



24/7 Volunteer Public SAR Service

Operations Guidelines

(Preliminary - as of December 2006)

HIGHEST PRIORITY: Crew Qualifications and Safety for all.

Lifeboat Qualification: Each Lifeboats-USA operational SAR boat shall meet or exceed the requirements of those normally specified for US Coast Guard operational surface facilities.

Skipper and Crew: Shall be current US Coast Guard or US Coast Guard Auxiliary qualified and certified Coxswain or Boat Crew and must be familiar with the Lifeboat used and familiar with the navigable waters and landmarks in the area of operations.

Communication Watchstander: Shall be qualified and certified according to the US Coast Guard Communication Watchstander Qualification Guide, in order to serve at any Lifeboats-USA station.

Lifeboats-USA Station: In addition to meeting local building codes, the ideal Lifeboats-USA station shall include:

- a. **Communication Room:** Shall be at the highest level of the building with the best and clear (unobstructed) view over the immediate water traffic area and shall be fully equipped with RDF, 2 VHF radios with communication recording capability, SAR alarms, PA system, security camera monitors, 2 computers with video conferencing capability, high-speed internet service, 3 telephone lines, fax line, scanner, 2 printers, wall

map of area of operations, work desk and chairs, chart desk and chairs, and other equipment typically used at US Coast Guard stations.

- b. **Classrooms:** There shall be a minimum of 2 classrooms for 30 Public Education students in each with AV and PA systems, tables and chairs. The 2 classrooms may be expandable to a single classroom for 60 students.
- c. **Galley and Mess:** Fully equipped Galley (Kitchen) and Mess Deck (dining) room with seating for 20 persons.
- d. **Recreation Room:** Large enough for the convenience of Crew and Staff.
- e. **TV Room:** Large enough for the convenience of Crew and Staff.
- f. **Restrooms:** For Ladies – minimum 2 toilets, 2 lavatories and 1 shower. For Gentlemen – minimum 2 toilets, 2 urinals, 2 lavatories and 1 shower.
- g. **Berthing:** Minimum 3 rooms with 2 bunk beds each, closets and dressers.
- h. **First Aid Room:** There shall be a large fully equipped room for medical emergency purposes with easy access to outside medical services (consult with local EMT's)
- i. **Crew Locker Room:** Shall be of large size to store all weather crew gear and lockers for personal belongings.
- j. **Filing Room:** Shall have a table, chair and sufficient filing cabinets along with shelves for office supplies.
- k. **Lifeboat Garage:** Drive in boat garage with boat lift, roll down garage doors on both water side and parking area side for weather protection, large maintenance area and boat equipment storage facilities.
- l. **Outdoor Communication Antenna:** To meet communication requirements and local building codes.
- m. **Flag Poles:** Minimum 2 flag poles, each 50' high.
- n. **Boat Slips:** Minimum 2 slips ea 14-16' wide and 50' long.
- o. **Boat Ramp:** Immediate proximity to Lifeboats-USA station.
- p. **Parking:** Sufficient parking for 60 automobiles.
- q. **Optional Public Restrooms:** Extra public restrooms accessible only from the parking area might be possible if city or county authorities agree to provide daily cleaning and maintenance.
- r. **Storm Protection:** All windows and doors shall have approved type rolling shutters.

- s. **Security Fence:** Optional
- t. **Security Alarm System on Building:** Mandatory
- u. **Uniforms:** All Lifeboats-USA volunteer Crew and Staff members while on duty shall wear only wear:
 1. Ball Cap – Kaki color – no advertisement.
 2. Polo Shirt – Orange color – no advertisement
 3. Trousers – Kaki color long or shorts, as prescribed by the OPS manager.
 4. Belt – Black web type with silver buckle.
 5. Socks – White
 6. Shoes – Regular boat shoes Kaki Beige or Brown.

Only visiting officials visiting the Lifeboats-USA station may wear their respective uniform. Lifeboats-USA members that are also members of the uniformed US Coast Guard or US Coast Guard Auxiliary shall not wear their respective uniform while performing volunteer service for Lifeboats-USA, unless they are exceptionally authorized by their Officer in Charge and invited by the station OPS manager of Lifeboats-USA .

Approvals: All construction plans are subject to review and approval of the Executive Board of Lifeboats-USA.

Klaus G.E. Baumann, NACO of Lifeboats-USA