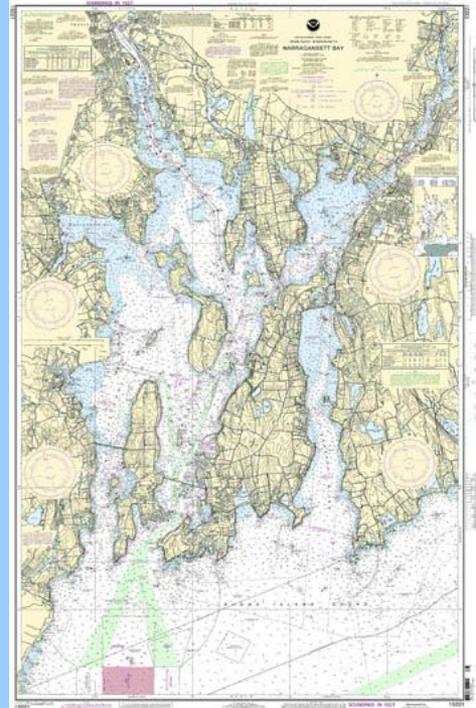


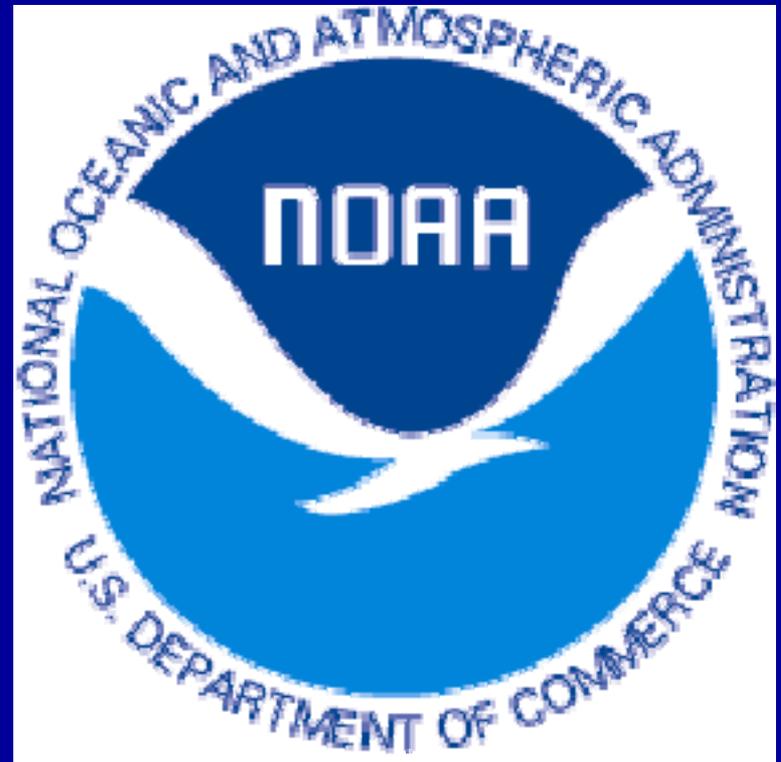


**Prevention
Department
Navigation
Systems
Division**

**SCF -
Small Craft
Facility
Updating**



NOAA - AUXILIARY PARTNERSHIP

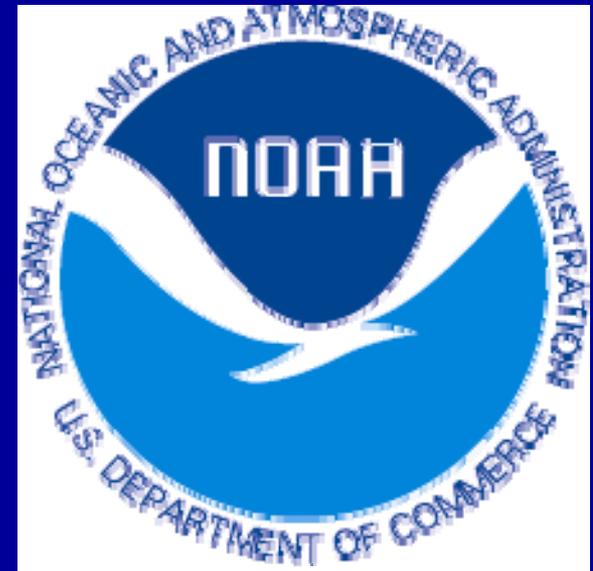




SCF Training Program

Presented by members of the

**US Coast Guard Auxiliary
Navigation Systems Division
Team Staff**



- # **The Focus of the SCF Program**
- **Prevention**
 - Correcting situations before they become a problem for the mariner.
 - **Accuracy**
 - Guideline for interviewing facility owners/managers.
 - Worksheet that organizes your interview and insures that you collect all the necessary information.
 - **Quality / Credibility**
 - On-scene confirmation of data by the observer.
 - Business cards and brochures as evidence of the existence of the facility.
 - Chartlets that identify location of the facility on the local SC nautical chart.
 - **Professionalism**
 - A computer generated report enhances credibility.

SCF Program Tools

- **NS-SC01 – Small Craft Facility Hand Out.**
 - In the handout package.
- **NS-SC02 – Small Craft Facility Training Guide.** Download from www.uscgaaan.com
- **NS-SC03 – Small Craft Facility Field Report.**
In the Handout package.
- **NS-SC04 – Small Craft Facility Field Report – sample report.** Download from www.uscgaaan.com
- **NS-SC05 – Small Craft Facility Training Presentation.** You are viewing it.

Presentation Objectives

- To acquire a general knowledge of the criteria for qualifying a Small Craft Facility for inclusion on a SC Chart.
- To become familiar with the items in a Small Craft Facility that need to be reported.
- To learn how to prepare and forward accurate, complete, credible and professional SCF reports to NOAA.

The available Small Craft Facility training support:

- Information from an on-line “NS-SC02 - Small Craft Facility Training Guide.”
- Visual self-instruction from this “SCF05 – SCF Training Presentation” on-line.
- On-line NS-SC03 – SCF Field Report that can be used to prepare professional looking reports on your home PC.
- Personal mentoring to help you become a proficient SCF reporter in a short period of time.

Documents needed for SCF Reporting.

The “*NS-SC02-SCF Training Guide*” is available on the Small Craft Facility Web Page at the Navigation Systems Division Web Site.

Currently available at www.uscgaan.com

Click on the SCF Web Page.

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... needed for reference.

- **Current SC-Small Chart NOAA Chart** of your AOR.
- **Aerial Photos** of the area. (Google)
- **Coast Pilot** for your AOR.
Available on line.
Print only the pages that report the data for the AOR where you operate your boat.
- **References from the Internet.**
- **Light List.** (Available on line)

Reminder of your Operational Role

All Auxiliary vessels while underway should be checking all Aids to Navigation and charts for every type of discrepancy on ATONs (Federal Aids), PATONs (Private Aids), Bridges, Nautical Charts and Small Craft Facilities.

Make it a practice to report all your observations within 24 hours.

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PLANNING IS CRITICAL TO SUCCESS

You have to take the time to **pre-plan** your Small Craft Reporting events.

T... for SCF planning.

O

Reference the latest edition **Nautical Chart**.

O

Provided free from NOAA when a valid SCF report is accepted by NOAA with an attached chartlet.

Correct your chart to the latest LNM-
Local Notice to Mariners

L

Writing instrument. (0.5 automatic with HB lead)

S

NS-SC03-Small Craft Facility Field Report

P... for SCF success.

Without a plan, you are doomed to failure!

L

Review a practical area of your chart at a time. Make it easy on yourself.

A

Prepare a list of the facilities that you plan to check in the order that you plan to check them.

N

Use the **NS-SC03-SCF Field Report** for recording the information while conducting the interview.

P... for SCF Reporting.

Check comparative data about the site in the Coast Pilot.

L

All definitions, specifications and narratives about an area must correspond.

Recheck your GPS on site against a charted object to insure it is operating accurately. Note this action on your SCF report.

N

P... for SCF Reporting.

L

Visit the site to validate that the information received from the POC corresponds to your observations at the facility.

A

Use your camera to gather further evidence.

N

P... for SCF reporting.

L

**ANY QUESTIONS
ABOUT PLANNING**

FOR A SMALL

A

CRAFT FACILITY

UPDATING

N

MISSION?

Preparing NS-SC03 SCF Field Report

**How to prepare and use this
SCF tool.**

Follow along and reference the
worksheet copy that is in your
hand out.

Copy is available in handout.

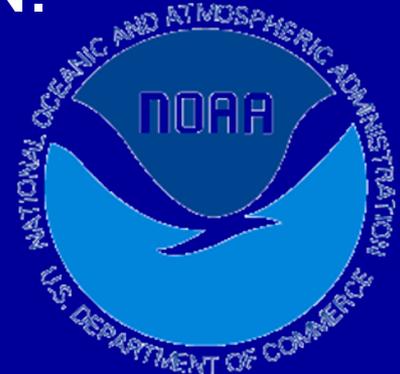
SCF Criteria

- SCF is listed on a SC-Small Craft Chart.
- SCF is a public facility.
- SCF has an approach depth – show the depth.
- SCF has depth alongside – show the depth.
- SCF has to have Transient Berths or Moorings available to the general public – show the number available.
- SCF has to have a Pump-Out Station or have one available nearby under municipal control.
- SCF must sell fuel to the general public – gasoline or diesel.

SCF Program

NOAA Credit is awarded upon receipt of:

- NS-SC03-SCF Field Report
- Copy of chart section showing the item or object being reported.
- The other pertinent documented evidence.
- Submit the info to NOAA via your DSO-AN.
- Acknowledgement provided via DSO-AN.



Small Craft Facility Updating

Enhance your Chart Update Reports with data on every Marine Facility within your AOR.

SCF Visit Frequency

- Can be reviewed on an annual basis.
- You can use:
 - OPFAC while underway on a Safety or ATON Patrol.
 - By private vehicle or on foot.
 - Conduct as part of a **PV** visit.

SCF reporting criteria review

To be reportable, the Small Craft Facility must:

- **Charted on a Small Craft Chart.**
- **Have an approach depth.**
- **Have an alongside depth.**
- **Have a pump out facility** (or have access to a municipality or community facility).
- **Sell fuel (Diesel or Gas)**
- **Provide transient berths and/or moorings.**
(in addition to its regular facilities.)
- **Must be a public use facility, not private.**

SCF reporting criteria . . .

When the Small Craft Facility does not meet the SCF criteria, submit your facility report as a ENC – Electronic Nautical Chart update.

Check whether the Facility is referenced in the Coast Pilot.

Review your nautical chart. If not charted, you may submit a chart update for the facility.

Check that the dock size is chartable. Use the **NS-CU07 Vertical and Horizontal Error Calculator**

SCF reporting criteria . . .

When the Small Craft Facility is listed but has been discontinued, or does not meet the criteria for a SCF, report it as a **Small Craft Facility “Discontinue.”** Explain the reason for the report.

The Coast Pilot will be sent a copy of this report and, if it is listed in the Coast Pilot, will remove it.

You don't have to submit a separate Coast Pilot Update report.

Uniforms

- As a representative of the Coast Guard Auxiliary, you should be in the proper uniform while conducting a Small Craft Facility reporting mission.
- If not operating under orders, notify your FC or VFC prior to the start of this mission.

Requirement

- As a representative of the USCGAUX, you must always act in a professional manner and be knowledgeable about the procedure for verifying a Small Craft Facility.
- You are the *Coast Guard* to the facility owner.

Visit Procedure

1. Focus the visit on the owner/manager.
2. Introduce yourself and provide a clear explanation of the purpose of the visit.

Explain that you are participating in an Auxiliary program to update Small Craft Charts with marine facility information in support of NOS/NOAA charts and other publications.

3. Demonstrate how the information is used:

Show a Small Craft Chart.

Show Coast Pilot references.

Indicate that other almanacs and ENC's pick up information from NOAA.

Visit Procedure

4. Be prudent when answering questions.
 - Avoid technical questions outside your expertise.
 - Never perform measurements or any other technical activity regarding the data that you receive.
5. Simply record the data as it is presented.
6. Be discreet when you don't have an answer to a question.
 - Refer the owner/operator to the nearest Coast Guard unit.
 - Follow up and get the owner an answer.

Visit Procedure

7. Close out your visit with a summary

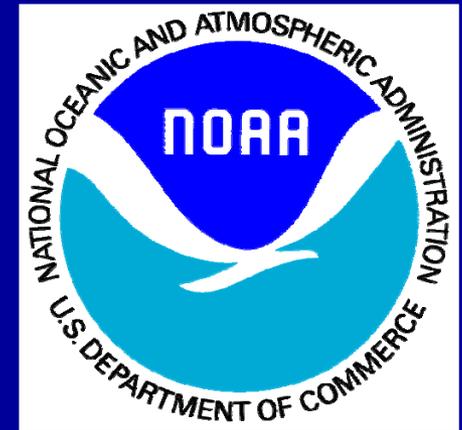
- Review the information that you received and recorded on the USCGAUX Small Craft Facility Workshop.
- Express appreciation for the level of cooperation that was provided.

How to Get Credit for your Chart Updating and Small Craft Facility reporting activities:

- Use a 7030 Activity Report – Mission Report – Individual referencing Mission Code 41.
- Submit your report to your IS Staff Officer for entry in AUXDATA within 15 days.

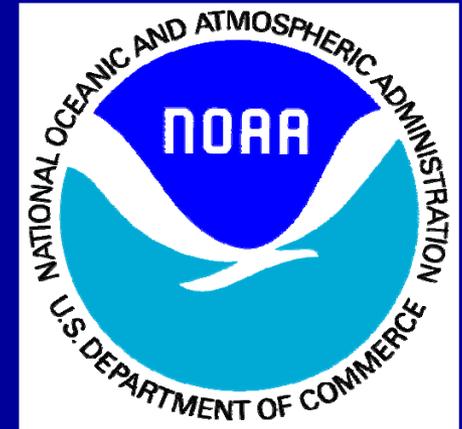
**Type of
Resource
Individual
Mission
“41”
Remarks
Show
reason for
the mission**

DEPARTMENT OF TRANSPORTATION U.S. COAST GUARD ANSC-7030 (3-02)	U. S. Coast Guard Auxiliary Activity Report - Mission	Division 10 Flotilla 7	MISSION DATE DDMMYY 1-Jan-03			
SECTION I TYPE OF RESOURCE		<input type="checkbox"/> Air <input type="checkbox"/> Boat <input type="checkbox"/> Radio <input checked="" type="checkbox"/> Unit/Individual				
SECTION II TIME & MISSION Always record START TIME, START MISSION and FINISH TIME. (See Mission Numbers attached) Use change boxes if mission changes. See instructions						
START	Change 1	Change 2	Change 3	Change 4	Change 5	FINISH
TIME	12 00					1430
MISSION	41					
SECTION III ACTIVITY LOG DETAIL						
Location : Dorchester Yacht Club					Facility Reg No.:	
Number of	PATROL STATUS		WATERS		Order Number	
Assists:	<input type="checkbox"/> Reimbursable	<input type="checkbox"/> Non-reimbursable	<input type="checkbox"/> Navigable	<input type="checkbox"/> Sole State		
SAR	Lives Saved	Persons Assisted	Property-value <i>in Thousands</i>		Case Number	
SAR 1						
SAR 2						
SAR 3						
SAR 4						
ATON	Federal ATON Discrepancies		PATON Discrepancies		Bridge Discrepancy	
	Federal ATONS Watching Properly		PATONS Watching Properly		Bridges Watching Properly	
SECTION IV CREW ASSIGNMENTS						
Member		Last Name and Initials			Trainee	Local Notes (non-AUXDATA) Small Craft Facility Report - DYC
Lead	114 3 8 84	Larkin F. J				
1						
2						
3						
4						
SECTION V REMARKS 						
Use Member Activity Log (ANSC-7029) for missions not reported on VSC (ANSC-7038, MDV (ANSC-7046) or this form and for Travel & Prep Time previously reported on this form.						
Date submitted		01	JAN	03	Frank Larkin	Report Number
AAC KIT 06 (01/08/03) FJL					Submitting Member Name (Print)	1



You are urged complete and submit a
**NS-SC03-Small Craft Facility Field
Report** on your marina or yacht club.

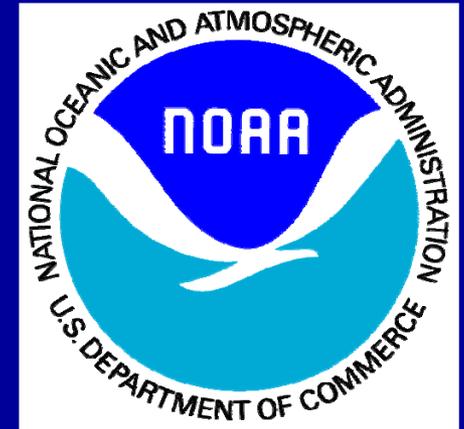
**Fully document your report!
Mail it to the DSO-AN**



You are invited to join or form a

“Division Chart Updating Team”

Help us check all of the Small Craft Facilities located within your Division’s area of operation.



THANK YOU