

CHAPTER 4
SHIPBOARD TRAINING

1. Training Program Overview

a. The execution of a training program requires careful organization and scheduling in addition to proper administration of program content and scope.

b. To effectively monitor the training program's progress, comprehensive evaluation, systematic recording and reporting procedures must be established ship-wide.

(1) The U.S. Navy Standard Organization Regulations Manual (SORM), OPNAVINST 3120.32D, provides functional guidelines for division, department, and ship training programs.

(2) Personnel Qualification Standards Program, OPNAVINST 3500.34G, and Unit Coordinator's Guide, NAVEDTRA 43100-1M, provide detail administrative requirements for the PQS Program. PQS is an important subsystem of the command's overall training program, designed to be tailored to each individual's particular watch standing requirements.

(3) Guidelines provided in the above manuals will be adapted and tailored to each ship. The goal is to ensure an adequate, responsive and realistic training organization exists for the ship, team, and individual.

2. Training Goals

a. Proficient teams are the primary shipboard unit for accomplishment of mission tasks and the individual is the basic element of a proficient team. Each Sailor must be developed individually and concurrently molded into a full team member. The divisional training petty officer will be designated in writing.

b. To achieve this goal, the ship's training program will achieve the objectives listed in subparagraphs 2b(1) through 2b(9):

(1) Develop basic skills and knowledge of sea-going naval personnel.

(2) Develop specific skills required to maintain and operate installed equipment.

(3) Develop each individual's latent talents along selective advancement paths.

(4) Develop leadership in all hands to the fullest extent.

(5) Develop the team skills required of the ships cruising, battle, DC, and primary and secondary mission area functional teams.

(6) Realize the maximum potential of the total ship, personnel and equipment systems to successfully execute primary and secondary missions.

(7) Develop tactical training for all officers and enlisted personnel.

(8) Develop personnel indoctrination of newly assigned individuals per the SORM.

(9) Encourage the training and use of Navy eLearning (NeL) assets and use of the My Navy Portal (MNP). Every member of the crew will have access to MNP at <https://mnp.navy.mil/>.

3. Elements of a Training Program. To maintain an effective training program, the elements listed in paragraphs 3a through 3g must be included in the ship's training methodology:

a. Training will be conducted at multiple levels, including training for individuals, supervisory watches, supervisors, and training teams.

b. Training topics will include: required administrative programs, operations, maintenance, and professional and general military training.

c. Training topics will relate to the ship's operational schedule.

d. The training schedule will be realistic and achievable.

e. Monitoring of actual training will be conducted effectively and provide feedback for continual improvement.

f. Instruction will be dynamic and conducted by knowledgeable persons.

g. Senior officers (e.g., CO, executive officer (XO), heads of department (HOD) and principal assistants) must show an active interest and involvement in the training program (i.e., presenting and monitoring training).

4. Shipboard Training Program

a. Supervisors may develop their own personnel management tools. However, it is recommended the number of forms and documents be kept to an absolute minimum. The records required by this instruction will suffice in all but the most unusual circumstances. Only training records and plans used for the current training cycle need to be retained.

b. COMNAVAIRPAC and COMNAVAIRLANT ships will develop a training instruction that will consist of at least one long range and one short range training plan for the command and one for each department.

- c. Record of drills, completed training, supervised evolutions and exercises observed for competitive purposes will be kept by each ship. Records must be kept on the nature of operational training afforded each watch team.
- d. Any additional training guidance as directed by the CO.
- e. Training organization is discussed in chapter 8 of the SORM.

5. LRTP

a. The LRTP is the basic instrument for informing personnel of training goals and operating schedules. This plan provides the framework to develop shorter range training plans and is a valuable tool to aid in promulgating creation of command objectives.

b. The LRTP will include:

(1) The ship's employment schedule. The LRTP will be referenced, and it may be distributed separate correspondence via SIPRNET.

(2) A list of all required examinations and ICAVs that includes both frequency for completion and primary department responsible.

(3) A list of all TYCOM required exercises, including the periodicity and the date of last satisfactory completion. A summary of TYCOM exercise requirements is provided in the T and R Matrix located on the COMNAVAIRPAC HIP:
<https://cpf.navy.deps.mil/sites/COMNAVAIRPAC/default.aspx/>.

(4) A list of schools and NEC requirements not located on the ship. FLTMPS is the sole source for identification of individual shipboard training requirements. The list will include individuals who hold these qualifications and their expiration of active obligated service and projected rotation date (PRD). The list will be maintained at the department level.

(5) A list of all lectures and seminars appropriate to each training group (i.e., all hands, departmental, divisional or team). This list will include, at a minimum, the fundamentals and systems topics from applicable PQS. The ship's training officer will maintain topics for all hands aboard. Department-specific training lists will be maintained at the departmental level.

c. An example of the required LRTP is provided in figure 4-1.

d. LRTP is also a comprehensive list of training events (including exercises, evolutions, courses of instruction, drills, general military training (GMT), lectures, seminars, inspections, and assist visits) that must be completed throughout the ship's operational cycle.

- (1) This plan need not duplicate lists contained in other directives, but instead may simply refer to the applicable sections of governing directives.
- (2) Each department must have a similar plan that lists events pertinent only to that department. The ship may combine command lists and departmental lists in one instruction.
- (3) Division officers will be responsible for ensuring assigned personnel receive monthly training per departmental LRTP.
- (4) The ship’s training officer will ensure each department is following the ship’s overall training plan.

Month	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Quarter	1 st -QTR-FY18			2 nd -QTR-FY18			3 rd -QTR-FY18			4 th -QTR-FY18		
Training Phase	Deploy	Deploy	Deploy	Deploy	POM	Ready	Ready	Ready	Ready	Ready	Ready	Ready
Location	Arabian Gulf	Arabian Gulf	Arabian Gulf	Arabian Gulf	In-Port	In-Port	In-Port	In-Port	In-Port	In-Port	In-Port	In-Port
Employment	DEP	DEP	DEP	DEP	Surge	Surge	Surge	Surge	Surge	Surge	Surge	Surge
Training												
Department Plans/Assists												
In-Rate Training												
GMT												
Division Training/OJT												
Damage Control/ 3M EEBD SCBA Egress												
Watch Stations												

Figure 4-1 Sample LRTP

Note: Definitions found in figure 4-1 for acronyms and abbreviations not already defined in previous text found are: fiscal year (FY), deployment (DEP), on-the-job training (OJT), emergency escape breathing device (EEBD), and self-contained breathing apparatus (SCBA).

6. Short Range Training Plan (SRTP)

a. This plan is the mechanism for planning, scheduling, and executing shipboard training. Effective scheduling requires careful attention to detail by the chain of command to minimize conflicts and to maximize use of every training window of opportunity. Due to the complexity and extensive involvement of all hands aboard, many training events, and the limited

amount of underway training opportunities, there must be a positive spirit of cooperation and resourcefulness when scheduling training.

b. The SRTP will include the quarterly employment schedule, the quarterly training plan, the monthly training plan and the weekly training schedule by department.

(1) The purpose of the quarterly training plan is to indicate the ship's plans that may affect the scheduling or conduct of training. Once the plan is developed, HODs will add any additional department plans, and provide a copy to each training group within the department. Training, planning, and scheduling for periods shorter than the quarter will be on a department level.

(2) Using the quarterly training plan as a guide, each division and training team will submit a proposed monthly training plan to the cognizant HODs not later than the last week of the month. This plan will indicate what training is to be conducted on specific days, where the training is to be conducted, and who the instructor and monitor will be. The HODs will keep copies of their department's monthly training plans and use the compiled package as the primary tool for coordinating the scheduling of events.

(3) Each week the HODs will provide each division and training team under the cognizance of the department a copy of the single department training schedule. The single schedule will include all training applicable to the department, including drills, demonstrations, pre-briefs and debriefs.

c. An SRTP example is shown in figure 4-2. An SRTP will be prepared from the LRTP, for the command and for each department. This schedule will cover a period of about three months. The SRTP lists exercises, drills and lectures.

Training	JAN	FEB	MAR
Exercise			
Evolutions			
GMT			
Inspection			

Figure 4-2 Sample SRTP

7. Training Records

a. The divisional training petty officer will keep training records to an absolute minimum and only needs enough documentation to show what training has been accomplished and what remains.

b. Each training group supervisor will maintain records for personnel assigned to their respective group (i.e., repair locker (RL) leaders track their assigned locker personnel; division officers will track their division qualifications; Engineering Training Team (ETT), DCTT,

SNTT, Medical Training Team (MTT), Force Protection Training Team (FPTT) and CSTT team leaders will track their team's qualifications).

c. PQS documentation will be maintained per NAVEDTRA 43100-1M, PQS Unit Coordinator's Guide.

d. Air department training jacket requirements are outlined per CVN Flight Deck/CATCC Certification Following Repair Availability/Overhauls and Extended Non-Flying Periods, COMNAVAIRPAC/COMNAVAIRLANT 3500.71D.

e. GMT will be tracked utilizing the RADM program.

f. The maintenance of training (muster) syllabuses for egress, SCBA and EEBD is required for six months.

g. Verification of all required schools per this instruction will be validated in FLTMPs.

8. Plan, Schedule, and Record Training

a. Records of completion and grade sheets for competitive exercises will be retained until the end of the competitive cycle at a minimum.

b. The T and R Matrix provides guidance in tabular form for the events and periodicities required to meet TYCOM minimum CVN training standards. The COMNAVAIRFOR TACs comprise a compendium of standards and practices for CVN training. The TACs set out details of what activity comprises each drill, when and how it is to be scheduled, conducted and scored.

c. TACs will be used for all assessments of CVN performance. They can be accessed via the COMNAVAIRPAC N7 HIP. Unless otherwise stated, the passing score for all TACs is 80 percent, however, TACs are scored differently for the crew preparation phase (including FDC) and basic phase events. During the crew "prep" phase and FDC, TACs will be graded either satisfactory ("SAT") or unsatisfactory ("UNSAT"), while using 80 percent as the determining factor. Since underway conditions are only simulated during crew preparation, and on-going maintenance hinders the training environment, sub-events cannot be graded to the MCO condition as they are during the basic phase which necessitates the need for a "SAT" and "UNSAT" determination. A "SAT" means that the crew performed the line items in the TAC as well as could be expected given the limitations placed on the ship while pier side and in a degraded state of material condition readiness due to maintenance. During basic phase events, the actual numerical score will be recorded and the sub-event will be graded for a P score. P scores by definition are graded to the MCO standard. For many sub-events, this requires being underway and the embarkation of the COMCARAIRWING to satisfy the conditions of the sub-event.

d. In the event a TAC is failed, a course of action will be devised between the COMCARSTRKGRU, TYCOM, and the ship to mitigate the failure based on resource and ATG

availability. Points for TAC event line items are “all or nothing”; no partial points are awarded for a TAC event line item.

e. The TAC is not required for completing a sub-event for experience grades (E-score). The CVN training teams have flexibility in how they conduct experience training and may use briefs, lectures, power point presentations, drill walk-throughs, or other forms of training.

f. During the basic phase (crew cert phase III, CART II, TSTA and FEP or CORE I, CORE II, ULTRA-S for FDNF) ATG is TYCOM's agent to grade the sub-events and TACs. Sub-events that must be graded outside of the basic phase and in the integrated phase (COMPTUEX) fall under the responsibility of the ISIC and COMCARSTRKGRU for evaluation. With prior coordination, COMCARSTRKGRU FOUR and FIFTEEN may grade the sub-events in COMPTUEX if feasible. ATG will also be the grading agent for CONUS CVNs that require an ULTRA-S in the sustainment phase.

9. Individual Readiness: FLTMPs Schools Completion Reporting

a. Personnel assigned to carriers are required to attend formal training for warfare and mission areas. At a minimum, 80 percent of required personnel must complete designated training in each warfare and mission area as reflected in the Navy Training and Management Planning System (NTMPS) and FLTMPs summary report. This requirement for schools “accomplishment percentage” is applicable to all carriers.

b. This directive leverages coordination between ship, COMCARSTRKGRU and training support commands (TSC) to maximize course utilization by focusing on three key areas:

- (1) Meet 80 percent school course completion requirement for personnel aboard.
- (2) Ensure use of command’s 12-month school LRTP and WTRP.
- (3) Preclude missed training opportunities and course no-shows.

c. The formal schools' requirement (80 percent or greater completion for total required courses in each warfare and mission area) requires chain of command involvement.

(1) Training officers and division training personnel will conduct continuous review of the NTMPS and FLTMPs summary report.

(2) When classes are required, request quotas using the Enterprise Navy Training Reservation System (eNTRS) program where available at:
<https://main.prod.cetars.training.navy.mil/cetars/main.html/>.

- (3) Track course attendance to ensure no-shows are kept to a minimum.

(4) Directly contact the local TSC and training support department when problems arise or issues are anticipated.

10. Reporting Source for Schools Completion. NTMPS and FLTMPs are the only sources for TYCOM school requirements. NTMPS and FLTMPs can be used interchangeably; the data contained in all four training modules is identical. As the single source for TYCOM school requirements, NTMPS and FLTMPs will be used to determine warfare and mission area school accomplishment percentages.

11. Required Schools Completion Percentage

a. The warfare and mission area percentage requirement (80 percent or greater) is continuous throughout the OFRP cycle and during maintenance periods. Required numbers of graduates in FLTMPs may be adjusted for ships in extended maintenance periods, so that ships will always maintain at least 80 percent of the graduates required in FLTMPs. Calculation of these percentages is straight forward:

(1) The number of graduates aboard (not to exceed 100 percent for any single school requirement) is divided by the FLTMPs number of required graduates.

(2) This number will be between 80 and 100 percent.

b. Ships are required to maintain a minimum 80 percent completion rate for required schools in each of these warfare and mission areas: ATRP, aviation, aviation warfare, command and control (C2) warfare, command control communication, command exercise, medical exercise, intelligence (INT), medical, meteorology and oceanography (METOC), mobility (MOB) damage control (MOB-D), MOB engineering (MOB-E), MOB navigation (MOB-N), MOB deck (MOB-S), Navy Afloat Maintenance Training Strategy (NAMTS), Strike Warfare (STW), Surface Warfare (SUW), undersea warfare (USW), and weapons.

c. For the CVNs operating under the streamlined NMTL, the same 80 percent completion rate for required schools apply to each of these warfare and mission areas under the CORE capability: Counter air defense (AW), MOB aviation (MOB-A), C2, electronic warfare (EW), INT, logistics (LOG), and MOB.

d. ATG will validate COMNAVAIRFOR required school completion percentages in NTMPS and FLTMPs during CART II and FEP (CORE and ULTRA-S for FDNF). Comments on school completion percentages will be made in CART II and FEP reports (CORE and ULTRA-S reports for FDNF).

12. Using LRTP and WTRPs to Manage Individual Training Completion

a. Ships will manage PRDs to distribute personnel turnover across the OFRP cycle. This will prevent large spikes in school replacement plans. Utilize the command 12-month training plan located on FLTMPs to assist in maintaining training completion percentages.

b. Commands will identify "training shortfall" deficiencies early. School quotas will be requested and scheduled early to correct deficiencies before completion percentage falls below 80 percent. If available quotas are insufficient, units may request assistance from COMCARSTRKGRU, TSC, and TYCOM to secure additional school quotas.

13. All Hands Training

a. In addition to providing training for watch, quarter and station assignment, battle station assignment, and special shipboard evolution assignment, it is essential that a well-rounded shipboard training program specifically include measures for training the individual officer, enlisted, or Marine in:

- (1) All duties of their rank or rate.
- (2) Preparation for promotion and advancement.
- (3) Development of leadership.
- (4) All duties, responsibilities, and expectations of a member of the Naval Service.
- (5) Safety and survival in the shipboard environment.
- (6) Periodic training, as required by higher authority, on Navy Rights and Responsibilities, fraternization, and sexual harassment.

b. Responsibility for basic training of the individual officer, Sailor or Marine is specifically assigned to the CO by SECNAV U.S. Navy Regulations of 14 September 1990, Article 0728.

14. "I" Division Training

a. The initial days and even hours a new officer, enlisted, or Marine spends aboard ship will have a significant effect on molding their attitude toward the command and, therefore, their ability to perform as an effective member of the ship's company for the remainder of their tour aboard. It is imperative each ship has an effective indoctrination ("I") division program to introduce new crewmembers to the command.

(1) While tailored to the specific needs of officers or enlisted members, the program will incorporate the common elements of providing members a place to sleep and stow their gear, the location of and times they will be able to get meals, accurate processing of the members' service and pay records, enrollment in the command physical readiness program, an introduction to unique shipboard regulations, medical readiness, and reiteration of Navy policies concerning drug and alcohol abuse, discrimination, sexual assault awareness and prevention, and harassment.

(2) Shortly after new members report they will be provided the opportunity to meet key members of the command. At a minimum this will include the CO, XO, supply, medical, dental, safety, DC, administration, personnel and equal opportunity officers, as well as the hazardous material and physical readiness coordinators, security manager, command master chief (CMC), chief master at arms (MAA) and command career counselor.

b. Ideally, "I" division will be completed during the time when new members report to the ship and when they report to their division. At a minimum, it will include the training listed in subparagraphs 14b(1) through 14b(6):

(1) An orientation tour focusing on available services for crewmembers, location and availability of DC equipment, and security requirements.

(2) Donning and lighting off of the EEBD, SCBA, and life vests will be demonstrated by each individual.

(3) Navy pride and professionalism training, to ensure the ship maintains 100 percent compliance with Command Sponsor and Indoctrination Program, OPNAVINST 1740.3D.

(4) Distribution of general DC and 3M PQS books to all new crewmembers.

(5) Level I AT Awareness Training. All crewmembers, military and civilian, will receive Level I AT Awareness Training per SECNAVINST 3300.3B.

(6) Security Education and Training. All crewmembers, military and civilian, will receive initial security instruction per Navy Physical Security, OPNAVINST 5530.14. The security education program will include all pertinent aspects of physical security, law enforcement and loss prevention programs including those specifically related to AT.

c. Briefing on information assurance by the information systems security manager.

d. Propulsion plant indoctrination, required by NAVSEA manuals NAVSEA S9213-33-MMA-000/(V) (Radiological Controls for Ships) and NAVSEA S9213-41-MAN-000/(R) Engineering Department Manual for Nuclear Power Plants (EDM).

e. Operational Risk Management (ORM). All crewmembers will receive an overview brief that describes ORM and its tenets. The brief will provide on duty and off duty examples for all types of ORM including: time critical, deliberate, and analytical.

f. All crewmembers will receive mandatory safety training upon initially reporting aboard and annually thereafter. Required safety training topics can be found in paragraph 19 of this chapter, titled Safety Training.

g. All crewmembers will receive environmental training upon reporting aboard and annually thereafter. Required environmental training topics can be found in paragraph 20 of this chapter, titled Environmental Training.

15. DC Training

a. The ship's DC training program will include widespread indoctrination of all hands, including embarked staffs and COMCARAIRWING personnel. Indoctrination will cover procedures and practices necessary to maintain the protective material conditions of readiness, and actions required to be taken in the event of fire, battle damage, or other emergency. Each individual aboard ship will be fully capable of taking the initial actions to properly report fires and flooding, and will be able to set fire and flooding boundaries.

(1) All afloat personnel will complete DC PQS (NAVEDTRA 43119-M, Watch Stations 301-306) within six months of reporting aboard.

(2) Personnel reporting from another ship who have already completed basic DC will qualify on ship-specific DC systems of the DC PQS (NAVEDTRA 43119-M, Section 200) within three months of reporting aboard.

(3) All personnel will complete emergency egress training within 96 hours of reporting aboard ship and every six months thereafter. This training will consist of blindfolded escape from working, berthing, and watch standing spaces. Training will include actual activation and donning of training EEBD and SCBA. Document completion using PQS chart or other appropriate means.

(4) Personnel may not be assigned to a repair party or IET until they have completed DC PQS (NAVEDTRA 43119-M, Watch Stations 301-306). All personnel assigned to repair party teams or IETs will complete the DC PQS (NAVEDTRA 43119-M) applicable to their assignment within three months of team assignment. All personnel will be fully qualified in all prerequisite watch stations prior to assignment to a new position on repair party teams and IETs.

(5) DCTT personnel will be fully qualified for the billet they are assigned to train and complete the DCTT members PQS from DC PQS (NAVEDTRA 43119-M, Watch Station 320).

(6) Gas free engineering petty officers and fire marshals will complete applicable sections of DC watches PQS (NAVEDTRA 43119-M) prior to assignment.

(7) Post-fire test assistants will be qualified as gas free engineers, gas free engineer assistants, or gas free engineering petty officers.

(8) Departmental or division DC petty officers (DCPO) will complete DC watches PQS (NAVEDTRA 43119-4I, Watch Station 303 3M) and NAVEDTRA 43241-N, Watch Station 303 Work Center Supervisor), and be certified by the DC assistant (DCA) or ship's fire marshal prior to assignment.

(9) DC maintenance personnel will complete DC PQS (NAVEDTRA 43119-M, Watch Stations 301-306), DC Watches PQS (NAVEDTRA 43119-4I DCPO, 3M Watch Station 301), and be certified by the DCA prior to assignment.

(10) One petty officer in each in port fire party and each repair party must qualify as oil spill cleanup supervisor within six months of assignment (NAVEDTRA 43704, Watch Station 324, Engineering Collaterals and Qualifications).

b. Formal Training Requirements for Afloat Personnel

(1) All afloat personnel will complete live firefighting training every six years. The initial six-year qualification is satisfied if firefighting training was received during initial accession training sources after June 2005. Recurring training requirements can be obtained through attendance at one of the equivalent live firefighting training courses listed in FLTMPs. Personnel assigned to crash and salvage will attend (as a team) the aircraft firefighting shipboard team training (C-780-2012) once during an 18-month cycle or whenever the team experiences greater than 40 percent turnover. Certification in this course satisfies the shipboard aircraft firefighting (J-495-0413) course requirement.

(2) Personnel assigned to shipboard duty not receiving accession-level chemical, biological, and radiological defense (CBR-D) training may fulfill training requirements by completion of aboard training by the DCA, CBR-D training specialist (NEC 4805) or senior enlisted DC training specialist (NEC 4811) and completing the appropriate DC PQS (NAVEDTRA 43119-M).

(3) Repair party leaders and officers will attend Damage Control Repair Party Leaders Course (K-495-0040). DCA-Senior Enlisted Course (A-4G-111) is an acceptable substitute.

(4) Repair parties and IETs will attend shipboard firefighting team training (A-495-0018) and Shipboard Damage Control Training (K-495-0045). They will attend both courses once per deployment cycle, not to exceed length of OFRP between courses. Officer accession level firefighting training or the General Shipboard Firefighting (A-495-0416) course is the minimum requirement for replacement personnel who have not participated in formal team training.

(5) The personnel listed in paragraphs 15b(5)(a) through 15b(5)(c) that have not already attended the (C-822-2010) course will attend Shipboard Aircraft Firefighting (J-495-0413):

(a) Ship's force flight deck personnel receiving flight deck hazardous duty pay assigned to CVNs. Unqualified personnel will attend within six months of assignment and then every four years thereafter. If an individual's four-year qualification expires during a deployment, the individual will attend the course prior to deployment.

(b) Embarked flight deck personnel, pilots, aircrew and all other embarked personnel receiving flight deck hazardous duty pay. Personnel will attend within six months of initial

squadron and unit assignment and every four years thereafter. If an embarked individual's four-year qualification expires during a deployment, the individual will attend the course prior to deployment.

(c) Per watch station 301 (CVN flight deck observer) PQS, requirements for aircraft firefighting (J-495-413) can be deferred until post-deployment availability for personnel reporting aboard while the ship is deployed.

(6) Prospective DCAs and ship's fire marshals will attend the surface warfare DCA (A-4G-111) course prior to assignment.

(7) Gas free engineers, gas free engineer assistants, and gas free engineering petty officers (one per in port duty section) will attend gas free engineer and gas free engineering petty officer for surface (afloat) operations (K-495-0051) or equivalent prior to assuming duties. DCA-Senior Enlisted Course (A-4G-111) is an acceptable substitute for gas free engineers and gas free engineer assistants.

(8) Aqueous film-forming foam (AFFF) work center supervisor plus seven others from each ship will attend Foam Generating Systems Operation and Maintenance (K-495-2179).

(9) All afloat personnel will complete SCBA Course (NSWC-SAP4.5O-1.0) refresher training within three months of reporting aboard and every 12 months thereafter.

c. Training requirements for embarked personnel

(1) Fleet Marines and other military members embarked in U.S. Navy ships for a limited duration (such as a deployment) are not required to attend Navy firefighting courses of instruction with the exception of embarked flight deck personnel, pilots, aircrew and all other embarked personnel receiving flight deck hazardous duty pay. Personnel will attend within six months of initial squadron and unit assignment and every four years thereafter. If an embarked individual's four-year qualification will expire during a deployment, the individual will attend the course prior to deployment.

(2) CVN COs will provide basic DC instruction for fleet Marines, other military members and contractor personnel embarked in U.S. Navy ships for a limited duration. This instruction will include, as a minimum: emergency egress from berthing and work spaces; use of an EEED, carbon dioxide, potassium bicarbonate, and AFFF extinguishers; fire stations; compartment numbering system; GQ station; abandon ship station; man overboard station; shipboard communication systems; emergency or casualty reporting; and use of the aqueous potassium carbonate system for those personnel assigned to mess deck duties.

(3) Embarked personnel must be indoctrinated in the use and limitations of personnel protective equipment and devices currently available on board. Personnel must be required to demonstrate, upon reporting and semi-annually thereafter, their ability to use an SCBA and EEED and to egress their living, working, watch stations and battle stations under conditions of

minimum visibility. Completion of this semi-annual training will be documented on the division PQS chart.

(4) Embarked staffs and COMCARAIRWING personnel (except for those drawing Hazardous duty pay or: FD personnel moving ammunition, weapons and fuel, etc.) will receive training via the DC indoctrination process once aboard.

(5) All ship riders will be instructed in the use of an EEBD when embarking.

(6) All embarked personnel for deployment are required to have received CBR-D training. Those who did not receive CBR-D training during accession and pipeline training, or did not attend the Introduction to CBR-D Course (J-495-0483) before it was canceled, will complete a one-day CBR-D course conducted aboard the ship by an instructor with the 4805 or 4811 NEC.

(7) Positive documentation of CBR-D training in service records is required.

(8) Embarked staffs require propulsion plant indoctrination by NAVSEA S9213-33-MMA-000 and (V) (Radiological Controls for Ships).

16. Basic First Aid

a. COMNAVAIRFOR considers a comprehensive program in first aid, self-aid, buddy aid and the medical aspects of CBR warfare essential to maintaining a high level of combat readiness. Such training is recognized as a potentially critical factor for casualty reduction and in minimizing adverse effects on combat effectiveness in modern warfare. Training of this nature will enhance the successful management of mass casualties in any disaster, whether in peace or war.

b. The 11 basic wounds in shipboard first aid and rescue are: fractures, sucking chest wounds, abdominal eviscerations, massive hemorrhage with amputations, lacerations, electrical shock, smoke inhalation, burns, hypothermia, heat stress, and puncture wounds.

c. The ship's crew will receive war wound training, cardio pulmonary resuscitation, and stretcher bearer training at every available opportunity such as during GQ drills and the ship's indoctrination course.

17. 3M Training

a. The Navy's 3M system is the foundation on which shipboard equipment reliability rests. The equipment installed in Navy ships has been carefully designed and evaluated to provide long years of service in a harsh environment at sea with minimum maintenance. It is critical that maintenance be accomplished properly per applicable maintenance requirements. To maintain proper supply and technical support, the installation and removal of equipment must be reported

to appropriate authorities. Malfunctions of equipment must be reported to higher authority to ensure:

- (1) Reduced capabilities are made known to operational planners.
- (2) Required technical and material assistance can be organized and performed.
- (3) A history of equipment failures is compiled.

(4) Completion of the appropriate level of the PQS training program by all hands will significantly aid in accomplishing these objectives and is mandatory within six months of reporting on board for duty.

b. All ships are required to establish a quality assurance program to ensure maintenance actions are properly accomplished per instructions issued by the TYCOM and higher authority.

(1) In addition to the spot-check program by chiefs, division officers, HODs, 3M coordinators, CMC, COs, and XOs, ships will include training for maintenance personnel on each particular maintenance record check card, prior to the authorization of the new person to accomplish a maintenance requirement for the first time.

(2) Personnel will be observed by an experienced qualified Sailor who has proven competent while performing a maintenance item the first time a maintenance person accomplishes the same maintenance action. This course of action will greatly reduce errors and minimize development of bad habits early in a Sailor's career. It will enhance their technical skills as well as overall equipment reliability. Positive work habits and effective quality control checks must be incorporated into every aspect of the training program.

(3) The 3M training team (3MTT) is established to enhance and maintain a peak level of PMS performance by providing focused training and evaluation for shipboard spot-checkers. 3MTT members must be 3M (304) Division Officer PQS qualified, designated in writing and have at least 6-12 months aboard. It is highly recommended that the team member be an E-7 or above with the requisite knowledge in the 3M system and be an SME in the system they primarily spot-check.

18. GMT

a. The annual GMT program is applicable to all uniformed Navy personnel, both officers and enlisted personnel. Its origins are in the consolidation of training requirements from numerous independent programs. Over the years, the scope of the GMT program has grown to cover a wide variety of military and other topics. It is an implemented standardized curriculum under a central manager and resource sponsor; GMT guidance is provided in OPNAVINST 1500.22H.

b. GMT is designed to train, motivate, and inform Navy personnel about topics affecting their military life and to deal with issues that impact their military career, preparing them for future leadership roles.

c. The GMT program is divided into three phases, each of which targets a specific population.

(1) GMT-I is designed for presentation to officer and enlisted personnel during initial accession training.

(2) GMT-II is presented to enlisted personnel while assigned to an "A" school or the Apprentice Training Program.

(3) GMT-III is designed for presentation during regularly scheduled training sessions in individual units. Its purpose is to continue the development of those topics introduced in earlier phases and to address contemporary topics that reflect new or changed Department of Defense or Navy goals and objectives. GMT-III requirements are limited to 12 hours annually and requirements will be reviewed by Naval Education and Training Command (NETC) annually to ensure relevancy.

(4) To assist individual units in meeting GMT-III training goals, NETC has prepared training materials that can be obtained by contacting NETC or utilizing the NETC web site at: <http://netc.navy.mil/>.

19. Safety Training

a. Successful implementation and execution of the Safety Program requires continuous, effective all hands training and participation. The ship's safety officer and division safety petty officers (DSPO) will execute the aboard training program for safety per Navy Safety and Occupational Health (SOH) Program Manual for Forces Afloat, OPNAVINST 5100.19E.

b. Prior to assuming their duties, safety officers and assistant safety officers (Navy officer billet classification 0862, skill specialty code 1861) will attend the Afloat Safety Officer Course (A-4J-0020).

(1) Safety officers are encouraged to receive refresher training provided via courses offered by Commander, Naval Safety Environmental Training Center (NAVSAFENVTRACEN) or conferences or workshops related to the elements required by the command Safety Program.

(2) Assistant safety officers will receive annual continuing education by attending the NAVSAFENVTRACEN Annual Joint Safety and Environmental Professional Development Symposium or the American Industrial Hygiene Association Conference.

c. The safety department individual in charge of the respiratory protection program will attend the Respiratory Protection Program Management Course (A-493-0072) taught at NAVSAFENVTRACEN.

d. The supply officer designated as command hazardous material coordinator will complete the NAVSAFENVTRACEN Afloat Hazardous Material Coordinator/CSS-HAZMAT-030-2.0 via NeL prior to being assigned. The hazardous material supervisor will attend the Hazardous Material Control and Management (HMC/M) Technician Course (A-322-2600) or HMC/M Technician Global Online Course (A-322-2604).

e. At least 50 percent of all DSPOs (primary and alternate) will attend the Safety Programs Afloat Course (A-493-2099) or attend Safety Programs Afloat Global Online Course (A-493-2098) and complete Divisional Safety Petty Officer Watch Station 301 of Afloat Safety Programs PQS (NAVEDTRA 43460-4D) and (NAVEDTRA 14167-F), Naval Safety Supervisor within 6 months of being assigned their duties and have 1 year left before their PRD. DSPOs are further encouraged to complete the requirements for NEC 9571 during their assignment.

f. The safety department leading chief petty officer (LCPO) will have an aviation background, preferably be an aviation boatswain's mate, and have attained the safety technician NEC 9571 within 6 months of assuming the duties as the LCPO.

g. All hands Navy SOH training will be conducted upon reporting aboard (e.g., "I" division) and at least annually thereafter. This training will concentrate on the practical aspects of the Navy SOH program as implemented aboard ship and include:

(1) Introduction to the Navy SOH program and identification of key personnel, the chain of command, and mishap reporting.

(2) Hazard identification and known hazards (e.g., heat, noise, asbestos, confined space entry, gas free engineering requirements, sight conservation, hazardous materials and electrical shock).

(3) Safety precautions and standards.

(4) Basic electrical safety and the use of personal protective equipment.

(5) Mishap prevention and reporting.

(6) Safety, warning signs, and deck markings.

(7) Ergonomics and back injury prevention.

(8) Traffic and recreational off duty safety.

(9) Hazardous materials and oil spill emergency response and spill reporting procedures.

h. For CVNs 68, 69, and 70 only: Any ship whose keel was laid prior to 1980 is considered a vessel containing friable asbestos thermal systems insulation, and will therefore maintain an

emergency asbestos response team. All personnel assigned to the emergency asbestos response team, will attend the NAVSAFENVTRACEN emergency asbestos response team (A-760-2166) course prior to assuming duties.

i. Division officers will be responsible for ensuring assigned personnel receives mandatory training on safety programs.

j. At a minimum, commands will conduct one safety stand down annually. The command will also initiate a safety stand down whenever necessary to raise personal safety awareness in response to increased numbers of personal injuries, mishaps and near mishaps. Commands will consider safety stand downs following a safety evaluation (e.g., Naval Safety Center Survey) or at the discretion of the CO.

k. Safety training will be documented using a Navy career development program database (e.g., RADM, COMPASS) or other standard electronic or hardcopy means.

l. For more detail on training requirements and information on training, see OPNAVINST 5100.19E.

20. Environmental Training

a. Per OPNAVINST 5090.1D, the CO will designate one crew member, usually the assistant safety officer (Navy officer billet classification 0862, skill specialty code 1861), as the afloat environmental protection coordinator (AEPC). Within six months of assignment, the AEPC will attend the NAVSAFENVTRACEN AEPC Course, (A-4J-0021) or the AEPC Global Online Course (A-4J-0022).

b. All hands will receive environmental training upon reporting aboard ("I" division or school of the boat) and annually thereafter. This training will include:

(1) The Navy's commitment to environmental protection;

(2) A summary of the ship's policies and practices on pollution prevention, solid waste handling and minimization, plastic management, protection of marine mammals and endangered marine species, recycling, air pollution (including ozone-depleting substances (ODS)), and water pollution.

c. Watch officers responsible for authorizing the overboard disposal of shipboard wastes will receive training on the discharge restrictions for shipboard wastes as part of their watch qualification procedures. This training can be provided by the AEPC or other trained and qualified instructors.

d. Personnel assigned to supervise sewage or graywater disposal operations must complete:

(1) The purpose and modes of operation for sewage systems (K-652-2141)
CNE-EPOC-ELO-25.03.01.01-00001.

(2) Safety requirements (K-652-2141) CNE-EPOC-ELO-25.03.01.02-00001.

(3) Collection, holding, and transfer (CHT) sewage systems theory of operation, (K-652-2141) CNE-EPOC-ELO-25.03.01.03-00001.

(4) VCHT sewage systems theory of operation (K-652-2141) CNE-EPOC-ELO-25.03.01.04-00001.

e. All personnel who operate or maintain sewage or graywater disposal equipment will complete the shipboard sewage CHT and treatment PQS, Shipboard Sewage CHT and Treatment System (NAVEDTRA 43199-F), or equivalent, prior to assignment to those duties.

f. All air conditioning and refrigeration technicians who perform maintenance on air conditioning and refrigeration equipment will receive Environmental Protection Agency technician certification and training on ODS regulations and spent or recyclable ODS labeling, prior to assignment.

g. All personnel assigned to supervise and perform oily waste processing and disposal operations will complete the Oil Pollution Abatement Equipment Operation and Maintenance (K-652-2196) course prior to assignment.

h. All personnel who operate or maintain oil processing, transfer or disposal equipment will complete the oil spill control and removal equipment PQS, on water oil spill response containment and recovery (NAVEDTRA 43195-D ch1), before assignment to those duties.

i. All personnel assigned to operate and maintain solid waste processing equipment (e.g., plastics waste processors, shredders, pulpers, incinerators) will complete the solid waste processing equipment sections of PQS (NAVEDTRA 43704 ch2).

21. METOC

a. All CVNs have permanently assigned METOC personnel. Various major staffs have METOC officers assigned, including NFCs and COMCARSTRKGRUs. Although many similarities exist between these divisions and their support responsibilities, the differences are significant in equipment, assigned spaces, shipboard organizations, manning, personnel training, and experience. Variations in METOC services resulting from these differences can be mitigated via standardized training practices.

b. Except for FDNF ships, permanent manning of METOC personnel aboard CVNs has been reduced to four personnel on Norfolk and San Diego-based ships and to five personnel on Pacific Northwest-based ships. A Strike Group Oceanography Team is assigned to augment the CVN METOC division in phases, with the total augmented support dependent on the operational schedule of the ship.

c. Modern weapons and sensors are increasingly sensitive to atmospheric and oceanographic conditions, resulting in the need to accurately measure and quantify the effects of the operational environment. Additionally, weather and sea conditions must be considered in each evolution and for each operational or tactical decision. METOC personnel are primarily responsible for collecting, interpreting and analyzing METOC data, forecasting conditions for future operations and forecasting the environmental impacts on the performance of weapons, sensors and platforms. The METOC division's role is multi-faceted, encompassing all aspects of the operating environment. Formal, OJT, and computer-based training are key elements.

d. COMNAVAIRFOR is responsible for shipboard training, manning and equipment readiness. Senior METOC officers assigned to COMUSFLTFORCOM, COMPACFLT, NFC staffs, and the Strike Group Oceanography Team Norfolk and San Diego support COMNAVAIRFOR in this effort. They will:

(1) Ensure METOC personnel training complies with requirements as outlined in the FLTMP database.

(2) Monitor equipment and computer software upgrades for individual METOC divisions and ensure compliance with governing TYCOM and fleet directives.

e. An expanded discussion of METOC training is available at the COMNAVAIRPAC HIP: <https://cpf.navy.deps.mil/sites/cnap/default.aspx/>.

22. AT Awareness Training

a. The key to an effective AT program is to develop an awareness that is both sustained and reinforced from initial entry to termination of service. All personnel must be aware of basic personal protective measures against terrorism and specific threats for the area in which they operate or transit. Therefore, initial Level I AT Awareness Training will be conducted for all crewmembers, military and civilian, annually thereafter. Training is available through MNP, under professional resources - NeL at: <http://netc.navy.mil/>.

b. Subsequently, all crewmembers, military and civilian, deploying outside of CONUS will receive an area of responsibility (AOR)-specific AT protection brief within three months of deployment and travel.

c. Any expanded discussion of AT training can be directed to the COMNAVAIRPAC Force MAA.

23. Radiological Training. Radiological training for all personnel permanently assigned to nuclear powered ships and embarked staff is governed by NAVSEA S9213-33-MMA-000/(V), radiological controls for ships. This includes all hands yearly and indoctrination training, and training for embarked staffs and emergency response personnel that may respond to casualties in the propulsion plants (e.g., at sea fire party).

24. ORM

a. ORM is a critical element in the planning and execution phases of all training and real evolutions and activities aboard ship and ashore and off duty.

b. The ship's XO is also the assigned ORM manager per Operational Risk Management, OPNAVINST 3500.39, and is accountable to ensure ORM permeates all shipboard activities and operations. In addition, at least one officer (preferably the operations or safety department HOD) and two senior enlisted (preferably the CMC and one other senior departmental MCPO) will be the XO's assigned ORM assistants. The ORM program manager and assigned assistant ORM program managers will attend:

(1) ORM applications and integrations (ORM A and I) course.

(2) Manager - directing your command's risk management (CPPD-ORM-DYCRM-1.0).

(3) Assistant - Leading Risk Management Integration (CPPD-ORM-LRMI-1.0).

(4) Individual - Managing Your Risk (CPPD-ORM-MYR-1.0).

(5) Supervisor - Managing Your Team's Risk CPPD-ORM-MYTR-1.0.

c. Annually, all ship's crew members will complete the NETC GMT ORM course and any additional NETC ORM courses as appropriate for the level of management or supervision held by the individual.

25. Undersea Warfare. All CVN tactical support center gram analyst personnel will participate in a minimum of 10 events every rolling quarter of weekly SIPR tactical oceanographic planning training to increase proficiency in low frequency analysis and ranging record gram analysis. The average score must be equal to or greater than 80 percent for the 90-day period. Any ship unable to participate in the minimum 10 events will request a waiver via naval message to the COMNAVAIRPAC carrier tactical support center coordinator.

26. EW Requirements. Each watch team (minimum of two) will be required to complete two BEWT exercises per month. Three exercises have been developed and will be forwarded to each CVN via SIPRNET e-mail. The exercises are to be downloaded and transferred to the BEWT system. They are based on real-world AORs and increase in complexity (basic, intermediate, and advanced). Each ship will report completion of these exercises via CV-SHARP. A check sheet has been developed that categorizes the sub-events and watch standers' actions throughout the scenarios.

27. Divisional Training

a. The foundation on which the entire ship's training program rests is divisional training. Properly executed, it leads directly to material and operational readiness, safety and advancement. Improperly done, it wastes valuable man hours and hurts crew morale. It is imperative that COs empower division officers and LCPOs with an understanding of their importance to program success.

b. Sub-sets of the divisional training program encompass the work center and team training programs.

(1) Work centers are administrative organizations established to accomplish maintenance while teams are operational organizations designed to accomplish functional operational tasks.

(2) Unless directed by other existing instructions (i.e., COMNAVAIRFOR M-3710.7, Naval Air Training and Operating Procedures Standardization) all training teams will maintain training records as directed by existing shipboard instruction in an existing database (i.e., RADM).

c. Effective divisional training is preplanned, conducted on a regular schedule in a location suitable for training, and attended by the entire division (work center or team, as applicable). It is monitored by someone other than the instructor who is knowledgeable in the subject matter (officer or chief petty officer and supervisor for work teams), and evaluated so that a critique may be provided to the instructor following the presentation.

d. The format for divisional training will be tailored to the subject matter.

(1) Formal lecture.

(2) Demonstration followed by practical application.

(3) Competition - teams demonstrate proficiency at previously acquired skills.

e. While divisional training is normally thought of as a group exercise, it can also be tailored to the individual.

(1) Required readings in-rate training manuals and completion of the corresponding lessons may be required.

(2) Implementation of a divisional orientation workbook can rapidly integrate a new Sailor into the organization.

(3) A requirement to demonstrate proficiency at certain tasks, such as emergency egress, physically donning an EEBD or SCBA, or skills learned in "A" school apprenticeship training or at a previous command ensures Sailors are ready for further training or identifies the need for remedial training.

f. Care will be taken in selecting personnel who will be conducting divisional training to ensure both junior and senior crewmembers have the opportunity to be instructors. Also, care will be taken to ensure junior crewmembers are truly qualified to conduct the training assigned.

(1) Assignments will be made sufficiently in advance of the training session to allow the instructor time to research, prepare, and rehearse the presentation.

(2) The entire presentation will be critiqued by the leading petty officer, divisional chief petty officer or division officer prior to presentation. This step provides an opportunity to improve the presentation and affords identification and correction of any factual errors.

(3) During a presentation, a crewmember knowledgeable in the subject matter will be assigned to monitor and provide the instructor with a formal critique on completion. This approach provides not only a lesson for the division, but leadership training for the instructor while improving both his knowledge of the subject matter and his ability to pass that knowledge along.

(4) Training guidance and requirements for reactor departments on CVNs is contained in the Nuclear Power Training Manual, COMNAVAIRFORINST C1512.3F.

28. Ongoing Training

a. All shipboard training must be directed toward ensuring the crew is capable of safely taking the ship to sea and meeting operational requirements. The training program is not limited to officers of the deck and bridge watch standers. It must also include navigational watches, visual signaling watches, lookouts, CDC surface, air and antisubmarine warfare module watch standers, tactical air officers (TAO), air traffic and air intercept controllers, flight deck watches, engineering plant steaming and auxiliaries watches and DC personnel.

b. It is recognized during overhaul periods the maintenance of sufficient qualified watch standers is a tremendous management problem that requires extensive advance planning.

(1) Proper execution of CART I by all departments will significantly aid in ensuring proper formal training is scheduled and appropriate people are trained. A WTRP will be formulated for execution during the upcoming OFRP. This is evaluated by ATG during CART II.

(2) Formal schools, mobile training systems, team trainers, operational cross-deck opportunities and regularly scheduled drills within the ship's lifelines and with other units in port can all be used to maintain the level of crew training during overhaul.

c. Air department personnel assigned to flight deck and below decks duties will receive instructor-based technical systems refresher training in their respective fields.

(1) Recurring training requirements will be obtained through attendance at one of the following training courses:

- (a) (C-821-2012) Shipboard aviation fuels refresher.
- (b) (C-604-2016) ALRE (aviation launch and recovery equipment) catapult refresher.
- (c) (C-604-2024) ALRE catapult basic.
- (d) (C-604-2025) ALRE arresting gear.
- (e) (C-670-2017) ALRE QA administration.
- (f) (C-604-2017) Aviation boatswain's mate (aircraft handling) (ABH) refresher.

(2) All non-designated aviation boatswain's mate (fuels), (equipment) and (handling) personnel will attend within 12 months of assignment.

(3) All previously qualified "A" school and refresher course graduates will attend every 32 months thereafter.

d. During multi-year overhauls, the requirement still exists to maintain a continuum of operational readiness. Well-trained Sailors can be invaluable in preparing their replacements for future operations. When critical equipment is unavailable, cross decking of personnel to other units is not only encouraged, but expected.

29. Watch Station Training

a. It is essential watch standers function as a team while underway. Throughout the ship, watch teams must be regularly drilled on standard operating and emergency procedures to ensure pre-planned responses are properly executed. The inability of one station to perform their required assignment may have devastating consequences. Drills must be realistic and therefore must be planned and executed with the minimum of simulations and deviations. Drills will be observed by qualified personnel and critiqued both on individual efforts and contribution to the team effort.

b. The tactical situation underway can often lead to long, potentially unproductive watches. There are often minimal or no communications, course or speed changes, contacts or changes in equipment configurations. During these times, a concerted effort must be made to stimulate watches to ensure all watch standers remain alert and ready to respond. Officers responsible for operation of watch stations will ensure time spent on watch is used to sharpen the skills of watch standers.

(1) During periods of restricted emission control, establishment of an in house circuit between CDC and the bridge allows conduct of drills.

(2) Visual signaling drills will be conducted as the tactical situation allows. Signal bridge personnel can also join in communications drills and publication exercises between CDC and the navigational bridge.

(3) Flash cards can be used to drill lookouts on contact recognition.

(4) Engineers can practice evolutions and emergency procedures (shifting air ejectors, changing distilling plant lineups, etc.) under supervision of experienced personnel as authorized by the engineering officer.

(5) All watch stations can practice locating and donning EEBDs, SCBAs, and practicing emergency egress.

(6) The preceding list provides only a sampling of the drills that can be executed on watch. The ship is limited only by the creativity of its leaders and watch standers. Firm leadership at the HOD level is required to ensure meaningful, properly supervised training is incorporated into each watch.

c. Carriers will regularly participate in tactical maneuvering drills with their escorts.

d. CVN security forces will maximize the use of small arms simulators (where available) to increase or improve weapons proficiency and achievement of qualifications through the use of course of fire software. Use of systems that exercise a watch stander's decision-making skill in the employment of deadly force will be used to the maximum extent possible.

e. Ship handling drills will be executed during all available opportunities. Maneuvering, man overboard drills or using a smoke float to practice an approach into a mooring buoy are examples of excellent training which can be accomplished when the tactical situation permits.

f. At anchorage or in port, the ship's boats will be regularly used to practice small boat handling and to qualify boat officers.

30. PQS

a. The CNO has adopted the PQS system of training as a means to ensure all personnel are trained and qualified to meet established Navy standards. PQS is applicable to both officers and enlisted personnel.

(1) The general background and policy concerning the development and implementation of PQS is contained in Personnel Qualification Standards Program, OPNAVINST 3500.34.

(2) Guidelines for implementation and administration of PQS are outlined in Unit Coordinator's Guide, NAVEDTRA 43100-1M.

(3) The “PQS catalog” (NAVEDTRA 43100-6S) provides the latest list of available PQS standard materials. For more information about the PQS program, please contact the PQS development group:

(a) Write to NETC (N7) mailing address; Commander, Naval Education and Training Command N7, 1905 Regulus Avenue, Virginia Beach VA 23461-2003

(b) Call PQS Development Group at DSN: 492-9002; Commercial: (757) 492-9002.

(c) Send electronic mail to the branch program manager.

(d) Use MNP web site to order PQS on CD ROM or download PQS materials at HIP: <https://mnp.navy.mil/group/personnel-qualification-standards/>.

b. An individual PQS is a written compilation of the minimum requirements to certify qualification of the individual to perform the duties of a given job or watch station. It serves as a vehicle for continuous training of a carrier's crew. PQS is used in conjunction with formal school training, general military training, rate training study, other NAVEDTRA manuals and on the job experience.

(1) Officers will derive significant benefit by progressing systematically through PQS training pertinent to their shipboard duties.

(2) Enlisted personnel receive significant assistance in completing advancement in rating criteria through the knowledge and skills derived from the completion of various PQS elements.

c. It is imperative no member of the Naval service, officer or enlisted, be placed in a position for which he or she is not qualified.

d. The PQS program provides a means by which training progress can be monitored and qualifications can be documented. It is recommended that:

(1) WTRPs (formulated during CART I) be used as a tool to assign watch stander PQS.

(2) Watch bills in use will be reviewed against PQS charts to ensure all watch standers are qualified or under the instruction of a qualified individual.

(3) Watch bills must indicate the level of qualification for each watch stander: qualified, interim qualified or under instruction.

(4) Regular audits will be undertaken to ensure qualifications are correctly entered in service records and PQS tracking systems (either charts or automated data programs) in a timely manner.

e. The final determination of the depth of knowledge and level of proficiency required of individuals to answer and perform each specific PQS line item and to ultimately achieve final PQS qualification will be made by the individual command. The PQS for most watch stations contains a final line item for either a written or oral examination of the individual's knowledge of the watch station. This is the most critical milestone for the Sailor to achieve, because it requires the candidate to put together all that has been learned into a useful whole.

(1) If oral examinations are used, only the most experienced and knowledgeable watch standers in the area of qualification will be qualified to administer the examination and sign off this line item. A successful oral board signifies the Sailor has proven knowledge and understanding of the responsibilities of that particular watch station and is ready for final qualification.

(2) For certain critical tasks or watch stations, a written examination may allow a more complete assessment of the candidate's readiness for final qualification than would an oral examination.

f. The Unit Coordinator's Guide, NAVEDTRA 43100-1M, addresses the procedures to follow when tailoring a PQS watch station qualification of an experienced and previously qualified Sailor when reporting aboard.

g. At times it will not be possible to man all required watch stations with fully qualified personnel. If this occurs, COs are authorized to grant interim qualifications to individuals who are making satisfactory progress accomplishing PQS line items. Interim qualifications will be for a specific limited period of time not to exceed 90 days from the time the ship returns to sea. During this time the individual is expected to achieve final qualification.

h. All watch stations normally stood aboard ship are covered by a formal PQS developed by NETC. In some circumstances, usually the installation of new equipment, a formal PQS may not yet have been developed. If this is the case, it is the ship's responsibility to develop JQRs to cover the duties of that watch station using the standard PQS line item format as a guide. In addition, if the formal developed PQS for a given watch station does not cover all aspects and duties of the watch as stood aboard, it is the duty of the ship to add, delete, and modify PQS line items for those watch requirements as required and approved by the respective CO, XO, or HOD.

i. PQS in specific areas is periodically reviewed by the PQS development group. Support for these reviews and necessary revisions to PQS are coordinated through the TYCOM. COs will submit inputs for changes to PQS via the COMCARSTRKGRU to the appropriate PQS model manager.

j. Training and PQS, while two distinct programs, are fundamentally linked since PQS is the basis of a command training program and both programs enable effective WTRP management. The relationships among these programs is shown in figure 4-3.

(1) The entry point of the shipboard training and qualification process is the WTRP. It will identify watch stations that will need to be filled due to rotation or upward progression and identify the Sailor intended to fill that watch station. These fills can come either from prospective gains (PG) or from existing crewmembers. If a PG is slated to fill a WTRP gap, an analysis of required schools or NECs for the watch station will take place. The ship will initiate those required adjustments to the training track of the ship's PG by working early in the process with Navy Personnel Command. Navy Personnel Command must provide the receiving unit with viable alternatives to ensure units are gaining members with required training and NECs. Once the PG reports, or in the case of an existing crewmember reassignment, the WTRP coordinator will create a PQS assignment for that Sailor, with a qualification goal date early enough to meet the need identified in the WTRP. That PQS assignment will then trigger the scheduling of the supporting training lectures. Training teams must also ensure that those individuals working on a PQS assignment are offered opportunities to perform the 300 series tasks during training team evolutions. These steps will ensure all Sailors receive the necessary training in support of their qualification goals.

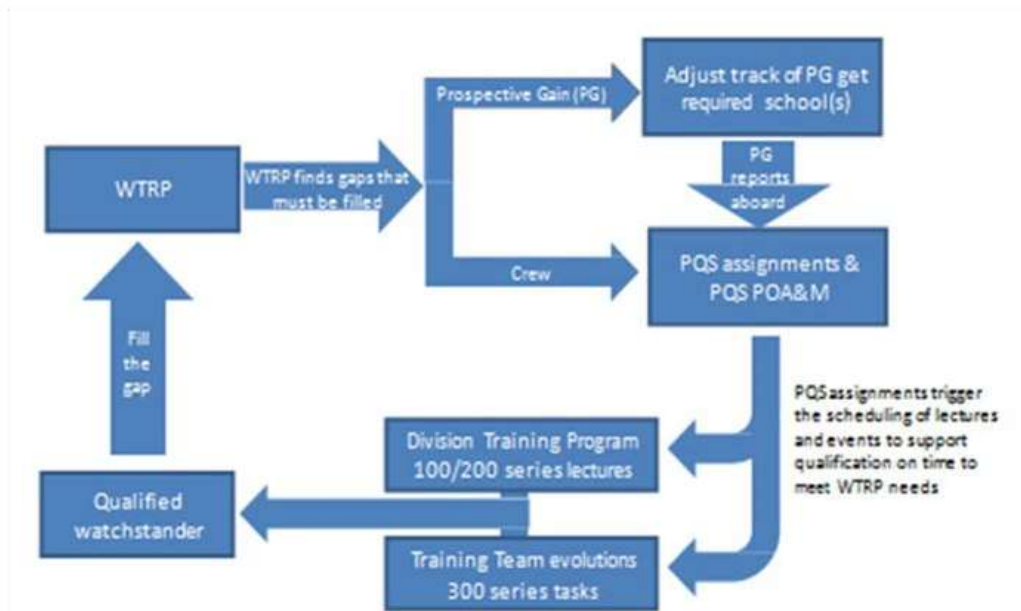


FIGURE 4-3 Relationship Between Training, PQS, and WTRP

(2) RADM is the TYCOM recognized database to record PQS completion data. RADM will be used to record PQS completions and create shipboard watch bills.

31. Advancement Training

a. The CO is specifically assigned responsibility for basic training of individuals assigned to his command by U.S. Navy Regulations. In fulfilling this assignment, they must personally concern themselves with the preparation of enlisted personnel for advancement and preparation of assigned officers for promotion. The provisions listed in paragraphs 31a(1) through (3) are applicable to both officer and enlisted training programs. At a minimum, ships will:

(1) Comply with the PQS program.

(2) Use MNP web site and resources.

(3) Send the maximum number of assigned personnel (permitted by quotas and operational commitments) to schools that will enhance performance in their current or anticipated billets. Creative use will be made of no-cost orders and shipboard billeting to minimize temporary additional duty costs while maximizing training opportunities.

b. For enlisted personnel, ships will also establish a formal training program supporting completion of the Enlisted Surface Warfare Specialist and Enlisted Aviation Warfare Specialist Qualification Programs.

c. For officers, an education program will incorporate paragraphs 31c(1) through 31c(3) provisions as a minimum:

(1) All division officers, regardless of designator, are to complete the division officer portion of the Surface Warfare Officer (SWO) PQS Program, including division administration, DC, and 3M.

(2) For all assigned 116X officers, establish a mandatory SWO Qualification Program per OPNAVINST 1412.2. Consider designating a SWO advisor from among the senior SWOs aboard to assist in qualifying 116X officers as SWO. The SWO advisor can provide advice and counseling on future career development. Separate advisors will be designated for nuclear and non-nuclear officers in recognition of the differences in career patterns.

(3) For senior ship's company and COMCARAIRWING officers, provide opportunity to attain proficiency and qualification as conning officers and command duty officers (underway) including other shipboard evolutions. This opportunity will be made available to the maximum extent permitted by regularly assigned duties and flight duties.

32. Non-Resident Training Courses (NRTC)

a. NRTCs are an excellent method for officers and enlisted personnel to expand their professional knowledge, improve their opportunities for promotion or advancement, and increase their worth to the Navy. They are self-study courses. They may include assigned exercises, lessons or examinations designed to assist students in acquiring knowledge or skills described in

an associated text. The NRTC may be locally administered or administered by the Naval Education and Training Program Management Support Activity. Written material may consist of a TRAMAN written specifically for the NRTC, or an existing Navy manual, directive, or commercially procured text that is the basis for the NRTC.

b. Historically, several types of Navy NRTC products were developed at various commands. They were distributed for different purposes and for different training communities. This created many different terms used to describe these training products and caused confusion to the ordering activities. NETC has consolidated and simplified this program. The NRTCs catalog is distributed to all ships and stations for ordering training manuals and associated NRTCs. This publication is updated semi-annually with changes to ensure ordering activities have the latest Navy NRTC products information as soon as they become available. Command educational services officers, training officers, career counselors and training petty officers that order training materials will have a copy of this manual and published changes. They must also be familiar with the ordering procedures.

c. Additional information may be found at HIP: <https://courses.netc.navy.mil/>.

33. Ship's Training Teams

a. The general training team procedures listed in paragraphs 33a(1) through 33a(7) will apply to all ship's training teams to optimize shipboard team training. These procedures will be used while conducting drills, exercises and observed evolutions.

(1) Pre-exercise training team meetings will be held to discuss drill scenario; team assignments; timelines; flow of communications; objectives of training, evaluation, and training mode; grading and debriefing procedures; and operational risks.

(2) Proposed training packages will be presented to the ITT leader, CO, or designated representative for approval. Packages will include an exercise risk assessment matrix.

(3) Each training team member will take notes to allow reconstruction of the exercise and drill with other team members when the drill is complete. Grading forms will be retained as part of the ship's training records for the duration of the OFRP.

(4) Training team members observing a safety violation that poses a hazard to personnel or equipment will immediately take steps to stop the drill or exercise and correct the unsafe condition.

(5) A critique for participating watch and team personnel will be conducted as soon as feasible following completion of each drill or exercise. The critique will cover the training teams training observations, grade assigned, and lessons learned.

(6) Integration goes beyond simple timeline merging. Integration occurs when one training team must meet their training and objectives for another training team to

accomplish theirs. Integration must include an initiating event (a “cause”) that results in an impact and required actions, and an “effect” to another training teams AOR and assessment. Cause and effect are the benchmark for planning and executing realistic, challenging, and effective training exercises.

(7) At a minimum, training team integration drills will include:

- (a) An objective met, and reason(s) why it was or was not met.
- (b) Material deficiencies and corrective actions taken.
- (c) Lessons learned.
- (d) Coordination issues.

b. All training team members will be designated in writing, either by designation letter or by listing on the ship's and department's collateral duty notice. At a minimum, training team members will be experienced in the area being assessed or trained.

c. The ATG SBTT COI is designed to teach shipboard training team members procedures to construct and execute training scenarios. The SBTT COI will be completed a month prior to crew cert phase II. Ships are highly encouraged to send all training team members to SBTT COI.

d. Expected training proficiency levels during TSTA are listed in subparagraphs 33d(1) through 33d(2)(c):

(1) Watch Stander Proficiency

(a) TSTA I. Watch standers will be assigned to all required watch stations. Proficiency may be weak.

(b) TSTA II. Watch standers will be able to correctly perform routine duties commensurate with their rate, rating, and watch station with minimal prompting.

(c) TSTA III. Watch standers will be able to consistently react correctly during sustained, stressful operations that involve transition to an increased level of readiness.

(2) Training Teams Proficiency

(a) TSTA I. Training teams will be in place and qualified for the positions they are observing. Ability to conduct scenario based training, i.e., plan, brief, execute, and debrief, may be weak.

(b) TSTA II. Training teams will be able to effectively conduct (plan, brief, execute, and debrief) single mission area scenario-based training.

(c) TSTA III. Training teams will be able to effectively conduct scenario-based training, integrated with two or more other training teams. Training teams are able to effectively plan, execute, and accurately assess and debrief their participation in a complex, stressful multi-mission scenario.

34. ITT

a. All CVNs will establish a standing ITT under the direction of the XO. The ITT team is responsible for ensuring the maximum integration of shipboard training evolutions from CART II through the deployment. The ITT will be trained by ATG during SBTT COI and crew cert. They will be assessed during TSTA and evaluated during FEP (CT and ULTRA-S, respectively for FDNF carrier).

b. The ITT will be comprised of the XO (team leader), ITT coordinator, assistant supply officer, safety officer, and a primary and alternate team leader from all other ship's training teams.

c. The team leaders of all shipboard training teams are required to coordinate and schedule all individual training team evolutions through the ITT. All team leaders will utilize CV-SHARP to prioritize training events with respect to OFRP phase requirements.

d. Organization and Responsibilities

(1) The XO, as designated ITT leader, is responsible to the CO for individual training team members' effectiveness and ability to train in required levels of readiness.

(2) The ITT coordinator may be the training officer or other officer assigned responsible to the XO for the execution of the integrated training exercise. The ITT coordinator will ensure integrated drill scenarios are developed based on individual training team members' inputs, coordinate all pre-exercise and post-exercise briefings, maintain all integrated drill critiques and lessons learned, and ensure ITT qualification records are maintained. Additional duties of the ITT coordinator include:

- (a) Managing integrated drill plan.
- (b) Assess training team decision-making.
- (c) Assess ITT's overall ability to train while evaluating team's ability to coordinate exercise and manage training timeline.
- (d) Present drill package timeline to XO and CO for approval.

- (e) Conduct ITT briefs and debriefs.
- (f) Coordinate scenario conduct.
- (g) Provide an assessment of overall tactical and technical performance.
- (h) Route critiques to CO for review.

(3) The safety officer is an advisor to ITT in the development and conduct of scheduled events. The safety officer's perspective and input are vital to ensure all evolutions are executed safely. ORM is an integral part of planning, executing, and debriefing scenarios. Applying ORM to ITT events not only serves to identify hazards, assess risks, and implement controls to reduce the risk associated with a specific exercise, but also reinforces training and implementation of ORM and a proper safety culture.

(4) Strike operations officer will ensure proper scheduling of training evolutions and de-conflict requirements based on the ship and COMCARAIRWING's schedule.

(5) Assistant supply officer will assist in coordinating training evolutions and ensure there are no conflicts with supply department events or requirements.

(6) Ordnance handling officer will ensure proper coordination with the weapons department.

(7) HODs will ensure personnel assigned to the ITT are qualified in their area of responsibility.

e. ITT ship-wide evolution packages will be developed and include: exercise outline, objectives, and timeline. Packages will be forwarded to the CO for signature via the XO.

f. Following completion of the evolution and training team debriefs, the ITT will reassemble to compare results, resolve conflicts, compile lessons learned, and prepare a summary debrief. ITT debriefs will be forwarded to the CO via appropriate HODs and the XO. The ITT debrief will include at a minimum:

- (1) Objectives met, and reasons why any were not met.
- (2) Material deficiencies and corrective action taken.
- (3) Lessons learned.
- (4) Coordination and integration issues.

g. Action

(1) The ITT will meet prior to each ship-wide training evolution (e.g., GQ) to ensure maximum capability and integration among exercises and drills. This meeting is in addition to regularly scheduled planning board for training (PB4T) meetings.

(2) ITT will coordinate training and drill scenarios with PB4T and evaluate specific long and short range training goals during each phase of training. Goals will support development of specific training scenarios in line with OFRP phase-specific requirements as outlined in this manual and captured in CV-SHARP. Feedback and evaluation comments on the conduct of each training exercise will be forwarded to the CO via appropriate HODs, training officer, and XO.

(3) ITT will use realistic training scenarios for developing drills and exercises with simulated intelligence reporting. The enactments will lead to a series of simulated casualties throughout the ship. As the ship's force enacts procedures to combat casualties, a cohesive, united effort will be the final result. The ultimate goal of ITT is to prepare the crew for combat. It is imperative quality training and honest evaluations are the standards.

(4) ATG will provide guidance for developing ship-wide evolution packages and individual drill packages during the SBTTCOI. The packages will be briefed prior to drills and critiqued upon conclusion, or as soon as practical. Each ship-wide evolution package will contain:

(a) Training Objective. Identify goals of the drill package. This will vary in complexity from exercising a warfare area with no casualties to a multi-threat scenario with multiple casualties across all departments.

(b) Scenario. Define the scenario and equipment required to conduct the drill package and assess and mitigate any unacceptable risks associated with each step in the exercise. The scenario can be generated using aboard training devices to exercise tactical systems in various warfare areas. Equipment casualties at key points of the scenario will test the ability of watch standers to report the problem accurately and continue "fighting through" the exercise using available equipment or casualty reconfiguration of affected equipment and systems. Define responsibilities and location of ITT members during the conduct of the integrated drill package. The number of departmental and functional training team members required to execute any given drill package will depend on purpose, requirements and complexity.

(c) Major Events (Timeline). Major events will be imposed on a time sequence basis by exercise, exercise title, and casualty evaluator. The timing will be scheduled to coincide with key events and allow a reasonable time for the initiator and evaluator to fully conduct assigned tasks.

(d) Remarks. Amplify evolution events, equipment losses and their impact during execution of the package. The tactical impact of the overall package, safety warnings, or cautions will also be included. ORM will be incorporated.

(5) After an integrated evolution package has been approved, ITT coordinator will conduct a pre-exercise brief. The steps prescribed as a minimum are found in paragraphs 34g(5)(a) through 34g(5)(c):

(a) Ensure timely notification of team members specified as initiators and evaluators for the exercise.

(b) Review previous exercise critiques for lessons learned.

(c) Ensure a safety walk-through and ORM review are conducted by ITT members prior to starting the drill.

(6) The integrated drill package will be conducted in a professional manner under the management of the team leader. ITT observers will note observations on a critique form. Members will pay particular attention to detailed observation of the key points found in paragraphs 34g(6)(a) through 34g(6)(h):

(a) Symptom Recognition. Did the operator correctly identify all symptoms associated with the problem? Were correct reports generated? Were all necessary personnel apprised of the casualty?

(b) Fault Isolation. Did technicians quickly and correctly isolate the fault? Were casualty control folders properly used? Was the proper consideration given to the impact of isolation action that could act on other systems? Were the symptoms considered in selection of isolation actions?

(c) Tactical Impact Assessment. Did casualty control organizations properly assess tactical impact of the casualty? Were systems diagrams, space folders and other technical documentation properly used? Were the TAO and OOD properly informed of tactical impact of the imposed casualty and provided timely updates?

(d) Reconfiguration. Were technicians aware of casualty modes of operation? Were personnel efficient in performing reconfiguration actions? Was the system quickly and effectively reconfigured to restore maximum combat readiness?

(e) Restoration. Were proper technical manuals and test equipment used to effect restoration of the casualty? Were troubleshooting techniques employed? Were techniques employed able to correctly identify specific causes of casualty? Were parts properly identified and requested from supply support? Were required interfaces initiated?

(f) Securing. Were systems restored to normal operation modes? Were timely reports generated? Was all supporting equipment properly secured and stowed?

(g) Evolution Debriefs. Valuable lessons learned will be lost if exercises are not properly debriefed. ITT will conduct briefs in two stages: ITT members observing the exercise

will conduct a detailed watch station debrief to the trainees under their observation. Aspects of individual performance will be thoroughly discussed with particular attention made to seek and answer questions that participants may have. Individual team leaders will give an overall debrief of the conduct of the integrated drill packages. Members will emphasize objectives met and not met, problem areas and ORM or training shortfalls that require corrective action. Training team personnel will report any ITT deficiency to the ITT leader. During debrief, exercise critique forms will be presented to the team leader for review.

(h) Emergencies. In the event of an actual casualty during integrated evolutions, the ITT coordinator will make an announcement to halt training. “An actual casualty has occurred, freeze the problem, freeze the clock”. DCA will coordinate firefighting and DC from DC Central, and the senior medical officer will handle medical emergencies. The ITT Coordinator will be kept informed of the situation and is responsible for informing the chain of command. Resumption of drills will occur with the ITT leader’s authorization only.

35. DCTT

a. All CVNs will establish a standing DCTT. The XO will be designated as the DCTT leader. Under the XO’s direction, the team will be responsible for the training of all RLs, including electronic, flight deck and hangar deck repair, the at sea emergency team and IPE parties.

b. The DCTT coordinator will be the fire marshal, reactor division officer, or DC master chief (DCCM), not the ship’s DCA. Team members whose responsibilities cover a specific area (i.e., first aid), need only be PQS qualified in the watch station they are evaluating. Officers (other than the XO), will be either SWO-qualified or have completed repair party leader PQS (318 repair party leader in NAVEDTRA 43119-M). The team will be comprised of members from all departments, including medical (the MTT lead or medical LCPO will be a member of DCTT), CSO of the watch, hangar bay and flight deck representatives, and a senior member of the MAA’s force. The ship’s DCA and fire marshal will be responsible for training the DCTT and for providing them with technical assistance.

c. The DCTT will be used by the CO to train and conduct battle problems, observe and grade repair party and IPE party actions, verify setting of appropriate material conditions of readiness and to conduct continuous training aboard and inspections.

36. ETT

a. All CVNs will establish a standing ETT. This team will be responsible under the chief engineering officer for the operational and casualty control training of engineering watch standers who perform duties outside of the propulsion plant. The ETT leader will normally be the auxiliaries officer.

b. The ETT will be comprised of personnel knowledgeable and PQS qualified in the operation of the engineering systems outside of the propulsion plant for which the maintenance and operation are the responsibilities of the engineering department.

c. When conducting training and evaluation of operations and casualty control, members of ETT will use the engineering operating sequencing system. In cases where the engineering operating sequencing system is not available, the ETT will use locally prepared and approved procedures for operating equipment or systems in responding to casualties.

37. CSTT

a. All CVNs will establish a standing CSTT. This team is under the direction of the CDC officer. The CSTT is responsible for training personnel involved in every aspect of the ship's combat system, including CDC, communications systems, weapons systems, intelligence, cryptologic and meteorological support, maintenance support, and casualty control.

b. The operations officer and CSO share responsibility for establishing an effective CSTT. The team leader may delegate team leader duties to the assistant CDC officer or any other CSTT officer who is a qualified TAO, or senior member of the CSTT charged with conducting a specific training evolution. The combat systems maintenance officer or the systems test officer is the primary CSTT technical representative for the combat systems department. CSTT will conduct training on ship's combat systems, including CDC; command, control, communications, computers, cyber and intelligence; cryptologic; meteorological; and maintenance support; and casualty control. Additionally, the CDC officer will be responsible for the development of the tactical scenario used to initiate ship-wide integrated drills.

38. ADTT. Due to unique operational requirements and evolving procedures, CVNs will establish a standing ADTT per COMNAVAIRFORINST 3500.86A, ADTT Organization and Implementation.

39. SNTT

a. All CVNs will establish a standing SNTT. This team will be under the direction of the navigator. The SNTT is responsible for training all ship's company personnel responsible for safe navigation and seaman operations of the ship. The combination of the seamanship team and the navigation team into one team is primarily for the conduct of combined training events: i.e., underway replenishment, anchorage, and man overboard exercises. The navigation department personnel assigned to this team will conduct all MOB-N exercises and the deck department personnel will conduct all MOB-S exercises.

b. The SNTT will be comprised of navigation personnel knowledgeable in piloting, radar navigation, Navigation Rules and Regulations Handbook (COMDTINST M-16672.2) and visual communications procedures. The senior member will be the navigator, who will ensure all navigation evolutions and visual communication procedures are properly observed and critiqued. The SNTT will also be comprised of deck department personnel knowledgeable in all areas of deck seamanship, including underway replenishment and small boat operation, and who have completed the PQS for the watch station they are evaluating. The team will be comprised of the first lieutenant and ship's boatswain, assisted by the auxiliaries' officer and qualified deck and auxiliaries personnel.

c. The SNTT will observe, grade, and critique all MOB-N, MOB-S, and visual communication exercises, reporting results to the CO.

d. The CO will utilize the SNTT to train for, observe, and evaluate all deck seamanship operations underway and in port. When carrying out their duties, members of the SNTT will make use of the TACs and the joint COMNAVSURFPAC/COMNAVAIRPAC/COMNAVAIRLANT/COMNAVSURFLANTINST 3530.4E, Surface Ship Navigation Department Organization and Regulations Manual whenever possible.

40. MTT

a. All CVNs will establish a standing MTT. This team will be responsible to the senior medical officer for the proper training of medical personnel and ship's company in all aspects of first aid, stretcher bearing, medical response team performance, war wound and mass casualty treatment.

b. The MTT will be comprised of personnel with the requisite knowledge, background, and training to facilitate medical training. The team leader will be the ship's nurse, who will lead a team made up of one medical officer, one leading chief hospital corpsman (HM) and one independent duty HM at a minimum. The MTT lead or medical LCPO will also be a member of the DCTT. MTT members will be PQS and JQR qualified and designated in writing by the CO or his designated approving authority.

c. The MTT will observe, grade, and critique all medical exercises and report the results to the CO. Members of the MTT will use the TACs when carrying out their duties. Prior to any medical drill or operation, the MTT leader will conduct a brief. The brief will utilize a drill package that outlines the objective of the drill, timeline, personnel assignments, lessons learned (from previous drills) and safety concerns (utilizing ORM). Following each drill, MTT will debrief Sailors on station and conduct a drill debrief with all MTT and other drill team members involved. The drill package and debrief will be routed via chain of command for CO's approval. These specifics will be covered by the ATG SBTT COI that will be conducted a month prior to crew cert phase II.

d. Per Shipboard Medical Procedures Manual, COMNAVAIRFORINST 6000.1A, one HM and four stretcher bearers will be assigned to each of the 10 RLs. As an extension of MTT, each RL HM will be responsible for the buddy-aid and first-aid training of the stretcher bearer team and RL personnel.

e. Administrative records for all CO approved medical drills will be maintained for one training cycle. Training requirements are outlined in the T and R Matrix located on the COMNAVAIRPAC HIP under the N7 Directorate menu.

41. Antiterrorism Training Team (ATTT)

a. All CVNs will establish a standing ATTT. This team will be under the direction of the

antiterrorism officer (ATO). The ATTT is responsible for training personnel involved in every aspect of the ship's ATFP programs.

b. The ATTT will be comprised of the most knowledgeable and experienced personnel on the ship and will conduct ATFP training as directed by the ATO. The team will consist of, but is not limited to: ATO, security officer, antiterrorism training supervisors, small arms marksmanship instructor and select members of the ship's Navy Security Force. Additionally, the ATTT will be comprised of a wide cross-section of departmental representation, thus ensuring the AT responsibilities of each department are adequately addressed. The ATTT will be PQS/JQR qualified in the appropriate watch station(s) they are training and evaluating, and designated in writing by the CO.

c. The ATTT will conduct training as well as observe and assess all ATFP exercises and evolutions, including non-combat operations (NCO) exercises from the appropriate TACs as required by this manual. The ATTT leader will be an active participant in the ship's ITT and will have an input to the ship's PB4T to ensure ATFP training and exercises are included in ship's training plan as well as during all training phases of the OFRP. In addition to their training role, the ATTT is an excellent asset to assist the ship's ATO in ATFP operational planning, and will also be available to assist embarked aviation squadrons and other units.

42. PPDT. All CVNs will establish a PPDT. This team will be under the direction of the reactor officer. The PPDT is responsible for operational and casualty control training and drills within the propulsion plant. Specific guidance on composition and requirements of the PPDT are contained in the NPTM.

43. WTT

a. All CVNs will establish a standing WTT in applicable air and surface warfare mission areas. Specific guidance on composition and requirements of the WTT are contained in this instruction, NAVSEA OP 4 REV-11, CV NATOPS (NAVAIR 00-80T-105), NAVAIR 11-140 manuals, and other explosives safety and support system technical manuals.

b. The WTT will be under the direction of the weapons officer. The WTT is responsible for training of flight deck, hangar deck, magazine, weapons elevator, armory and armed watch standers in every aspect of the assigned mission. Working in conjunction with the FPTT, the WTT will provide training and qualification of armed watch standers.

c. The WTT will be comprised of the most knowledgeable and experienced personnel in each AOR as defined in subparagraphs 44a through 44c(2). The WTT will be led by the ordnance handling officer. The air gunner, ship's gunner, weapons assembly officer, elevator officer and departmental LCPO will assist the ordnance handling officer and hand select appropriate WTT members from each gunnery division.

d. The WTT will observe, grade and critique all weapons department training evolutions and exercises and report the results to the WTT team leader who will advise the ITT team leader of training progress.

44. Manpower, Personnel, and Training (MPT) Plan

a. Modernization maintenance availabilities are complex and can include hundreds of ship change documents (SCD) that include upgrades, alterations, and equipment configuration changes. To properly prepare the crew to operate and maintain newly installed equipment following RCOH, PIA, DPIA, SRA, PSA, and CIA, COMNAVSEASYS COM (PMS-312) in-service carriers will develop a tailored MPT plan for each CVN during these availabilities. This plan ensures the crew receives initial training for new alterations, as well as follow-on training, where applicable, to maximize readiness and prepare for OFRP.

b. The MPT will be delivered to the ship at a minimum of five months before the start of availability (SOA). At SOA-90, the planned SCDs and corresponding manpower and training information contained in this report will be reviewed and updated as necessary to reflect any changes in the scheduled availability. If the changes in the availability have manpower or training impacts, an SOA-90 MPT Plan will be developed and distributed.

(1) The MPT Plan will include:

- (a) A list of all SCDs to be executed during the availability.
- (b) Tables that identify the SCDs that have specific training requirements.
- (c) A detailed breakdown of initial and follow-on training as a result of each installation
- (d) An analysis of existing training requirements that are associated with new installations.
- (e) A detailed summary of changes to ship's billet requirements as a result of ship changes.

c. Ship Reporting Requirements

(1) Per reference (d), paragraph 6-4.7.12, based on current availability data, the ship will publish the overhaul training plan (OTP) including technical and operator training requirements as a result of ship changes to be accomplished at SOA-90. The ship will submit the OTP to the ship program manager and TYCOM.

(2) Per reference (d), paragraph 6-4.7.14, the ship will provide a completion letter to the ship program manager and TYCOM within 30 days following end of availability (A+30). Before the SOA, TYCOM will provide the ship's training officer a template to aid in meeting this requirement.