

NS-PN04a AID TO NAVIGATION REPORT -

Field Explanations

GENERAL - This form is used to report discrepancies observed on aids to navigation, such as buoys, lights, day beacons, ranges, and electronic aids, which are owned or operated by Federal Government. A complete listing of reportable aids can be found in the *NS-AN02 Federal Short Range Aid to Navigation Training Guide*. Discrepancy reports should contain as much information as possible as well as digital photos as evidence of the problem being observed. Such detail will not only assist in prompt correction of deficiencies, but also may serve as defense in cases of liability.

Aids found watching properly are not reported to the Coast Guard unless the Coast Guard specifically requests a report. Private Aids found watching properly during a scheduled verification are reported to the Coast Guard. Any activity related to checking aids to navigation, whether they are found discrepant or watching properly, should always be reported to the AUXDATA System on an 7030 Activity Report – Mission - Individual. Credits for annual NS awards occur only when ANSC 7030 reports are recorded in AUXDATA.

Charting errors on aids, such as names, numbers, symbols, colors and abbreviations of characteristics, should also be reported as Chart Updates to NOAA on an *NS-CU03 Chart Update Report*. Note that many private aids are not charted and do not appear in the Light List.

SECTION TOP

Report Type: The “**PAtoN- Report – Mission 30**” block has been checked.

SECTION 1 - MEMBER IDENTIFICATION

MEMBER NUMBER: Enter your 7-digit Auxiliary Member ID Number.

LAST NAME, FIRST NAME AND INITIAL: Enter your last name and initials.

TELEPHONE NUMBER: Enter the telephone number where you can be reached during normal business hours.

UNIT (DIST/DIV/FLOT): Enter a three-digit District, a two-digit Division and a two-digit Flotilla code, i.e., 013-10-07, etc

DATE OBSERVED: Enter the date when the discrepancy was observed, formatted as dd-mmm-yy, i.e., 23-MAR-09.

TIME OBSERVED: Enter the time when the discrepancy was observed, formatted as hh/mm. i.e., 1455.

OPCON: Enter the OPCON number or name for the Coast Guard unit for whom you are working.

E-MAIL ADDRESS: Enter your E-mail address. “NONE” is an acceptable entry.

SECTION 2 - COAST GUARD NOTIFICATION - USE ONLY WHEN YOU HAVE COMMUNICATED DIRECTLY TO A C.G. AGENCY BY PHONE, RADIO OR E-MAIL.

- Normally, Private Aids reports are forwarded as Routine (by Government Mail) unless the CG ANT or Agency specifically requests a different method.
 - Many districts do not require a hard copy report when a verbal report is made directly to a Coast Guard unit. Many CG Units find duplicate reports confusing and superfluous. Follow your District’s rules for reporting.
- The purpose of this section is to avoid or minimize incidents of report duplication and the time wasted tracking them down. Enter the name of C.G. unit or agency you have notified, and the method used to communicate from the drop down menu, as shown below.
- Routine discrepancies are usually communicated by hard-copy reports so it is not necessary to use this section for routing reports.

COAST GUARD UNIT NOTIFIED Enter the name of the CG ANT, Unit or Agency that was notified.

TIME NOTIFIED Enter the time, using the 24-hour clock, when the CG Unit or agency was notified. [hhmm].

DATE REPORTED Enter the date when the CG Unit or agency was notified.

COMMUNICATION METHOD Enter one method from the menu:

RADIO

TELEPHONE

E-MAIL

OTHER - See Comments.

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Section 3 – AID IDENTIFICATION

AID OWNERSHIP: Check the ownership for the aid being reported.

| | |
|--------------------|---|
| COAST GUARD | (Use NS-AN04 Aid to Navigation Report for reporting Federal Short Range Aids to Navigation) |
| STATE | |
| PRIVATE | (Private Aid to Navigation-PATON) |
| USACE | (US Army Corps of Engineers) |
| NOAA | |

LLNR Enter the Light List Number in this field. Note that some Private Aids are not listed in the Light List nor are they charted. If the aid is not listed in the Light List, enter “N/A.”

OFFICIAL NAME OF THE AID BEING REPORTED: When reporting a Private Aid (PATON), report the full description in the manner that aids are listed in the Light List. i.e., (waterway name – type-number) Bass River Can 3 or Big River LT BY 8.

AID NUMBER If needed for clarification, enter the Aid Number for the aid in this field. Every aid to navigation will have an Aid Number.

MILE MARKER: When aid is on the Western Rivers, enter the mile marker number for the aid.

CHART NUMBER: Enter the chart number for the largest scale NOAA chart where this aid is located. The number for a NOAA chart is found in the lower left-hand corner of the chart. If the aid is not charted, enter “N/A.”

CHART EDITION: Enter the edition for the chart you are using. The Chart Edition of a NOAA chart is usually found on the lower left-hand corner of the chart. If the aid is not charted, enter “N/A.”

CHART DATE: Enter the publication date for the chart you are using. The Chart Date of a NOAA chart is usually found on the lower left-hand corner of the chart. If the aid is not charted, enter “N/A.”

Section 4 – HORIZONTAL AND VERTICAL LOCATIONS

LATITUDE: Enter the latitude of the aid as **DD-MM-SS.SS N**.

LONGITUDE: Enter the longitude of the aid as **DDD-MM-SS.SS W**.

GPS DATUM: Indicate the Horizontal Datum that is set up in your GPS. This datum should match the horizontal datum on the nautical chart you are using in order to produce accurate reports about the location of the object.

WGS84
NAD83
OTHER, see Comments.

METHOD USED TO TAKE FIX: Indicate the locating technology that you used to obtain the fix that you are reporting.

GPS
DGPS
GPW with WAAS
OTHER, see Comments.
N/A

QC (QUALITY) CHECK: Indicate the type of quality report that was used to define the accuracy of the reported fix.

EPE (Estimated Position Error)
HDOP (Horizontal Dilution of Position)
N/A (Not Available)

QC-QUALITY READING: Enter the quality reading from your GPS set as defined by the selection made in the “QC-Quality Check” field above. EPE readings are reported in feet. HDOP readings are numerical expressions. The highest quality HDOP readings range between 1 and 2.

TIME WHEN TAKEN: Enter the time when the fix was taken in “HHMM” format.

OFFICIAL NAME OF LOCATION: Enter the name of the locality where the aid is located or charted.

GPS MANUFACTURER AND MODEL NUMBER: Enter the name of the manufacturer and the model number of the GPS set used to take the reported fix.

GPS OPERATION: Enter the operating condition of your GPS when the fix was taken from the Drop-Down Menu. Accuracy guidelines require 3D or 3D Differential operation.

2 D (less than three satellites are being read by your GPS. Expect high EPE and HDOP readings)
3 D (three or more satellites are being read by your GPS)
3 D Differential (four or more satellites are being read by your GPS)
N/A (Not Available)

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CHARTED DEPTH: Enter the depth as charted on the NOAA chart for the area where the aid being reported is located. N/A is a valid entry. Leave a zero (0) in this field when not in use.

DEPTH DIFFERENCE: When a Charted Depth is entered, the system calculates and reports the difference to the reported depth corrected for charted datum. Review this difference and make a comment, if necessary.

METHOD USED FOR DEPTH: Indicate the tool used to determine the depth alongside the aid or item from the menu.

ECHO SOUNDER
LEAD LINE
SOUNDING POLE
DEPTH NOT TAKEN
OTHER, explain in comments.

MANUFACTURER AND MODEL NUMBER: Enter the name of the manufacturer and the model number when an echo sounder is used to take the depth..

OBSERVED DEPTH: Enter the depth that you observed or measured on scene. When using an echo sounder, enter the reading directly from the echo sounder. When not in use, leave a zero (0) in this field.

TRANSDUCER CORRECTION: When an echo sounder is used, enter the distance from the mounted position of the echo sounder's transducer to the water line. Enter a zero in this field when not applicable. When not in use, leave a zero (0) in this field.

HEIGHT OF TIDE: When operating in a tidal zone, enter the Height of Tide for the time when the depth was observed. Take this data from the almanac screen on your GPS. Be sure to reference the closest substation. Also, this field can be used for normal pool corrections on rivers and other controlled basins and waterways. Leave a zero (0) in this field when not in use.

CORRECTED DEPTH: Review the calculated depth difference and use the Comments section to explain any concerns.

TIME OF OBSERVATION: Enter the time when you recorded the depth of the water at the aid. Format as "HHMM."

SECTION 5 - AID TO NAVIGATION CHARACTERISTICS

TYPE OF AID: Check [X] all of the listed items that define the aid. Multiple selections are allowed.

FLOATING BUOY
FIXED STRUCTURE
LIGHTED
SOUNDING CAPABILITY
ELECTRONIC DEVICES
RADAR REFLECTOR
OTHER, explain in Comments.

TYPE OF BUOY: Check [X] the material type that best describes the floating buoy.

WOOD
METAL
FOAM
PLASTIC
OTHER, explain in the Comments.

STRUCTURE MAKEUP: If aid is fixed. select the attributes that best describe the structure.. Multiple selections are allowed.

WOOD
METAL
SINGLE PILE
MULTIPLE PILE
DOLPHIN
OTHER, explain in Comments.

LIGHT COLOR: If aid is lighted, select the color of the light that the aid displays.

RED
GREEN
WHITE
YELLOW
OTHER, explain in Comments.

SOUNDING DEVICE: When "Sounding Aid is selected in "Type of Aid" above, report the type of sounding device on the aid.

BELL
GONG
HORN
WHISTLE
ELECTRONIC
OTHER, explain in Comments.

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ELECTRONIC DEVICE: When “Electronic Device” is selected above, check [X] the type of electronic device on the aid.

RACON
FOG DETECTOR
WIND GENERATOR
ELECTRONIC TRANSFORMER STATION
METEOROLOGICAL STATION
WIND MEASURING MAST
OTHER, explain in Comments.

Section 6 – DISCREPANCIES OBSERVED ON AIDS

Normally all discrepancies observed on Private Aids are reported as ROUTINE unless directed otherwise by the local CG ANT or Agency.

CRITICAL DISCREPANCIES: Check off [X] any discrepancies that apply.

1. Shrouded or covered with ice.
2. Improper light characteristics.
3. Light is obscured.
4. Light is extinguished.
5. Lantern is damaged. (Photo)
6. Buoy is sinking. (Photo)
7. Buoy is submerged.
8. Buoy has capsized. (Photo)
9. Aid is off-station.
10. Aid is missing.
11. Aid is adrift.
12. Aid is stranded. (Photo)
13. RACON is not operating.
14. RACON is showing improper characteristics.
15. Radio Beacon is not operating.
16. Radio Beacon has a timing error.
17. Aid was vandalized. (Photo)
18. An object obstructs the light. (Photo)
19. Aid's structure has collapsed. (Photo)

URGENT DISCREPANCIES: Check off [X] any discrepancies that apply.

1. Light is burning dim or showing reduced intensity.
2. Light is partially obscured by dayboards. (Photo)
3. Dayboard(s) is missing. (Photo)
4. Dayboard(s) is damaged. (Photo)
5. Sound signal failure observed. Explain in Comments.
6. Battery box is missing. (Photo)
7. Battery Box is damaged. (Photo)
8. Fog Signal is inoperative.

ROUTINE DISCREPANCIES: Check off [X] any Routine discrepancies that apply.

1. Aid is obscured by foliage or brush. (Photo)
2. Dayboard is faded so color of aid is compromised.
3. Extensive bird fowling on aid. (Photo)
4. Aid is damaged by collision. (Photo)
5. Paint is deteriorated so color of aid is compromised. (Photo)
6. Dayboard(s) is delaminating. (Photo)
7. Numbers or letters on aid obliterated or missing. (Photo)
8. Extensive deterioration or rotting of structure. (Photo)
9. Aid is leaning more than 15 degrees. (Photo)
10. Vent Valve discrepancy. (Photo)
11. Vent Pipe (tube) discrepancy. (Photo)
12. RADAR reflector discrepancy. (Photo)
13. Tapper(s) discrepancy on sound signal.

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DOCUMENTATION AND SPECIFICATION CHECK: Check off [X] that your observation of the Private Aid matches the entry in the Light List and the abbreviations shown on the NOAA chart. Explain any mismatches in the COMMENTS section of this form. Also check that the characteristics of a Federal Aid, a Private Aid, or a Non-Permitted Aid comply with the IALA-B standards for Aids to Navigation. Select the option(s) that apply to your observations for the aid you are reporting. The numbers match those referenced on the ATON Observation Worksheet.

1. **AID IS DOCUMENTED CORRECTLY.**
2. **AID IS NOT LISTED IN THE LIGHT LIST.**
3. **AID IS NOT CHARTED.**
4. **OBSERVED AID DOES NOT MATCH AID'S DESCRIPTION IN THE LIGHT LIST. Explain in Comments.**
5. **OBSERVED PATON DOES NOT MATCH ITS PERMIT SPECIFICATIONS ON PID OR OTHER PATON DOCUMENT..**
(Photo)
6. **OBSERVED AID DOES NOT MATCH THE CHARTED SYMBOLS AND ABBREVIATIONS. (Also submit a Chart Update Report.)**
7. **OBSERVED AID DOES NOT COMPLY WITH THE IALA-B SYSTEM STANDARDS. (Photo) Explain in Comments,**
8. **OBSERVED AID DOES NOT COMPLY WITH DATA SHOWN IN THE COAST PILOT. Explain in Comments.**

SECTION 10 – COMMENTS

Enter any appropriate or required comments that helps prove your observations.

SECTION 11 – REPORT DISTRIBUTION

DATE SUBMITTED Enter the date when you submit your report.. The rest of the fields in this section are optional and for reference only at this time.

FORWARD TO: Check [X] this box and enter the name of the CG Agency to which your report must be sent per your District procedures.