

# FIRST NORTHERN NAVIGATION SYSTEMS (NS)

## The 2016 NS Program Activity Calendar

### JANUARY, 2016

1. Try to attend D-Train on Saturday, January 9. Navigation Systems will have a Kiosk where updates of the OpenCPN NOAA Charts is available and your questions about the NS 2016 Programs can be answered.
2. If you are relieving an NS Staff Officer at any level, you should have received all the records and materials for your new office by now. If not, make arrangements with your predecessor and get the records transferred to you as soon as possible.
3. Secure a copy of the list of the current Staff Officers for your AOR in the Navigation Systems Program. Remind them to check their E-mail address in AUXDATA. Have them send any corrections to your SO/IS. If they are not currently receiving the Monthly Navigation Systems Newsletter, send their name and e-mail address to the DSO-NS at [FrankJLarkin@verizon.net](mailto:FrankJLarkin@verizon.net).
4. Start working on your Navigation System Program Plans. If you have a problem, contact your SO-NS, ADSO NS, or DSO-NS for assistance. Each NS Program should include:
  - a. The Federal Aid Checking Program. Check all of the ATONs in your AOR each year.
  - b. The Private Aid Verification Program. Only current AV-qualified volunteers may participate. A list of aids scheduled for Tri-annual verification will appear in the "Available PATONs" list in the Harbormaster System and will be identified on each Patrol Run Worksheet. On-line reporting via the Harbormaster System is required.
  - c. The Private Aid Rechecking Program. Only Current Qualified AV volunteers may participate. Private aids scheduled for recheck will be identified on each Patrol Run Worksheets.
  - d. The Private Aid Photo Program. All Auxiliary volunteers may participate. Aids that require photos are identified on the Harbormaster Systems and are identified on the Patrol Run Sheet.
  - e. The Bridge Surveying Program. Only Current and AV-qualified volunteers may participate. At a minimum, very bridge in First Northern should be surveyed annually. On-line reporting via the Bridge System is required.
  - f. Chart-Updating Program. All Auxiliary volunteers may participate. WebEX Training is scheduled in May.
  - g. AUXDATA Updating Procedure Besides the required on-line 7054 PATON Reports and Bridge Survey Reports, Each AV must report their own NS Activity on a 7030 AUXDATA Activity Report – Individual.
5. Check out the Navigation Systems Website located at [WWW.USCGAAN.COM](http://WWW.USCGAAN.COM). This site contains everything that you need to know about the Navigation Systems Programs.

6. Check out the First Northern Bridge Database at [www.uscgauxnh.org/aton/](http://www.uscgauxnh.org/aton/) and start becoming familiar with the Bridge records in your AOR.
7. Remind your Navigation Systems Program volunteers that Bridge Checking, Small Craft Facility Updating, and Chart Updating can be performed all year round.
8. Prepare your Navigation Systems Monthly Report for January. Forward copies to the next level of your chain of command. List your accomplishments for the month.



### FEBRUARY, 2016

1. Start compiling a list of your NS volunteers and Operation Facilities (OPFACs) that will be available for Navigation System patrols during the year in your AOR.
  - Try to estimate the number of NS Patrols that you will need or will have available to you for this year's boating season. Assume you will need to visit every private in your AOR each year.
  - Review your AV-qualified list and encourage these members to attend the annual NS training sessions.
  - Encourage AVs who have lost their AV currency to attend the WebEX training sessions and to perform the mandatory two reports for each year that they are delinquent before July 4<sup>th</sup>.
2. Review the Navigation Systems training needs for your AV volunteers. There are many training options available:
  - WebEX Training Sessions.
  - April D-Train at Newport, RI.
  - Regional Navigation Systems Tune Up Road Shows.
3. Start to organize and develop your AVs into Navigation System Teams. Think in terms of skill utilization to maximize the effectiveness of an overall team. Everyone needs to have a role to play on the patrols.
4. Let all your members know that updated and current Light Lists, LNM, Coast Pilots are now available on the Navigation Systems Web Site at [WWW.USCGAAN.COM](http://WWW.USCGAAN.COM).
5. You can be initiating your Bridge Surveying, Chart Updating, during February. These programs run all year
6. Prepare your Navigation Systems Monthly Report. Forward copies to the next level of your Chain of Command. List your accomplishments for the month.



## MARCH, 2016

1. Make plans to attend the April D-Train in Newport RI. Check the Navigation Systems Newsletters for the latest details.
2. Your local Navigation Systems Tune Up should be scheduled in your AOR by this date. Plans are to hold it with the CG ANT Staff responsible for your AOR. Tune UPs are being planned for the April D-Train, SWH, South Portland, Boston, Narragansett Bay and Cape Cod. This is also an opportunity to get your Open/CPN Charts updated to your PC.
3. Remind everyone of the availability of Patrol Run Sheets for each Division in First Northern. These worksheets list all of the private aids in each Patrol Area, show the latest documentation, show the prior verification history and indicate whether the private aid must be verified, rechecked or just checked and what private aids need photos.
4. Remind your Flotilla membership that AV Qualification Training sessions are being in process on WebEX. Your ADSO-AN or SO-AN should have this information. Schedules are also published in the Monthly Navigation Systems Newsletter and on the NS Web Site at [www.uscgaaan.com](http://www.uscgaaan.com).
5. Remember that your Bridge Checking program, Chart Updating can be on-going during MARCH.
6. Have your current and qualified AVs check out their Harbormaster System access codes and their ability to log onto the First Northern Bridge System. Advise your AVs to e-mail the DSO-NS at [FrankJLarkin@verizonnm.com](mailto:FrankJLarkin@verizonnm.com) if they can't recall their access codes..
7. Prepare your Navigation Systems Monthly Report. Forward copies to the next level of your Chain of Command. List your accomplishments for the month.



The ice is melting away (Hopefully!).

## APRIL, 2016

1. Plan to attend the Navigation Systems D-Train Programs at Newport, RI. This training is designed to get your AVs ready for Navigation Systems field activity for the 2016 season.
2. If you are running into problems with the availability of AVs or OPFACS to perform your program in your AOR, advise the next level of your chain of command – SO-NS and ADSO-NS.

3. Start to get commitments for Auxiliary Operational Facilities for performing your planned PATON Patrols and start scheduling these patrols as soon as the OPFACS are back in the water.
4. Encourage your AVs to participate in the local Navigation Systems Tune Up Shows scheduled for your AOR.
5. Start planning some Chart Update projects in your AOR. Request assistance from the District Staff to help kick off your program. Chart Updating training is scheduled in May on WebEX. See the actual schedule in the Monthly NS Newsletter.
6. Prepare your Navigation Systems Monthly Report. Forward copies to the next level of your Chain of Command. List your accomplishments for the month.



Time to launch the OPFACS.

## MAY, 2016

1. Initiate the field operations part of your annual Navigation Systems plan. Focus on verifying the scheduled lateral private aids as soon as possible. These aids have the greatest impact on the safety of your local mariners.
2. Encourage the use of Patrol Run Sheets for recording the required on-scene observations. Contact your ADSO-NS if you need assistance getting your reports entered into the Harbormaster System.
3. Continue with your AV Training programs – PATON Program Tune Ups, AV Training, and WebEX programs. Most of this training will be ramping down at the end of the month.
4. Start working with the Operational members to develop their Federal Aid Verification activity. Have them report any observations of discrepancies to the Coast Guard or to you. Make presentations at Operations Work Shops outlines how that can assist with the field aspects of your programs – photos, night observations of lighted aids and bridges, checking Federal aids, etc..
5. All sections of your Navigation Systems Program should be fully operational at this point including the AUXDATA reporting part. Keep in touch with the SO-IS to be sure that no data entry problems are occurring.
6. Prepare your Navigation Systems Monthly Report. Forward copies to the next level of your Chain of Command. List your accomplishments for the month.

## JUNE, 2016

1. Schedule and conduct your planned field operations for your ATON, PATON, BRIDGE, and Chart Updating activity. Keep your Navigation Systems Program on schedule.
2. Continue to encourage your AV volunteers to perform their assignments in a timely manner.
3. Encourage your Auxiliary volunteers to perform Chart Updates and Small Craft Facility Updates

4. Get interested Auxiliary volunteers underway on OPFACS for on-the-job training on Federal Aids and Bridges.
5. Prepare your Navigation Systems Monthly Report. Forward copies to the next level in your Chain of Command. List your accomplishments for the month.

### JULY TO OCTOBER, 2016

1. Continue encouraging your volunteers to perform their assigned PATON and Bridge verifications.
2. Plan some on the water AV training by inviting newly qualified AVs out on your PATON patrols.
3. Continually reassess your Navigation Systems Programs success and progress AND REPORT IT MONTHLY.:
  - Reset your goals as necessary.
  - Seek assistance from your chain of command if you run into a snag.
  - Not meeting our Navigation System Program goals is not optional.

**IMPORTANT:** As the season progresses and Divisions fail to meet their commitments, there can be scheduled intervention from other Divisions to perform their scheduled field activity. Warnings may or may not be sent depending on the availability of AVs and OPFACS and weather. Available resources may be dispatched as available.

The Navigation Systems field activity period is actually May through Mid-August. Ability to get underway is further restricted by tide levels and other weather problems. Our goal for 100% compliance to the 2016 schedule will be attained. Failure is not an option.



A busy Navigation Systems Team in Narragansett Bay

### NOVEMBER, 2016

1. Evaluate the results of your 2016 Navigation Systems Program.
  - Make a list of those items that worked great and those items that need work.
  - Discuss your concerns with the SO-NS, ADSO-NS or DSO-NS to discuss ideas for improving your program in 2017.
2. Continue to encourage your AV volunteers to continue working on Bridge Checks and Chart Updating. Seasonal private aids that

make up the bulk of our annual schedule, are pulled for the year by this time.

3. Prepare your Navigation Systems Monthly Report. Forward copies to the next level in your Chain of Command. List your accomplishments for the month.

### DECEMBER, 2016

1. Encourage your AV volunteers to work on Bridge Checks and Chart Updating.
2. Write up your ANNUAL NAVIGATION SYSTEMS REPORT.
  - Highlight those items where you met or exceeded this year's goals.
  - Start setting new goals for next year.
  - Make suggestions for making the process easier for your AV volunteers.
3. If you are being relieved of your NS office, gather up your files for the new NS Staff Officer. Provide the new NS Staff Officer with a copy of your ANNUAL NS REPORT. Be sure to thank all of the volunteers who made your job a success during the year.



Verifying an exclusion buoy on a PATON Patrol

Some people dream of  
worthy  
accomplishments  
while our AVs just  
stay awake  
and get the job done!