

Quarterdeck:

The quarterdeck is the most important part of the ship other than the Bridge. It is a place of honor and respect, to mirror the readiness of the ship it serves. It is the entrance for all to come aboard the ship and is the place where special ceremonies and honors are received or rendered. The quarterdeck should be kept meticulously clean and secure at all times during watches. Full military bearing is expected to be shown when crossing the quarterdeck. All persons manning the Quarterdeck will be considered "On Duty" and will be covered for the duration of their watch.

In VPB, once persons have come aboard, they may cross the quarterdeck to get to the DEFAC (Kitchen) or to the Female Head (bathroom). Traffic crossing the quarterdeck should be kept to a minimum, for people with purpose. When crossing the quarterdeck, you do not have to salute the National Ensign everytime you cross, however you should stop for a moment and come to attention to acknowledge the fact the ensign is displayed. Then you can go about your business. The POOW or the MOOW is responsible for the cleanliness and proper display of the quarterdeck. The POOW is responsible for the security of the quarterdeck. The OOD is responsible to ensure proper procedures and military bearing is followed at all times.

Quarterdeck Log. The Quarterdeck Log is an official diary of everything that takes place during NSCC/NLCC Unit activities, and must be neat and legible. The Officer of the Deck or Petty Officer of the Watch, as assigned, maintains the log near the quarterdeck, and signs it when relieved at the completion of his/her watch. To correct an error in the log, the person making the entry draws a single line through the entire line of entry, enters the correct information on the next line, and initials the correction in the right hand margin of the page. - *USNSCC/USNLCC Syllabus*.

The Quarterdeck Log is a permanent, written record of occurrences during a watch. Logs can have legal status in a court of law and can be entered as evidence. For these reasons, log entries should be complete, accurate and in standard naval language. Names and figures must be carefully recorded. Because of its legal status, no erasures may be made in any of the logs. When a correction is necessary, a line must be drawn through the original entry so it remains legible and the correct entry inserted. Corrections, additions, or changes in any log are made only by the person required to sign it, and initialed by that person in the margin of the page. - *USN Bluejackets Manual 24th edition*

Persons retrieving cadets from USNSCC VPB must be identified as eligible to take charge of the cadet, and have their drivers license/personal information on file. Anyone taking responsibility for a cadet is required to produce a valid I.D. to watch staff and must have their status verified before allowing a cadet to leave with them. The POOW will verify their information with the information sheet provided in the Quarterdeck Log. - *USNSCC VPB*

Relieving the Watch

When relieving the watch, you should always report at least 15 minutes before your watch is scheduled to begin so you can receive information and instructions from the off-going watch. Most ships muster oncoming watch sections to make sure each watchstander is ready ahead of time, but even if there is not a formal muster, you should always arrive early (at least 15 minutes- longer if there is a lot going on.) This is to allow you enough time to be sure that you fully understand all that is going on and all that is expected of you before you assume responsibility for the watch. Relieving the watch is a controlled and precise function and should always be treated as very serious business. Formality is the

rule and casual behavior is clearly out of place.

The following steps are the minimum requirements for a good watch turnover if you are reporting to assume a watch:

1. State to the person you are relieving, "I am ready to relieve you." (Use these exact words so there is no possibility of confusion. "What'cha got?" or "I'm ready" is not sufficient.)
2. Once the off-going watch has explained everything that is going on or is likely to happen and you have asked all the questions you need to ask, you and the person you are relieving should report your readiness to assume the watch to the next senior person in the watch organization by saying, "Request permission to relieve the watch."
3. The senior watchstander will respond by saying, "Permission granted."
4. The off-going watch will render a salute to the senior watchstander and state, "[Watch station] properly relieved by [your rate and name]."
5. You should then signify to all present that you have formally accepted the duties of the watch by saluting the senior watchstander and stating, "I assume the duties of [watch station]." You should precede the latter by identifying yourself, particularly if it is dark (as on the bridge at night). So, for example, you would say, "This is Seaman Garrett. I assume the duties of helmsman."

This procedure unequivocally transfers the responsibility for the watch from the previous watchstander to you. Thereafter, you assume complete authority and responsibility for the watch until someone follows the same procedure to relieve you of the watch. - *USN Bluejackets Manual 24th Edition*

O.O.D. - Officer of the Deck- Captain's Direct Representative

Must earn the trust of the Captain of the Ship

Responsible for the safety of the entire ship and shipmates

Treated the same as the Captain when manning the Quarterdeck (in the Captain's absence.)

P.O.O.W. - Petty Officer of the Watch (sometimes called the BMOW)- maintains the written record of the Quarterdeck Log. Responsible for taking charge of the Quarterdeck Log during emergencies or abnormal circumstances.

M.O.O.W.- Messenger of the Watch- assists the OOD with the Quarterdeck, maintains security of the watch, communicates with the different parts of the ship regarding Quarterdeck procedures

Q.M.O.W.- Quartermaster of the Watch- assists the OOD with the Quarterdeck

Boarding the Ship:

Enlisted Personnel: When entering the Quarterdeck, remain covered until the procedure is complete. Render honors (Salute) to the National Ensign (US Flag), then approaches the OOD. Renders honor to the OOD (Salute) and requests permission to come aboard- i.e. "United States Naval Sea Cadet Corps, Rank, Name [last name, first name], request permission to come aboard." OOD returns the salute and replies: ("Permission Granted." or "Welcome Aboard Shipmate."). The OOD desalutes, Enlisted Personnel desalutes, decovers and enters their information into the quarterdeck log. Then the enlistee

is permitted to enter the ship.

Officers: When entering the Quarterdeck, they remain covered until the procedure is complete. The officer renders honors to the National Ensign, then approaches the OOD. The OOD renders honor to the officer (salutes) and the officer returns the salute, saying: "United States Naval Sea Cadet Corps Veteran's Pride Battalion (or other unit), Rank (Company Commander), then their name (last name-their first name is not necessary.) The officer then desalutes, the OOD desalutes and the officer turns to the POOW to have their information recorded into the quarterdeck log. Before the information is logged, the POOW salutes the officer, allows the officer to return the salute, the officer desalutes, then the POOW desalutes. The POOW then records the information and the officer decovers and enters the ship.

The same procedure for officers will be applied to volunteers, parents and other persons entering the ship.

Departing the Ship:

Upon departing the ship, the order is in reverse of the boarding procedure. The enlistee approaches the OOD with cover, renders honor to the OOD (salute), requests permission to disembark. The OOD returns the salute, verbally administers permission for departure: "Permission Granted" or "Very Well." OOD desalutes, Enlistee desalutes and records the time of departure in the Quarterdeck Log. The enlistee then renders honor to the National Ensign and departs the ship.

When an Officer is departing the ship, as they approach the Quarterdeck, the OOD will render honors (salutes), the officer will return the salute and state: "United States Naval Sea Cadet Corps, Veteran's Pride Battalion, Company Commander, [last name] departing. The OOD will reply: "Very well" or simply "Yes Sir/Ma'am." The Officer will desalute, then the OOD will desalute. The POOW will record the time in the Quarterdeck Log and the officer will render honors to the National Ensign. Then the officer will depart the ship.

The POOW should not salute those leaving the Quarterdeck once the person has already been on board. However, when an officer is entering the ship, it would be appropriate for the POOW to recognize the officer once they have completed their communication with the OOD.

When a USNSCC/USNLCC officer, instructor or other higher ranking official enters the quarterdeck, the OOD and POOW should be at attention unless advised differently from the officer. The Quarterdeck will at no instance be disrespected or otherwise dishonored while a watch is present.