangle – the main elements necessary for a fire to occur: fuel, oxygen, heat. Fire research has shown that one more element is needed: a chemical chain reaction. These four components now make up the “Fire Tetrahedron.” (A tetrahedron is a four-sided pyramid).

Fuel



There must be material or substance to burn. It can be solid, liquid, or gas. e.g., clothing, paper, kerosine oil, propane. Though less commonly seen, even metals can be used as fuel.

Heat



This is the source of fire ignition. Materials differ in their “flashpoint,” defined as the lowest temperature at which ignition occurs. e.g., wood has a lower flashpoint than metal. When there is enough heat, a fire is ignited.

Oxygen













When oxygen reacts with burning fuel, it releases carbon dioxide (CO₂) and heat. It is needed to sustain the fire. You can suffocate a fire by depriving it of oxygen, which stops the reaction.

Chemical Chain Reaction

A series of exothermic (heat-producing) chemical reactions where the products of the reaction continue feeding another reaction.



CLASSES OF FIRE

 <p>Combustible solids</p> 	 <p>Ignitable liquids & gases</p> 	 <p>Electrical Equipment</p> 	 <p>Metals</p> 	 <p>Cooking Media</p> 
<p>Wood Dead leaves Paper Cloth Plastics Garbage</p>	<p>Alcohol Paint Gasoline Propane Kerosene</p>	<p>Computers Appliances TVs Printers Wiring</p>	<p>Magnesium Lithium Titanium Potassium Sodium</p>	<p>Cooking oils Animal fats (lard) Butter/Margarine Grease</p>
<p>Water Foam fire extinguisher</p>	<p>CO2 extinguishers Aqueous Film-Forming Foam (AFFF) Halon 1211 or 1301 Powder Dry chemical Purple K Powder</p>	<p>(Disconnect from power source if safe to do so) Carbon dioxide, Halon 1211 Dry chemical Purple K powder</p>	<p>Dry powder extinguisher only If onboard a ship, jettison (throw overboard) If not possible, use large volumes of water and sand</p>	<p>Wet chemical (Class K) fire extinguisher (turns the fuel into soap)</p>
	<p>Do NOT use water!</p>	<p>Do NOT use water!</p>		<p>Do NOT use water!</p>

USING A FIRE EXTINGUISHER – PASS Procedure

Pull locking pin or seal on the extinguisher

Aim low at the base of the fire

Squeeze the lever to release the agent

Sweep from side to side at the base of the fire

TIME & DATE FORMATS

Sea Cadets use a 24-hour clock instead of a 12-hour clock. 12-hour time uses the numbers 1 to 12 to identify every 24 hours in a day. In 24-hour time, the hours are numbered from 00 to 24. To convert 12-hour time into 24-hour time, add 12 hours after noon. The morning hours stay the same, but a zero is added in the front if it is a single digit. 12- and 24-hour time both use minutes and seconds in the same way. (For example, 1:15 PM would be 1315, and 7:30 AM would be 0730). The minutes and seconds do not change when converting from 12-hour to 24-hour time and vice versa; Midnight is written as 2400 or 0000. There is no 2401; it is 0001. 0000 starts a new day.



The 24-Hour format does not use colons or other symbols. Like the Navy, the NSCC does not say or use "hours" or "hrs." after the time (i.e., 0900 is spoken as "zero nine hundred," not 0905 hours). Note: Do not say O (oh) for the number zero; instead, always use the word "zero."

DATE FORMAT

The date format is in three parts:

The day of the month

The month name often abbreviated to three capitalized letters

The year using the last two digits or four digits if the month is spelled out in full

Example:

Civilian format:

January 1, 2022, or Jan. 1, 2022

Military format:

1 January 2022 or 1 JAN 22

12-Hour	24-Hour
12:00 am Midnight	0000
1:00 AM	0100
2:00 AM	0200
3:00 AM	0300
4:00 AM	0400
5:00 AM	0500
6:00 AM	0600
7:00 AM	0700
8:00 AM	0800
9:00 AM	0900
10:00 AM	1000
11:00 AM	1100
12:00 PM Noon	1200
1:00 PM	1300
2:00 PM	1400
3:00 PM	1500
4:00 PM	1600
5:00 PM	1700
6:00 PM	1800
7:00 PM	1900
8:00 PM	2000
9:00 PM	2100
10:00 PM	2200
11:00 PM	2300

"Morning" is first rising/reveille to noon

"Afternoon" is noon to sunset

"Evening" is sunset to first rising/reveille

WATCH STANDING



A “Watch” is any period during which an individual is regularly assigned specific, detailed responsibilities.

Watch standing is an integral part of the military and is taken very seriously. It allows Navy and Coast Guard ships to operate around the clock safely.

Watchstanders are responsible for ensuring the safety and security of a ship or facility. There are several different types of watches described below:

Barracks Security Watch: Protects against fire and ensures the safety of personnel and material and are responsible for carrying out the provisions of the fire bill, emergency bill, and barracks regulations.



Bridge Watch Team: A group of watchstanders ensuring safety, navigation, and communications while underway.



Engineering Watch: Responsible for operating and monitoring readings on engineering machinery.



Fire Watch: Stationed near workers welding or cutting through metal with a torch to detect and extinguish any fire that might ignite.



Quarterdeck Watch Team: A group of watchstanders who stand by to coordinate the ship's operations in port.



Sounding and Security Watch: Assigned to increase the ship's or station's physical security. They conduct inspections throughout the ship.

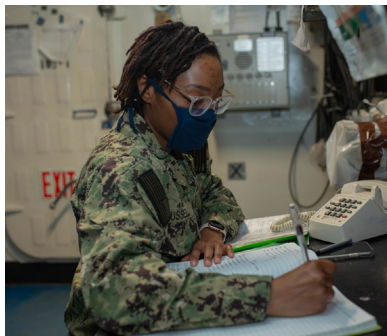


THE DECK LOG

In the Navy, watchstanders maintain a complete chronological log to ensure an accurate permanent record of the command's activities.

The log records every circumstance of importance or interest that concerns the crew or unit and the operation and safety of the ship/station. It can be used as evidence before courts and other legal bodies. Some rules about the Deck Log:

- Log entries are entered with a ballpoint pen in black ink only.
- Entries are made in legible capital block letters (ABC, not abc).
- All entries must be complete and accurate, written in the standard naval language.
- There must be NO erasures in a log. If an error occurs:
 - ◊ Draw a single line through the mistake horizontally to remain legible.
 - ◊ Initial the mistake.
 - ◊ Continue the entry correctly.
- If you have to add a late entry, you need to put an ("*") in the left margin where the entry should have been with the late entry made on the next available line, marked similarly.



0801*	DESCRIPTION OF EVENT ENTRY 1
0803	DESCRIPTION OF EVENT ENTRY 2
*0802	DESCRIPTION OF THE LATE ENTRY THAT HAPPENED BETWEEN ENTRIES 1 AND 2

11 GENERAL ORDERS OF A SENTRY

The 11 General Orders of a Sentry are essential directives used by the Navy and Marine Corps. They cover every conceivable situation a sentry might encounter while on duty, focusing on personal safety and the protection of others. All Sailors and Marines are taught to memorize them verbatim.



1. To take charge of this post and all government property in view.



2. To walk my post in a military manner, keeping always on the alert, and observing everything that takes place within sight or hearing.



3. To report all violations of orders I am instructed to enforce.



4. To repeat all calls from posts more distant from the guard house than my own.



5. To quit my post only when properly relieved.



6. To receive, obey, and pass on to the sentry who relieves me, all orders from the Commanding Officer, Command Duty Officer, Officer of the Deck, and Officers and Petty Officers of the watch only.



7. To talk to no one except in the line of duty.



8. To give (sound) the alarm in case of fire or disorder.



9. To call the Officer of the Deck in any case not covered by instructions.



10. To salute all officers and all colors and standards not cased.



11. To be especially watchful at night and during the time for challenging, to challenge all persons on or near my post, and to allow no one to pass without proper authority.

INTERNATIONAL MORSE CODE

1. The length of a dot is one unit.
2. A dash is three units.
3. The space between parts of the same letter is one unit.
4. The space between letters is three units.
5. The space between words is seven units.

A ● —
B — ● ● ●
C — ● — ●
D — ● ●
E ●
F ● ● — ●
G — — ●
H ● ● ● ●
I ● ●
J ● — — —
K — ● —
L ● — ● ●
M — —
N — ●
O — — —
P ● — — ●
Q — — ● —
R ● — ●
S ● ● ●
T —































U ● ● —
V ● ● ● —
W ● — —
X — ● ● —
Y — ● — —
Z — — ● ●

1 ● — — —
2 ● ● — — —
3 ● ● ● — —
4 ● ● ● ● —
5 ● ● ● ● ●
6 — ● ● ● ●
7 — — ● ● ●
8 — — — ● ●
9 — — — — ●
0 — — — — —

INTERNATIONAL CODE OF FLAGS

Alphabet Flags						Numeral Pennants	
Alfa		Kilo		Uniform		1	
Bravo		Lima		Victor		2	
Charlie		Mike		Whiskey		3	
Delta		November		X-Ray		4	
Echo		Oscar		Yankee		5	
Foxtrot		Papa		Zulu		6	
Golf		Quebec				7	
Hotel		Romeo				8	
India		Sierra				9	
Juliett		Tango				0	

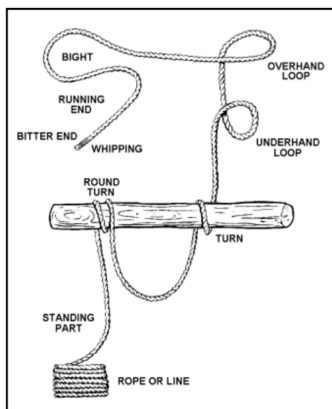
FLAG SEMAPHORE






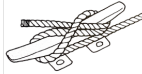
Alfa or 1		Kilo or 0		Uniform	
Bravo or 2		Lima		Victor	
Charlie or 3 or Correct		Mike		Whiskey	
Delta or 4		November		X-Ray	
Echo or 5		Oscar		Yankee	
Foxtrot or 6		Papa		Zulu	
Golf or 7		Quebec		Rest/ Space	
Hotel or 8		Romeo		Numerals	
India or 9		Sierra		Error/ Attention	
Juliett or Letters to follow		Tango		Cancel or Disregard previous Signal	

MARLINSPIKE SEAMANSHIP

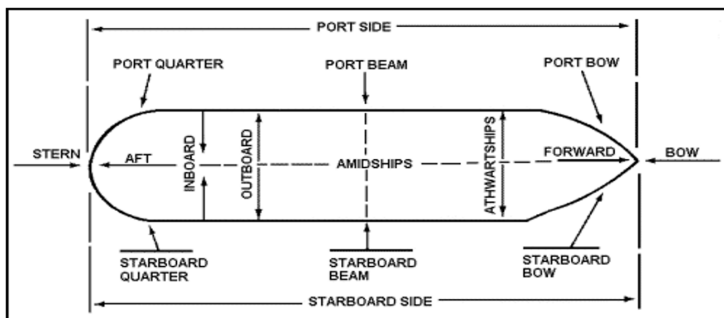
Marlinspike seamanship is the skillset of knot tying, splicing, sewing, storing, using fiber and wire rope, and making decorative items (fancy work). Sailors, particularly Boatswains' Mate in the Navy, handle and work with various ropes, called "line" when used. A marlinspike is the sharp metal pin used when working on the rope.

Here are the basic marlinspike seamanship skills you need to advance in the program. You must know how to tie each of them and explain their use.



Knot/Bend/Hitch	Example
<p>Square Knot: Used to tie two lines of approximately equal diameter</p>	
<p>Bowline: Used to make a temporary eye in the end of a line</p>	
<p>Figure of Eight: Used as a stopper knot to prevent the end of a line from completely running through a block</p>	
<p>Sheet Bend: Used to join two lines of unequal size</p>	
<p>Clove Hitch: Used to secure a line to a post, ring, or eye.</p>	
<p>Cleat Hitch: Used to secure a line to a cleat.</p>	

PARTS OF A SHIP



SOME TERMINOLOGY

Amidships: the middle of the ship

Bridge: Room from where the ship is commanded

Bow: Front end of the ship

Draft: Distance from the waterline to the deepest part of the ship

Fantail: Rear or aft deck of a ship

Focsl: (Forecastle) Forward part of the upper deck at the bow

Main Deck: Topdeck that runs entirely from bow to stern

Port: Left side

Starboard: Right side

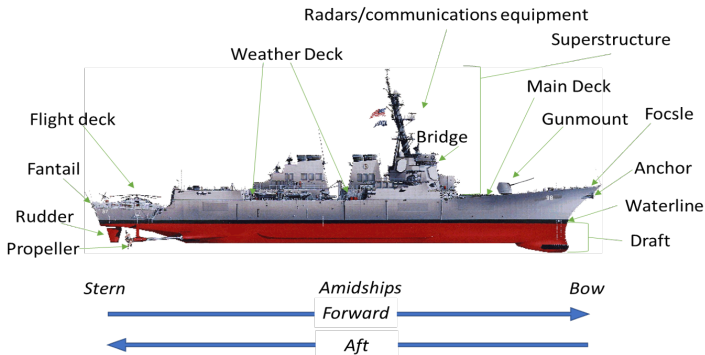
Stern: The back end of the ship

Superstructure: The part of the ship above the main deck that is not armament/weapons

Waterline: Part of the boat where the water rises to

Weatherdeck: Any deck exposed to the weather

ARLEIGH BURKE CLASS DESTROYER

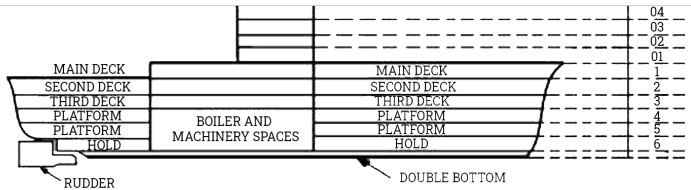
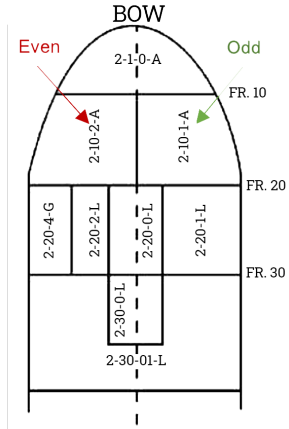


NAVIGATING AROUND A NAVY SHIP

Navy ships can be enormous, and it may be difficult to find your way around them. Fortunately, something called a “bullseye” will help you avoid getting lost. They are compartment markers that glow in the dark in case of shipboard emergencies. See the example at the bottom.

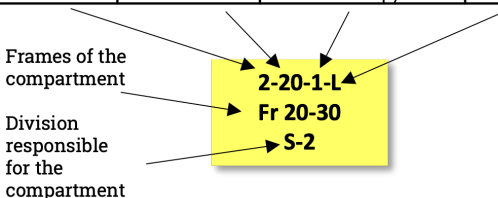
But first, you must learn how the ship is broken up. Ships are divided horizontally into decks and vertically by frames. Decks above the main deck begin with a zero. Frames are numbered from 1 at the bow and get higher as you move aft.

It is also divided down the middle or centerline. If a compartment is on the port (left) side, the distance from the centerline will be identified with an even number. It will be an odd number if it is on the starboard side.



HOW TO READ A BULLSEYE

Deck Number	Frame Number	Position relative to centerline	Compartment use
2 nd Deck	20 frames from the bow	Odd number = starboard (right side of the ship)	Living Quarters, Medical, Dental, or a Passageway



SMART GOALS



Setting goals provides clear direction and measurable objectives for personal and professional development. It motivates people to achieve specific outcomes, supporting both immediate motivation and long-term aspirations. We use the SMART framework to create clear, attainable goals.

	Definition
Specific	Who, What, When, Where, and How
Measureable	Ensure that you can track if the task is being completed by tracking some aspect of the process.
Attainable	Is the goal doable?
Relevant	Does my goal align with my values and long term plans?
Time-Based	What is your deadline?

Below is an example of using this frame work to create a clearer, attaiable goal.

Bad Goal	"I will get in better shape."
Good Goal	"I will decrease my mile time to achieve L4 on the PRT by September."

GOAL SETTING

Do not fill it out until Lesson 8c, Goal Setting.

Goal Statement:(Clearly state your goal):

On the next page, you will create an action plan to outline the steps you will take to complete your stated goal. Use the template as a starting point and adapt it to suit the specifics of your goal. The more detailed and personalized the action plan, the more effective it will guide your efforts toward successfully achieving your goal.

Once you have created your plan, it will also be important to review your plan on a regular basis. Assess your progress and be open to adjusting the plan based on changing circumstances or new insights.



Do not fill it out until Lesson 8c, Goal Setting.

ACTION PLAN

Action Step	Deadline	Resources Needed	Potential Obstacles	Support System	Milestone Celebration
Step 1					
Step 2					
Step 3					
Step 4					
Step 5					

NOTES

NOTES














USNSCC & U.S. MILITARY RANKS

NSCC CADET RANKS

















Rank	SDB and SDW	NWU Type I	NWU Type III
Seaman Recruit (SR)	No insignia	No insignia	No insignia
Seaman Apprentice (SA)		No insignia	No insignia
Seaman (SN)		No insignia	No insignia
Petty Officer 3rd Class (PO3)			
Petty Officer 2nd Class (PO2)			
Petty Officer 1st Class			
Chief Petty Officer (CPO)			

NSSC OFFICER RANKS

NSSC Officers and Instructors wear ranks and uniforms similar to Navy and Coast Guard officers. Ranks for the NSSC Officer Corps go up to LCDR (O-4) only. NSSC Officer rank insignia is identical to US Navy insignia, except instead of the USNSCC shield, the Navy has a gold star or staff corps insignia.

Rank	SDB Sleeves	Summer White (Shoulder Boards)	Khaki and NWU I (Collar)	NWU III (Tab)
Instructor (INST)		None		
Midshipman (MIDN)				
Warrant Officer (WO)				

NSCC OFFICER RANKS

Rank		SDB Sleeves	Summer White (Shoulder Boards)	Khaki/NWU I (Collar)	NWU III (Tab)
O-1	Ensign (ENS)				
O-2	Lieutenant Junior Grade (LTJG)				
O-3	Lieutenant (LT)				
O-4	Lieutenant Commander (LCDR)				

U.S. MILITARY RANK AND INSIGNIA

Next are the ranks for the maritime services.



Navy



Marine Corps



Coast Guard

Two sets of ranks not included in the charts are noted below.

Service Senior Enlisted Advisors: They represent the highest-ranking enlisted personnel in their respective services, advising on matters concerning the enlisted workforce providing insights and advice on enlisted affairs and personnel welfare. Only one person may hold this position at a time.



Master Chief Petty Officer
of the Navy (MCPON)



Sergeant Major of the
Marine Corps
(SMMC)



















Master Chief Petty
Officer of the Coast Guard
(MCPOCG)











Warrant Officers: Warrant officers are enlisted members who are appointed by their service secretary and specialize in specific military technologies or capabilities. While they share the source of authority with commissioned officers, warrant officers continue to be specialists, unlike commissioned officers who are generalists.













USN ENLISTED RANKS

Paygrade	Rank	Sleeve Badge	Collar Device
E-1	Seaman Recruit (BMSR)	None	None
E-2	Seaman Apprentice (BMSA)		
E-3	Seaman (BMSN)		
E-4	Petty Officer Third Class (BM3)		
E-5	Petty Officer Second Class (BM2)		
E-6	Petty Officer First Class (BM1)		
E-7	Chief Petty Officer (BMC)		
E-8	Senior Chief Petty Officer (BMCS)		
E-9	Master Chief Petty Officer (BMCM)		

USN OFFICER RANKS










Paygrade	Rank	Insignia
O-1	Ensign (ENS)	
O-2	Lieutenant Junior Grade (LTJG)	
O-3	Lieutenant (LT)	
O-4	Lieutenant Commander (LCDR)	
O-5	Commander (CDR)	
O-6	Captain (CAPT)	
O-7	Rear Admiral Lower Half (RDML)	
O-8	Rear Admiral Upper Half (RADM)	
O-9	Vice Admiral (VADM)	
O-10	Admiral (ADM)	

USMC ENLISTED RANKS









Paygrade	Rank	Insignia
E-1	Private (Pvt)	None
E-2	Private First Class (PFC)	
E-3	Lance Corporal (LCpl)	
E-4	Corporal (CpL)	
E-5	Sergeant (Sgt)	
E-6	Staff Sergeant (SSgt)	
E-7	Gunnery Sergeant (GySgt)	
E-8	Master Sergeant (MSgt)	
E-8	First Sergeant (1Sgt)	
E-9	Master Gunnery Sergeant (MGySgt)	
E-9	Sergeant Major (SgtMaj)	

At E-8 and E-9, the Marine Corps has two positions at the same paygrade. This is based on the person's job and responsibilities.











USMC OFFICER RANKS

Paygrade	Rank	Insignia
O-1	Second Lieutenant (2ndLt)	
O-2	First Lieutenant (1stLT)	
O-3	Captain (Capt)	
O-4	Major (Maj)	
O-5	Lieutenant Colonel (LtCol)	
O-6	Colonel (Col)	
O-7	Brigadier General (BGen)	
O-8	Major General (MajGen)	
O-9	Lieutenant General (Lt-Gen)	
O-10	General (Gen)	

USCG ENLISTED RANKS

Paygrade	Rank	Insignia
E-1	Seaman Recruit (SR)	None
E-2	Seaman Apprentice (SA)	
E-3	Seaman (SN)	
E-4	Petty Officer Third Class (PO3)	
E-5	Petty Officer Second Class (PO2)	
E-6	Petty Officer First Class (PO1)	
E-7	Chief Petty Officer (CPO)	
E-8	Senior Chief Petty Officer (SCPO)	
E-8	Master Chief Petty Officer (MCPO)	

USCG OFFICER RANKS

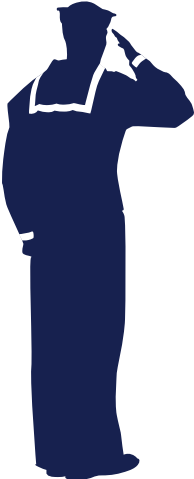
Paygrade	Rank	Insignia
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O-3	Lieutenant (LT)	
O-4	Lieutenant Commander (LCDR)	
O-5	Commander (CDR)	
O-6	Captain (CAPT)	
O-7	Rear Admiral Lower Half (RDML)	
O-8	Rear Admiral Upper Half (RADM)	
O-9	Vice Admiral (VADM)	
O-10	Admiral (ADM)	

NOTES



CLOSE ORDER DRILL

CLOSE ORDER DRILL



You will practice close order drill, marching in a group, particularly during RT. This skill will be essential throughout your time in the program. Sea Cadets follow the US Marine Corps Drill and Ceremonies Manual.

Drill is important because it:

- Moves cadets efficiently
- Trains quick, accurate response to orders
- Builds teamwork
- Instills discipline
- Develops leaders through command experience and boosts self-confidence”

DRILL COMMANDS

In military drill, there are four types of command: preparatory, execution, combined, and supplementary. Commands will be shown in quotation marks and bold print (e.g., "**Present, ARMS**").

Type	Description	Written	Example
Preparatory Commands	Indicates that a movement is about to happen, sometimes includes direction.	Capital letter at the start, followed by lowercase letters, and a comma after.	"Forward," "Left," "Platoon"
Commands of Execution	Tells when to perform the movement.	ALL CAPITAL LETTERS	"MARCH," "FACE,"
Combined Commands	The preparatory command and execution are said together in one step.	UNDERLINED CAPITAL LETTERS	<u>"AT EASE,"</u> <u>"REST,"</u> <u>"FALL IN"</u>
Supplementary Command	Allows different units to act separately, often follows a preparatory command.	Can be preparatory, execution, or combined depending on the movement.	"Column of Files From the Right," "MARCH"

DRILL COMMANDS

ATTENTION

COMMAND: **"ATTENTION"**

Attention is the most basic military position. Standing at "Attention" shows you are alert and ready to receive instructions.

When called to Attention, bring the heel of your left foot to the heel of your right. Stand straight with your heels together, and your feet forming a 45-degree angle. Keep your head and body upright, with your hips and shoulders level, and your chest lifted.

Your arms will hang naturally, with thumbs aligned with the seam of your trousers or skirt. Fingers should remain together and curled naturally. Your legs should be straight, but do not press you knee back as far as possible. This is called locking your knees.

Keep your head and eyes forward, mouth closed, and chin slightly tucked. Remain still and silent until given further instruction.



PARADE REST

COMMAND: **"Parade, REST"**

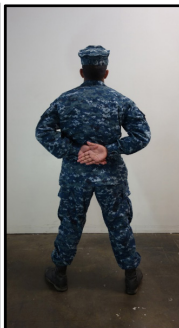
On the preparatory command **"Parade,"** transfer your weight to the right leg without noticeable movement.

At **"REST,"** slide your left foot 12 inches to the left, measured from heel to heel.

As you move your foot, place your hands at the small of your back. The left hand should be just below the belt, with the right hand grasping the left thumb.

Ensure your fingers are extended, joined, and pointed backward, while your elbows align with your body naturally.

Stay silent and still. The only command you will receive from **"Parade, REST"** is **"ATTENTION."**



DRILL COMMANDS

RIGHT / LEFT FACE

Command: **“Right, FACE”**

Facing movements allow individuals to turn in place. The movements are: Left Face, Right Face, and About Face

Begin and finish in the position of attention.

On the command **“FACE,”** lift your left heel and right toe.

While turning, keep your arms still at attention.

Pivot on the right heel and press down on the ball of your foot while keeping the left leg straight. Then, place your left foot next to your right.

For **“Left, FACE,”** the movement is the same, but pivot on the left heel, using the right toe for balance.”



PARADE REST

Command: **“About, FACE”**

“About FACE,” is the command to turn 180 degrees.

At **“FACE,”** move the right toe about half a foot behind and slightly to the left of the left heel, keeping the left foot still.

Shift your weight to the left foot, keeping the right leg straight. Pivot to the rear by turning on the left heel and the ball of the right foot.

Finish by placing the right heel next to the left.



DRILL COMMANDS

FORMATION ALIGNMENT

Command: **“Dress Right (Left), DRESS”**

The command **“Dress Right (Left), DRESS,”** aligns the formation.

When the command is given, all cadets except the right-flank member turn their heads to the right and raise their left arms to shoulder height for normal interval (or place their left hand on their hip for close interval). They align themselves with the cadet to their right.

If cadets are too close, adjust by placing your arm behind the next cadet's back without pushing. The right-flank cadet remains still. Once alignment is complete, hold position until **“Ready, FRONT”** is given. On this command, snap back to attention.



Example: Normal Interval



Example: Close Interval

Command: **“COVER”**

Following **“READY, Front,”** the command **“COVER”** may be given. Cadets step to either side to ensure proper alignment behind the cadet in front.

**You do NOT raise your arms for this command*

NOTES

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QUIZ PAGES

DIRECTIONS

The pages of this section are intended for the quizzes provided in the RT curriculum. Your training may or may not choose to use these.

Do **NOT** write on or tear out these pages unless directly instructed to do so.

QUIZ ANSWER SHEET

FOLLOWERSHIP

Last Name: _____

Platoon: _____

1. _____

2. _____

3. _____

4. _____

5. _____

QUIZ ANSWER SHEET

CLOSE ORDER DRILL

Last Name: _____

Platoon: _____

1. ____ Preparatory Command
2. ____ Command of Execution
3. ____ "Right, FACE"
4. ____ "Parade, REST"
5. ____ "AT EASE"
6. ____ "ATTENTION"
7. ____ "Dress Right, DRESS"
8. ____ "About, FACE"
9. ____ "Platoon, HALT"
10. ____ "COVER"
11. ____ "Left, FACE"
12. ____ "Hand, SALUTE"
13. ____ "FALL IN"
14. ____ "FALL OUT"

QUIZ ANSWER SHEET

THE AMERICAN FLAG

Last Name: _____

Platoon: _____

1. _____

2. _____

3. _____

4. _____

5. _____

QUIZ ANSWER SHEET

MISSION OF THE NAVY

Last Name: _____

Platoon: _____

1. _____

2. _____

3. _____

4. _____

5. _____

QUIZ ANSWER SHEET

FIRST AID BASICS

Last Name: _____

Platoon: _____

1. _____

2. _____

3. _____

4. _____

5. _____

QUIZ ANSWER SHEET

BURNS AND HEAT-RELATED ILLNESS

Last Name: _____

Platoon: _____

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

7. _____

8. _____

QUIZ ANSWER SHEET

SURFACE PRESERVATION

Last Name: _____

Platoon: _____

1. _____

2. _____

3. _____

4. _____

5. _____

QUIZ ANSWER SHEET

SHIPBOARD WATCHSTANDING PT.1

Last Name: _____

Platoon: _____

1. _____

2. _____

3. _____

4. _____

5. _____

QUIZ ANSWER SHEET

PERSONAL SAFETY

Last Name: _____

Platoon: _____

1. _____
2. _____ Protect Personal Information
3. _____ Wear Seat Belts
4. _____ Look Both ways
5. _____ Designate Drivers

QUIZ ANSWER SHEET

MENTAL HEALTH

Last Name: _____

Platoon: _____

1. _____
2. _____ Anxiety Disorders
3. _____ Eating Disorders
4. _____ PTSD
5. _____ Depression

QUIZ ANSWER SHEET

SEA CADET EXPERIENCE

Last Name: _____

Platoon: _____

1. _____

2. _____

3. _____

4. _____

5. _____



APPENDICIES

SERVICE SONGS

The Marine's Hymn

From the Halls of Montezuma
To the shores of Tripoli
We fight our country's battles
In the air, on land, and sea.
First to fight for right and freedom
And to keep our honor clean;
We are proud to claim the title
Of United States Marines.

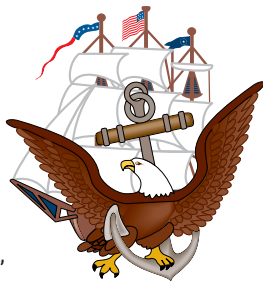


Semper Paratus

We're always ready for the call,
We place our trust in Thee.
Through surf and storm and howling gale,
High shall our purpose be.
"Semper Paratus" is our guide,
Our fame, our glory too.
To fight to save or fight and die, Aye!
Coast Guard we are for you!

Anchors Aweigh

Stand, Navy, out to sea, Fight our battle cry;
We'll never change our course,
So vicious foe steer shy-y-y-y.
Roll out the TNT, Anchors Aweigh.
Sail on to victory
And sink their bones to Davy Jones, hooray!
Anchors Aweigh, my boys, Anchors Aweigh.
Farewell to foreign shores,
we sail at break of day-ay-ay-ay.
Through our last night on shore, drink to the foam,
Until we meet once more:
Here's wishing you a happy voyage home.



PRT STANDARDS

Planks				
Age	Level 2	Level 3	Level 4	Level 5
13	1:05	1:15	1:55	2:40
14	1:10	1:20	2:00	2:50
15	1:15	1:25	2:05	3:00
16	1:20	1:30	2:10	3:10
17/18	1:20	1:30	2:10	3:10

Push-Ups									
Female					Male				
Age	Level 2	Level 3	Level 4	Level 5	Age	Level 2	Level 3	Level 4	Level 5
13	6	7	11	21	13	13	20	24	39
14	6	7	10	20	14	16	20	24	40
15	9	10	15	20	15	22	25	30	42
16	9	10	12	24	16	24	25	30	44
17/18	9	10	16	25	17/18	28	30	37	53

1-Mile Run									
Female					Male				
Age	Level 2	Level 3	Level 4	Level 5	Age	Level 2	Level 3	Level 4	Level 5
13	12:55	12:15	10:23	8:13	13	10:55	9:45	8:06	6:50
14	12:30	12:00	10:06	7:59	14	10:40	9:30	7:44	6:26
15	12:20	11:45	9:58	8:08	15	10:25	9:15	7:30	6:20
16	12:30	12:15	10:31	8:23	16	10:00	9:00	7:10	6:08
17/18	12:30	12:15	10:22	8:15	17/18	9:45	8:45	7:04	6:06

SEA CADET TERMS & ACRONYMS

The following are terms you may hear or use as a Sea Cadet.

IMC Announcement – An announcement (made by loudspeaker or email) given to the entire unit to provide general information

All hands – Everybody - the entire crew, both officer and enlisted

ASAP – As soon as possible, immediately

AT - Advanced Training, a week or longer training for NLCC and NSCC cadets in various specialties and topics.

Aye – Yes, or I understand

Aye-aye - Reply to an order or command meaning "I understand and will comply."

Barracks – A building onshore where Sailors live/sleep

Below – Downstairs

Berthing – Sleeping area

Billet – An assigned position or job in a unit or training contingent

Boondoggle - Any disorganized, inefficient evolution or activity or project that is a waste of time or money

Boot Camp – See RT

Bravo Zulu - Originally "BZ" was a flag signal meaning "Well Done." Now used by seniors to praise subordinates in one form or another

Bulkhead - Wall

Bunk or rack – Bed

Cadence – Call and response song sang while marching or running, used to keep everyone in step and at the right pace.

Captain's Call – Mandatory group meeting with the Commanding Officer

Carry on - An order to resume work or duties

CDO, Command Duty Officer – The officer assigned to carry out the unit's routine during a day of drill and provides adult supervision for the cadets.

Chief's Call – Cadet Leading Chief Petty Officer's meeting with the cadets to discuss issues or concerns or pass information

Chit, chit book – Request form (supply chit, ribbon chit, medical chit, etc.); a book of such items

Chow - Food

Chow hall (mess deck) – Slang term used by soldiers and Marines for a dining facility, a building where you eat meals (see Mess Decks)

Close order drill – Military practice in marching, maneuvering, and formal handling of rifles in which the cadets perform at close intervals

Colors - Raising or lowering of a national flag, the national colors is the American Flag, aka national ensign. Each military branch also has its own organizational colors.

CO – Commanding Officer, the head officer in charge of a Sea Cadet unit.

Commands – Directions from a superior that must be followed

COTC – Commanding Officer of the Training Contingent; CO of a Sea Cadet or League Cadet training.

Cover – Hat worn in uniform, including ball caps

Crow – Slang term for the eagle adorning the Petty Officer rank insignia.

Deck – The floor or ground. Technically the horizontal planking or plating that divides a ship into layers.

Detail – A small part of a larger group put together temporarily for a purpose (e.g., work detail, painting detail, marching detail)

DFAC – Dining facility on Army or Air Force Bases (as compared to galleys in the Navy and mess halls in the Marine Corps)

Dixie Cup - The canvas white hat Sailors and cadets PO1 and below wear with their dress uniforms.

Ensign – First rank of a Navy or Coast Guard officer between the rank of chief warrant officer and lieutenant junior grade; national flag (see colors)

Executive Officer – The officer that is second in command. Aka XO

Fast – Snugly secured (e.g., hold fast, stand fast)

Field day – Deep cleaning of heads, spaces/ compartments, and passageways (rooms, bathrooms, hallways, or entire building)

Flag officer – Any commissioned officer in pay grade O-7 or above (admirals and generals)

FOD Walk Down – An organized search of the deck/ground for trash – from the search done on an aircraft carrier flight deck or hangar deck looking for foreign object debris (FOD) that a jet engine might ingest

Gangway – A raised platform or walkway profiting passage, typically onto a ship; an order meaning to clear the way

Gear adrift – Items not stowed away properly

Gear locker – Storage room

Geedunk – Snacks, candy, gum, or place that sells them

Gig - A form of point deduction for an unsatisfactory inspection, either personal, uniform, or rack and locker inspections, depending on the severity. Used as both a noun and a verb.

Gig line - The visual line formed by a uniform's trouser zipper, belt buckle, and shirt seam

Gouge - The inside scoop, the skinny, the low-down. Only the critical information you need to know in a given situation, with nothing else to waste your time

Gundeck - Falsifying or misrepresenting records and reports. Gundecking reports constitute falsifying official documents and can be punishable.

Hatch – A horizontal opening on the DECK leading to the cargo hold or other space in the lower part of a ship or boat (it's not the same as a door).

Head – Bathroom; Head call – bathroom break. Say "Request permission to make a head call" if you want to use the head.

Leadership Billet - A billet at training in which a registered staff cadet has responsibility for ≥10 subordinate cadets

Ladder - A device to allow movement from one level to another; stairs

League Cadets – Younger cadets ages 10-13; Navy League Cadet Corps members. Often called "Leaguers."

Leave – Vacation or time off.

Liberty - Permission to leave the base, usually for not more than 96 hours; "Base liberty" = free time on the base

Log - Book or ledger in which data or events during a watch are recorded. (e.g., watch log, deck log, CDO log)

Look alive – Command to be alert or move fast.

Lucky Bag – Collected unclaimed personal items or such things confiscated as gear adrift.

Malingering – Pretending to be sick or injured to get out of an unpleasant task or evolution, such as PT or a working party. Grounds for disciplinary action.

Make a hole/Make way/Gangway – Move out of the way so people may pass

Master at Arms (MAA) – Staff cadet who is the regulations and discipline enforcer of the unit, runs working parties, works directly for the CO, and reports to the CDO for watch concerns. AKA MA, the rating (job title) for Navy law enforcement personnel

Messenger of the Watch (MOW) – Member of the Quarterdeck watch team. Walks the building or area, looking for fire and security problems.

Muster – To assemble the division; roll call

NEX – Navy Exchange; department store for the Navy

NLCC – Navy League Cadet Corps. Junior version of the Sea Cadets for grades 5th-8th

NLO – Navy League Orientation, a one-week orientation (“boot camp”) for Navy League Cadets

Officer’s (or staff) Call – Meeting for the officers (staff) only

Officer’s Country - Area where the officer’s berthing and wardroom are located, cadets are not allowed into Officer’s Country without permission

Officer of the Deck – Senior Member of the Quarterdeck Watch Team.

Orders – Instructions

Overhead – Ceiling

PAC - Polaris Advancement Course – academic requirements at each rate, administered on the NSCC’s online learning platform Polaris

Passageway – Hallway; aka “p-way”

Petty Officer of the Watch (POOW) - Member of the Quarterdeck Watch Team. Records items in the Deck Log. Trains and monitors the Messenger of the Watch.

POD – Plan of the Day, the official schedule and notes published by a training command or unit (see POM below)

POLA - Petty Officer Leadership Academy – a one-week training in basic leadership; NSCC cadets must be an SN or PO3 to attend POLA

POM - Plan of the Month, the official schedule and notes published by a unit each month

Port – The left/left side

PRT – The Physical Readiness Test where a cadet is required to perform a plank, pushups, and a 1-mile run in a given time based on age & sex

PQS - Personnel Qualification Standards – a set of practical requirements for each rate, which must be satisfactorily demonstrated to unit personnel prior to advancement

PT - Physical Training. A required exercise regimen during Sea Cadet evolutions

PT Gear – The athletic clothes required to be worn for unit physical fitness activities

Quarterdeck – Designated area or formal space at the entrance of a building or ship where you request permission to enter

Quarters - Assembling of all hands for muster, instruction, and inspection (morning and evening quarters)

Rack – A bed, aka “bunk.”

Rate – The title of a Navy sailor, takes their job specialty (rating) and their rank (E-1, E-6, etc.), e.g., MM2 is a machinist mate second class;

Rating - A job specialty title in the Navy (Master at Arms, Corpsman, Boatswain’s Mate)

Reveille - Wake up, start a new day. Also played as a bugle call on military bases. Opposite of "Retreat," which is played at the end of the workday when colors (flags) are taken down.

RT - Recruit Training – a 9-day indoctrination ("boot camp") for new Sea Cadets

Salt and Peppers – Dress uniform worn by NLCC Cadets, white shirt and black trousers

Salty – Older and more experienced (from being at sea a long time). What Chiefs are.

Scullery - Place in the galley to wash dishes

Scuttlebutt - Drinking fountain; a rumor

Seabag - A large green canvas bag used to pack Sea Cadet gear. Equivalent to the Army's duffle bag.

Seabag Inspection – Official check of items based on a seabag list.

Seabag Issue – All the uniforms that the unit has issued

Sea lawyer – One who makes excuses or tries to get out of trouble by trivial technicalities

Secure – To lock up; put away; stop work.

Shipmate - Any fellow cadet

Sick call – Time the medical staff sees cadets for aches and pains

Sickbay - Hospital or clinic

Starboard – Right/right side

Stateroom – A room where an officer sleeps

Supply call – Time when the Supply staff will exchange and issue uniform parts

Swab – Mop/to mop

Taps – Time to sleep, end of the day. The bugle call played at the end of the day on military bases, funerals, and other memorial ceremonies.

Tattoo – Bugle call played fifteen minutes before taps on military bases to signal time to prepare to hit the rack (sleep)

Topside - Upstairs

Turn to - To begin or get back to work

UA – Unauthorized absence (Navy term for AWOL –absent without leave)

Unreg – Unauthorized; not according to regulations

Unsat – Below standards; not passing

Wardroom - Officer's mess or dining room. Also used to collectively refer to all the officers at a command

Wheel book - A small pocket-sized notebook carried by leaders, Petty Officers, and Chiefs.

Working party – A group of personnel, led by a supervisor, tasked with a job such as taking the trash out or moving equipment

XO – Executive Officer

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11 GENERAL ORDERS OF A SENTRY

1. To take charge of this post and all government property in view.
2. To walk my post in a military manner, keeping always on the alert, and observing everything that takes place within sight or hearing.
3. To report all violations of orders I am instructed to enforce.
4. To repeat all calls from posts more distant from the guard house than my own.
5. To quit my post only when properly relieved.
6. To receive, obey, and pass on to the sentry who relieves me all orders from the Commanding Officer, Command Duty Officer, Officer of the Deck, and Officers and Petty Officers of the Watch only.
7. To talk to no one except in the line of duty.
8. To give the alarm in case of fire or disorder.
9. To call the Officer of the Deck in any case not covered by instructions.
10. To salute all officers and colors and standards not cased.
11. To be especially watchful at night and during the time for challenging, to challenge all persons on or near my post, and to allow no one to pass without proper authority.