

USCG Auxiliary

Division 7 Operations

Monthly Patrol Schedule

Flotilla:	Mo/Yr:	Submitted by:	Report Date:
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Day	Date	Time(S-F)	Facility Name	Len	Call Sign	Mission(s)	Area	# Crew	Coxswain	Emp. #	Radio Grd

HARPAT or MEP Patrols in Support of Marine Safety Office (MSO)											
Day	Date	Time(S-F)	Facility Name	Len	Call Sign	Mission(s)	Area	# Crew	Coxswain	Emp. #	Radio Grd

Port Security Patrols										
Day	Date	Time(S-F)	Facility Name	Len	Call Sign	Alpha Zone(s)	# Crew	Coxswain	Employee #	Cell Phone

Number of SAR's since last report:	Persons assisted:	Lives saved:	SAR incident No(s):
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Previous month patrols--	No. scheduled:	No. completed:	No. cancelled:	No. still to do:
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Comments:

This report **MUST** be sent to the SO-OP on or before the 25th of each month.

Patrol Schedule Field Descriptions (Form OPS-1 Rev 2.2 5/03)

Scope: This form is utilized by the SO-OP to generate a division level patrol schedule each month for the following month. The source data necessary to accomplish this is created from the individual flotilla level patrol schedules that are completed and submitted monthly by the FSO-OP's on this form. The division schedule is then distributed to the individual coxswains and boat owners within the division at the beginning of the next month.

Form Use: Each FSO-OP within the division is responsible for completing and submitting this form to the SO-OP on a monthly basis. It is most important that this be done on or before the 25th of the month prior to the report month in order to allow time for generation of the division schedule prior to the beginning of the following month. Transmission to the SO-OP may be accomplished by "saving" the form and then either "faxing" the saved file or attached it to an e-mail message. If the form cannot be saved because of Adobe reader restrictions, it may be printed and then faxed to the SO-OP.

Form Data: A complete list of all the fields on the form is provided below along with a detailed description of the data required and the desired format(s) of that data. Additional "related information" is given for some fields to help identify data source documents, describe procedures, etc.

To enter data, select a field with the mouse or use the "tab" key to move between fields. The acceptable data format(s) for each field are contained within parentheses (xyz) within the descriptions below.

Field Name: → Data Description

Flotilla: The number of your flotilla- (73, 7-3, 716, 7-16, etc).

Mo/Yr: The month/year for this schedule. (Apr 2003, 4/03, etc).

Submitted by: Name of person submitting this report. Usually the FSO-OP.

Report Date: Date of this report- due on or before the 25th of each month. (25Apr03, 4/25/03, 4-25-03, etc).

Day: Day of week (Mon, Tue, Wed, Thu, Fri, Sat, Sun).

Date: Day of month. (21, 21st).

Time (S-F): This is estimated start and finish time that the facility will be "in use" ON THE WATER. Use 24 hour format- (1400-2000). Note: Trailering time is "picked up" on the 5132 form.

Facility Name: Enter the name of the facility to be used on this patrol.

Len: Length of the facility in feet.

Call Sign: Enter the 5 or 6 digit "radio call sign" for this patrol. This is the flotilla number + last 3 digits of the boat owner's employee number- (79123). After initial contact with your guard station, use only the last 3 digits to maintain contact during the patrol.

Mission(s): If not a security or a regatta patrol, this must be "multi-mission" patrol. (Saf/Tng, Aton/Saf, etc).

Area: Flotilla AOR or, if for 2-man crew, indicate area authorized in Station Instruction 31, paragraphs (a) thru (g).

Note: All patrols being conducted throughout your flotilla AOR must have a minimum crew of 3 (coxswain plus 2 crew.) The exception to this rule applies to “qualified” vessels operating within the local flotilla AOR or division water boundaries that have been designated by CG Station St. Pete as an “assigned two-man boat crew area”. Those vessels requesting authorization to conduct a 2 man boat crew patrol should indicate it by using the corresponding paragraph and number designation given in CG Station Standing Order 31, paragraphs a-g in the “Area” field on the form (Example- “2b”). Special requests to conduct 2 crew crossings of Tampa Bay for the purpose of conducting security patrol within the Port of Tampa are authorized on a “case by case” basis and will normally only be given for “transits” during daylight hours. Two crew escort and security patrols of the “Big Bend” power plant are also authorized during daylight hours only. (Example: Facility 79123 on a “Saf/ATON” patrol in area “AOR” must show a 3 man crew, and Facility 78565 conducting a “Saf/Tng” patrol in area “2b” will be authorized for a 2 man crew in the Gulfport area). The acceptable data input in the “Area” and “# Crew” fields require access to, and understanding of the CG Station St. Pete Standing Order #31. Further questions should be directed to the SO-OP.

Crew: Minimum crew required is 3 for all patrols. Exception is request for 2-man crew per Station S.O. #31, Paragraphs a-g which defines specific local areas permitting 2 crew patrols. Certain crossings of 3 crew areas may also be requested. Note: The “Area” field description above further qualifies the data to be entered in this field.

Coxswain: Coxswain of record. Last name only or, if confusing because of 2 people with the same last name, add a first initial.

Emp. #: Seven-digit employee number (“new member number”) of the coxswain. Do not use old member number. This field will only accept 7 numeric digits.

Radio Grd: (Radio Guard) Enter one of the following choices: AuxTampa 1, Bayboro, Gulfport, Mederia, Passagrille, Ruskin, Station SP, or Group SP. Routine patrols are normally guarded by Station St. Pete or auxiliary “land based” stations. Security patrols are always guarded by Group St. Pete.

Alpha Zones: Alpha designations 1-9 for this patrol or “Escort”. (6, 7 & 8, 4/5, Escort, etc).

Cell Phone: On board cell phone number. (813-123-4567, (813)123-4567). All security patrols **MUST** have a cell phone! If you leave this field “blank”, it is important that you “borrow” a phone or make sure one of your crew will bring one. Call the MDO (“Marine Safety Duty Officer”) at Group (813-228-2189, x101) and give him the “on board” number. If he cannot be reached, call Group Operations Watch at (727-824-7506) and ask them to connect you with the MDO. You must make sure that you are either put in contact with the MDO or the cell phone number you give will be passed on to the MDO when he can be contacted by them. Private communication with the Coast Guard is thus assured in the event of an unusual “covert” situation requiring radio silence.

Number of SAR’s Since Last Report: The number of SAR’s your flotilla was called out on since the last report.

Persons Assisted: The number of persons assisted since the last report.

Lives Saved: The number of lives saved since the last report. Loss of life must have been imminent.

SAR Incident No(s): SAR incident numbers since last report. (123, 456 ,789).

No. Scheduled: Total number of patrols scheduled for previous reporting month.

No. Completed: The number of patrols completed for the previous reporting month.

No. Cancelled: The number of patrols cancelled in the previous reporting month.

No. Still To Do: The number of patrols not yet completed for the previous reporting month.

Comments: Any comments you may want to add for clarification.