



USNS MERCY (T-AH 19) Pre-Deployment Handbook Pacific Partnership 2010



**To Report an Emergency, Dial 7222
Updated: 12 March 2010**

MISSION COMMANDER

Congratulations on joining the Pacific Partnership team!

On behalf of the Pacific and 7th FLEET Commanders, I would like to thank you for joining us aboard MERCY. This is a tremendous commitment on your part, and I am confident the sacrifices you have made to be here will be well worth it as we work together to bring MERCY overseas and provide medical, dental, and veterinary care, repair bio-medical equipment, work on engineering and community relations projects, and participate in subject matter expert exchanges. We are here at the invitation of our Host Nations and each visit is tailored to support the goals and desires they provided to us during preliminary site visits earlier this year.

This deployment presents a unique and, for many of us, a once-in-a-lifetime opportunity to serve aboard MERCY and in our Host Nations and to work alongside a diverse group of people from many different organizations and countries. It will be busy, it will be challenging, but it will also be rewarding and fun. The incredible level of expertise, experience, and commitment to this mission ensures that the collective "we" will meet our goal of "preparing in calm to respond in crisis." Without question, the relationships we develop over the ensuing weeks and months will be vital in responding to future natural disasters or humanitarian crises.

It is an honor to serve with you and I wish you a rewarding and memorable deployment. If you ever have any questions or concerns about this vital mission, please don't hesitate to contact me or my staff.

Thank you again for your service.

Lisa M. Franchetti
Mission Commander
Pacific Partnership 2010

COMMANDING OFFICER MTF MERCY

Congratulations and welcome aboard USNS MERCY (T-AH 19), and to PACIFIC PARTNERSHIP 2010! You are now a member of the finest U.S. Navy Hospital Ship crew, and part of our ship's proud heritage, which commenced in 1918 with the commissioning of the first USS MERCY (AH-4). The deployment on which you are embarking is immensely important for a most appreciative people. You will be fulfilled professionally and personally. This will be one of your proudest accomplishments and most precious memories. Deploying aboard USNS MERCY for Humanitarian Civic Assistance (HCA), disaster relief or contingency missions provides each of us an opportunity to serve our global host nation partners and our own nations. Healthcare, preventive and environmental medicine, engineering services, veterinary medicine and education are our unifying tenants. These constitute an enduring value, bringing hope and prosperity for a better tomorrow, strengthening and enriching us all.

We have prepared this PACIFIC PARTNERSHIP 2010 and USNS MERCY (T-AH 19) "Welcome Aboard!" handbook to assist you in efficiently preparing to deploy and transition to life at sea. Your safety is our highest priority. We will make your in-processing as smooth as possible. This handbook is yours to read and keep for future reference. Though not exhaustive, it contains a great deal of information. It is designed to provide crewmembers who are new to hospital ship operations with general information regarding safety, policies, and administrative procedures to be followed throughout the course of the mission. This handbook is also available at website, InRelief.org. Once underway, further USNS MERCY information will be available on our website, at <http://www.mercy.navy.mil>.

Life aboard ship certainly is different than what many of us are used to. The constant movement of your surroundings, the inability to "go home" at the end of the day, and the experience of new terms, customs and traditions, all can be disconcerting at times. While this environment can be challenging, we will see to your familiarization and safety. A variety of services will add comfort to your daily routine. These include hot showers, warm meals, clean berthing (sleeping quarters), laundry facilities, Internet services and the company of new colleagues and friends. I am confident with each passing day you will come to think of USNS MERCY as your home away from home, and her crew as family.

PACIFIC PARTNERSHIP 2010 is a multifaceted mission, under the command of Commodore Franchetti. Our Ship's Captain and Mariners are professional sailors who, through their outstanding seamanship, will position USNS MERCY for our mission. We are "Steaming to Assist" through healthcare, engineering, education, and civil assistance, all designed to build capacity and engender long-term relationships. As the skipper of the Medical Treatment Facility (MTF), my command philosophy is "Mission First, Sailors and Families Always!" By Sailors, I mean all of us, military, Mariners, Non Governmental Organizations, the U.S. Interagencies, Academic Institutions and Partner Nations. Simply stated, the MTF's mission is "Host Nation-Centered Care", which we will provide always. We value diversity. We will achieve our objectives through covenant leadership. This means that the Commodore, Ship's Master and I make a commitment to you that your hard work will be balanced by our promise to provide professional and personal opportunities in a safe and enriching environment. Our expectation is that all of us will afford to each other this same opportunity. In the Navy we call this our Command Climate of excellence.

I look forward to serving beside you and offer our heartfelt "Welcome Aboard!" You can be proud to have joined the thousands of outstanding Sailors, individuals, and organizations that have served USNS MERCY, contributing to her history and missions' many successes. We are excited to have you as our shipmate, and we will do everything possible to assure your deployment is one you will always remember!

Welcome aboard!

Jeffery W. Paulson
Captain, Medical Corps, United States Navy
Commanding Officer
Medical Treatment Facility
USNS MERCY (T-AH 19)

"Mission First, Sailors and Families Always!"

TABLE OF CONTENTS

I. PRE-DEPLOYMENT REQUIREMENTS	Page
PRE-DEPLOYMENT CHECKLIST	5
U.S. MILITARY/USPHS REQUIREMENTS	6
U.S. MILITARY/USPHS EMBARKATION FORM	7
U.S. MILITARY/USPHS PRE-DEPLOYMENT TRAINING	8
PARTNER NATION MILITARY REQUIRED RECORDS	9
PARTNER NATION MILITARY EMBARKATION FORM	10
CIVILIAN VOLUNTEERS REQUIRED RECORDS/REPORTS	11
CIVILIAN VOLUNTEERS EMBARKATION FORM	12
CIVILIAN VOLUNTEERS MEDICAL QUESTIONNAIRE	13
PRE-DEPLOYMENT IMMUNIZATIONS	15
CIVILIAN VOLUNTEERS WHAT TO PACK	16
MILITARY WHAT TO PACK	17
II. BIOGRAPHIES/MERCY'S INFORMATION	
MISSION COMMANDER PACIFIC PARTNERSHIP 2010 BIOGRAPHY	19
COMMANDING OFFICER MTF MERCY BIOGRAPHY	20
MERCY'S MISSION	21
MERCY'S HISTORY	21
MERCY'S CHARACTERISTICS	23
III. SHIPBOARD LIFE	
EMERGENCIES AND SAFETY PROTOCOL OVERVIEW <i>Ship's Emergency Number, Man Overboard, General Quarters and Emergency Bills, Abandon Ship, Fire, Emergency Bells, Personal Floatation Device, Thermal Protective Aid, Emergency Escape Breathing Device, Vessel Layout, TAC Numbers.</i>	24
SAFETY <i>Safety of Your Shipmates, Electrical Safety, Securing for Sea, Helicopter Operations, Damage Control</i>	27
SECURITY (<i>Badging System, Security Alert, Off limits Areas.</i>)	28
RESPONSIBILITIES <i>Conduct Ashore, Military Courtesy and Tradition, Quarterdeck Procedures, Fresh Water, Cleanliness and Preservation, Public Display of Offensive Material, Gambling, Fraud, Waste and Abuse, Guests, Sexual Harassment, Fraternalization, Responsibilities of NGOs and Non-Navy Members.</i>	29
UNIFORMS (<i>Uniforms, Grooming Standards, Civilian Clothing, Attire Guidelines</i>)	31
IMPROVEMENTS (<i>Command Master Chief, CO's Suggestion Box and Plan of the Day</i>)	33
FACILITIES AND SERVICES ON BOARD <i>Berthing, General Mess, Mess Decks, Laundry, Ship's Store, Vending, Barber, Disbursing, Post Office, Supply Services, Religious Services, Fitness Rooms, Ship's Library, Lounge Area, ESWS/SWMDO Qualifications</i>	33
COMMUNICATIONS (<i>Internet Services Telephone, Emergency Communications</i>)	35
ENVIRONMENTAL AWARENESS <i>Trash and Garbage, Hazardous Material/Waste and Plastics, Bio-hazardous Material/Waste</i>	36
HEALTH <i>Medical, Dental, Berthing Spaces/Food Storage, Shower Shoes, Head Cleanliness, Mess Decks Cleanliness, Heat Stress, Hearing Conservation, Physical Readiness, Smoking Policy</i>	37
MILITARY PERSONNEL/EMBARKED VISITOR VESSEL FAMILIARIZATION CHECKLIST	39
NAVY TERMS AND THEIR MEANINGS	40

PRE-DEPLOYMENT REQUIREMENTS

This guidebook is not meant to be all inclusive nor applicable in its entirety to all due to the diverse composition of our crew. The purpose is to supplement existing command or organizational pre-deployment requirements for deploying members as well as other Individual Augmentation guidance, such as that found in Navy Knowledge online (NKO) at <https://wwa.nko.navy.mil>. This information and the requirements in this guidebook are specifically tailored for the USNS MERCY (T-AH 19) and PACIFIC PARTNERSHIP mission.

Proper planning is perhaps the most important element of a successful mission. The time and energy you spend preparing for deployment will ensure a smooth transition to the ship and significantly minimize potential problems encountered during deployment, including pay and personnel issues, family readiness and professional development. Ensure you review and complete your command's pre-deployment requirements prior to checking out for embarkation. For additional information on Individual Augmentation, visit Navy Knowledge online.

CHECKLISTS

(Check if completed):

The following pages contain checklists and data sheets that will assist you in your preparations. It is imperative to complete these checklists and data sheets prior to reporting aboard. Failure to do so will significantly delay your in-processing time and may negatively affect your pay, family, career progression and potentially limit your participation in the mission.

- Embarkation Data Forms (all personnel)
- Required Medical/Dental Records (military)
- Medical Screening Form (civilian volunteers)
- Pre-Deployment Training Certificates (military)
- Isolated Personnel Report (ISOPREP) Form (military)
- Page 2/SGLI Record Requirements (military)
- Government Travel Card (Activated)/Defense Travel System (DTS) Account (U.S. military)
- Pre-Deployment Immunizations (all personnel)
- Providers Records/Credentials (as required)
- What to Pack (all personnel) (See page 15 or page 16.)

U.S. MILITARY/USPHS REQUIREMENTS

U.S. Military/USPHS:

- Valid Military/USPHS Identification Card
- PP10 U.S. Military/USPHS Embarkation Form
- Isolated Personnel Report (ISOPREP) submitted to Personnel Recovery Mission Software System prior to embarking
- DoD Information Assurance Awareness Version 8, Antiterrorism (AT), Trafficking In Persons Training (TIP), Survival, Evasion, Resistance, and Escape (SERE) 100 Code of Conduct/Level B Training Certificates (See page 8 for further details.)
- Government Travel Card (Activated)
- Defense Travel System (DTS) Account

Health/Dental Records. Most healthcare needs for crewmembers can be met onboard MERCY. However, due to the limited pharmaceutical formulary on board, in addition to the records listed below, personnel on long-term or maintenance medications MUST BRING WITH THEM a sufficient supply of these drugs to last through the duration of the deployment. You must turn in you medical and dental records to sickcall.

- Medical Record
- Dental Record
- Immunization Record
- SAMS Data Disk, if available (U.S. Navy Only)

U.S. Military:

Pay and Personnel Records. The duration of the deployment necessitates that each embarking crewmember report with all the records necessary to affect pay and personnel transactions (advancement exams, promotions, training, special pays and other entitlements, emergency leave, TAD, reenlistments, evaluations, fitness reports, awards, etc.). U.S. Navy staff should have access to their Electronic Summary Record. The following checklist identifies the minimum records that must be hand carried with service members when reporting aboard.

- Copy of Page 2 (Dependency Application/Record of Emergency Data)
- Copy of current Servicemembers' Group Life Insurance (SGLI)
- Family Care Plan (for single parents or dual-military personnel only)

USPHS/U.S. Military Healthcare Providers only:

- Curriculum vitae
- Copy of medical school diploma
- Copy of qualifying degree (Non-physician provider, ie. pharmacist, nurse practitioners, etc.)
- Abbreviated Credentials File (Interfacility Credentials Transfer Briefs-ICTBs)
- Copy of Residency Training Certificate
- Copy of current medical license
- Copy of current specialty certification
- Copy of qualifying degree (non-physician provider, i.e. pharmacist, nurse practitioners, etc.)

Completed clinical staff documents may be scanned and emailed to Mr. Dean Tano at dean.tano@navy.mil or faxed to 808-474-7806. If sending by mail, use address below. Contact Mr. Tano at 808-471-2463 if you have any questions.

Credentials for (Partner Nation, PP10)
Commander, US Pacific Fleet (N01H)
250 Makalapa Drive
Pearl Harbor, HI 96860

Encouraged for all U.S. Military to be maintained by the member:

- Passport (official or tourist)
- Copy of Birth certificate
- Will and Power of Attorney
- Crossing the line or other Navy ceremonial achievement certificates or Page 13 documenting completion.

PP10 U.S. MILITARY/USPHS EMBARKATION FORM

(Attach Information Assurance Awareness, Antiterrorism, Trafficking in Persons, SERE training certificates, copy of Page 2 & SGLI.)

Name:(Last) _____ (First) _____ (Middle) _____ JR/SR/III _____

Rate/Rank _____ Pay Grade: _____ Branch of Service: _____ Active/Reserve

SSN: _____ Sex: M F Date of birth: _____ (MM/DD/YY)

Dependency Status: Single Married Number of Dependents: _____ Blood Type: _____

Official Email: _____ Personal Email: _____ (Yahoo, etc.)

MERCY Report Date: _____ (MM/DD/YY) Projected Detach Date: _____ (MM/DD/YY)

Warfare Designator: _____ (SW/AW/FMF) (Navy only) End of Active Obligated Service (EAOS): _____ (Enlisted)

CAC Card PIN current: Yes No (All will require a valid CAC and pin to utilize the computers on USNS MERCY)

Language Proficiencies: VIETNAMESE KHMER INDONESIAN TETUM FRENCH SPANISH

Allergies? Yes /No If yes, please list: _____

Are you aware of existing commercial air travel arrangements to meet USNS MERCY: Yes/ No If yes, please provide details below:

DEPART INFORMATION					ARRIVAL INFORMATION				
Date	Time	Airline	Flt #	City/Airport	Date	Time	Airline	Flt #	City/Airport

IN CASE OF EMERGENCY

Primary Next of Kin: _____
Last *First*

Relationship: _____ Home Phone: _____ Cell: _____

Home Address: _____ City: _____

State: _____ Zip Code: _____ Email: _____

Secondary Next of Kin: _____
Last, First *Phone*

PARENT COMMAND INFORMATION

COMMAND: _____ UIC: _____

Address _____ Phone: _____ DSN: _____

Supervisor's Information: _____
Rank Last, First Phone

Supervisor's Work Email: _____ Cell: _____

FOR U.S. MILITARY PERSONNEL USE ONLY(circle)

- | | | | |
|---|---|---|---|
| ORIGINAL ORDERS
PAGE 2
FAMILY CARE PLAN
IA CERTIFICATES | PLANE TICKET INTINERAY
SGLI
EFM
ANTITERRORISM CERTIFICATE | MEDICAL RECORD
BLS CERT (Healthcare providers only)
OMBUDSMAN FORM
TRAFFICKING IN PERSONS CERTIFICATES | DENTAL RECORD
ISOPREP COMPLETE
SERE CERTIFICATES |
|---|---|---|---|

PRIVACY ACT STATEMENT

AUTHORITY: Department of Defense Regulation 6025.18-R and the Navy Regulations NOTE: Records may be maintained in both electronic and/or paper form.
 PRINCIPAL PURPOSE: Support embarked personnel on USNS MERCY
 ROUTINE USES: The SSN of the member is required to identify members. In case of Emergency data and allergy information will be used only as required.
 DISCLOSURE: For all personnel, the requested information is mandatory.

U.S. MILITARY/USPHS PRE-DEPLOYMENT TRAINING/CERTIFICATES

U.S. Military/USPHS only:

In addition to annual General Military Training requirements, all personnel should complete the following additional courses prior to reporting aboard. You are required to bring a copy of the completion certificates/BLS card (if applicable) with you when you report aboard the ship. The Training Department will use these documents to establish your initial training record. Additional training will be conducted during your orientation to the ship and added to your training record.

- 1. DoD Information Assurance Awareness Version 8
 - All authorized users (military, civilians and contractors) of Department of Defense information systems are required to complete IA awareness annually. IA awareness training is available for the DON through Navy Knowledge Online (<http://www.nko.navy.mil>) and MarineNet (<http://www.marinenet.usmc.mil>). Save or print a copy as proof of having completed this course. The most current training must be completed within 6 months of reporting to MERCY.
- 2. Antiterrorism (AT). Level 1 AT Awareness Training for Service Members (OCONUS)
 - Antiterrorism (AT) Training: You may receive training on line at <https://atlevel1.dtic.mil/at/>. After logon, use a self-generated user ID and password to proceed. At the end of the process, save or print a copy of the completion certificate as proof of having completed Level-I AT training. The most current AT training must be completed 6 months prior to reporting to MERCY.
- 3. Trafficking in Persons (TIP).
 - For Navy staff, Navy Knowledge Online (NKO) is the primary Method to complete TIP training. This course can be accessed through Navy Knowledge On-line at <https://www.nko.navy.mil>. Click on Navy-E-learning then 'browse categories' and enter part of the subject name. Save or print a copy as proof of having completed this course. The most current training must be completed 12 months prior to travel.
- 4. Survival, Evasion, Resistance, and Escape (SERE) 100 Code of Conduct (CoC)/Level B training (SERE/CoC Level B) or higher.
 - The most current training must be completed within 18 months prior to arrival to MERCY.
 - Computer based SERE 100 training is available through Joint Knowledge Online (JKO). The course abbreviation for SERE 100 is J3TA-US022. NIPR address for JKO is <http://jko.jfcom.mil/>; SIPR is <http://jkolms.jwfc.jfcom.smil.mil/html/login/login.jsp>.
 - SERE 100 is also available on the Navy Knowledge Online (NKO), Advanced Distributed Learning System (ADLS) and the Marine Corps Net (MarineNet). Links to these sites are available at NIPR: <http://www.pacom.mil/staff/j35/index.shtml>.
- 5. ISOPREP. ISOPREPs forms shall be completed by all military personnel participating in PP10 and submitted to Personnel Recovery Mission Software (PRMS) System prior to reporting. Documentation of successful submission is required for training record such as a memorandum from the command's POMI officer. NGOS will complete ISOPREP upon reporting to the ship.
- 6. BLS (Only staff involved in patient care are required to have valid BLS card prior to deployment. Others are encouraged to obtain the training.)
- Clinicians: Additional training as required (i.e. ACLS, PALS, ATLS, TNCC)

PARTNER NATION MILITARY REQUIRED RECORDS

- PP10 Partner Nation Embarkation Form.
- Copy of Passport (Member should bring on deployment but will retain.)
- Copy of Flight Itinerary (If available)
- Country visas, as necessary, for countries you plan to enter/exit mission
- Partner Nation Military ID

Clinical Staff:

- Copy of passport information page
- Curriculum vitae
- Copy of medical diploma
- Copy of current medical license(s)
- Copy of current specialty certification
- Current hospital affiliation and attestation letter from current privileging authority (employing agency) stating provider's competency and authorized scope of practice
- Copy of qualifying degree (non-physician provider, i.e. pharmacist, nurse practitioners, etc.)

Completed clinical staff documents may be scanned and emailed to Mr. Dean Tano at dean.tano@navy.mil or faxed to 808-474-7806. If sending by mail, use address below. Please identify in subject line of any correspondence: Credentials for (Partner Nation or Civilian Volunteer), PP10. Contact Mr. Tano at 808-471-2463 if you have any questions.

Credentials for (Partner Nation, PP10)
Commander, US Pacific Fleet (N01H)
250 Makalapa Drive
Pearl Harbor, HI 96860

DO NOT BRING

- Alcohol
- Haircutting Tools
- Personal Weapons or Firearms (With the exception of Leatherman-type folding pocket tools having blades 4" or less in length. No fixed blade knives allowed.)
- Personal electronic devices that are not UL approved, damaged or have been altered.
- Pornography

CIVILIAN VOLUNTEERS REQUIRED RECORDS/REPORTS

- Copy of Passport (Volunteer should bring on deployment but will retain.)
- Copy of Flight Itinerary
- Country visas, as necessary, for countries you plan to enter/exit mission
- Government issued photo ID such as a state issued drivers license
- PP10 Civilian Volunteers Medical Questionnaire
- Physician Letter (if required)

Clinical Staff:

- Copy of passport information page
- Curriculum vitae
- Copy of medical diploma
- Copy of current medical license(s)
- Copy of current specialty certification
- Current hospital affiliation and attestation letter from current privileging authority (employing agency) stating provider's competency and authorized scope of practice
- Copy of qualifying degree (non-physician provider, i.e. pharmacist, nurse practitioners, etc.)

Completed clinical staff documents may be scanned and emailed to Mr. Dean Tano at dean.tano@navy.mil or faxed to 808-474-7806. If sending by mail, use address below. Please identify in subject line of any correspondence: Credentials for Civilian Volunteer), PP10. Contact Mr. Tano at 808-471-2463 if you have any questions.

Credentials for (Civilian Volunteer, PP10)
Commander, US Pacific Fleet (N01H)
250 Makalapa Drive
Pearl Harbor, HI 96860

A Isolated Personnel Report (ISOPREP) form will be complete by all volunteers upon reporting. The information of this form would be used by officials for identification purposes in the event you become isolated and require rescue or recovery.

Volunteer's Physical Qualifications

In order to ensure the safety of the individual volunteer and the group as a whole all volunteers must meet the following physical requirements. If any person discovers or develops a disqualifying condition after arrival or otherwise has a condition that is a health or safety risk to themselves or others, then that person may be required to return to the United States. All personnel must be generally physically fit and able to climb multiple stairs and ladders on a frequent basis.

In general and personnel may not suffer from any of the following conditions:

- a. No amputees or prosthetic devices
- b. May not be on anti-coagulants such as Coumadin
- c. May not be pregnant (may be required to return home if they discover they are pregnant after they are onboard the ship)
- d. No reactive airway disease including asthma
- e. No pacemakers
- f. No sleep disorders such as sleepwalking including sleep apnea treated with a CPAP machine due to the lack of electric outlets.

DO NOT BRING

- Alcohol
- Haircutting Tools
- Personal Weapons or Firearms (With the exception of Leatherman-type folding pocket tools having blades 4" or less in length. No fixed blade knives allowed.)
- Personal electronic devices that are not UL approved, damaged or have been altered.
- Pornography

PP10 CIVILIAN VOLUNTEERS EMBARKATION FORM

PRIVACY ACT STATEMENT

AUTHORITY: Department of Defense Regulation 6025.18-R and the Navy Regulations. To record medical data to be used to screen potential underway guests onboard USNS MERCY and to assist in providing appropriate medical response if medical services are needed. The SSN will be used for identification purposes only. NOTE: Records may be maintained in both electronic and/or paper form. PRINCIPAL PURPOSE: Screen riders for health risk and for identification. ROUTINE USES: None. DISCLOSURE: Disclosure of this information is voluntary; however, failure to provide the requested information may impede, delay or prevent further processing of this request.

Name:(Last) _____ (First) _____ (Middle) _____ JR/SR/III _____

Home Address: _____ City: _____ State: _____ Zip Code: _____

Occupation: _____ NGO affiliation: _____

SSN: _____ Sex: M F Date of birth: _____ (MM/DD/YY)

Citizenship: _____ Blood Type: _____

Official Email: _____ Personal Email: _____ (Yahoo, etc.)

Work phone: _____ Home phone: _____

Language Proficiencies: VIETNAMESE KHMER INDONESIAN TETUM FRENCH SPANISH

USNS MERCY Report Date: _____ (MM/DD/YY) Projected Detach Date: _____ (MM/DD/YY)

Are you aware of existing commercial air travel arrangements to meet USNS MERCY: Yes/ No If yes, please provide details below:

DEPART INFORMATION					ARRIVAL INFORMATION				
Date	Time	Airline	Flt #	City/Airport	Date	Time	Airline	Flt #	City/Airport

IN CASE OF EMERGENCY

Primary Next of Kin: _____
Last *First*

Relationship: _____ Home Phone: _____ Cell: _____

Home Address: _____ City: _____

State: _____ Zip Code: _____ Email: _____

Secondary Next of Kin: _____
Last, First *Phone*

FOR HEALTHCARE PROVIDERS ONLY

Physician:

- ANESTHESIOLOGIST DENTIST ER FAMILY PRACTICE OB/GYN
 PEDIATRICIAN SURGEON ORTHOPEDICS PREVENTIVE MEDICINE
 OTHER: _____

Nurse:

- ER ICU WARD OR COMMUNITY HEALTH
 FNP OTHER: _____

Technician Position:

- DENTAL TECH MEDICAL TECH OPTOMETRY TECH PHYSICAL THERAPY TECH
 RADIOLOGY TECH SURGICAL TECH OR TECH OTHER: _____

SPECIALTY: _____ BOARD CERTIFICATION _____

LICENSE#: _____ DEA#: _____

PP10 CIVILIAN VOLUNTEERS MEDICAL QUESTIONNAIRE

PRIVACY ACT STATEMENT

AUTHORITY: Department of Defense Regulation 6025.18-R and the Navy Regulations. To record medical data to be used to screen potential underway guests onboard USNS MERCY and to assist in providing appropriate medical response if medical services are needed. NOTE: Records may be maintained in both electronic and/or paper form. PRINCIPAL PURPOSE: Screen riders for health risk. ROUTINE USES: None. DISCLOSURE: Disclosure of this information is voluntary; however, failure to provide the requested information may impede, delay or prevent further processing of this request.

Name:(Last) _____ (First) _____ (Middle) _____ JR/SR/III _____

1.	HAVE YOU NOW OR HAVE YOU EVER HAD ANY OF THE FOLLOWING? (CIRCLE YES OR NO)		
	YES NO SHORTNESS OF BREATH	YES NO SEIZURES	
	YES NO WHEEZING / ASTHMA	YES NO DEPRESSION	
	YES NO CHEST PAIN	YES NO ANXIETY ATTACKS	
	YES NO HIGH BLOOD PRESSURE	YES NO CHRONIC BONE AND JOINT PAIN	
	YES NO STROKES	YES NO SEVERE ALLERGIC REACTIONS	
	YES NO DIABETES REQUIRING INSULIN	YES NO KIDNEY STONES	
2.	DO YOU HAVE ANY OTHER MEDICAL CONDITION THAT OUR MEDICAL DEPARTMENT SHOULD BE MADE AWARE OF? YES NO (IF YES, PLEASE EXPLAIN)		
3.	THE NEXT FOUR QUESTIONS REFER TO HARDSHIPS THAT YOU MAY FACE WHILE ONBOARD		
3a.	THE SHIP HAS STEEP STAIRS TO TRAVEL FROM ONE FLOOR TO ANOTHER. WOULD YOU HAVE TO STOP DUE TO CHEST PAIN, SHORTNESS OF BREATH OR LEG PAIN? YES NO		
3b.	TO MAINTAIN AIR CONDITIONING BOUNDARIES, YOU MAY HAVE TO CRAWL THROUGH SCUTTLES (MAN HOLES) TO GET THROUGH ONE FLOOR TO ANOTHER. IS YOUR WAIST GREATER THAN 50 INCHES? YES NO		
3c.	ARE YOU SUSCEPTIBLE TO MOTION SICKNESS? YES NO		
3d.	ARE YOU CLAUSTROPHOBIC? YES NO		
4.	DO YOU HAVE ANY ALLERGIES? YES NO (IF YES, PLEASE EXPLAIN)		
5.	DO YOU REQUIRE A SPECIAL DIET? YES NO (IF YES, PLEASE EXPLAIN)		
6.	ARE YOU CURRENTLY UNDER A MEDICAL PHYSICIAN'S CARE? YES NO (IF YES, PLEASE EXPLAIN)		
7.	WHAT MEDICATIONS DO YOU TAKE AND HOW OFTEN?		
	MEDICATION	DOSAGE	FREQUENCY
8.	YOU ARE REQUIRED TO BRING A 4-MONTH SUPPLY OF ALL YOUR PRESCRIPTION AND OVER THE COUNTER MEDICATIONS. Initial here: _____		
9.	IF YOU ANSWERED "YES" TO ANY QUESTIONS IN NUMBER 1 AND 2, OBTAIN A LETTER FROM YOUR PHYSICIAN REGARDING THE ADVISABILITY OF YOUR PARTICIPATION TO EMBARK ON A US NAVAL WARSHIP.		
10.	HEREBY CERTIFY THAT THE ABOVE INFORMATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE. YES NO		

HEALTH STATEMENT: I certify that I am of sound health and able to stand the physical rigors of embarking aboard a US Naval Vessel. I recognize that shipboard living is arduous, involves considerable amounts of walking and climbing many flights of stairs or ladders and understand that it may be advisable for me to consult with my physicians prior to embarkation.

SIGNATURE OF EMBARKING VOLUNTEER

Date

LETTER TO PHYSICIAN

Dear Doctor,

Your patient, _____, has requested to participate in PACIFIC PARTNERSHIP 2010, which consist of spending up to 4 months onboard, a U.S. Navy ship. Navy ships are a challenging and potentially dangerous environment with steel decks, trip hazards, powerful radars, and loud noises. Vertical ladders between multiple levels will have to be climbed throughout the day. It may be hot and humid without air conditioning. In short, conditions are very unlike those found on a cruise ship.

It is our goal to allow maximum participation in PACIFIC PARTNERSHIP 2010. However, individual patient safety is our primary concern and your input is critical to help us decide if your patient can participate without risking their health. A helicopter evacuation in case of a medical emergency is a dangerous evolution for both patient and aircrew.

Please list all of your patient’s medical problems. You must comment on stability of conditions and include details about any hospitalizations or ER visits within the past 2 yrs, you must provide details of those events; failure to provide this information will result in your patient’s disqualification to participate. Use reverse if you need more space.

Please list all of your patient’s medications and information about any recent dosage change:

PATIENTS MUST BRING THEIR OWN SUPPLY OF MEDICATIONS. Please provide the necessary prescriptions for your patient.

Do you feel your patient may safely embark a US Naval Ship and participate in PP 10? YES _____ NO _____

Signature: _____

Physician Stamp or Printed Name: _____

City _____ State _____

If you have any questions, you may contact the PACIFIC PARTNERSHIP 2010 Civil-military Liaison, LCDR. Tommy Price @ thomas.s.price1@navy.mil. Additionally, we may need to contact you to discuss your patient’s request. You must provide a phone number where our physician may contact you directly. Phone numbers that connect to a central automated answering menu are not acceptable. Please provide your direct physician-to-physician number below.

(_____) _____

PRE-DEPLOYMENT IMMUNIZATIONS

All military, interagency and civilian mariners reporting aboard USNS MERCY are required to be current on all immunizations listed below before reporting aboard. NGOs and Partner Nation personnel are required to follow the regulations of their sponsoring organizations. Immunizations are the responsibility of the member. Medical Treatment Facility USNS MERCY is NOT responsible for providing immunizations to embarking personnel and does not maintain adequate immunization inventory to do so. All military, Interagency and civilian mariners must have the following immunizations documented in their records before reporting aboard the MERCY. All immunizations should be current through October 2010.

- Typhoid
 - Hepatitis A series
 - Hepatitis B series
 - Current HIV Test (U.S. Military)
 - Current PPD Test: Personnel reporting to Mercy from non-endemic Tb areas must have either a recent (within 1 year) negative PPD or a normal X-ray. Documentation of the negative PPD must be available for review. Personnel reporting to the Mercy from areas where Tb is endemic are required to have a chest X-ray in their possession that demonstrates no evidence of active tuberculosis. The X-ray must have been obtained within three months of boarding the ship.
 - Tetanus-Diphtheria
 - MMR
 - Injectable Polio Vaccine (IPV)
 - Influenza
 - H1N1
-
- JEV will be for all Remain over Night (RON) personnel and those who will accrue 30 days of boots on ground time in endemic countries (all except Vietnam and Palau).
 - The Rabies requirements will follow DoD guidelines and be required for the veterinarians and veterinarians technicians.

USNS MERCY will provide malaria prophylaxis (when required) and personal protective equipment to include DEET, netting, etc. If you are allergic to standard medications, please communicate this to the Primary Care Department and discuss whether you need to bring special medications specific to you. The point of contact is HMCS Dutch Rosario email: (donald.rosario@mercy.navy.mil).

All embarked personnel are required to bring a personal supply of prescription medications to last the entire deployment period.

WHAT TO PACK (CIVILIAN VOLUNTEERS)

RECOMMENDED ITEMS

- Checkbook/credit card (ATM Machines are not available on USNS MERCY. Credit cards are not accepted on board USNS MERCY).
- Laundry Bags (Mesh Nets) with Safety Pins (2 bags)
- Shower Shoes
- Bath Towels (2)
- Face Towels (2)
- Padlocks (2)
- Medications, if any
- Long pants and collared shirts are required in many liberty ports. Slacks are recommended.
- Pajamas/sleepwear
- Bathrobe or PT gear to go to the showers
- 1 pair of khaki pants and collared shirt for potential Medical Civil Action Projects (MEDCAP)
- Working civilians clothes
- Physical fitness clothes
- Providers: Several white lab coats for MEDCAP participation.
- Civilian Passports (not required but highly recommended)
- Backpack/Daypack and with hydration device or sports bottle
- Alarm Clock, Battery-Powered (limited/no power outlets at racks)
- Flashlight
- Extra Batteries for electronic devices
- Extra pair eyeglasses/contact lens
- Hygiene Kit, i.e. toiletries, toothbrush/paste, dental floss, razor, shaving cream, soap, deodorant, shampoo, wipes, sanitizer, nail clipper, etc.)
- Lotion
- Baby Wipes/Towelettes
- Foot Powder
- Lip Balm
- Extra Feather Pillow/Bed Sheets/Blanket (cotton/wool only)
- Earplugs
- Zip Lock bags
- Detergents
- PT Gear with workout gloves
- Hiking Boots
- Sun Block SPF30 or higher
- Insect Repellent lotion or spray if sensitive to DEET
- Work gloves
- Baseball Cap or Hat
- Sunglasses

NICE TO HAVE ITEMS

- Camera with extra film or memory card
- IPOD/MP3 Player
- Small Musical Instrument that will fit in your personal locker (see page 26 for locker size)
- Study Materials

NOT RECOMMENDED

- No hard suitcases

WHAT TO PACK (MILITARY)

• US MILITARY REQUIRED UNIFORMS/ITEMS

(There will be no Uniform items in Ship's Store.)

- Sea bag, soft duffel
- Summer White*, E7 and above (2 sets)
- Service Dress White for Department Heads and Command Leadership
- Service Dress White*, E6/below (no skirts)(1 set)
- Service Uniform with cover*, E6/below (tan/khaki)
- Miniature Medals and/or warfare pins as appropriate.
- Uniform Covers (MERCY ball caps will be available in the ship's store for wear with coveralls and working khakis)
- Neckerchiefs, E6/below
- Ribbons, All Hands
- White T-Shirt or Undershirt, All Hands (7 shirts)
- Uniform Belts
- Underwear (7 pairs)
- Black Socks, All Hands (7 pairs)
- White Socks, E7/above (2 pairs)
- Dress shoes, black, All Hands
- Dress shoes, white, E7/above
- Working Khakis* or Navy Working Uniform (NWU) E7/above (2 sets)
- Polywool Khaki*, E7/above (1 set)
- Utilities with ball caps, Long Sleeve or Navy Working Uniform (NWU) E6/below (2 sets)
- Steel-Toed Boots (2 pairs)
- Flight Suits*, Air Detachment only
- Checkbook/credit card (ATM Machines are not available on USNS MERCY. Credit cards are not accepted on board USNS MERCY). Not required for E-6 and below, required for all others to pay mess bills.
- Laundry Bags (Mesh Nets) with Safety Pins (2 bags)
- Shower Shoes (2 pairs)
- Bath Towels (2)
- Face Towels (2)
- Padlocks (2)
- Medications, if any (must be 6-month supply)
- Liberty clothes (2 sets). (See ATTIRE GUIDELINES on page 31.)
- Pajamas/sleepwear
- Bathrobe or PT gear to go to the showers
- Civilian Clothes: 1 pair of khaki pants and collared shirt for potential MEDCAPS
- Checks to pay mess bill (uniformed Officers)
- Providers: Several white lab coats for MEDCAP participation.

OPTIONAL UNIFORMS (May be worn in place of working khaki or utility uniforms)

- Coveralls, Blue (2 sets)* with embroidered insignia and nametapes, or Camouflage uniform*, woodland pattern for Security and Seabee Details
- Dinner Dress Whites for identified selected Senior Officers.

RECOMMENDED UNIFORMS/ITEMS

- Uniform Jackets* with appropriate devices
- Civilian Passports (not required but highly recommended)
- Backpack/Daypack, black only, and with hydration device or sports bottle

- Alarm Clock, Battery-Powered (limited/no power outlets at racks)
- Flashlight
- Extra Batteries for electronic devices
- Extra pair eyeglasses/contact lens
- Hygiene Kit, i.e. toiletries, toothbrush/paste, dental floss, razor, shaving cream, soap, deodorant, shampoo, wipes, sanitizer, nail clipper, etc.)
- Lotion
- Baby Wipes/Towelettes
- Shoe Polish Kit
- Foot Powder
- Lip Balm
- Extra Feather Pillow/Bed Sheets/Blanket (cotton/wool only)
- Earplugs
- Zip Lock bags
- Detergents
- PT Gear with workout gloves
- Swim Gear (suit, mask, snorkel, fins)
- Hiking Boots
- Sun Block SPF30 or higher
- Insect Repellent lotion or spray if sensitive to DEET
- Work gloves
- Baseball Cap or Hat
- Sunglasses

NICE TO HAVE ITEMS

- Camera with extra film or memory card
- Laptop
- IPOD/MP3 Player
- Small Musical Instrument that will fit in your personal locker (see page 26 for locker size)
- Study Materials

DO NOT BRING

- Alcohol
- Ironing Board
- Haircutting Tools
- Personal Weapons or Firearms (With the exception of Leatherman-type folding pocket tools having blades 4" or less in length. No fixed blade knives allowed.)
- Personal electronic devices that are not UL approved, damaged or have been altered.
- Pornography

NOT RECOMMENDED

- No hard suitcases

* NOTE: Non-U.S. Navy military personnel should bring uniform equivalent of uniforms specified above to include partner nation participants. There may be nations that will not permit camouflage uniforms. NGO personnel should bring at least one pair of khaki slacks (no skirts for females), short-sleeve-button-up collared shirt and closed-toe shoes.

**COMMODORE
LISA M. FRANCHETTI
UNITED STATES NAVY**



Captain Franchetti is a native of Rochester, New York. She was commissioned in 1985 through the Naval Reserve Officer Training Corps Program at Northwestern University, where she received a Bachelor of Science degree in Journalism.

Her first tour of duty was as Training/Special Programs Officer at Naval Reserve Readiness Command Region 13 in Great Lakes, IL. In 1987 she was selected for lateral transfer to the Surface Warfare community and reported to Division Officer school in Newport, RI.

Her sea assignments include Auxiliaries Officer and First Division Officer on USS SHENANDOAH (AD 44) deploying to the Mediterranean; Navigator and Jumboization Coordinator on USS MONONGAHELA (AO 178), deploying to the North Atlantic, Baltic, and Eastern Pacific; Operations Officer on USS MOOSBRUGGER (DD 980); Combat Systems Officer and deployed Chief Staff Officer on DESRON 2, executing a UNITAS deployment; Executive Officer of USS STOUT (DDG 55); and Assistant Surface Operations Officer on the GEORGE WASHINGTON Strike Group, deploying in support of Operation ENDURING FREEDOM.

She commanded USS ROSS (DDG 71), and had the opportunity to represent the United States at the 60th Anniversary of D-Day commemoration during a deployment to the Mediterranean and the Horn of Africa/Gulf of Oman.

Her assignments ashore include Commanding Officer, Naval Reserve Center Central Point, Oregon; Aide to the Vice Chief of Naval Operations; Protocol Officer for the Commander, U.S. Atlantic Fleet; 4th Battalion Officer at the U.S. Naval Academy; and Division Chief, Joint Concept Development and Experimentation, on the Joint Staff, J7.

Captain Franchetti's personal awards include the Defense Superior Service Medal, Meritorious Service Medal (five awards), Navy and Marine Corps Commendation Medal (four awards), and the Navy and Marine Corps Achievement Medal (two awards). She is a graduate of the Naval War College and holds a Master's degree in Organizational Management from the University of Phoenix.

**CAPTAIN JEFFERY W. PAULSON
MEDICAL CORPS
UNITED STATES NAVY**

A native of Orange, California, Captain Jeffery W. Paulson received his Bachelor of Arts degree from Harvard University in 1978 and his Doctor of Medicine Degree from Uniformed Services University of the Health Sciences in 1986. He completed the didactic portion of the Master's degree in Business Administration at the University of Redlands and received a certificate in Executive Health Care Leadership from the University of San Diego in 1995.

He completed both his internship and residency in Family Medicine at Naval Hospital Camp Pendleton, followed by fellowship training in Adolescent Medicine at Naval Medical Center San Diego.



Captain Paulson has served as a General Medical Officer with the Marines of First Force Service Support Group, has served as Staff Family Medicine Physician at Naval Hospital Camp Pendleton and as one of the first Senior Medical Officers in the Surface Forces as the SMO on USS TARAWA.

Ashore, he has served as the Senior Medical Officer at Regional Support Organization, San Diego and as SMO for Commander, Amphibious Group Three. Following his tour as the Director, Fleet Liaison at NMCS D, Captain Paulson reported to BUMED detachment, CFFC as the Director for Surface Medicine and Healthcare Future Requirements Officer, CFFC. While at NMCS D, he deployed twice; as the Assistant Wing Surgeon for 3rd Marine Air Wing (rear) during OIF and as the Combined Joint Task Force Surgeon for JTF, Horn of Africa.

In 2007, Captain Paulson reported as the Executive Officer for Naval Medical Research Unit 2, Jakarta Indonesia and was the last sitting XO for NAMRU2 Jakarta prior to reorganization.

In July, 2009, he assumed the duties as Commanding Officer, Medical Treatment Facility, USNS MERCY (T-AH 19).

His interests include medical information systems and medical staff organizations. He has served in organized medicine as a representative to the AMA, has been the Functional Manager for TMIP-Maritime for the Navy, and has been chairman of the SURFOR Executive Committee of the Medical Staff during two tours.

His personal awards include the Meritorious Service Medal, the Navy Commendation Medal and the Navy Achievement Medal in addition to being awarded the Surface Warfare Medical Officer Device.

MERCY'S INFORMATION

PRIMARY MISSION. To provide rapid, flexible, and mobile acute medical and surgical services to support Marine Corps Air/Ground Task Forces deployed ashore, Army and Air Force units deployed ashore, and naval amphibious task forces and battle forces afloat.

OTHER MISSION. To provide mobile surgical hospital service for use by appropriate U.S. Government agencies in Humanitarian Civic Assistance (HCA), disaster or humanitarian relief or limited humanitarian care incident to these missions or peacetime military operations.

These mission statements are applicable to both the Reduced Operating Status (ROS) and Full Operating Status (FOS) military personnel. However, the ROS crews' immediate and number one priority is to fully activate the ship to a FOS Echelon III Medical Treatment Facility within the prescribed five-day time frame.

In meeting these missions, the ROS personnel perform the following functions:

- Serve as the nucleus of the critical core required to execute activations;
- Develop, test, and maintain systems and procedures to support activation process;
- Orient and train FOS and additional embarking personnel augmenting staff;
- Monitor/assess the medical treatment facility's overall ability to fully activate/perform mission;
- If activation is not successful, it will delay and detract from MERCY's ability to fulfill the above mission statements.

USNS MERCY (T-AH 19), and her sister ship, USNS COMFORT (T-AH 20), are a part of the Military Sealift Command's Strategic Sealift Force. Each ship contains 1,000 hospital beds, 12 operating rooms, radiological services, medical laboratories, an optometry lab, a pharmacy and an oxygen and nitrogen producing plant. Each ship has a helicopter deck large enough to receive injured personnel.

HISTORY

The first MERCY (AH 4) was built in 1907 as SS SARATOGA by William Cramp & Sons, Philadelphia, Pennsylvania. An Army troop transport during the first nine months of World War I, she was renamed MERCY and converted to a hospital ship at New York Navy Yard, Brooklyn, N.Y. She was commissioned on January 24, 1918. MERCY initially operated in the Chesapeake Bay and was homeported in Yorktown, Va. She attended war wounded and transported them from ships to shore hospitals. On November 3, 1918, MERCY departed New York City, making four round trips to France, returning 1,977 casualties by March 1919. For 15 years following World War I, MERCY served off the East Coast, homeported in Philadelphia. From December 1924 until September 1926, she was in reduced commission. MERCY was loaned to the Philadelphia branch of the Public Relief Administration in March 1934 and was struck from the Navy List in April 1938.

The second MERCY (AH 8) was a troop ship built by Consolidated Steel Corp., Wilmington, California beginning February 4, 1943. Launched on March 25, 1943, she was sponsored by LT(JG) Doris M. Yetter, NC, USN, a prisoner of war on Guam in 1941. MERCY was converted by Los Angeles Shipbuilding & Dry-docking Co., San Pedro, California. She was commissioned on August 7, 1944 and staffed by the Army's 214th Station Hospital. Departing on August 31 she arrived in the Leyte Gulf, Republic of the Philippines on October 25 during the Battle for Leyte Gulf. Embarking 400 casualties, she transported the wounded to base hospitals in New Guinea. During the next five months, MERCY made seven more voyages from Leyte to New Guinea, including transporting the Army's 3rd Field Hospital from New Guinea to the Philippines in January 1945. In March 1945, MERCY reported for service in the Okinawa campaign. She and USS SOLACE (AH 5) arrived on April 19 at Hagushi Beach, Okinawa, Japan embarking patients for four days despite frequent air raids and threat of Japanese Kamikazes. MERCY then transferred the wounded to Saipan, Marianas. She made two more voyages from Saipan to Okinawa the following month. MERCY next made two voyages, carrying wounded from Leyte and Manila to New Guinea. She reported to Manila in June for two months of duty as a station hospital ship. In August,

she transported the Army's 227th Station Hospital to Korea as part of the occupation forces. In October 1945, MERCY returned to San Pedro. She transferred to the U.S. Army on June 20, 1946 for further service as a hospital ship. MERCY received two battle stars for World War II service. She was struck from the Navy List on September 25, 1946.

The third MERCY (T-AH 19) was built as an oil tanker, SS WORTH, by National Steel and Shipbuilding Co., San Diego, California, in 1976. Starting in July 1984, she was renamed and converted to a hospital ship by the same company. USNS MERCY was launched on July 20, 1985 and was commissioned November 8, 1986. On February 27, 1987, MERCY began a training and humanitarian cruise to the Republic of the Philippines and the South Pacific. The staff included U.S. Navy, Army and Air Force active duty and reserve personnel; U.S. Public Health service; medical providers from the Armed Forces of the Philippines; and Military Sealift Command civilian mariners. More than 62,000 outpatients and almost 1,000 inpatients were treated at seven Republic of the Philippines and seven South Pacific ports. MERCY returned to Oakland, California, on July 13, 1987. On August 9, 1990, MERCY was activated in support of Operations DESERT SHIELD/DESERT STORM. Departing Alameda Naval Air Station, Alameda, California, August 15, she arrived in the Arabian Gulf on September 15. For the next six months, MERCY provided support to the multinational allied forces. She admitted 690 patients and performed almost 300 surgeries. After treating 21 American and two Italian repatriated prisoners of war, she departed for home on March 16, 1991, arriving in Oakland on April 23.

On January 5, 2005, USNS MERCY deployed to Banda Aceh, Sumatra, Indonesia, one of the regions most devastated by the tsunami that struck Southeast Asia December 26, 2004. Integrating with members from Project HOPE, a Non-Governmental Organization (NGO), the ship treated more than 9,500 patients and performed 19,512 medical procedures from February 6 to March 16. Following the completion of MERCY's mission in Banda Aceh, the crew stopped in Alors, Indonesia and Dili, East Timor to conduct Medical and Dental Civic Action Programs. Tragedy struck Indonesia again on March 28, 2005, when an 8.7 magnitude earthquake hit Nias, an island located on the northwestern coast of Sumatra. In less than 72 hours, MERCY turned around and sailed back to Indonesia, performing 123 surgeries and more than 19,000 medical procedures during the next month. After departing Nias Island, MERCY stopped in Papua New Guinea to provide aid to Manam islanders who had been forced to flee their homes after a major volcanic eruption in late 2004. In addition to performing 36 surgeries and giving more than 10,000 immunizations, MERCY's medical team trained local health care providers at Modilon General Hospital in Madang. MERCY returned to her homeport on June 8, 2005.

On April 24, 2006 USNS MERCY departed to perform humanitarian assistance in Southeast Asia and the Pacific Islands as part of the U.S. Pacific Command Theater Security Cooperation Plan. The USNS MERCY executed a multi-faceted humanitarian assistance mission to provide critical health care, provider training, public health testing, construction and facility repair, and community relations outreach to the people of the Philippines, Bangladesh, Indonesia, and East Timor.

On May 1, 2008, PACIFIC PARTNERSHIP brought the return of USNS MERCY to Southeast Asia and the Pacific Islands. During the mission, the USNS MERCY team continued to focus on the host nation capacity and capability building while increasing mutual understanding between the U.S. military, NGOs and Partner Nations. During the mission, MERCY and the rest of the PP08 team provided critical health care, subject matter expert exchanges, public health testing, construction and facility repair, and community relations outreach to the people of the Philippines, Vietnam, Timor Leste, Papua New Guinea, and Federated States of Micronesia. The mission team also integrated with multinational, interagency, and NGO partners already in-country. Together, the PP08 team provided unprecedented care to over 90,000 patients, including lifesaving procedures, sight-restoring surgeries, critical cosmetic surgeries, vaccinations, eyewear distribution and numerous other medical procedures. The MERCY team also provided medical education to 4,200 host nation health care providers that enhanced their inherent capacity to provide long-term medical care.

The success of PP08 hinged on the partnerships formed with this unprecedented coalition of volunteers and professionals, civilians and military, U.S. and

Surgical Specialties:

- General Surgery
- Vascular
- Orthopedics
- Ophthalmology
- Oral Maxillofacial
- Plastics (availability TBD)
- OB/GYN (availability TBD)
- Urology
- Pediatric Surg. (availability TBD)
- ENT

Capability Building:

- Preventive Medicine and Environmental Health
- Veterinary Medicine
- CB Engineering
- Subject Matter Expert Exchange
- Pandemic Influenza/HIV-AIDS
- Biomedical Equipment Repair

SHIPBOARD LIFE

SHIPBOARD EMERGENCIES AND SAFETY PROTOCOL OVERVIEW

SHIP'S EMERGENCY NUMBER: Dial 7222 underway or 7359 in port to report a fire, flooding, breach of security, or any other emergency aboard the ship.

MAN OVERBOARD. Man Overboard drills are conducted on a regular basis. There is no difference in mustering procedures while conducting a man overboard drill or if an actual person fell overboard. When "Man Overboard" is sounded over the 1MC (loud speaker), muster immediately in your assigned work space. A sight muster is mandatory for ALL personnel. Special care must be taken to ensure that an accurate muster is made to determine who may have fallen overboard. Accuracy and speed of the muster are essential in a man overboard situation.

If you see a man overboard, call the bridge at 7222. Sound the ALARM man overboard port/starboard side. There are life rings at regular intervals about the weather deck. Get one in the water and continually point the person and keep your eye on the person until relieved.

GENERAL QUARTERS/EMERGENCY BILL. This bill can be found on the messdesks and in various places throughout the ship. It provides for the maximum manning of all key stations and provides organization and procedures to quickly control major shipboard emergencies such as fire, collision, and man overboard. When the ship's general alarm is sounded, report to your assigned station immediately. If you have not been assigned to the station bill, you should muster on the Flight Deck. If your assigned space must be evacuated, you should muster on the flight deck. Remain there until the ship is secured from General Quarters. Report to your station at a quick pace. DO NOT RUN.

ABANDON SHIP. You will be assigned an abandon ship station soon after your arrival on board. Familiarize yourself with your boat and wave number and their muster location. When you report to your station, wear a full set of clothing, to include: shoes/boots, a ball cap, and your lifejacket. Be sure to bring a long sleeve shirt or jacket. Don your life jacket when abandon ship is sounded and ensure that your life jacket and all of the straps are snug and secured. Do not jump unless necessary; Jacob's ladders are available. Look below you and ensure that the water is clear of personnel or floating wreckage. Always jump feet first as far from any obstacles as you can. When you are in the water, you should:

- 1) Concentrate on staying calm.
- 2) Conserve energy
- 3) Keep clear of oil slicks if possible. Swim underwater to clear burning oil and debris.

- 4) Use the "Buddy System." It will improve your morale, conserve body heat and make rescue easier. Memorize "nearest land mass."
- 5) Follow orders of your lifeboat or life raft commander.

Remember ODD number of lifeboat/life raft is STBD side. EVEN number of lifeboat/life raft is PORT side. An easy acronym to remember is PESO (Port Even, Starboard Odd). Another was to remember is by the saying: "It's ODD to be RIGHT."



FIRE. Fire is the most serious threat a ship can face. Report any fire, smoke or burning smell immediately to the Bridge by dialing 7222. Your report should include the compartment number, type of fire (if known) and your name. Stop what you are doing, secure equipment and go to your emergency station. Pay attention to the 1MC (loud speaker) and the person in charge of the emergency station. You may be called to augment the zone personnel. If you find a fire, the first thing you do is get the word out and close the space, then try to fight it if possible. If possible, stay on the scene until the fire party arrives.

EMERGENCY BELLS

FIRE, COLLISION, & GENERAL EMERGENCY: a steady ring at least 10 seconds long followed by a 1MC announcement.

MAN OVERBOARD: three long rings followed by a 1MC announcement.

ABANDON SHIP: more than six (seven or more) short rings followed by one long ring followed by a 1MC announcement.

FLIGHT DECK CRASH ALARM: wailing tone followed by a 1MC announcement.

CHEMICAL, BIOLOGICAL, or RADIOLOGICAL DEFENSE: steady ring then alternating short & long rings, and then 1MC announcement.

STEERING CASUALTY: one long and two short rings followed by a 1MC announcement.

EMERGENCY PHONE NUMBERS IN RED

Bridge	7222
Gangway/Quarter Deck	7359
Hospital Admin	7221

Portable Extinguishers

We have four types of portable extinguishers. All have instructions on the bottle on how to use them.

CO2 = class C fire

AFFF = class A & B fire

Dry Chemical = class A, B & C

PKP = class B fire

SMOKING IS PERMITTED IN DESIGNATED AREAS ON THE WEATHER DECK ONLY!!

Class of fires

A is paper, cloth and wood anything that leaves an ash

B is Liquid, fuels or anything that leaves black smoke
 C is electrical
 D is metal

TO USE EXTINGUISHERS-- PASS

- P = PULL PIN
- A = AIM AT BASE OF FIRE
- S = SQUEEZE HANDLE
- S = SWEEP BACK AND FORTH

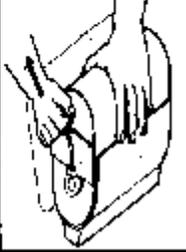
PERSONAL FLOATATION DEVICE (PFD). When you come aboard, we will be conducting drills and this will give you a chance to become familiar with your life jacket's location. Inspect it to make sure all straps and fasteners are in place, that there is a whistle and light, and that the expiration date located on the light has not expired. Your light signal is activated by salt water. Every work space and berthing space has a list of where all the PFD lockers are aboard the vessel. Take the time to find out where the nearest locker is to all the spaces you may find yourself in.



THERMAL PROTECTIVE AID (TPA). Located on the 01 level on both sides and 02 level aft of flight deck in white benches marked TPA. Get one before abandoning ship. It will keep you warm in the lifeboat/life raft. One size fits all. Follow instructions on bag that the TPA comes in. Put it over your lifejacket.

EMERGENCY EGRESS BREATHING DEVICE (EEBD). All work and berthing spaces below the main deck have EEBD's on hand for emergency egress. An EEBD's are for emergency egress only and not for fighting fires. EEBD has 15 minutes of air.

- Remove unit from case.
- Tear off red pull strip and remove unit from bag.
- Pull out actuation ring.
- Bend forward and grasp hood opening with thumbs and pull hood over head.
- Pull hood down on forehead to ensure a secure fit.
- Check neck seal.
- During normal operation some parts are hot and air flow noise is heard in hood. Remove when noise stops.

15 MINUTE EEBD SCOTT Part No. 602300-14SPEC ABBREVIATED OPERATING INSTRUCTIONS NSN-4240-01-116-8388 SEE OPERATION AND MAINTENANCE INSTRUCTIONS - PART NO. 602300-01 WARNING IMPROPER USE MAY CAUSE INJURY OR DEATH. TRAINING REQUIRED PRIOR TO USE. UNIT PRODUCES OXYGEN. KEEP FLAMES AWAY. SEE INSTRUCTIONS FOR ADDITIONAL WARNINGS.				Manufacture Date: See diagram for correct ship location inspection window
1. REMOVE UNIT FROM CASE.				
2. TEAR OFF RED PULL STRIP AND REMOVE UNIT FROM BAG. 	3. PULL OUT ACTUATION RING. 	4. BEND FORWARD AND GRASP HOOD OPENING WITH THUMBS AND PULL HOOD OVER HEAD. 	5. PULL HOOD DOWN ON FOREHEAD TO ASSURE A SECURE FIT. CHECK NECK SEAL. 	
6. DURING NORMAL OPERATION SOME PARTS ARE HOT AND AIR FLOW NOISE IS HEARD IN HOOD. REMOVE WHEN NOISE STOPS.				

VESSEL LAYOUT. The ship has 3 repair lockers. Repair Locker 1 is for MSC, Repair Locker 2 is MTF, and Repair Locker 3 is MSC. The ship has 7 zones which are separated by firescreen doors. Zones 1-6 are MTF responsibilities, and zone 7 is for MSC. You may be called upon to augment a zone and assist a repair party.

TAC NUMBERS. Finding your way around the ship is vital to your work onboard MERCY. Compartment numbers contain the following information: deck number, frame number and relation to the centerline of the ship and the function of the compartment.

Example: The deck number, 03, is the first part of the compartment number. If a compartment extends to the bottom of the ship, the deck number refers to the bottommost deck.

The frame number, 37, the second part of the compartment designation, refers to the forwardmost bulkhead of a compartment. If the bulkhead is between frames, the number of the forwardmost frame in the compartment is used.

The third part of the number, 1, refers to the compartment's relation to centerline. Compartments located on the centerline carry the number 0. Those to the starboard side have odd numbers, while those to the port have even numbers.



Remember:

- First number is the deck number.
- Middle number is the frame number on the ship. (0 is the bow and going aft the numbers get bigger. Frame 150 is stern).
- The last number is which side of centerline you are on. (Odd numbers are to the starboard side of the centerline of the ship and even numbers are to the port side of the centerline of the ship. 0 is at the centerline of the ship)

SAFETY

"Everyone's Responsibility"

SAFETY OF YOUR SHIPMATES. If you see or hear of someone doing something unsafe or harmful to the ship or themselves, DO SOMETHING! You may be the only one who saw the error and your action may be important in saving the ship or a shipmate's life. Never hesitate to voice your concerns regarding unsafe situation(s) or something you think is wrong. Promptly inform senior personnel responsible for a given space or equipment of all unsafe conditions discovered.

DAMAGE CONTROL. Preparedness to save the ship, at any hour, under any conditions, is a life and death matter. Damage control is an ALL HANDS effort. Firefighting equipment has a special and important purpose on board a ship. Do not remove or handle firefighting equipment unless it is needed for an actual fire.

GENERAL SAFETY STANDANDS. Complying with the following standards may save your life:

- Locate and remember all exits from working and living spaces that you frequent. Always ensure exits are not blocked with equipment or boxes.
- Know where life jackets are stored in or near your working and living spaces. Know the location of all lifeboats and life raft stations and know how to proceed to them from the living and working spaces you frequent.
- Always move up or down a ladder with one hand on the railing.
- Know the emergency shutdown procedures for all equipment you use.
- Rings, watches, key rings, and other items that may become entangled or get caught on projections should not be worn. Carry as little as possible in your pockets.
- Do not lean against lifelines.

- Never straddle or step over lines, wire, and chains under tension.

ELECTRICAL SAFETY. All personal electric or electronic gear must be safety checked and have an electrical safety tag affixed at all times prior to use on board MERCY. A personal electrical equipment check will be conducted as part of the MERCY check-in. Anyone found using unauthorized electrical equipment will have the gear confiscated and turned over to the Master-at-Arms.

MERCY takes checking electrical and electronic equipment very seriously because unchecked gear can be a LIFE-THREATENING HAZARD!! If the object does not have a proper ground, YOU become the ground. The electricity passes through YOUR body. The following are approved once they have been safety checked: hand-held hair dryers, electric razors, radios, electric tooth-brushes, laptop computers, PDAs and battery operated gear. The following electric and electronic equipment is never permitted aboard MERCY: reading lights, personal refrigerators and hot plates. Medical Repair conducts electrical safety tests for all medical equipment, Operations conducts electrical safety tests for non-medical and personal equipment. Medical Repair is located at 01-41-01, Operations is located at 02-65-0. Monday through Friday, both shops are open from 0730-1600.

SECURING FOR SEA. Unexpected heavy weather or sudden maneuvering may cause the ship to roll and pitch a significant degree. Unsecured equipment, gear and supplies become missile hazards that could injure or kill a shipmate. Take care of yourself, your shipmates, and the ship by properly securing for sea before the ship leaves port and heads into the open seas. Everyone, including, officers and chief petty officers, must tour their spaces looking for proper securing for sea. Securing all hatches and scuttles is a must! The medical equipment onboard is equipped with wheels for easy movement. This offers a special challenge for those securing for sea.

HELICOPTER OPERATIONS. Our flight deck is used for a variety of missions associated with helicopter operations, including search and rescue, personnel transfer, personnel rescue and delivery of mail. When flight quarters are set, avoid foreign objects damage (FOD) of helicopter engines which can cause a crash. All personnel will refrain from throwing trash or other FOD material (cigarette butts, gum wrappers, soda cans) over the side or on deck. Observe safety boundaries set by the Master-At-Arms force. Covers shall not be worn on the weather decks; unauthorized personnel must remain aft of frame 76 on the weather decks; the smoking lamp is out on all weather decks; and no dumping of trash is allowed during flight operations.

SECURITY

BADGING SYSTEM. All non US Military personnel will be required to have identification badges at all times onboard MERCY. MTF Mercy will issue an identification badge upon reporting.

SECURITY ALERT. During Security Alert stay where you are and shut the hatch to your space, follow announced instructions, stand clear of all ladder wells and passageways, and do not inhibit the movement of the Security Alert Team. Unless instructed to do so, do not move about the ship until the Security Alert is secured by an announcement over the 1MC.

OFF LIMITS AREAS

1. 1. Underway at all times. Only authorized personnel are permitted in the following areas: Bridge & Wheel House; All engineering and machinery spaces; All deck lockers and Boatswain storerooms, Armory, Decon stations, All fueling stations; Communications Shack; The 04 weather deck forward (between pilot house and Helo tower), and the 03 level forward; Elevators & Ramps during casualty reception; 02/N2 Plant (while operating equipment); ADP; Mission Operations Center. The focsle and fantail are off limits during mooring evolutions and utility boat launch/recovery operations. The ship's small boats are off limits at all times.

2. During Flight Operations. Helo Control Tower; Pilot House; All weather decks between frames 41 & 69

3. After Dusk. Fantail; All areas aft of CIVMAR aft galley.

If you witness a security violation call the bridge at 7222 or 7359 inport.

RESPONSIBILITIES

CONDUCT ASHORE. We are guests in every country we visit. Our good behavior and respect for the culture and laws of other countries goes a long way toward fulfilling our humanitarian mission. We are truly ambassadors of goodwill. Remember, you represent Pacific Partnership most importantly, yourself, when you walk off the ship. These regulations apply to all personnel while on liberty or leave status. U.S. Navy crew members, our fellow military service members and civilian colleagues must follow all procedures outlined and directed by the Commodore and Commanding Officer relating to appropriate conduct and customs.

MILITARY COURTESY/TRADITION. We adhere to professional forms of address (sir, ma'am, chief, etc.) and render salutes as appropriate.

QUARTERDECK PROCEDURES. The quarterdeck is the ceremonial area of the ship. It will always be kept in impeccable condition. Watchstanders on the quarterdeck are expected to be in 5.0 uniforms. No smoking, drinking or eating is permitted in the area. Loitering is not permitted near the quarterdeck. When in the vicinity of the quarterdeck, covers will be worn and salutes rendered. Personnel arriving and departing the ship will request permission to come aboard or to go ashore as appropriate from the Officer of the Deck (OOD); and when in uniform, salute the colors (aft). When in civilian attire, face the colors and briefly stand at attention. Quarterdeck procedures and appearance will reflect the highest standards of military smartness and etiquette. The brow remains the responsibility of the OOD on the quarterdeck.

FRESH WATER. Water is received from the pier while inport and distilled in evaporators when underway. MERCY is a steam powered ship. The boilers get fresh water first. Practice economy in your use of fresh water. Take a Navy shower; wet down, turn the water off, soap up and rinse. Navy showers are required at all times. Don't waste water. Do your part to conserve it and there will be plenty for everyone.

CLEANLINESS AND PRESERVATION. High standards of cleanliness in passageways, working spaces, offices, berthing compartments and heads, food handling and storage areas will be maintained at all times. This is an ALL HANDS effort that must be routine, if you see a piece of trash somewhere, please pick it up and dispose of it properly; routine sweepers, daily cleanup, watch-to-watch activities and daily inspections that will contribute to operational efficiency and make our home at sea a better place to work and live. Use only covered cups or glasses when transporting any beverage anywhere on board MERCY.

DISEMBARK CLEANLINESS AND PRESERVATION REQUIREMENTS. Each disembarking member must ensure a high standard of cleanliness in their working spaces, office space, berthing compartment and storage areas before disembarking ship.

GAMBLING. Gambling is not authorized aboard MERCY or any other naval vessel.

GUESTS. You may have personal guests visit you onboard ship while in homeport or foreign ports. Guests are not permitted aboard during working hours. After working hours, guests may come aboard from 1600-2200. Your guests may visit the mess decks and are welcomed to tour limited spaces around the ship. Guests are NOT ALLOWED in berthing areas marked "Restricted" or "Off Limits." ALL GUESTS MUST BE ESCORTED BY A CREWMEMBER AT ALL TIMES.

SEXUAL HARASSMENT. All hands must understand that any form of sexual harassment onboard MERCY will not be tolerated; IT IS WRONG! Sexual harassment is destructive to morale and detrimental to our mission. For clarification, sexual harassment is defined as "...influencing, offering to influence, or threatening the career, pay, or job of another person in exchange for sexual favors, or deliberate or repeated offensive comments, gestures, or physical contact of a sexual nature in a work-related environment." Sexual harassment is GENDER NEUTRAL; it is not dependent upon the sex of the individuals involved. It is also in the eye of the beholder. If you feel you are a victim of sexual harassment, report it to your chain of command, the Command Master Chief, or the Commanding Officer.

PUBLIC DISPLAY OF AFFECTION. U.S. Navy Uniform Regulations state that while in uniform, display of affection is NOT authorized and harms good order and discipline.

FRATERNIZATION. Fraternization is any unduly familiar personal relationship between seniors and subordinates contrary to naval customs because they undermine the respect for authority that is essential to the Naval Service's ability to accomplish its mission. Fraternization includes dating, flirting or making sexual advances toward another, intimate or sexual relations, commercial solicitation, private business partnerships, gambling, and borrowing money.

At no time shall any officer assigned or embarked onboard MERCY fraternize with enlisted personnel. Officers and enlisted personnel must respect and adhere to policies regarding senior-subordinate professional relationships at all times while onboard MERCY.

Chief Petty Officers (E-7 through E-9) shall not, under any circumstances, fraternize with junior enlisted personnel assigned to or embarked upon the MERCY below the paygrade of E-7.

Enlisted personnel below paygrade E-7 shall not fraternize with enlisted personnel junior to them if they are in the junior's chain of command, have a supervisory relationship over the junior, or have input on the junior's performance.

Berthing areas of the opposite sex are off limits unless on official duty, escorted, and entrance is properly announced. Shipmates will not touch each other in any manner tending to show undue affection while onboard the ship, on the pier, or while attending command sponsored events ashore. Out-of-the-way places onboard the ship are off limits to male-female meetings, such as behind locked doors, storerooms, or after dark on the fantail, flight deck, ship's boats, etc.

SEXUAL RELATIONS OF ANY KIND, BY ANYONE EMBARKED, CIVILIAN OR MILITARY, ARE PROHIBITED ON BOARD THE SHIP.

RESPONSIBILITIES OF VOLUNTEERS, NGOs AND NON-NAVY SERVICEMEMBERS. Pacific Partnership is a collegial relationship between U.S. DoD and Interagency members, as well as all embarked NGO and Partner Nation participants. Like U.S. Navy crew members, our fellow military service members and civilian colleagues must follow all procedures outlined and directed by the Task Force Commander (Commodore), Master of the MERCY (the ship's Captain) and the Medical Treatment Facility (MTF) Commanding Officer (CO) relating to shipboard safety, appropriate conduct and customs. You will be provided a ship's orientation session and undergo emergency ship's drills prior to sailing.

Volunteers agree to adhere to, and fully cooperate with, Navy patient safety, quality assurance and other internal programs while onboard MERCY. A Director/Liaison who will provide you with appropriate orientations on clinical operations, core privileges and special procedures will be identified for you. Be sure your credentialing and privileges documents are current and/or updated prior to sailing.

Volunteers agree to use only those supplies approved by the MTF MERCY CO while performing work onboard MERCY. Any work performed aboard or ashore, regardless of member affiliation, will be under the coordination and supervision of the USNS MERCY MTF CO, the Department of the Navy and the Department of Defense. The Director of Medical Operations is designated by the MTF CO to coordinate medical mission operations onboard and ashore.

Disembarking volunteers agree to ensure a high standard of cleanliness in their working spaces, office space, berthing compartment and storage area.

PERSONAL RESPONSIBILITIES

1. **BILLS.** It is good to have all finances and bills paid by automatic payment and/or Web bill pay. Many financial institutions have excellent Web Bill pay services. Most utility companies in San Diego now offer automatic payments and temporary suspension of services while deployed. Notify these companies prior to deployment.
2. **LEGAL MATTERS.** Update Power of Attorneys and wills and take care of any legal needs prior to reporting aboard ship since legal services are limited onboard.
3. **PAY MATTERS.** Correct any pay errors, BAH, etc. with parent command's PSA before deployment. Members will be informed regarding specific entitlements while deployed. Access "My Pay" website on DFAS: www.dfas.navy.mil for any pay update.
4. **MAIL.** Designate someone in writing to receive personal mail or submit change of address requests to have mail forwarded to the ship's mailing address. Don't forget to cancel the changes upon returning from deployment. Change of address can now be done online for \$1 with the US Postal Service. Your Mailing Address:

Rate, First Name, Last Name

Department

USNS MERCY (T-AH 19)

FPO AP 96672-4090

5. **HOME/APARTMENT.** Designate someone to watch personal effects at home. Acquire low cost storage in advance if needed.
6. **VEHICLE STORAGE.** Vehicle storage exists at a low fee on most of the bases. With the increased amount of people gone on deployment, space may be limited.
7. **PROFESSIONAL MATERIALS.** The ship has a very limited medical reference library and primarily relies upon STATREF and UP-TO DATE (on-line medical references). If specific texts are needed, bring them on board or mail them using personal mailing address on board ship. Bring if applicable, stethoscopes, drug books, ACLS/BLS manuals palm pilots or DVDs with downloaded references (such as training materials) and ensure that they are properly marked.

UNIFORMS

The military uniform, with appropriate insignia, is designed to reveal at a glance the branch of service and grade of the wearer. Therefore, the uniform presents visual evidence of the authority and responsibility vested in the individual by the United States Government.

Each member of MERCY crew is at all times considered to be an Ambassador of the United States and, as such, individual dress and conduct should reflect credit upon oneself, the Navy, and the United States. Accordingly, all personnel of this command are expected to maintain the highest standards in personal appearance and ensure their subordinates maintain those high standards of military bearing, professionalism and appearance appropriate for the occasion. Excessive soiling, cloth tears, and poor fit are common examples of improprieties which degrade the appearance of our personnel.

Required uniforms are listed in the "What to Pack" section of the guidebook. Bring extra items if they are small and easily lost. No uniform items are sold in the ship's store. Utilities or coveralls are worn pier side by enlisted members, and wash khakis or coveralls by officers. When working in port (inside the ship) or when underway the uniform shifts to coveralls for enlisted and officers. Also, invest in warfare pins prior to deployment if you plan on qualifying for a warfare program (i.e. ESWS or SWMDO).

GROOMING. Military members onboard the MERCY are required to follow Military Grooming standards to ensure a neatly groomed appearance while wearing naval uniforms. When worn, jewelry shall not present a safety or FOD (Foreign Object Damage) hazard. Jewelry shall not be worn while working on or near electricity.

When inport, covers must be worn when outside the ship. Out at sea, covers are not required unless dictated by the specific evolution (i.e. abandon ship exercise)

CIVILIAN CLOTHING. Civilian clothes privileges are granted to all members of ship's company and embarkees while on authorized leave or liberty. Onboard inport, civilian attire is authorized to be worn only while in transit between the individual's berthing area or stateroom and the quarterdeck, or while attending religious services. Onboard underway, all MERCY crewmembers will be in the working uniform or uniform of the day. PT gear may be worn if the member is utilizing the gym or participating in other athletic activities. PT gear is not authorized to be worn in the Wardroom or on the Mess Decks, either inport or at sea for all embarked personnel. This also applies to military members wearing civilian attire. Failure to comply with grooming standards or the improper wearing of civilian attire will constitute grounds for withdrawal of civilian clothes privileges.

Personnel assigned to MERCY and embarkees shall not be granted liberty in uniform or civilian clothing if their appearance is contentious, inflammatory, lewd or their standard of dress or grooming fails to conform to the US Navy Uniform Regulations and other relevant theater guidance/requirements. The OOD has the authority to prevent those personnel from leaving the ship who are not in acceptable attire or grooming standards. OODs have authority to pull the Armed Forces Identification Card of anyone questioning their authority or judgment concerning the proper wearing of civilian attire and/or grooming standards as set forth in this handbook. Remember, you represent Pacific Partnership, the MERCY, the US Military, the USA, and most importantly, yourself, when you walk off the ship. These regulations apply to all personnel while on liberty or leave status.

These regulations apply to all personnel while on liberty or leave status. All hands shall comply with the following CIVILIAN attire guidelines:

ATTIRE GUIDELINES. When onboard the ship or pier, and attending command sponsored activities:

- A. Clothing will be worn in a fashion for which it was designed, i.e., shirts/blouses having tails not forming a straight bottom line will be tucked inside the trousers/pants/skirt and belts worn in trousers/pants/skirts having belt loops.
- B. Clothing which is excessively worn, frayed, soiled, un-pressed, tight; revealing or in an obvious state of disrepair is not authorized for wear.
- C. Clothing, jewelry and/or tattoos which have offensive, crude, or vulgar markings, drawings, patches, or pictures which degrade or ridicule any race, creed, ethnic group, national flag, or military service; depicts various forms of the sex-act; includes profane words or obscenities; or clearly advocates violence or illegal activity, including drug abuse, is not authorized for wear.
- D. Jackets or shirts/blouses designed with sleeves are not permitted to be worn with sleeves cut or torn off.
- E. Any item of clothing which is cut-off and not hemmed in a neat and proper manner is not authorized for wear.
- F. Footwear:
 - 1) Footwear shall be in good repair or clean and polished when appropriate.
 - 2) Socks will be worn with shoes.
- G. Attire which is indecently short, such as short-shorts etc., is not authorized for wear. Excessively tight clothing is not permitted. The only exceptions to this requirement would be sports attire such as swimsuits, bicycle shorts and pants when participating in athletics.
- H. Bandannas or head scarves are not authorized for wear except for religious reasons.
- I. Coveralls or Bib-type overalls are not authorized for wear.
- J. The fact that an article of clothing is purchased in the Navy Exchange or ship's store does not convey its acceptance or appropriateness.

- K. Organizational clothing, i.e., foul weather jackets, rain gear, etc. is not authorized for wear with civilian attire.
- L. Underclothes worn as outer garments and cut off shorts are not authorized.
- M. Night/lounge wear, i.e., smoking jackets, pajamas, etc. are not authorized for wear as civilian attire.
- N. Athletic attire, including swim wear, is not authorized for wear except when participating in athletic, jogging, or recreational activities. This includes sweat suits and jogging suits. Jogging off-ship may be authorized by the Executive Officer in ports, on a case-by-case basis, when appropriate. Personnel attired in athletic or jogging attire will limit their activities to the specific activity for which the dress code was authorized. Joggers shall not cross the quarterdeck without a shirt.
- O. Shirts/blouses/dresses having buttons must be buttoned (collar button excluded).
- P. Civilian skirts will be no more than four inches above the knee. All skirts will be opaque and must be worn with supporting undergarments i.e. brazier and underpants.
- Q. Dress sweaters with collarless round necks or turtlenecks may be worn without a collared shirt/blouse underneath. V-neck sweaters must be worn with a collared shirt/blouse. Athletic sweat shirts do not qualify as dress sweaters.

IMPROVEMENTS

COMMAND MASTER CHIEF. The Command Master Chief (CMC) is the command's principal Enlisted Advisor. He is a direct communication link between any enlisted member of the crew and the MTF, Commanding Officer. He advises the CO on matters concerning the welfare and morale of the crew. Every enlisted member on board MERCY has the opportunity and right to discuss any problem with the CMC. A special request chit is never needed to speak with the CMC. Get to know the CMC as he walks about the ship. MERCY's Command Master Chief's Office is located at 01-70-2.

COMMANDING OFFICER'S SUGGESTION BOX. If you have a suggestion for improvement, use the CO's Suggestion Box located at 02-43-0 outside of the main messdeck by the Food Service Office. Suggestions that are signed will receive a personal response from the CO or the Command Master Chief. Unsigned suggestions may be answered via the Plan of the Week or some other method such as Captain's Call.

INFORMATION, COMMUNICATIONS, AND THE PLAN OF THE DAY. The Executive Officer keeps the crew informed regarding MERCY's immediate and long range employment schedule, our specific role in operations, and events which occur daily. His primary instrument for keeping everyone on the same track is the Plan of the Day. You have a responsibility to read it each day and follow applicable orders contained therein.

FACILITIES AND SERVICES ON BOARD

BERTHING. All personnel will be given a berthing assignment. Most assignments consist of one standard Navy rack, one set of linens, privacy curtains, and one standard locker to stow personal gear. Enlisted lockers are approximately 36" x 12" x 24" (HxWxD). Officers and CPOs will be assigned one full-sized standing locker each plus several drawers. There will NOT be extra spaces in workspaces to store extra personal gear so be sure to only bring what can be stowed in the assigned locker. Required, Recommended and "Nice to Have" items are listed in the "What To Pack" section. All items must also be secured so as not to shift while underway.

GENERAL MESS. All personnel embarked on board MERCY will subsist from the General Mess once the Mess is activated. From the date of activation until the day before deployment, all E-9 and below will be charged for meals based on the current Basic Daily Food Allowance rates for Breakfast, Lunch and Dinner respectively. Cash Payment for each meal will be made prior to any meal consumed.

Watch Standers are granted "early chow" privileges as long as they are in a watch status. To eat on the Mess Decks, you must be in the Uniform of the Day or working uniform. Dirty uniforms will not be permitted on the Mess Decks.

MESS DECK HOURS*

		Holiday	Routine	Meal Hours
BREAKFAST	0600-0730	BREAKFAST	0700-0800	
LUNCH	1100-1245	LUNCH	1030-1230	
DINNER	1630-1730	DINNER	1630-1730	

* Meal hours may be extended/alterd if necessary.

Unless part of an officially scheduled meeting, the Mess Decks and Wardroom should be cleared immediately after meal hours for field day.

Any organization considering the establishment of a Private Coffee Mess must bring their own coffee. Due to changes in regulations, the Food Service Officer is no longer allowed to sell coffee to Private Messes.

Separate dining areas, located adjacent to the mess decks, are available for officers and chief petty officers.

1. **Ward Room Mess.** All embarked officers will mess with the ship's officers in the Wardroom Mess and must have checks to pay for meal cost. Insofar as possible, uniform requirements for embarked officers will conform to those specified for the ship's company officers. No enlisted personnel will enter the Wardroom unless authorized by a commissioned officer to do so. Non-military crewmembers will eat on the Mess Decks or in the Officer's Wardroom.

2. **Chief Petty Officer's Mess.** All embarked Chief Petty Officers or equivalent will mess in the Chief's Mess. Uniform requirements will conform to those specified for the ship's chief petty officers. Enlisted personnel within the rank of E-1 through E-6 and Officers will not enter the CPO Mess unless authorized to do so by a Chief Petty Officer.

LAUNDRY. All personnel will be offered laundry services twice a week. Specific dates based on rate/rank will be assigned at a later date.

Ensure laundry is properly marked or stenciled for identification prior to turn-in. Dark and white laundry must be segregated. All personnel are required to have two mesh/net laundry bags and one laundry pin for each bag. Laundry tags will bear the individual's name marked with indelible ink prior to turn in. Laundering of civilian clothes belonging to military personnel is not authorized. CNT uniforms will not be laundered. Dry cleaning services are not available.

Officer laundry should be placed outside the stateroom by 0730 with a laundry ticket to ensure fast and effective service. Laundered items will be returned to the stateroom between 1300 & 1400 the next day. For more information, contact your stateroom personnel or Wardroom Officer.

Laundering of dungarees/camouflage uniforms will not require laundry bags, but the uniforms must be properly marked prior to turn in. Legible and easy to find markings are essential for proper processing. Turn-in time is 0800-0900. Pick up time is 1530-1630 the following day. For more information, contact your Laundry Petty Officer.

Self Service Laundry. Located at 01-80-3 and 3-38-3. Open at 0900 on the assigned day and ends at 0800 the next day. They are closed from 0800-0900 for field day. ANYONE USING A SELF-SERVICE LAUNDRY MUST REMEMBER TO EMPTY DRYER LINT TRAPS UPON COMPLETION OF USE.

SHIP'S STORE. The ship's store sells emblematics, some sundries, and a limited selection of personal items. Specific hours are posted outside the store, which is located at 02-48-1.

VENDING. MERCY has vending machines in various locations throughout the Main Deck and 0-1 Levels. Most vending machines accept both coins and paper money. Should you require a refund from the vending machines, please contact the Ship's Store Officer, Ship's Store LCPO or Ship's Store LPO."

BARBER. Schedule of services will be annotated in the Plan of the Day. It is located at 3-80-1.

DISBURSING. Disbursing will provide personal check cashing services while deployed. There will be no ATM machines on board ship. However, ATM machines may be available ashore during port visits. Credit cards are not accepted on board USNS MERCY. Recommend bringing a credit card to use when in port.

POST OFFICE. Services are only available when deployed and located at 01-48-1. Full mail services are offered in the ship's post office but keep in mind that mail is often slow due to ship's movement. It is advisable to tell family members to send small packages so they arrive faster. Priority U.S. mail also arrives faster than other types of postage. When mailing from overseas to the ship and vice versa, MPS (Military Postal Service) may be used free of charge as long as it does not transit the United States. This service is also available from certain stations overseas. Inquire at the post office for this service.

SUPPLY SERVICES. Each department has a supply Petty Officer who is familiar with all supply procedures, including the ordering of AMAL/ADAL material, supplies, and services. For more information, contact your Department Head. As a reminder, in accordance with shipboard regulation, all standard stock and open purchase requests for supplies or services must be initialed by the Department Head.

RELIGIOUS SERVICES. There will be chaplain(s) on board, which offer a variety of services and classes throughout the week. The chaplains may also serve as counselors while on board.

FITNESS ROOMS. There are 3 gyms in the ship equipped with free weights, nautilus equipment, treadmills, stair masters, exercise bikes, as well as exercise balls and mats. They are located at 4-78-0, 1-78-2, and 01-48-0. Appropriate PT gear is required. This consists of a crew neck style T-shirt (no tanks, v-necks, or "muscle shirts") and shorts or sweatpants with socks and tennis shoes/sneakers.

SHIP'S LIBRARY. The crew's library stocks a variety of books and magazines. Book checkout is on the honor system. Return books when done. An internet café of 8 computers strictly for US military personnel only is also located in the library. The library is located at 4-78-2, Ext: 7132.

LOUNGE AREA. It has TV and DVD player. The TV has four satellite channels with movies and news.

SWMDO QUALIFICATION. Be assigned in a commissioned U.S. Navy or MSC surface ship as a commissioned officer for a minimum of six months cumulative duty. This duty need not be continuous. Further requirements will be distributed via separate correspondence.

ESWS QUALIFICATION. Members must completed a deployment of 90 days or more AND have a cumulative total of 1 year type 2 or 4 Sea Duty prior to final qualification. Further requirements will be distributed via separate correspondence.

COMMUNICATIONS

EMAIL AND INTERNET FOR NGOs AND FOREIGN MILITARY PERSONNEL. E-mail will be available through computers specially assigned and labeled "NGO" located at 3-78-3. This will work like any other internet business center. You will have access to the internet on a time sharing basis with others waiting to access email, from which you can access your own personal email account, provided your regular provider has a method for you to do so via web access. U.S. Navy personnel onboard are forbidden access to these computers. These are set up for the sole use of NGOs and Foreign Military personnel because no NGO or

Foreign Military personnel are allowed access to the internet on Navy computers. Be sure to check into this with your supporting internet service provider before you deploy to ensure that you can access your account from a distant location using a web browser. If you do not have an email account already set up, you might want to set one up before you leave. There are many free email accounts that are available through the internet. Be aware that the internet access on board is provided via satellite and shared with everyone on the ship, and is unsuitable for large bandwidth applications such as watching videos online and downloading large files. These are US Federal Government computers, and abuse, hacking, or attempting to circumvent access controls can be punishable by criminal charges.

EMAIL AND INTERNET FOR U.S. MILITARY PERSONNEL. Email will be available on any general ships computers. The computers will be spread throughout work spaces and there will also be a US Military internet consisting of computers set up in the library (4-78-2) and various crew berthing lounges. No US Military personnel are allowed access to assigned and labeled NGO computers. Security and Patient Privacy will be a focal point for all outgoing emails. Use of and transmission of digital images will be dictated according to NGO Memorandum of Understanding (MOU) and MERCY policy. Abuse, hacking, or attempting to circumvent or bypass access controls on US Navy computers are punishable under the UCMJ and Federal Law.

TELEPHONE. Limited telephone service will be available on the ship. It is suggested that you bring AT&T calling cards to make your calls. You may also want to bring an international cell phone and SIM card generally usable on land and from the ship based on how far off-shore the ship is anchored. Workcenter off-ship phone use is limited to the phones assigned by each Directorate. Use of the workcenter off-ship lines is limited and is used for official business and emergencies if requested through the chain of command. There are several locations (such as the Library, Crew Lounges) that have telephones for use by the crew for morale calls home. Calls to the 619, 858, 760, 800, 877, 866, and 888 area codes are free, while calls to other areas will require the use of a telephone calling card. These telephones CANNOT access Defense Switch Network (DSN) telephone numbers. These phones are provided on a time-sharing basis with other crew members, and abuse can result in revocation of telephone privileges.

EMERGENCY COMMUNICATIONS. For NGO volunteers, if an urgent or crisis situation arises and a family member needs to contact you, the family member should contact the appropriate NGO Human Resources Department immediately. The NGO will then contact the appropriate U.S. Navy operations center to make a communications linkage with MERCY or MERCY's Ombudsman. For military crewmembers, family members should contact Red Cross.

ENVIRONMENTAL AWARENESS

TRASH AND GARBAGE. "Trash" that is non-biodegradable such as plastic, glass, aluminum cans shall be kept on station until appropriate disposal ashore. "Wet Garbage" from the galley and scullery that is biodegradable such as food waste, i.e. galley slops, kitchen scraps, etc will be processed while underway by assigned personnel utilizing the "Shipboard Pulper" located in the scullery for discharge offboard ship per current regulations.

UNDERWAY. While underway, common trash may be disposed of by incineration. Under no circumstances shall any trash and garbage be thrown over the side. **NOTHING IS TO BE THROWN OVER THE SIDE AT ANY TIME.**

INPORT. Covered dumpsters shall be utilized while pier side. All trash shall be removed from the ship daily and at no time allowed to accumulate shipboard.

BIOHAZARDOUS MATERIEL/WASTE. Hospital Ships (T-AH) may burn medical waste in the ships' incinerator without prior sterilization as the ships are equipped with adequate incineration equipment. Hospital Ships may burn potentially infectious medical waste in the shipboard incinerator by introduction directly into the fire box through an access chute.

HAZARDOUS MATERIAL/WASTE AND PLASTICS PROGRAM. Proper handling and management of hazardous material/waste, including plastics shall be strictly followed in accordance with applicable local, state and federal policy guidelines. Hazardous material (HAZMAT) is defined as any material that may pose a hazard to human health and/or environment when incorrectly managed, handled, stored, disposed of, purposely released, or accidentally spilled. Such items include bilge waste, flammable/combustible materials, toxic materials, corrosives (acids), compressed gases, medical waste. Any and all HAZMAT items shall not be brought onboard unless specifically authorized by the Ship's Master, Chief Mate, and designated Ship HAZMAT Coordinator. When HAZMAT items are authorized to be brought aboard the ship, all HAZMAT must have an accompanying Material Safety Data Sheet (MSDS) and stored in accordance with all shipboard regulations. The Supply Officer is designated as the MTF Afloat HAZMAT Officer. Note: All used batteries are required to be turned in to HAZMAT (S1 Division) onboard the ship. While pierside, under no circumstances shall any HAZMAT, including liquids of any type, be transported to a landfill for disposal. Appropriate base contracting services shall be utilized for disposal of HAZMAT. **NOTHING IS TO BE THROWN OVER THE SIDE AT ANY TIME.**

HEALTH

MEDICAL. Shipboard living is inherently hazardous. Injuries and illness can occur. Routine medical attention is provided by sick call which is held from 0800-0900, 1300-1400 and emergencies anytime. MERCY has a full medical staff. Corpsmen are on duty around the clock. Sick Bay is located at 02-54-0. Ext. 7358 or 7430

DENTAL. Our dental professionals are available to assist you with almost any dental problem. Services include exams, cleaning, fillings, root canal, bridges and restorations. The Dental Office is located at 2-33-0. Ext: 7313

BERTHING SPACES/FOOD STORAGE. The XO holds daily messing and berthing inspections in order to keep all facilities in a high state of habitability. It is your responsibility to keep clean linen on your bunk and have your bunk made properly. Dust and dirt are germ carriers. They detract from the appearances of spaces and are fire and health hazards. Standards of personal stowage and cleanliness are kept high for the sake of a better place to live for everybody. Do your part by stowing your own gear and maintaining your bunk. Gear adrift becomes a hazard in the event of flooding and degrades damage control readiness. Therefore, no personal gear will be stowed under your mattress or in the overhead. The personal gear allowed on your bunk are shower shoes, towel, and bunk bag. Bunk bags will be secured at the top and hung on the bunk. All other gear will be stowed in your locker. Personal gear found adrift will be placed in the "Lucky Bag," which is controlled by the MAA force. Sanitation and pest control regulations require that you not have food in personal lockers or in berthing compartments. The Smoking Lamp is out at all times in all heads and berthing compartments. When you are in or on your rack, do not wear your uniform or shoes/boots. Blow dryers are only authorized in heads. Portable stereos are not authorized to be played in berthing or heads. Berthing areas of the opposite sex are off limits unless on official duty (habitability inspections, etc.), escorted, and entrance is properly announced prior to entering by saying in a loud voice "Male/Female on deck". These basic guidelines are in accordance with MTFMERCYINST 1616.1 (Berthing Regulations).

SHOWER SHOES. Because everyone shares the same shower facilities, it is vital that everyone wear shower shoes (flip flops, etc). These place a barrier between your feet and the decks where athlete's foot fungus may be present. Don't risk it; wear shower shoes.

HEAD CLEANLINESS. We all have to use the sinks, showers, and commodes in the heads on MERCY. This is our "home" (especially when the ship is underway or deployed). Practice cleanliness when you use the head. Wipe up spills when you use the sink; rinse soap residue from walls in the shower stall. Be considerate of each other - it pays off! When cleaning sinks, showers, or commodes, do not use scouring powder. It clogs the drains. Place nothing in the commodes other than toilet paper. Do not dispose of paper

towels and feminine hygiene products in the commodes. This will quickly clog the plumbing.

MESS DECKS CLEANLINESS. The mess cooks and food service attendants are not assigned to the mess decks to clean up after you. When you finish eating, wipe up spills, pick up trash around your area and take your tray to the scullery window. Place all trash on your tray and turn it in to the mess deck attendant in the scullery. Do not remove food from the mess decks area.

HEAT STRESS PROGRAM. Some work areas on the ship have high temperatures as part of the normal working environment. Engine rooms, sculleries, CSR, and the laundry are all examples of high temperature and high humidity areas. Heat stress occurs when the body can't cool itself down properly. Heat cramps, heat exhaustion or heat stroke can be LIFE THREATENING! These spaces are monitored for heat stress factors and time limits are set in these spaces. Immediately bring any abnormal conditions to your supervisor's attention.

HEARING CONSERVATION PROGRAM. Certain spaces and certain evolutions on board MERCY are considered noise hazards, e.g., engineering spaces while underway or "lit off" and anywhere in close proximity to certain tools and equipment while in operation (portable pumps, deck crawlers, chipping hammers, etc). The Navy defines a noise hazardous area as having a noise level greater than 84 decibels (this approximates having to raise your voice to hold a conversation at arm's length). Wherever such noise exists, hearing protection (ear plugs, "Mickey mouse ears", etc) is required to be worn. Ear plugs may be obtained from the Medical Department or from your division.

PHYSICAL READINESS. Your physical condition is of vital importance to you and the ship. Your ability to achieve and maintain high standards of physical readiness makes our life more enjoyable and helps to ensure the operational effectiveness of the ship. MERCY has three Exercise Rooms for your use. There are Universal machines, free weights and sit-up boards as well as lifecycles and treadmills.

SMOKING POLICY. In keeping with the CNO directives and Navy policies, MERCY has established guidelines which permit smoking while underway, moored, or in port. Tobacco use will only be permitted on the 01 level, OUTSIDE THE SHIP, between frames 68 to 80, only designated in red lines. Cigarette butts will be disposed in properly marked containers ONLY. Smokers are responsible for ensuring these spaces are maintained in a clean, litter-free status. Smoking is prohibited during Ship's refueling/defueling and during helicopter refueling.

NAVOSH. Information concerning Navy Occupational Safety and Health programs such as Sight Conservation, Respiratory Protection, Bloodborne Pathogens, and Electrical Safety is available through the Preventive Medicine Division at ext. 7358.

Military Personnel/Embarked Visitor Vessel Familiarization Checklist

(CIVMAR Crew use Checklist [6.2-001-01-ALL](#) or LCC)

Instructions: This checklist is to verify that all embarked visitors and military personnel are familiarized with their emergency stations and procedures. LCC and T-AH Class alternate vessel familiarization processes are identified in SMS Procedure 6.2-002-ALL. A qualified, experienced person shall be assigned to conduct the familiarization. Completed forms shall be returned to the Purser/Master or OIC/Commanding Officer's representative and retained onboard for the duration of the member's embarkation.

Name of Individual Reporting Aboard:	Position:
Vessel Name:	
Port Joined:	Date Joined:
Person Conducting Familiarization:	Position:

SECTION 1: Complete before sailing (check the boxes as topics are covered)

1. Review your posted emergency duties. <input type="checkbox"/>	3. Review the Standing Orders. <input type="checkbox"/>
2. Know the emergency signals (fire, boat, CBR, etc.). <input type="checkbox"/>	4. <input type="checkbox"/>

Abandon Ship:

5. Locate your assigned liferaft / lifeboats and review launching procedures. <input type="checkbox"/>	9. Locate the lifejacket and exposure suit in your berthing area – check reflectors/light/whistle on each. <input type="checkbox"/>
6. Locate the ship's other liferafts / boats and RHIBs. <input type="checkbox"/>	10. Review donning of lifejacket and exposure suit. <input type="checkbox"/>
7. Locate EPIRB (Emergency Position Indicating Radio Beacon) <input type="checkbox"/>	11. Know importance of proper dress at abandon ship. <input type="checkbox"/>
8. Locate SARTS (Search and Rescue Radar Transponder). <input type="checkbox"/>	12. Know location of spare lifejackets and exposure suits. <input type="checkbox"/>

Fire & Emergency:

13. Locate your fire station / review station duties. <input type="checkbox"/>	17. Familiarize yourself with your duty station exits. <input type="checkbox"/>
14. Locate EEBDs in your berthing and work areas. <input type="checkbox"/>	18. Locate the DC Locker(s). <input type="checkbox"/>
15. Locate FF equipment near your berthing area. <input type="checkbox"/>	19. Locate the SCBAs nearest your work and berthing. <input type="checkbox"/>
16. Familiarize yourself with the exit from your berthing area. <input type="checkbox"/>	20. <input type="checkbox"/>

SECTION 2: Completed within 5 days of reporting aboard (check the boxes as topics are covered)

21. Review the Welcome Aboard Book. <input type="checkbox"/>	23. Complete SMS Familiarization Training (DVD) (not required for passengers) <input type="checkbox"/>
22. Review launch/recovery procedures for rescue boats. <input type="checkbox"/>	<input type="checkbox"/>

The Master may add items, as he deems appropriate. All "fields" on this form shall be completed, including signature and dates. The Master shall ensure that the completed forms are retained in the ship's files as evidence of crew familiarization until the individual has checked-out..

Signature / New person aboard

Signature / Person conducting

The Master may add items, as he deems appropriate. Completed checklists shall be retained in the ship's files as evidence of familiarization until the individual has signed off.

Date familiarization completed: _____

NAVY TERMS AND THEIR MEANINGS

<u>NAVY TERM</u>	<u>MEANING</u>
HEAD	BATHROOM
SCUTTLEBUTT	RUMORS/DRINKING FOUNTAIN
GALLEY/MESS DECK	DINING AREA
BERTHING	SLEEPING AREA
LADDER WELL	STAIR WAYS
PASSAGEWAY	HALLWAY
DECK	FLOOR
BULKHEAD	WALLS
OVERHEAD	CEILING
PORTHOLES	WINDOWS
FIELD DAY	GENERAL CLEAN UP
TAPS	LIGHTS OUT /BEDTIME
REVEILLE	LIGHTS ON/TIME TO WAKE UP
ALL HANDS	ALL PERSONNEL AND STAFF
MUSTER	REPORT TO APPOINTED AREA
LPO	LEADING PETTY OFFICER
LCPO	LEADING CHIEF PETTY OFFICER
SKIPPER/CO	COMMANDING OFFICER, MEDICAL TREATMENT FACILITY
MTF	MEDICAL TREATMENT FACILITY
CAPTAIN/MASTER	COMMANDING OFFICER OF SHIP
CHIEF MATE/"THE MATE"	FIRST OFFICER, CIVMAR XO EQUIVILANT
MATE	USCG LICENSED MERCHANT MARINE DECK OFFICER
WATCH OFFICER	CIVMAR OFFICER IN CHARGE OF THE WATCH, SHIP'S OFFICER
BOSUN	SENIOR UNLICENSED CIVMAR DECK SUPERVISOR
CHENG	CHIEF ENGINEER, CIVMAR OFFICER IN CHARGE ENGINEERING
XO	EXECUTIVE OFFICER (MTF 2 ND IN COMMAND)
DIV-O	DIVISION OFFICER
MAA	MASTER AT ARMS (MILITARY POLICE)
CIVMARS	CIVILIAN MARINERS, DEPT OF NAVY FEDERAL SERVICE
CMC	COMMAND MASTER CHIEF (SENIOR ENLISTED LEADER)
STERN	BACK OF THE SHIP
BOW	FRONT OF THE SHIP
FORWARD	TOWARDS THE FRONT
AFT	TOWARDS THE BACK
QUARTERDECK	MAIN ENTRANCE TO SHIP
SECURE FOR SEA	STRAP LOOSE ITEMS SECURELY
STARBOARD	RIGHT SIDE OF THE SHIP WHEN FACING FORWARD
PORT	LEFT SIDE OF THE SHIP WHEN FACING FORWARD
CMDRE	COMMODORE: TITLE OF COMMANDERS OF SHIP SQUADRONS AND AIR WINGS
MEDCAP	MEDICAL-DENTAL CIVIL ACTION PROJECT
ENCAP	ENGINEERING CIVIL ACTION PROJECT
MILITARY TIME	MIDNIGHT 0000
	1:00 a.m. 0100
	2:00 a.m. 0200
	10:00 a.m. 1000
	Noon 1200
	1:00 p.m. 1300
	2:00 p.m. 1400
	3:00 p.m. 1500
	4:00 p.m. 1600
	5:00 p.m. 1700
	6:00 p.m. 1800
	7:00 p.m. 1900
	8:00 p.m. 2000
	9:00 p.m. 2100
	10:00 p.m. 2200
	11:00 p.m. 2300

Welcome to life at sea!

TO REPORT AN EMERGENCY, DIAL 7222

