

Royal Canadian Sea Cadet Corps Woodstock



Statement of Duties and Terms of Reference

Title: Petty Officer of the Day

Short Title: POOD

Responsible to: Officer of the Day (OOD)/Regulating Petty Officer (RPO)

1. Ensure that duty personnel for colours and sunset are selected from the Duty Division.
2. Set a positive example regarding drill, dress and deportment.
3. Supervise the conduct of colours and sunset. Specifically, supervise the Quartermaster in the execution of their duties.
4. Supervise the completion of the Ship's Log for inspection of the OOD.
5. Ensure the bell is rung correctly and the correct pipes are made on the boatswain call.
6. Ensure Ship's Routine is followed by piping the end of periods and stand easy.
7. Supervising cleaning stations completed by the Duty Division at the end of training.
8. Assist with instruction, as required.
9. All other duties assigned by higher authority.

Signature of Petty Officer of the Day

Date:

Signature of Commanding Officer

Date: