

FLEET TRAINING TEAM INSPECTOR/DUTY OFFICER QUALIFICATION

NAME: _____ RATE: _____

This page serves as a record of satisfactory completion of the specified Job Qualification Requirement (JQR). A Fleet Training Team Inspector/Duty Officer shall be interim qualified after completion of all JQR sections and an evaluated performance observation by a qualified FTT inspector. Final qualification will require an interview with the FTT Division Officer/LCPO to ensure that knowledge and performance meet appropriate standards.

Maintain this qualification section in the member's training record.

QUALIFICATION RECORD

Member was indoctrinated on this JQR and given a target completion date of:

_____.

The above RDC has completed all requirements for this qualification. Recommend assignment as a qualified Fleet Training Team Inspector/Duty Officer.

Recommended: _____
FTT Scheduler

Date: _____

Recommended: _____
FTT LCPO

Date: _____

Recommended: _____
FTT Division Officer

Date: _____

Fleet Training Team /Duty Officer Qualification

1. Basic Function: FTT inspectors and the FTTDO are directly responsible to the Fleet Training Team Division Officer for the execution of their duties. The FTT LCPO shall be responsible for the training and qualification of personnel assigned to FTT. All FTT watchstanders shall be JQR qualified and be familiar with all applicable notices and instructions pertaining to their duties.

2. Duties, responsibilities and authority

Inspectors:

- a. Complete assigned inspections as scheduled.
- b. Document all completed inspections/assessment.
- c. Document any deficiencies observed regarding Recruit Division Commanders and recruits.
- d. Maintain street discipline.

FTTDO:

- a. Complete assigned Fleet Training Team inspections.
- b. Maintain street discipline.
- c. Monitor buildings 1326, 1405, DH 1000 and DH 800
- d. Monitor galleys 1128 and 928 for line discipline.
- e. Set/monitor Uniform of the Day.

101 Fleet Training Team Fundamentals

References:

- a. SORM
- b. RTCINST 1552.1
- c. SOP RTCINST 3000.1

101.1 Discuss the duties, responsibilities and authority of the Fleet Training Team Division.

101.2 Discuss the procedures for conducting the following inspections/assessments:

- a. Personnel Inspection
- b. DMI
- c. Static
- d. Zone
- e. Drill

101.3 Discuss the procedures for resolving scheduling conflicts.

101.4 Discuss the procedures for reporting the following infractions:

- a. Professional Deficiency
- b. Training Deficiency
- c. Street Hit
- d. Compartment Hit
- e. Individual Demerit Chit

101.5 Discuss the duties and responsibilities of the FTT Duty Officer.

101.6 Define all heat, chill and weather conditions; and what actions are required for each of the following:

- a. Monitoring heat and chill conditions.
- b. Monitoring wind and lightning conditions for carrying flags.
- c. Significant changes in weather.

101.7 Discuss the following emergencies and disaster preparedness plans:

- a. Tornado
- b. Hail
- c. Thunder/lightning storms
- d. Severe cold weather
- e. Fire
- f. Extreme heat conditions

101.8 Discuss the following Fleet Training Team requirements:

- a. Division PT
- b. Taps
- c. Reveille

101.9 Discuss the following recruit liberty policies:

- a. Liberty hours for Friday, Saturday, Sunday and Holidays.
- b. Uniforms required for On-Base and Off-Base Pass-in-Review liberty.
- c. On-Base liberty.

101.10 Discuss the procedures for setting the Uniform of the day:

- a. Wind and Chill condition.
- b. Heat Condition.
- c. Uniform Requirements.

101.11 Discuss the FTTDO Security Roving Watch:

- a. Ship and compartment.
- b. Drill Halls.
- c. Galleys.
- d. Street.

301 Watchstation: Fleet Training Team Inspectors

Prerequisite: Fundamentals 101.1 and through 101.4 of this JQR.

Fundamentals completed: _____ Date: _____

Tasks:

301.1 Observe and perform the following inspections:

<u>Events</u>	<u>Observe</u>	<u>Perform</u>
<u>CART Phase</u>	_____	_____
PI	_____	_____
DMI	_____	_____
Zone	_____	_____
 <u>Mid Cycle Assessment Phase (MCA)</u>		
PI	_____	_____
DMI	_____	_____
Drill	_____	_____
Zone	_____	_____

Final Evaluation Phase (FEP)

PI1	_____	_____
PI 2	_____	_____
Drill	_____	_____
Static	_____	_____

302 Watchstation: Fleet Training Team Duty Officer

Prerequisite: Fundamentals 101.5 thru 101.11 of this JQR.

Fundamentals completed: _____ Date: _____

Tasks:

302.1 Conduct morning passdown with FTTDO and/or FTT LCPO.

(Signature) (Date)

302.2 Determine the heat conditions and monitor, and explain their restrictions and impact on training.

(Signature) (Date)

302.3 Explain the five chill conditions and their restrictions and impact on training.

(Signature) (Date)

302.4 Explain the FTT RA requirements/responsibility.

(Signature) (Date)

302.5 Display a thorough knowledge of street discipline and traffic patterns.

(Signature) (Date)

302.6 Stand FTTDO under instruction twice (Weekend/Weekday) and perform the

following task.

(Signature)

(Date)

(Signature)

(Date)

302.7 Set Uniform of the Day.

(Signature)

(Date)

(Signature)

(Date)

302.8 Fleet Training Team Division Officer Interview/Indoc.

(Signature)

(Date)