DC Personnel Qualification Standards

UNIT 2.8

Enabling Objectives

- DESCRIBE the relationship between the DCA and the Department Heads, Division Officers, and PQS Coordinator with regard to DC PQS

- DESCRIBE the requirements of maintaining qualification records for DC IAW PQS guidelines

- DESCRIBE the DC PQS program including requirements, procedures, records, and watchstations

- DISCUSS the need for a Watch Team Replacement Plan

Enabling Objectives

- DESCRIBE the Compass Database Software and R-Admin to include the following modules: Admin, Training, PQS, Schools, Watchbill, and Tools

- LIST the PQS Watchstations for which the DCA is responsible

References

- COMNAVSURFORINST 3502.1C - *Surface Force Training Manual*

- COMNAVSURFORINST 3541.1 - *Repair Party Manual*

- OPNAVINST 3500.34 - *PQS Program*

- COMDTINST M3502 - *Cutter Training and Qualification Manual*

Personnel Qualification Standard

System of control to ensure watchstanders are PROPERLY trained in assigned position through hands on, practical training, observation, and written/oral boards to ensure proficiency

Ensures that equipment & gear involved in evolutions will be SAFELY and PROPERLY operated

Provides for personal accountability

Damage Control PQS & the DCA

- Damage Control proficiency is VITAL for safe operation of ships
- Properly qualified personnel provide for this
- *DCASE* should check & ensure that Division Officers have their personnel start & complete PQS & later *"FOLLOW UP"*
- DCA should work with DHs to ensure personnel assigned DC PQS is evenly spread through all departments

Damage Control PQS and the DCA

- Proper "depth on the bench" in PQS watchstations ensures that the DC organization is never behind the power curve = "Cross Train"

- DCA should ensure that Division Officers and Department Heads ensure ALL departments contribute to the Repair Organization, and that they are qualified in multiple watchstations

- Safe bet for staying current before and after inspections as seasoned personnel leave and new personnel report

  - New personnel must requal = Page 217 Section 3110, SFTM

Maintaining DC PQS

- Constant effort to keep quals current
- Track PRDs and EAOSs of personnel
- Ensure required schools are scheduled and completed!
- Consult SURFORTRAMAN
  - Much PQS requires certain schools to complete the qualification
  - **Work hard** to ensure that more than one person at a time is qualified in various watchstations

HAVING EXTRA PERSONNEL QUALIFIED IN WATCH STATIONS MAKES LIFE MUCH EASIER!

(USS COLE)

Watch Team Replacement Plan

- Excellent management tool
- Allows for advance planning of replacements of all watchstanders onboard
- Tracks transfers of watchstanders
- Outlines roadmap of replacements on a quarterly basis
- Allows advanced look at potential losses

PQS Administration

- Compass/R-Admin Administration Software
  - Consists of six modules
    - Admin
    - Training
    - PQS
    - Schools
    - Watchbill
    - Tools

PQS Administration

- Compass/R-Admin Keys to Success
  - Must be installed on a LAN
  - Restrict Access
  - Update Frequently
  - Back Up Frequently

COMPASS/R-Admin and the DCA

- Database the provides personnel and crew information

- Holds electronic database of ALL personnel PQS qualifications onboard ships

- Allows for effective tracking of PQS and personnel delinquent in qualifying in watchstations

- Sets timelines for personnel to qualify in all watchstations

(And if they don't....?)

R-Admin Database

- More user-friendly than COMPASS

- Provides shipwide crew information

- DOES NOT provide memorandum of understanding between PQS qualifier and prospective watchstander.

R-Admin Database

- Training Icon
  - Tracks CSTT drills
  - CSTT Evolutions
  - ETT Drills and evolutions
  - DCTT drills and evolutions
  - STT drills and evolutions
  - Security force training
  - Small arms quals
  - Explosive Handling training
  - GMT
  - Safety and Medical Training

R-Admin Database Subject Matter

- PQS Icon
  - Provides database of ALL NAVEDTRADA PQS and ship JQRs to include Engineering, Operations, Supply, and Combat Systems PQS Watchstations
  - Provides personnel record of past PQS completion as well as current assignments
  - Sets timelines for personnel to complete PQS before the dreaded DINK! appears

R-Admin Database Subject Matter

- Watchbill Icon

  - Provides assignments for personnel in Repair Lockers, COND I, and special evolutions

  - Provides assignments and database for Watch, Quarter, and Station Bills

  - Provide assignments for special teams to include IETs, Crash and Smash, Rescue and Assistance

  - Good management tool

PQS Watchstations and the DCA

- Fire Marshal-required in every duty section and must have completed GFEPO school, as well as DCTT PQS

- Inport Emergency Teams-ensure QUALIFIED personnel are assigned to include investigators, scene leaders, etc.

- Repair Locker PQS-requires constant tracking

- BUILD depth in ALL LOCKERS

Summary

- DCA is "*responsible*" for tracking & maintaining DC PQS throughout the command
- DCA should make every effort to qualify as many personnel as possible in multiple watch stations
- Track Basic and Advanced DC

SET THE PQS & TESTING STANDARD WITH RESPECT TO DAMAGE CONTROL!

Quick Review

- How should the DC Division ensure an effective PQS program is established and maintained?

- What is the key to maintaining qualified personnel in a ship's DC organization?

- What web site can you download the most recent PQS?

- What are some good *"scheduling tips"* to ensure time is available for PQS qualifications?

QUESTIONS?