



1610
05 December 05

MEMORANDUM

From: S. J. Bosau, Commanding Officer
CG MSST Anchorage

To: Detachment 1 - 3
CG MSST Anchorage

Subj: STANDING ORDERS TO OPERATIONAL DETACHMENTS

- Ref: (a) PERSONNEL MANUAL, COMDTINST M1000.6 (SERIES)
(b) MSST MANUAL, COMDTINST M3510.3
(c) DEFENDER CLASS OPERATOR'S HANDBOOK, COMDTINST M16114.37B
(d) RESPONSE BOAT TACTICS, TECHNIQUES AND PROCEDURES MANUAL, COMDTINST M16601.7
(e) BOAT OPERATORS MANUAL, VOLUME I, COMDTINST M16114.32
(f) BOAT OPERATORS MANUAL, VOLUME II, COMDTINST M16114.33
(g) BOAT CREW SEAMANSHIP MANUAL, COMDTINST M16114.5 (SERIES)
(h) MARINE SAFETY MANUAL, VOLUME VII, COMDTINST M16000.13
(i) MARITIME LAW ENFORCEMENT MANUAL, COMDTINST M16247.1 (SERIES)
(j) CLOSE QUARTERS COMBAT TACTICS TECHNIQUES AND PROCEDURES MANUAL, COMDTINST M16601.8
(k) SPECIAL MISSIONS TRAINING AND QUALIFICATION MANUAL, COMDTINST M3502.16
(l) MSSTANC NAV STANDARDS, MSSTANCINST 3530
(m) MSSTANC CDO INSTRUCTION, MSSTANCINST 3100

1. **POLICY PRECEDENCE:** These standing orders establish policy for the operational detachments of MSST Anchorage. By no means does this document cover every situation. In the absence of guidance set forth in the following pages, use the Coast Guard core values as well as our service's standards of initiative and professionalism to steer you in the right direction.

2. TABLE OF CONTENTS:

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3. ACRONYMS USED

DTL	Detachment Team Leader	MSST	Maritime Safety and Security Team	NFFD	Not Fit for Full Duty
ATL	Assistant Team Leader	DET	Detachment	ODU	Operational Dress Uniform
COXN	Coxswain	PT	Physical Training	TAD	Temporary Assigned Duty
BCM	Boat Crewman	COMDT	Commandant (Coast Guard)	OPAREA	Operating Area
BO	Boarding Officer	PWCS	Ports and Waterways Coastal Security	TACON	Tactical Control
BTM	Boarding Team Member	MLE	Maritime Law Enforcement	MARSEC	Maritime Security Level
CDO	Command Duty Officer	MLEM	Maritime Law Enforcement Manual	OPSUM	Operating Summary
TAO	Tactical Action Officer	BMR	Boat Mission Report	NVG	Night Vision Goggles

4. UNIFORM STANDARDS: In general, members of the Coast Guard are required to interact with the American public on a daily basis. Our mission routinely places each member of our unit on display and our uniform standards can greatly affect the impression not only for our unit, but for the Coast Guard as a whole.

a) **Expectations:** As such, all members of Det 1-3 will adhere to the highest uniform and grooming standards. At no time will a member wear an incomplete, improper, or unpressed uniform. These uniform and grooming standards apply to all aspects of our workday to include PT, unit events, and any other time in uniform. All members of the Det are responsible to maintain their personal appearance and hold their shipmates accountable for the same.

b) **Inspections:** To ensure that all members are in compliance with uniform regulations, and to enhance military bearing, the inspection of all Det personnel will be completed in accordance with the plan of the week and at any other time designated by the DTL or ADTL. Any member with consecutive inspection failures will be counseled by his or her supervisor as required by the situation.

5. PHYSICAL FITNESS: The mission of the MSST Anchorage Physical Fitness program is multifold. It includes being at peak fitness in order to be experts at our job, challenging ourselves, taking advantage of every opportunity to show pride in our service through our physical training (PT) efforts, bettering our PT test scores and fostering team cohesion. Detachment personnel should be cognizant that PT is not only for your personal health and well-being, but a DUTY that the Commanding Officer has infused into our daily workday. It

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should be taken as seriously and with the same amount of professional initiative as every other part of our job.

- a) Individual PT: Following unit PT, detachment personnel shall work out on their own at fitness activities of their choosing. Weight lifting, sports, jogging, swimming and calisthenics are some ideas of what to do with this time. Barring Operations, no one shall begin showering or dressing out in the locker room until 0830.
- b) Injury Reduction: We need to work out hard, but we must ensure that it is done in a safe manner to avoid putting our personnel on the Binnacle list. Warming up properly will help with this.
- c) Accountability: PT is the beginning of the workday. If you are not at PT on time every day, you are LATE TO WORK. Being on time means that you will be in the designated spot, in PT gear, by 0700 every day. Alaska is an environment of dynamic weather, a situation outside your control will usually come up on the way to work in order to slow you down (i.e. ice, moose, etc.). Leave 15 minutes early, give yourself some leeway. When you arrive at the gym, report to your supervisor. If something comes up and you will be late, call your Section leader by 0645. All personnel will keep their cell phones on until this time. The authorized PT uniform is athletic attire with a plain or Coast Guard affiliated navy blue t shirt. Arrive at the gym ready for any changes that may happen. Have your reflective running belt, outdoor PT gear, indoor PT gear, swim suit, and a clean pair of gym shoes that you did not wear outside. Return to the unit, ready to work NLT 0915.
- d) Not Fit for Full Duty (NFFD): If you are NFFD and are authorized desk work only or work as tolerated, go directly to the unit and report to the CDO. If you can PT to some degree, go to the gym and muster with the Detachment. If you can do the PT program of the day, do so. If not, workout as directed by your supervisor or solicit guidance from the unit HS.
- e) Deployed PT: PT while deployed will be conducted at a minimum of 3 times weekly for 30 minutes each. A more ambitious PT regimen is highly encouraged. Deployed PT will be conducted by watch teams (probably split into AM and PM watch sections) with support personnel joining whichever watch team schedule works best for them.

6. INPORT ROUTINE:

- a) The inport daily routine is as follows. You must be flexible because our mission demands it. The general routine is as follows:

0700: PT Muster at designated gym,

0830: PT stand-down

0930: Boat, vehicle and gear checks/Command Staff Brief

1000: Crew Brief conducted by LPO's

1000-1230: Morning Training, Maintenance and Admin Period

1230-1330: Lunch break for non-Dual-Qualified personnel and duty section

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1245: Clean-ups

1300: Liberty for Dual-Qualified personnel

1330-1600: Afternoon Training Period

1600: Liberty for all hands

- b) Boat Operations: For standard boat operations in homeport not associated with a security zone or escort operation, boat checks and vehicle checks will be routed through a senior coxswain and MK and on to the CDO who will route them to the first class mess for filing. Radio Guard will be maintained by the D17 Command Center and the CDO will be informed via cell phone of boat status.

7. DEPLOYED OPERATIONS:

- a) Deployment Preparations: Each detachment should have completed gear and admin preparations 1 week in advance to ensure equipment and personnel readiness.
- b) Convoy: On the day of departure, personnel will muster at the unit, receive a convoy brief, finish packing personal gear, and depart.
 - 1) As a member of this unit, you can expect to travel to your OPAREA via military aircraft, commercial aircraft, government vehicle, ferry or other possible transit method. During this transit, you remain under your chain of command and will act as a member of the unit.
 - 2) For travel, the uniform of the day will be the Operational Dress Uniform (ODU) unless otherwise specified. If civilian clothing is authorized, it must be appropriate (no flip flops etc.).
 - 3) When the detachments convoy via vehicle, the individual in the passenger seat will act as a watch and help to keep the driver alert. The stakebeds will be covered with the custom fit tarps and the boats will be protected with their custom fit covers. Convoys of 6 hours or more will be planned with at least one stop of an hour for a sit down meal, operations permitting. Trailer tire and light connections will be checked within the first 50 miles of every convoy and every 100 miles thereafter.
 - 4) Our unit vehicles have a history of malfunctioning turbochargers. In addition to being limited to 50 MPH while trailering support trailers or boats, vehicles will not exceed 2500 RPM during climbs for the purpose of keeping the turbos intact.
 - 5) In the event of a roadside emergency (i.e. blown turbo), proceed to a safe area where all vehicles can turn off the road.
 - 6) Convoy communications requirements are as follows: one cell phone per vehicle, one UHF radio per vehicle and one Iridium phone per convoy.
- c) Command and Control: Deployed Force Packages will normally deploy with a force package including command and control, boat crews, a law enforcement element (within or separate from the boat crews), and an engineering and armory support element.

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- 1) Manning: The command and control (C2) element of the deployed force will normally consist of one deployable team leader and an additional tactical action officer, normally a duty taken on by the ADTL. The deployable team leader will be an E-7 or above and the tactical action officers will be E-6 or above.
- 2) TAO duties/expectations:
 - a. Report to watch station 30 to 60 minutes before boat crews or boarding teams in order to prepare their brief.
 - b. TAO's shall provide an operational brief to their controlled forces prior to the operation. This brief includes:
 - i. environmental conditions and forecast (shoreside and marine)
 - ii. mission expectations and planning
 - iii. operational picture
 - iv. communications plan
 - v. contingency plans
 - vi. available intelligence
 - vii. personnel positions
 - viii. gear needs
 - ix. asset readiness
 - x. personnel readiness
 - xi. current events (local, national and international)
 - c. Sign off on the boat outfit and engineering checks.
 - d. Inventory detachment gear if operationally feasible.
 - e. Maintain a watch log.
 - f. Write down lessons learned
 - g. Coordinate operational needs and changes with support personnel
 - h. Know the tasking and activities of controlled forces
 - i. Track vessels and forces in the OPAREA
 - j. Communicate as necessary with TACON
 - k. Keep the DTL informed

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- l. Conduct a hotwash with the crew following each operation
 - m. Conduct the watch in a command center environment when possible
 - n. Enter Boat Maintenance Reports in AOPS
 - o. Enter operational actions in MISLE
 - p. Send OPSUM information to command at or before 1600 on homeport workdays. Release the OPSUM on homeport non-workdays
- 3) Passing the word for policy and operational changes is often difficult due to all deployed members being on different operating schedules. The primary means of passing the word will be via written briefs slipped under the door of member lodging. ~~Passing the word can also be accomplished by brief/tasking/information in a common area or holding a meeting with section leaders.~~
- 4) The Command Duty Officer shall be called in the following instances:
- a. Daily OPSUM information
 - b. Disabling or Restrictive Casualty to unit assets
 - c. Significant Personnel Issues
 - d. Significant Operational Event
- 5) The Planning Officer shall be called in the following instances:
- a. Lodging problems/questions
 - b. Intelligence requests
 - c. Contact Information requests
 - d. Movement or Logistics requests (convoy, military airlift, flights, ferry, etc.)
- 6) The Operations Officer shall be called in the following instances:
- a. Disabling or Restrictive Casualty to unit assets
 - b. Change in Operations Plan
 - c. Emergent Gear need
 - d. Environmental conditions prevent operations
- 7) The Executive Officer shall be called in the following instances:
- a. Gear purchase if OPS not available
 - b. Personnel issues

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8) The Commanding Officer shall be called in the following instances:

- a. Change in MARSEC level
- b. Significant operational event (i.e. Class C mishap or higher, weapons discharge, boat capsizing, SZ incursion requiring UOF vs. non-compliant vessels level II or higher, or emergent terrorist threat)
- c. If in doubt as to whether you should call me, do so!

d) Boat Operations:

- 1) IAW COMDT regulations, personnel on unit boats will wear drysuits with appropriate undergarments when the water or ambient air temperature is less than 50 F, and exposure suits with appropriate undergarments when the water or air temp is less than 60 F (drysuits may be worn in lieu of the exposure suit but not vice versa). At no time will individuals wear cotton undergarments. Detachment personnel will report to duty in drysuits unless otherwise briefed in the Alaska AOR. When environmental conditions approach but do not meet the above criteria, a verbal waiver from the Commanding Officer can be obtained. When a drysuit waiver is granted, the crew will still bring their drysuits and undergarments with them in the event conditions change.
- 2) Upon arrival to the OPAREA, deployed coxswains will direct their boat crews to conduct boat checks on all deployed boats and will conduct a scheduled area familiarization for night and daytime with local Coast Guard personnel when available. If unavailable, the Senior Coxswain will conduct the AOR Familiarization.
- 3) Prior to getting underway, boat sections will receive a brief from the Tactical Action Officer (TAO) containing at a minimum, current and predicted weather, mission, intelligence, communications plan and the GAR procedure. This will, in most cases, be conducted at the dock where the TAO will sign off the boat and engineering checks prior to the crews getting underway. Immediately following the brief, all crews and teams involved in the evolution will conduct a joint GAR simultaneously.
- 4) The boat folders that the TAO provides for the coxswains should contain all the information needed to safely and effectively conduct the operation, including but not limited to: BMR, boat outfit checks, engineering checks, security and escort brief, local area and command navigation standards, current lookout list, communications plan and authentication codes.

5)

[REDACTED]

6)

[REDACTED]

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7) [REDACTED]

8) [REDACTED]

9) [REDACTED]

10) [REDACTED]

11) Non-PWCS weapons package will be situation dependent.

12) [REDACTED]

e) Boardings:

- 1) While tasked with conducting security boardings, deployed forces shall adhere to the procedure outlined in the MLEM. In addition, Boarding Officers and embarkation boats shall ensure that pre-boarding questions and a horseshoe are conducted. If possible, intelligence shall be researched and used when planning the boarding. Security boardings on large vessels shall be conducted with a minimum boarding team of 6 personnel and additional personnel shall be added as necessary or available. The deployable team leader should consider deploying long guns on HIV or other high threat vessels. The team leader, with advice from the BO, is authorized to make this determination. When conducting this type of boarding, vertical insertion shall be considered as an option due to the short time this method requires for embarkation, the safety advantage it provides in foul weather, and to take advantage of the opportunity to train this skill-set.
- 2) From time to time, detachments will conduct 4100 boardings on vessels that encroach or press the limits of a security zone, to fulfill scorecard requirements, and for member training. Opportunities should be utilized as available to take break-in or junior BTMs on these boardings for professional development.
- 3) The boarding team should normally operate on the same frequency as the boats to keep all members of the operation on the same page.

f) Support Personnel: The support element will normally consist of two engineers and one support armory billet.

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- 1) **Engineers:** The primary duties of the deployed engineers are planned and emergent PMS. They shall review engineering checks and meet unit boats for a face to face passdown of information upon their return from patrol. As available, engineering personnel will get underway to maintain their boatcrew qualifications and participate in boardings to maintain their law enforcement proficiency.
- 2) **Armory:** The duties of the deployed armory personnel include checking weapons in and ensuring the cleanliness and readiness of weapons under their charge. As available, armory personnel will get underway to maintain their boatcrew qualifications and participate in boardings or conduct shore patrols to maintain their law enforcement proficiency. When crews arrive back from operations, the armory will account for all weapons and ensure they are fully clean and functional.

8. TRAINING/QUALIFICATIONS:

- a) **Dual Qualification:** The Commanding Officer's goal with respect to qualifications is a dual qualification as a Boat Crewman/Coxswain and Boarding Team Member/Boarding Officer. The baseline training philosophy of your detachment is to achieve a 100% qualification in both of these areas. Personnel who are dual qualified will take precedence over personnel who are not when it comes to liberty, leave and formal training requests. Dual Qualified personnel should strive to maintain both qualifications.
 - b) **Additional Qualifications:** Personnel who hold additional qualifications such as Tactical Coxswain, Coxswain, Boarding Officer, Command Diver, Vertical Insertion Team Member and others will also take precedence with respect to special requests.
 - c) **Training Plan:** The unit training plan will consist of training for the above qualifications and be signed by the Commanding Officer. Selected personnel will be identified to attend training for the above qualifications and expected to learn their trade. The training plan should be organized in such a way that each member qualified in a specific specialty will have the opportunity to meet their recertification requirements by attending the scheduled trainings.
9. **LEAVE AND LIBERTY POLICY:** The workday at MSST Anchorage is IAW the sample plan of the day mentioned earlier. It is imperative that all members maximize each day's productivity to allow for flexibility in approval for leave and liberty requests.
- a) **Regular Leave:** Both required and additional qualifications are directly linked to your guaranteed leave request priority in accordance with the Commanding Officer's Leave Policy. In addition to the leave priority, the unit must maintain the required readiness status of: six (6) 3-man boat crews and a four member MLE team between inport and deployed personnel. This significantly limits leave requests and requires each member to plan leave, as much as possible, in advance. Requested leave from unqualified members will many times be forwarded with a recommendation for disapproval.
 - b) **Emergency Leave:** All emergency leave requests may be made in person or by phone and will be forwarded up the chain.
 - d) **Liberty:** Granting liberty at MSST Anchorage is subject to the approval of the Executive Officer via the CDO. This in no way limits special liberty that is requested through the chain for

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approval. As circumstances beyond your control arise, notify your supervisor immediately and the appropriate action will be determined by your chain of command.

10. **SEMPER PARATUS:** "Always Ready" is the Coast Guard motto. The members of MSST Anchorage are greatly affected by activities and events outside of our control. We are the first response to significant Homeland Security events and must be prepared to act in any location nationwide at a moments notice. This requires each individual to be professionally, personally, emotionally, and financially ready to deploy within 12 hours.

- a) **Personal / Medical Issues:** It is expected that any issue that will affect a member's preparedness be forwarded through the chain as soon as it arises. This is not intended to be an invasive information seeking process. Members are to simply notify supervisors that an issue exists so that the preparedness of the Detachment can be maintained. In all cases, a person's privacy shall be respected. Information will not to be shared to members without a need to know. Members may request direct consultation with the Detachment ADTL, DTL or Command Senior Chief if the issue is extremely personal.
- b) **Financial Preparedness:** All members of the Detachment are required to deploy. No member of the Detachment is exempt from immediate availability and therefore must be financially prepared for travel and hotel costs. The high cost of such mobility requires that each member obtain a Government credit card to perform their duties. If you have an inability to obtain a Government Credit card, then you must manage your finances and requests for advancements in a manner that provides maximum effectiveness of your assigned duties. Members unable to meet a mission due to financial problems are subject to and should expect negative administrative action.
- c) **Travel Claims:** All travel claims will be completed immediately upon return from TAD to provide the member the maximum amount of time for reimbursement and subsequent Government credit card payment. Any member that does not receive timely payment or falls behind in Government credit card payment **SHALL** report the problem through the chain as soon as the member is aware that it exists. Timely reporting is the only way that the Command can resolve these issues to prevent loss of Government Credit card privileges and possible disciplinary action. Any TDY over 21 days requires a travel advance.
- d) All members are directed to exercise good judgment in their professional and personal lives. Any problems or issues that arise but are not listed above are to be reported for resolution. If you have any doubt about a particular issue, ask. We are one team with one mission; the security of the maritime activities of the United States. All members are to be treated equally and fairly when reporting any and all issues to the Chain of Command.
- e) Most importantly, as soon as our detachments arrive back from an operation, we must be ready to deploy again. That means top priority for pack-up and the first few days back at work after compensatory days is to be ready for the next operation. Inventories and necessary PMS should be completed and gear needs identified.

11. **If in doubt as to whether you should inform your Chain of Command, do so!**

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Enclosures: (1) DTL pre-deployment checklist

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- (2) DTL post-deployment checklist
- (3) COMDT guidance on M240B readiness conditions

Lieutenant LTJG

From: [REDACTED] LT
Sent: Tuesday, December 12, 2006 12:11 PM
To: [REDACTED] YNC
Subject: RE: OPDetachmentstandingorders.doc
Attachments: OPDetachmentstandingorders (3).doc



OPDetachmentstan
dingorders (3)...

Chief,

Cross check the attached instruction for format, print, and present for my signature. If the CO decides future changes are needed, then we will promulgate that change when it comes.

LT [REDACTED]
Executive Officer
MSST Anchorage, AK
[REDACTED]@uscg.mil
PH: 907-271-8111
Fax: [REDACTED]
Cell: [REDACTED]

-----Original Message-----

From: [REDACTED] Lieutenant LTJG
Date: Monday, November 27, 2006 5:48 PM
To: [REDACTED] LCDR; [REDACTED] LT; [REDACTED] LT; [REDACTED] BOSN2
Subject: OPDetachmentstandingorders.doc

CO, XO, OPS, PLANS, Senior,

Here are the revised standing orders including all the corrections I could find so far. Some of the corrections I did not understand or did not feel that I could adequately convey what you meant to say. In those cases, you will see that the document is underlined and italicized. Please put your words in there, change the font to normal, and route it up. I have routed the hard copy as well and the last copy that has been corrected so you can look back and see what it said before. Thank you for your time.

v/r
LT [REDACTED]
Detachment One Deployable Team Leader, Dive Officer Coast Guard MSST Anchorage, AK 1980
[REDACTED]@uscg.mil
Commodore Oliver Hazard Perry "Don't give up the Ship" -

This information is being withheld under 5 U.S.C. Section 552(b)(6) and (7)(c).

DEPLOYABLE TEAM LEADER PRE-DEPLOYMENT CHECKLIST

_____ Date of Deployment
_____ DTL
_____ DCPO

Administration (Prepared by Plans and package delivered to DTL)

_____ OPORDER
_____ Maritime Security Monitor
_____ Weekly Terrorism FIR review
_____ Lookout List
_____ Logreq and Logreq reply
_____ Authorization for UOF Level IV for deploying coxswains
_____ Clearance message
_____ Deployment brief
_____ Convoy plan
_____ List of important contacts emails and phone numbers
_____ Navigation Standards and updated charts for Op Area
_____ Deployed Crew Medical Records

Administration (Prepared by DTL)

_____ List of deploying crew to Ops & Plans
_____ Updated Qualification Matrix signed by CO (Training Officer)
_____ AOPS reports for deployed personnel (Training Officer)
_____ Deployment Brief reviewed by DTL and given to crew
_____ Boat Folders
_____ Room List
_____ Unit Government Charge Card
_____ Travel advances for deployed personnel without Gov. Credit Card

- _____ Boat and Vehicles checks completed for deployed assets
- _____ Crew personal gear check
- _____ List of needed gear submitted to SK's
- _____ Inventories of Deployment gear

Force Package Gear

- _____ TAO Kit
- _____ Dive
- _____ Boat Outfit kit
- _____ Boarding kits
- _____ O2 Sensor/Alco sensor/NVG kit
- _____ Coxswain kits
- _____ Snoopy Team kit
- _____ LE kit
- _____ ATRP kit
- _____ Comms Kit
- _____ Engineering Trailer/Support Kit
- _____ Weapons/Ammunition (4 M4's, 2 M240B's per boat, 1 M16 per
boat plus 2 extras, 2 M870's per boat plus 2 extras, 1 9mm per
deployed person)
- _____ EMT kit(s)

APPROVAL

- _____ Planning Officer
- _____ Operations Officer
- _____ Executive Officer
- _____ Commanding Officer

DEPLOYABLE TEAM LEADER POST-DEPLOYMENT CHECKLIST

_____ Date of Deployment
_____ DTL
_____ DCPO

Before Departure

_____ After Action Report
_____ Gear inventories
_____ Lessons learned document
_____ Debrief with TACON
_____ Give approved comp days plan to crew

Upon RTHP

_____ Clean boats and vehicles
_____ Stow gear
_____ Travel claims
_____ List of used/needed gear to SK's
_____ Debrief deployed crew for plan upon return to work

Approval

_____ Planning Officer
_____ Operations Officer
_____ Executive Officer
_____ Commanding Officer

TO THE SHIP CAPTAIN

Good (Morning/Afternoon/Evening) Captain. This is the U.S. Coast Guard. We will be conducting an escort of your vessel today during its (inbound/outbound) transit into (name your port). We will be guarding VHF channels 13 and 16 if you have any concerns. Follow your normal route into port, and we will stay clear of your vessel as you maneuver. Please feel free to announce to your passengers that we are escorting you today.

SECURITE BROADCAST

Securite, Securite, Securite. Hello all stations, hello all stations. This is United States Coast Guard. The Coast Guard will be conducting an escort of (Name of Vessel) in the vicinity of (Location of escort) and will be enforcing a 100 yd security zone around the (Name of Vessel). Any vessels found in violation of this security zone may be subject to penalties under 33CFR165. Any vessels requiring transit through this security zone shall request permission from this unit on VHF 13 or 16. Standing by channel 13 and 16, Coast Guard out.

UNIT EXCLUSIONARY ZONE CHECKLIST

Pre-Watch/Underway Items

a. Coxswain/Watchstanders: Confirm zones that are active before taking watch or getting underway.

Zone Type	Parameters	Protected Asset	Published?
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- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

~~Regarding naval vessel protection zones, has the Senior Naval Officer Present in Command designated other Navy personnel to enforce regulation on his behalf, in writing? (i.e. Security Officer or OOD) Y / N~~

Post-Detainment Items

1. Security/Safety Zones:

- a. Did COTP authorize operator to enter the zone? Y / N
- b. Was operator notified of zone and given a chance to leave (i.e. actual notice)? Y / N
- c. How was vessel's position determined: GPS/Radar/Seaman's Eye/Other _____
- d. What was the vessels closest point of incursion to the asset? _____ yds
- e. How was the vessel operating (i.e. on plane, entering/departing zone, operating on edge of zone) _____

2. Naval Vessel Protection Zones:

- c. Did authorized official give permission to enter zone? Y / N
- a. Was vessel in 500 yd zone or 100 yd zone? _____
- b. Was operator notified of zone & given chance to leave? Y / N
- c. Was the order within 500 yard zone given by member of "official patrol" (CG Officer, CWO, PO or Senior Naval Officer present in command) Y / N / NA
- d. How was vessel's position inside the zone determined? GPS/Radar/Seaman's Eye/Other _____
- e. What was the vessels closest point of incursion to the asset? _____ yds
- f. How was the vessel operating (i.e. on plane, entering/departing zone, operating on edge of zone) _____

- > If State LE involved, ensure they do not arrest. They can detain until Federal LE arrives unless they intend to pursue State charges.
- > Also if state LE is involved, ensure they are relaying an order from the "official patrol" or Navy Senior officer present.

DISPOSITION:

- (a) Subject's conduct? (i.e. passive, verbally/physically abusive) _____
- (b) Does subject pose a security threat, either national, public, or officer safety? Y/N
- (c) If yes, describe _____
- (d) Does the subject have ties to the community? (i.e. resident, own a business, family)
- (e) Is subject a repeat offender? If yes, when/where _____
- (f) Results of 4100 boarding: _____

*Forward original 4100 reports & case package to D13 (ole) and a copy to D13 (dl), **do not** forward 4100 to Hearing Officer.

- (g) On-scene arrest? _____ If yes, name of arresting officer: _____

Absent aggravating factors, a violation of an "exclusionary zone" does not warrant placing the subject under arrest. Aggravating factors may include assaulting a boarding officer, brandishing or illegal possession of a weapon, operating a stolen boat, repeat offender, etc. If aggravating factors are present and arrest is contemplated, detain and brief D13 duty (ole) and duty legal prior to placing the subject under arrest.

If State ILE involved, ensure they do not arrest unless they intend to pursue State Charges. They can detain until Federal ILE arrives.

- (h) Release: pending criminal investigation _____ Do not release until briefing D13 duty (ole) and D13 duty (dl).
- (i) Release: case closed _____ Do not release until briefing D13 duty (ole) and D13 duty (dl).

The first level of enforcement action is a Verbal Warning:

1. INFORMAL: YOU ARE ENTERING/ABOUT TO ENTER A NAVAL VESSEL PROTECTION ZONE, MAINTAIN MINIMUM SAFE SPEED AND GET NO CLOSER THAN 100 YARDS
2. FORMAL: YOU ARE ENTERING/ABOUT TO ENTER A NAVAL VESSEL PROTECTION ZONE ISSUED UNDER THE AUTHORITY OF 14 USC 91. YOU MUST OPERATE AT THE SLOWEST SAFE SPEED WITHIN 500 YARDS, AND MAY NOT COME COLSER THAN 100 YARDS TO ALL NAVAL VESSELS. YOU MUST OBEY ANY DIRECTION FROM THE OFFICIAL PATROL.

The next level is a written notice: use the above text in paragraph 2.

Once the above notices have been given and the vessel is unable or unwilling to comply, you may board and cite. Use the 4100 supplemental and cite for violation of 33

_____ Brief federal, state and/or local LE agencies, if appropriate. (CGIS FORAC)

_____ Brief duty Assistant U.S. Attorney (DL FORAC)

POSITION OF SUSPECT VESSEL:

Data How determined Uncertainty
Lat/Long _____ N _____ W _____ +/- _____
Geographic position _____
Range/Bearing _____ / _____ from _____ +/- _____
DF Position _____ bearing _____ by _____

An accurate position is essential for criminal prosecution and/or a civil penalty. The case package must contain sufficient information to establish the vessel was inside the exclusionary zone. Violations of moving exclusionary zones will require the positions of both the suspect vessel and vessel protected by the exclusionary zone.

SUSPECT VESSEL DATA:

Color: Hull _____ Cabin _____ Deck _____ Bottom _____ Trim _____
Length _____ Cabin: Fwd/Amid/Aft Bimini/Canvas Top _____
Engine: # _____ Type: I/B, O/B, I/O Kicker Engine: Y/N
S/V: Rig _____ # Masts _____ Sail Color _____
Other Distinctive Features _____

SUSPECT BIOGRAPHICAL INFO:

POB: Total # _____ (Male _____, Female _____, Children _____)
Name Address Phone Age Nationality Sex
Owner: _____
Operator: _____
Pax: _____

- Run names of POB through criminal/terrorist databases.

O/S WEATHER:

Wind _____ / _____, Seas _____ / _____, Vis _____ nm, Ceiling _____ ft

ORC: EXCLUSIONARY ZONE ENCROACHMENT

References:

- | | |
|--|--|
| <p>(a) 33 CFR Part 165, Subpart C- Safety Zones</p> <p>(b) 33 CFR Part 165, Subpart D – Security Zones</p> <p>(c) 33 CFR Part 165 § 165.1301 <i>et. seq.</i></p> <p>(d) 33 CFR Part 165, Subpart G – Naval Vessel Protection Zones</p> | <p>(e) 14 U.S.C. 91 - Safety of Naval Vessels</p> <p>(f) 33 U.S.C. 1226 - Ports and Waterways Safety Act</p> <p>(g) 50 U.S.C. 191 Magnuson Act</p> |
|--|--|

Background Info:

Since the events of September 11, 2001, the Coast Guard has created numerous security zones, safety zones, regulated navigation areas, and naval protection zones (collectively "exclusionary zones"). In addition, the Army Corps of Engineers has created and broadened restricted areas around DoD and other infrastructure. As a result, our nation's waterways have new restrictions prohibiting or limiting public access. These offenses will be handled differently than typical BUI, drug, or other types of LE cases.

Action:

When a Coast Guard unit becomes aware of a potential exclusionary zone violation, the following procedures should be followed. A copy of this checklist should be faxed to the 13th District Legal Office at (206) 220-7119 and the 13th District Command Center at 206-220-7009 at the conclusion of the case.

REPORTING SOURCE INFO:

Name _____

Vessel Name _____ Reg # _____

Type of Vessel: F/V, S/V, M/V, P/C _____ Number of POB: _____

Phone # _____ Address _____

INITIAL INFORMATION/ACTIONS:

- What resources are on-scene: Coast Guard/Navy/Locals/Other _____
- What type of exclusionary zone exists? NVPZ/Security Zone/Safety Zone/Restricted Area/ RNA
- Has the zone been published in the Federal Register? Y/N
 - Attach copy of zone to case package.
- Was the owner/operator advised of the restriction and given an opportunity to leave? Y/N
 - If written notice of zone was given to owner/operator, attach copy of written notice to case package.
- Was the owner directed to operate the vessel in a certain manner and refused? Y/N
 - If yes, who gave the order? Navy/Coast Guard/Local PD, other _____
- Has a cognizant official (i.e. CG, Navy, COTP) allowed entry into the zone? Y/N
- What are the dimensions of the zone? (i.e. 500-yds around vsl or btwn a fixed Lat/Long)

_____ Brief D13 CC. D13 (cc) will brief D13 (ole), D13(dl), D13 (mhls), CGIS. Brief Navy Region NW as appropriate.

_____ Brief cognizant vessel/facility security, if appropriate.