



**Navy League  
Recruit Orientation  
New England  
2022 Recruit  
Handbook**





## U.S. Navy League Cadet Corps Recruit Training Center

### The Recruit Trainee

1. This booklet contains vital information for you while you are involved in Recruit Training.
2. Your study of this information, followed by classroom and “hands-on” training, should assist you to complete your training successfully.
3. Carry this booklet with you at all times unless otherwise directed. It is part of your uniform.
4. If this booklet is found “ADRIFT,” your Division will lose points toward Division competition.

**This booklet is the property of:**

Recruit: \_\_\_\_\_

Division: \_\_\_\_\_

Home Division (Training Ship): \_\_\_\_\_

City/State \_\_\_\_\_

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## To the Recruit Trainee

Hopefully you prepared for training prior to arriving. Let's get off to a good start because negative first impressions are sometimes hard to shake off. You've made it through check-in. As soon as you can, you need to read through this manual. Follow all the Tips, Instructions and Expectations in this manual and you will succeed. If you don't understand any portion of the manual or at any time during training, you need to ask your Recruit Division Commander (RDC) or Assistant Recruit Division Commander (ARDC) as soon as possible.

1. Each recruit in training will be observed by his/her RDC and ARDCs during the training period.

2. Each recruit in training will be given a performance evaluation score on the following:

**A. PROFESSIONAL PERFORMANCE**

Your skill and efficiency in performing assigned duties.

**B. MILITARY BEHAVIOR**

How well you accept authority and conform to the standards of military behavior.

**C. LEADERSHIP and SUPERVISORY ABILITY**

If you are assigned a supervisory position in your Division, your ability to plan and assign work to others and effectively direct their activities will be scored.

**D. MILITARY APPEARANCE**

Your military appearance and neatness in person and dress.

**E. ADAPTABILITY**

How well you get along and work with others and follow the routine.

**F. FINAL TESTING**

There is a final written exam. It is important to pay attention during all classes and activities in order to do well on the test. Note: No recruit has ever failed boot camp for failing the final exam. The exam may be read aloud to you if you request it.

There is a final Physical Readiness Test. This is the standard NSCC/NLCC physical fitness test. You must pass at the "Satisfactory" level to pass boot camp. If you pass at the "Good" level in all events you will earn the Physical Fitness Ribbon. If you pass at the "Excellent" level in all events you will earn the "E" appurtenance for said ribbon.

## **BOOT CAMP TIPS/INSTRUCTIONS/EXPECTATIONS**

### **WITHIN THE NLCC SHIP'S COMPANY**

- Always be respectful and appropriately address or respond to all officers/adults as Sir or Ma'am or by their military rank and last name. You will address staff cadets by their respective rates: Chief (CPOs), Petty Officer (PO3, PO2 or PO1) or Cadet or by rank appropriate for Seaman Apprentice or Seaman/Airman (E2/E3).
- Always be attentive to instruction and follow through when given an order or command.

### **WITHIN YOUR DIVISION**

- Get along with your RDC/ARDCs and RPOC – NEVER TALK BACK or defend or explain unless asked to. Take responsibility for your own actions.
- Try to obtain a position of leadership within your Division, for example: RPOC, MAA, Guidon Bearer, Education Petty Officer or Squad Leader. Even if you are not assigned a staff position your performance is essential to the overall development of your division. No one recruit is more important than any other. You are a team.
- Volunteer and show Division spirit.
- Be a team player (get along and work with others and help your shipmates where you can).
- Your RDC will notice everything you do and will have the most input on your evaluations.

### **IN THE BARRACKS**

- **BUNK & LOCKER:** These are your personal responsibility to keep clean and squared away. Make up your bunk and arrange your locker as instructed. NOTE: It is important to make your bunk and keep the gear you aren't using in your locker (NO GEAR ADRIFT). Your Division will lose points in Division competition for Honor Division if your gear is found adrift.
- **SQUAD BAYS:** It is the responsibility of each Division to keep these areas clean and squared away. Pick up after yourself. Do not leave your gear on the deck or strewn about. You may be assigned to dust, sweep or swab. Do so willingly and help others who may have trouble.
- **PASSAGEWAYS:** Each Division is responsible to keep the passageways clean and hazard free in case of a fire. Don't leave your gear in the passageway. If you are assigned to clean this area, do it willingly and try to help others who may be having trouble.
- **HEADS:** The heads are everyone's responsibility. If you make a mess in the head – clean it up – it's your mess after all. This includes washing out your toothpaste out of the sinks or flushing the toilets and wiping up the decks in front of the toilet if necessary. It includes putting on a new roll of toilet paper if you use up the last bit on a roll or replacing the paper towels if you are able – or at the very least reporting that it needs to be done.

There are standing orders and barracks procedures posted in each barracks and copies are in this manual. Be sure to read them and comply with them.

### **P.T. (PHYSICAL TRAINING)**

- This is strenuous exercise and meant to be challenging.
- If you anticipate a problem, let us know NOW.
- Don't worry if you can't pass everything on day 1. Do each exercise correctly and show enthusiasm. **DO NOT FAKE IT.** If you do not pass the PRT you will not pass boot camp so faking it will not help you. Doing your best will.

### **CLASSROOM INSTRUCTION**

- Stay alert – if you feel drowsy, it's okay to get up with your notebook and pen and stand in the back of the room. You won't get into trouble if you do it on your own and your Division will not lose points.
- Take notes – particularly on subjects that the instructor indicates may be on the final exam.

### **FINAL EXAM**

- Try your best.
- NO one has ever failed boot camp solely because they have failed the final exam. (Failure of boot camp is usually based on inappropriate conduct/performance as viewed by your RDC or failing the PRT).
- **NOTE: Relative to the exam, you can request that an officer read the exam aloud to you. No one will think any less of you if you ask. The exam is worth points in Division competition for your division.**

### **FINAL EVALUATIONS**

- Do your best at everything asked of you. The categories by which you will be graded are listed on the first page.

### **MANAGING TIME**

- Be on time for EVERYTHING.
- Plan ahead – to the extent possible. When the schedule becomes routine this will come easier.
- Use any undedicated time you may have to study; review notes; work on bunk/locker; shine shoes, help your shipmates, etc.

### **GENERAL**

- Listen more than you speak.
- Always be respectful, even when it is difficult.
- Pay close attention to instructions and follow them to the best of your ability.
- Maintain a neat appearance, i.e.: straight gigline, shirt buttoned properly and tucked in, belt worn properly, etc. Take an extra minute to check yourself before you leave your squad bay each time. Help other shipmates where needed.

## MAIL INFORMATION AND INSTRUCTIONS

1. During recruit training, incoming mail will be distributed daily by your RDC normally during evening Division Time.
2. Outgoing mail will be delivered to the post office each day. Your RDC will collect outgoing mail each evening.
3. When you report in to camp, your parents were given the address to send letters to you. They were also given the correct graduation date and time. That address is:

**(Recruit Name), (Company)**  
**ATTN: U.S. Naval Sea Cadet Corps**  
**CTARNG, Camp Niantic**  
**38 Smith Street**  
**Niantic, CT 06357-2512**

You can also include this address in your first letter home.

4. The proper way to address your letters home is shown in the example below. PUT YOUR HOME address in BOTH the sending address AND in the return address (upper left corner of the envelope), that way the letter will get to your home no matter what.

Recruit Family 123 Main St. Anytown, State Zip Code	Stamp
Mr. & Mrs. Family 123 Main St. Anytown, State Zip Code	

## **STANDING ORDERS**

- The CO and/or the XO will be notified at once in case of emergency or visiting VIP.
- The chain of command will be used at ALL TIMES.
- No off-base liberty is allowed; special situations shall be brought to the CO.
- No smoking at any time.
- No foul language at any time.
- All hands must read the Plan of the Day and Watchbill.

## **BARRACKS STANDING ORDERS**

- Cadets are responsible for the good order and cleanliness of the barracks. The Division Commander is responsible for all spaces assigned to his/her Division.
- Noise will be kept to a minimum in the barracks.
- There will be no skylarking.
- Except in case of emergency, the Quarterdeck entrance is the ONLY entrance to be used for entering or leaving the barracks.
- No loitering permitted in the Quarterdeck area.
- No cadet is permitted outside the barracks without an escort.
- No cadets or staff will appear in front of barracks windows while improperly dressed. Nor are they to sit on the windowsills.
- No articles are to be hung from, tacked to or thrown from windows.



## BUNK

- Cadets will not bunk assignments without the express permission of the XO.
- All recruits will be in their bunks and lights out by 2100 unless on Watch.
- Bunks will be always made up neatly with tight hospital corners except between the hours of Taps and Reveille or unless Sick in Quarters (SIQ).
- Bunks will be made up with heads toward the bulkhead, pillows placed at the head with the open flap of the pillow case all facing the same direction.

All bunks will be made as follows:

Needed: 2 flat sheets

1 pillowcase

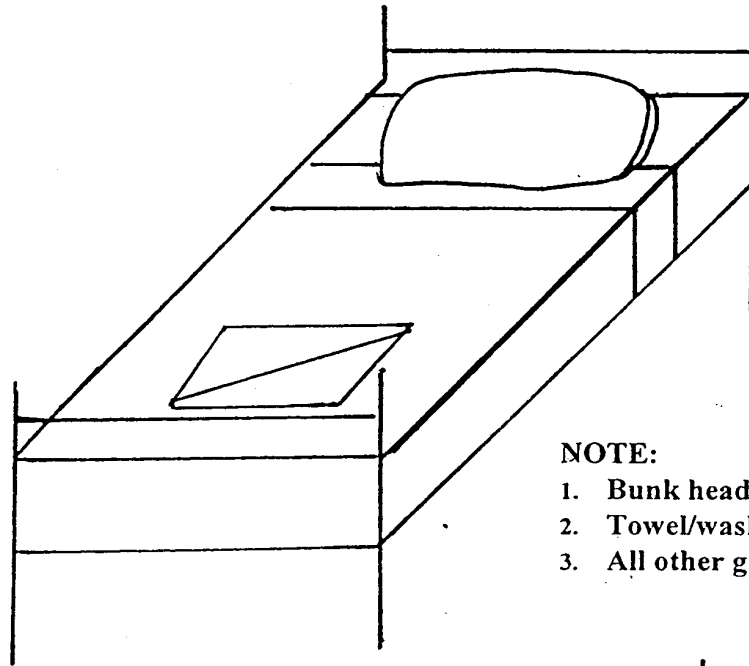
1 pillow

1 blanket

1. Take one flat sheet and place it on the mattress so the sides hang evenly.
2. Pull the sheet at the head of the bunk so that the bottom edge of the sheet is resting even with the bottom edge of the mattress.
3. Tuck under the mattress smoothly all sheet that extends past the head of the bed being careful not to move the bottom edge.
4. Make 2 hospitals corners on each side of the head of the bed as directed.
5. Take second flat sheet and lay it on the mattress so that sides hang evenly.
6. Pull the sheet at the foot of the bed so that top edge is resting even with the top edge of the mattress.
7. Tuck under the mattress smoothly all the sheet that extends past the foot of the bad begin careful not to move the top edge.
8. BEFORE you make the hospital corners – fold back the top edge to measure 6”, and then fold that over again. This will make a “white collar” that measures 6” all the way across and is the required 12” from the top edge of the mattress.
9. Being careful not to move the white collar, make 2 hospital corners on each side at the foot of the bed.
10. Put the pillow case on the pillow. Tuck in the open end and place so that the open end is facing in the direction you are instructed.
11. Place pillow evenly and centered in the 12” space from the top edge of the mattress and the white collar.
12. Fold the blanket as instructed and place evenly and centered at the foot of the bed.

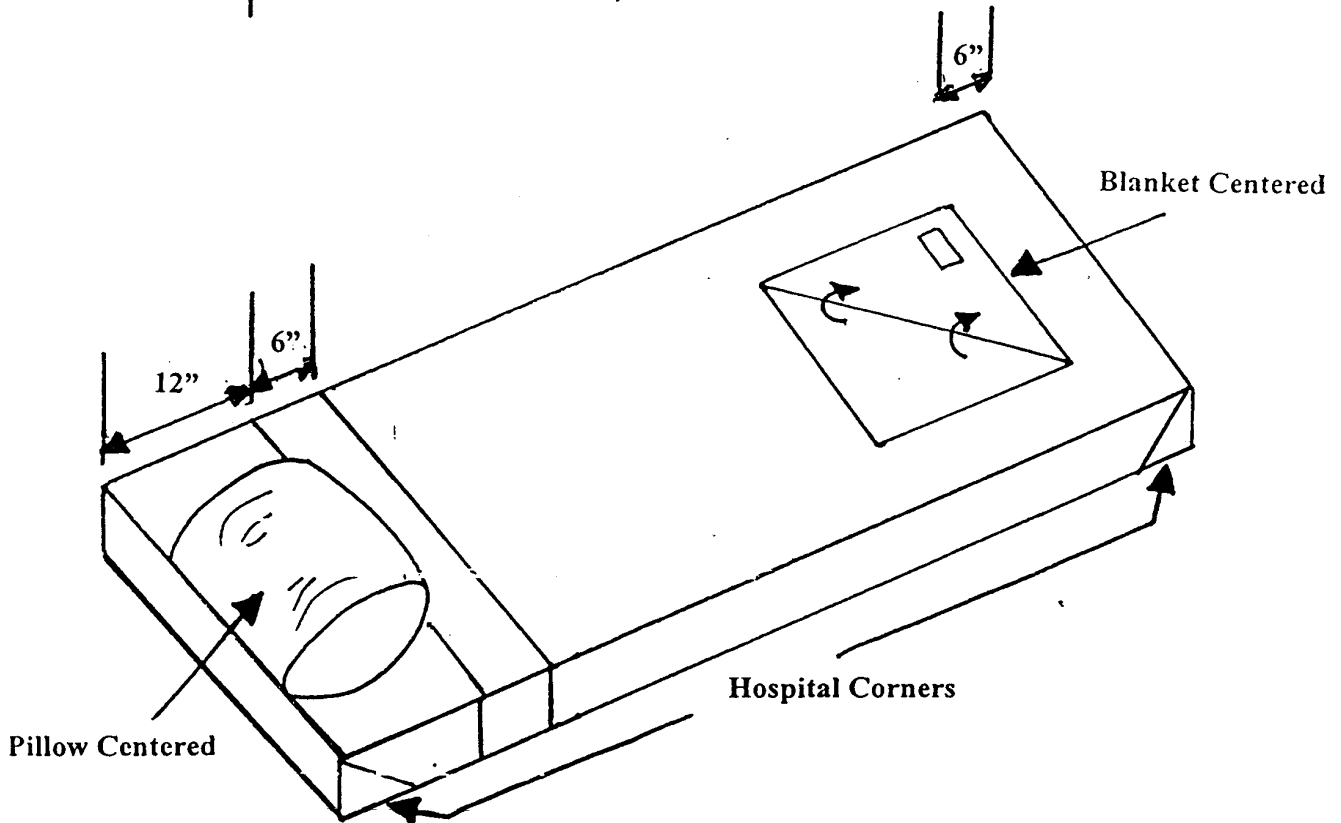
Notes:

- See the diagram on the next page.
- Bunk making is best done as a team – this also allows for a quicker finish time when trying to get out in the morning.
- When making bunk beds, make the top bunk first (so you can step on the bottom bunk) and then make the bottom bunk.



**NOTE:**

- 1. Bunk head to wall.
- 2. Towel/washcloth in designated spot.
- 3. All other gear locked in locker.

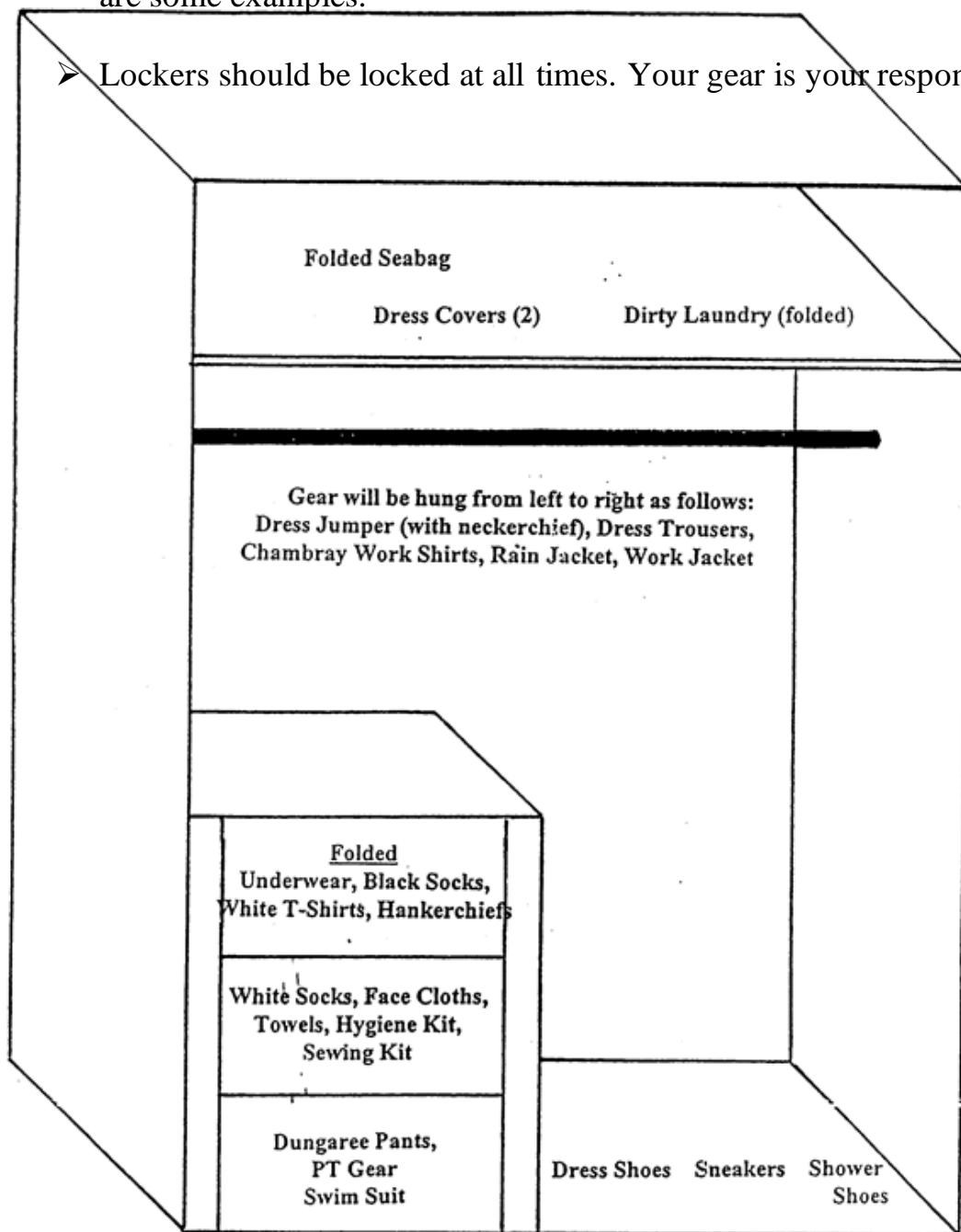


**Figure 1. Bunk Makeup**

## LOCKERS

- Contents of lockers will be neatly arranged at all times as prescribed. Sometimes the layout of a locker varies from barracks to barracks. Below are some examples.

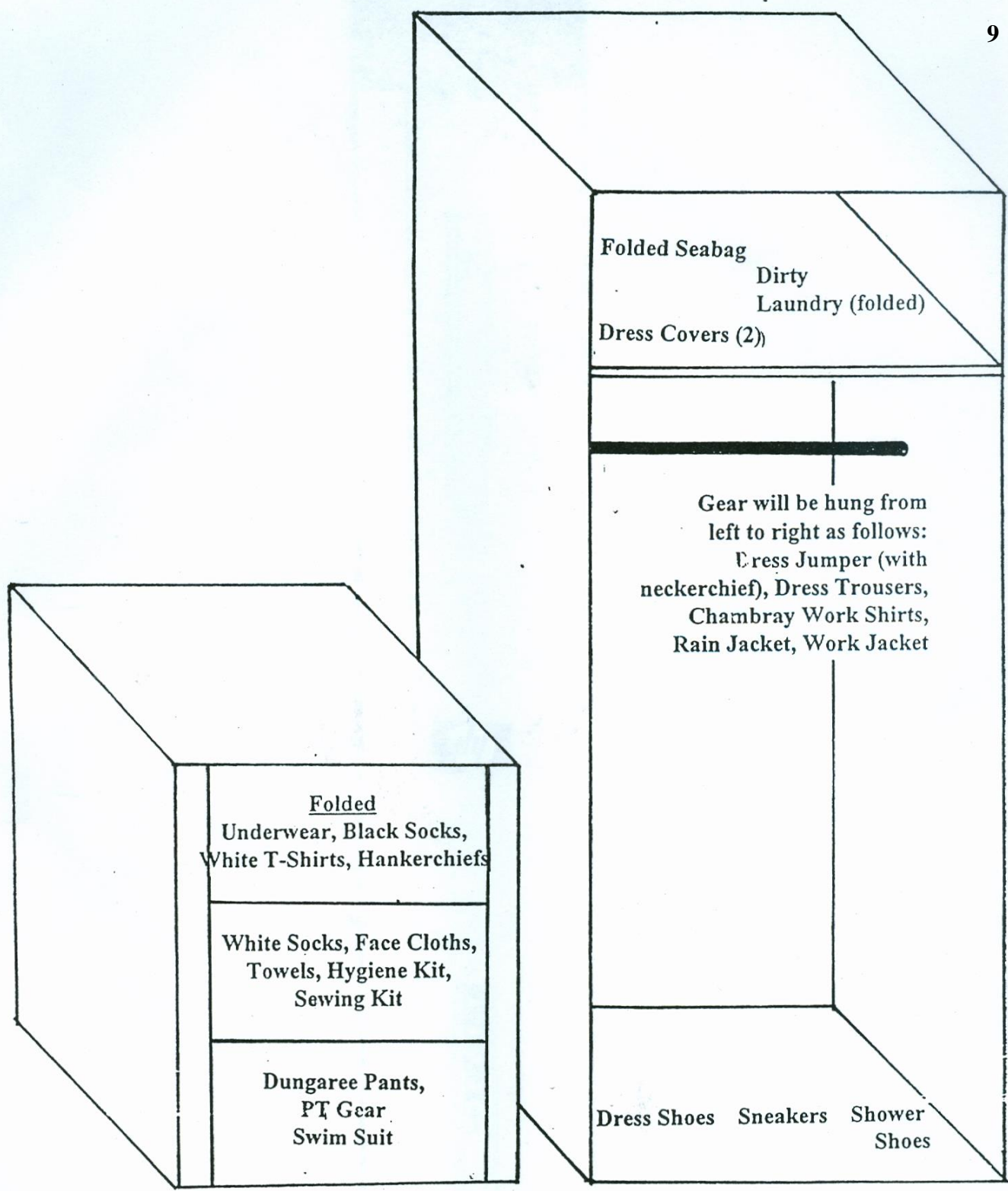
- Lockers should be locked at all times. Your gear is your responsibility.



Stationary will be stowed in the desk.

**NOTE:** Work boots will take the place of any other shoes being worn

Figure 2. Locker A



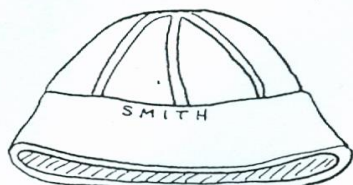
Stationary will be stowed in the desk.

NOTE: Work boots will take the place of any other shoes being worn

Figure 3. Locker B

## HOW TO FOLD THE UNIFORM

### White Cover



Lay the hat flat with last Name centered on the brim.

Fold the crown over.



Fold the right third behind the middle third.

Fold the left third back over the right third and even up all edges and folds.

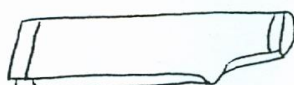


### Blue Trousers



Turn the trousers inside out, and Button fly. Lay out flat with fly and vertical leg seams down, the waist band toward you. Smooth out all wrinkles, noting the pockets especially.

Fold left half over the right Half and even up all edges.



Fold hems over to center of trousers.



Fold waistband over the center of trousers.



Fold lower half over upper half. Even up all corresponding edges and folds. Fold exposed pocket Back inside.

### All Shirts

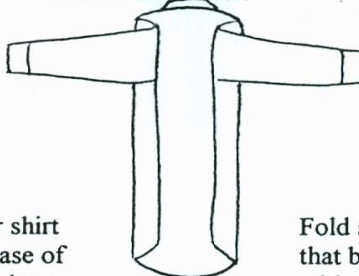
Button completely. Lay shirt flat with buttoned Side down.



Fold shirt tail over shirt sleeves so that crease of fold is even with edges of cuffs.



Fold sides an equal amount toward the center.



Fold shirt in half so that bottom is even with top of collar.



Fold upper end of the sleeves diagonally and lay sleeves flat.



## PROPER BARRACKS FIELD DAY

Your RDC should create a cleaning roster which assigns each person to a specific cleaning duty each day during Field Day. When you are finished your assigned duty, take the initiative and ask what else you can do.

### **Cubes (rooms) or Squad Bays**

Clean from the top down...

- ~ If required, dust the tops of lockers - using extreme caution; all shelves and surfaces including window sills and ledges and door frames.
- ~ Sweep out cubes/squad bays & Heads. Move bunks and other objects (i.e. GI Can) to get behind/under them if necessary.
- ~ Empty trash and replace liner.
- ~ Sweep out into passageway.
- ~ Swab deck of cube/squad bay with **clean damp swab** (swab bucket should only contain about 8" of clean hot water in it with appropriate amount of cleaning solution and should be changed regularly).
- ~ Secure cube/squad bay when finished.

### **Heads**

Again, clean from the top down...

- ~ Using a damp sponge, dust all shelves and surfaces including counter tops, window sills and ledges and door frames.
- ~ Scrub sinks, toilets (including the seat, rim, bowl & pedestal) and showers with a damp sponge, clean water and appropriate cleaner.
- ~ Sweep, remove trash, and then swab (swabbing as above).
- ~ Secure the head.

### **Passageways**

Using a damp sponge, dust any surfaces, door frames, etc. Clean any scuttlebutts. Sweep all dirt to a central location. Remove to trash. Swab as above. Secure the deck.

## HEADS AND SHOWERS

- The same standards of maintenance required of the rooms pertain to the heads and showers. All are responsible for keeping them clean.
- Heads and showers will be inspected each night after showers. If they are a mess you will clean them.

## WATCHSTANDING

### WATCHES

Some of the *most important duties in the Navy.*

Used to protect both personnel and property.

Your life may depend on how well someone stands his or her watch.

### RESPONSIBILITIES FOR ALL TYPES OF WATCHES

1. KEEP ALERT
2. ATTEND TO DUTY
3. REPORT ALL VIOLATIONS
4. PRESERVE ORDER
5. REMAIN ON WATCH UNTIL PROPERLY RELIEVED

### SECURITY WATCHES

Paying FULL attention to the guarding of some specific object, person or place.

Four (4) Types of Security Watches:

SENTRY DUTY  
GUARD DUTY  
FIRE WATCH  
BARRACKS WATCH

Watch	<p>Normally four hours in length. The day watches are:</p> <p>1<sup>st</sup> watch 2000 to 2400</p> <p>Mid watch 0000 to 0400</p> <p>Morning watch 0400 to 0800</p> <p>Forenoon watch 0800 to 1200</p> <p>Afternoon watch 1200 to 1600</p> <p>1<sup>st</sup> Dog watch 1600 to 1800</p> <p>2<sup>nd</sup> Dog watch 1800 to 2000</p>
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## NAVY LEAGUE RECRUIT ORIENTATION LOGBOOK

The recruit training logbook is a chronological (in order by time) record of events during a watch. It is an **OFFICIAL RECORD** of the station and may be used as evidence in court cases involving claims against the Naval Sea Cadet Corps.

At sea, the ship's deck log is kept by the quartermaster of the watch (QOOW). In-port, chronological entries are made, but these entries are made by the petty officer of the watch (POOW). (BMR, Ch. 3, p.1)

Entries in the ship's deck log are handwritten using a black, ball-point pen. Entries must be **NEAT** and **LEGIBLE**. (BMR, Ch. 3, p.1) Use only standard Navy phraseology. Because the logbook may be used as evidence in legal proceedings, **erasures are not permitted**. If you make a mistake, draw a single line through the entry (so it remains legible), insert the correct entry and place your initials in the margin. Upon being relieved, record the time and date and sign your name and rate. Corrections, additions, or changes are made only by the POOW signing the logbook for the watch.

In using the logbook, remember two points:

1. All entries must be clear, concise and accurate.
2. Every entry must be preceded by the time of its occurrence as soon as the information becomes known.

In some instances, the Junior Officer of the Deck (JOOD) will tell you what to note and when, but normally you are expected to use your own initiative and make proper entries without being told. **IF YOU ARE IN DOUBT** whether an entry should be made, **MAKE IT**. A few of the events that are always recorded are:

1. Convening of investigations of fact-finding bodies.
2. Inspections held, including administrative, material, personnel and quarters.
3. Injuries, accidents, harassments.
4. Official visits.
5. Flags displayed.
6. Arrivals and departures of CO and XO.
7. Sunrise and sunset.
8. All reports made to the Officer of the Deck (OOD) or JOOD.

The Eleven General Orders of a Sentry will be followed on EVERY Watch. All hands are expected to know the Eleven General Orders without exception and it shall be the responsibility of those in leading positions to test you frequently on this material.

The Eleven General Orders may be found on the next page.



**THE ELEVEN GENERAL ORDERS OF A SENTRY**  
(as abstracted from the BMR, Ch. 3, p. 8)

**Sir/Ma'am, my First General Order is –**

To take charge of this post and all government property in view, Sir/Ma'am.

**Sir/Ma'am, my Second General Order is –**

To walk my post in a military manner, keeping always alert and observing everything that takes place within sight or hearing, Sir/Ma'am.

**Sir/Ma'am, my Third General Order is –**

To report all violations of orders I am instructed to enforce, Sir/Ma'am.

**Sir/Ma'am, my Fourth General Order is –**

To repeat all calls more distant from the guardhouse than my own, Sir/Ma'am.

**Sir/Ma'am, my Fifth General Order is –**

To quit my post only when properly relieved, Sir/Ma'am.

**Sir/Ma'am, my Sixth General Order is –**

To receive, obey and pass on to the sentry who relieves me all orders from the commanding officer, officer of the day, and officers and petty officers of the guard only, Sir/Ma'am.

**Sir/Ma'am, my Seventh General Order is –**

To talk to no one except in the line of duty, Sir/Ma'am.

**Sir/Ma'am, my Eighth General Order is –**

To give the alarm in case of fire or disorder, Sir/Ma'am.

**Sir/Ma'am, my Ninth General Order is –**

To call the Petty Officer of the Guard in any case not covered by instructions, Sir/Ma'am.

**Sir/Ma'am, my Tenth General Order is –**

To salute all officers, and all colors and standards not cased, Sir/Ma'am.

**Sir/Ma'am, my Eleventh General Order is –**

To be especially watchful at night and during the time for challenging, to challenge all persons on or near my post and to allow no one to pass without proper authority, Sir/Ma'am.

## NAVAL TERMINOLOGY

Part of recruit training is to familiarize you with long-standing Naval terminology. We feel it is important to maintain traditions of the past, as well as express ourselves with appropriate terms and nomenclature. It is our desire to have each of you familiarize yourselves with the terms and conditions listed below, and to use these terms here at recruit training as well as back home at your unit or division. This is not an exhaustive list.

Abaft	To the rear of
Adrift	Scattered about; not in proper stowage
All Hands	All those aboard ship or at station
As you were	Command meaning: resume former activity or formation
Beach	Slang: The shore
Belay	To make fast or secure, OR to cancel, as "belay my last"
Below	Downward, below decks, downstairs
Boondockers	Marine slang for field boots
Break Out	Take out of storage, to prepare for use
Bulkhead	Walls or partitions
Bunk	Bed or Rack
Chow	Food
Cumshaw	To obtain supplies or equipment but whatever means available
Deck	Floor of ship or building or the ground
Deep Six	Slang: To throw an object away or overboard
Ditty Bag	Small canvas bag to stow odds and ends of gear
Fair Weather	When quarters or formation is to be held on a weather deck or outside of a building
Parade	To display (usually the ensign) by passing in formation
Field Day	Cleaning day
Foul Up	Slang: To get into trouble or confusion
Galley	Kitchen
Gear	General term for equipment, material, supplies or baggage
Geedunk	Slang: Ice cream, soda, chips, candy, etc.
GI Can	Trash can
Gun Deck	To fake or falsify something, such as a report
Head	Toilet or washroom
Hit the Deck	Get up (as in morning reveille) OR drop to the deck in an emergency
Hit the Sack	Slang: Go to bed
Joe Pot	Slang: Coffee Pot
Keelhaul	Slang: To reprimand severely
Knock Off	To stop or cease
Ladder	Stairs
Line	General term for rope
Lucky Bag	Container or stowage for articles found adrift

Mae West	Pneumatic life jacket
Mail Buoy	An ancient sailors' joke: the mid-ocean buoy in which mail would be kept for delivery to passing ships
Mess	To eat, or a group of people eating together. Crews mess is called the General Mess
Mustang	Slang: Officer who was formerly an enlisted person
Muster	Roll Call
Muster on Stations	Roll Call taken while at work or drill
Overhead	Ceiling
Pass the Word	Broadcast the information
Pipe Down	Reduce the noise, be quiet or silent
Port	Opening in the side of a ship OR the left side of a ship (facing the bow)
Quarterdeck	Ceremonial area of the main deck, kept specially neat and clear – the specific domain of the OOD (Officer of the Deck)
Rack	Slang: Bunk or bed
Red Lead	Slang: Catsup
Reefer	Refrigerated compartment
Reveille	Awakening the ships' Division for work or breakfast
Sack	Bunk or bed
Scuttlebutt	Drinking fountain OR slang: rumors or gossip
Secure	To make fast, to cease or stop, to quit, give up or knock off
Stores	Supplies
Stow	To put away, or store
Swab	To mop
Sweepers	Those who sweep down
Turn To	Go to work
Wardroom	The compartment where officers gather to eat or lounge
Watch	Normally four hours in length. The day watches are: 1 <sup>st</sup> watch 2000 to 2400 Mid watch 0000 to 0400 Morning watch 0400 to 0800 Forenoon watch 0800 to 1200 Afternoon watch 1200 to 1600 1 <sup>st</sup> Dog watch 1600 to 1800 2 <sup>nd</sup> Dog watch 1800 to 2000

These terms are part of Naval Culture. Many originated in the past and have been handed down to us.

**STUDY THEM, LEARN THEM WELL**

## Military Time

Military time is an unambiguous, concise method of expressing time used by the military, emergency services (law enforcement, firefighting, paramedics), hospitals and other entities. The following sections provide a detailed description of the difference between regular and military time, how military time is written, and several time conversion examples.

### Regular vs. Military Time

The main difference between regular and military time is how hours are expressed. Regular time uses numbers 1-12 to identify each of the 24 hours in a day. In military time, the **hours** are numbered from 00 to 23. Under this system, midnight is 00, 1 a.m. is 01, 1 p.m. is 13 and so on. Basically, when you get to 12 noon, you just continue to 13 for 1 p.m., 14 for 2 p.m. and so on until you hit 23 for 11 p.m.

Regular and military time express minutes and seconds in exactly the same way. When converting from regular to military time and vice versa, the minutes and seconds do not change.

Regular time requires the use of a.m. and p.m. to clearly identify the time of day. Since military time uses a unique two-digit number to identify each of the 24 hours in a day, a.m. and p.m. are unnecessary.

The following table summarizes the relationship between regular and military time.

Regular Time	Military Time	Pronounced	Regular Time	Military Time	Pronounced
Midnight	0000	Zero-hundred	Noon	1200	Twelve-hundred
1:00 a.m.	0100	Zero One-hundred	1:00 p.m.	1300	Thirteen-hundred
2:00 a.m.	0200	Zero Two-hundred	2:00 p.m.	1400	Fourteen-hundred
3:00 a.m.	0300	Zero Three-hundred	3:00 p.m.	1500	Fifteen-hundred
4:00 a.m.	0400	Zero Four-hundred	4:00 p.m.	1600	Sixteen-hundred
5:00 a.m.	0500	Zero Five-hundred	5:00 p.m.	1700	Seventeen-hundred
6:00 a.m.	0600	Zero Six-hundred	6:00 p.m.	1800	Eighteen-hundred
7:00 a.m.	0700	Zero Seven-hundred	7:00 p.m.	1900	Nineteen-hundred
8:00 a.m.	0800	Zero Eight-hundred	8:00 p.m.	2000	Twenty-hundred
9:00 a.m.	0900	Zero Nine-hundred	9:00 p.m.	2100	Twenty-one hundred
10:00 a.m.	1000	Ten-hundred	10:00 p.m.	2200	Twenty-two hundred
11:00 a.m.	1100	Eleven-hundred	11:00 p.m.	2300	Twenty-three hundred

**What about Minutes?**

Again, military minutes are the same as regular minutes. For example 12:05 a.m. (five minutes past midnight) would be 0005 (pronounced Zero-Zero-Zero-Five) or 1:30 p.m. would be 1330 (pronounced thirteen-thirty) or 10:45 p.m. would be 2245 (pronounced Twenty-two-forty-five).

**What about Midnight?**

The question arises as to whether midnight is written or spoken as 2400 or 0000. Both are referred to by military and emergency personnel, however digital watches and computers treat it as the start of a new day and express it as 0000. As a general rule of thumb, you can **say** 2400, but always **write** 0000.

**Writing Military Time**

Different professions and types of organizations write military time differently. The military, emergency services and hospitals usually write military time as hours and minutes without a colon and often add the word "hours" afterward. The format is:

**hours minutes**

Example: 1331 or 1331 hours. (The Navy tends to leave off the "hours").

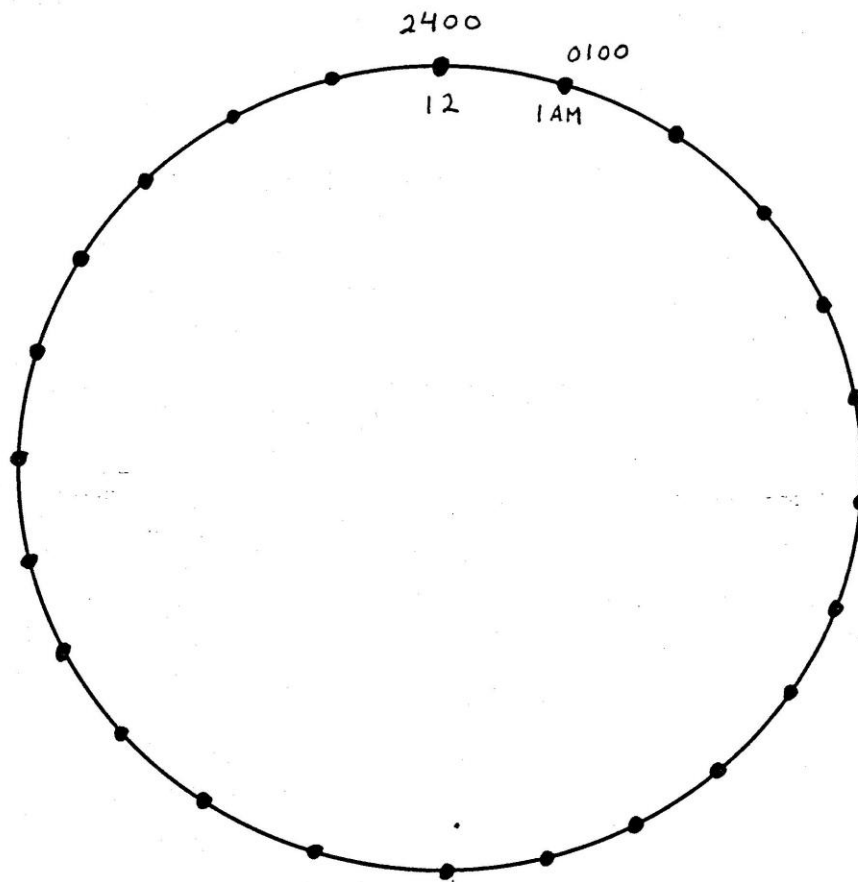
When expressing time down to the second, insert a colon between the minutes and seconds using the format:

Hours minutes:seconds

Example: 1331:42 or 1331:42 hours

**(FOR USE IN THE CLASS ON MILITARY TIME)**

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**12/24 HOUR CLOCK**

## NAVAL COURTESY

“Naval regulations and naval customs are practically synonymous. As a matter of fact, the majority of our present naval regulations have been derived from naval customs developed in the past.” -Naval Orientation NAVEDTRA 16138-H. Many of our great customs come from the great navies of the world, especially the British. However, we have supplemented them by traditions that are all our own.

Our naval tradition has been developed from the actions of our own naval personnel. Jones Paul Jones, father our highest naval traditions, knew the importance of great tradition. The battle of the Bonhomme Richard against the British Serapis brought about two of our greatest traditions: John Paul Jones did not show when he was beaten and he showed Americans to be generous by returning the sword to the British captain which his daring behavior had won.

You’ll learn more about this famous battle in your Naval History class. For the purposes of this training, we will concentrate on saluting, the relationship between junior and senior personnel and rules of naval etiquette.

### 1. **Whom should you salute?**

All enlisted naval personnel are required to salute officers of the Navy, Army, Air Force, Marine Corps, Coast Guard (including all Reserve officers and National Guard) when in uniform. All naval personnel are also required to salute all foreign military and Naval officers whose governments are formerly recognized by the U.S. Government. All junior officers will salute senior officers.

### 2. **When are salutes rendered?**

All officers attached to this training camp are rendered a salute on each and every encounter (subject to the rules of rendering a salute while in formation, etc.).

### 3. **Salutes in buildings.**

Depends on the building. In a Navy building, when 2 officers or an enlisted person and an officer meet, salutes are exchanged, providing they are covered (wearing their uniform covers). When a junior officer meets and uncovered senior officer in a Navy building the junior should salute. The senior, being uncovered, does not salute but should acknowledge the salute by a greeting. If both are uncovered, the presence of one another is acknowledged by a greeting. The junior ALWAYS salutes first or greets first and holds the salute until it is returned or acknowledged.

### 4. **Covers in buildings.**

Covers are not worn in buildings unless you are on duty or on a working party or attending Jewish Divine Services.

### 5. **Salutes in civilian clothes.**

Seniors in civilian clothes, when recognized by a junior in uniform should be saluted. The senior acknowledges the salute.

### 6. **What is the proper form for saluting if enlisted personnel and officers are standing together, and a senior officer approaches?**

In such a case, the first person to notice the senior officer approaching says, “Attention on Deck.” All present then face the officer and salute if covered. Enlisted personnel seated and without a particular occupation (off-duty) rise upon approach of the officer, face him/her and salute if covered. At mess or engaged in a particular occupation, they sit at attention if addressed by an officer.

### 7. **Upon reporting?**

When reporting on deck our out-of-doors, ashore, salutes are rendered if covered. When reporting to an officer in an office, uncover before entering, approach the officer and stand attention.

**8. Suppose it is necessary for a junior to overtake a senior when both are walking in the same direction. What is the proper form?**

No junior should overtake a senior without permission. When in a hurry and it is necessary to pass a senior, the junior comes along the left side (the senior should be on the right), falls into step with the senior, salutes and asks, "By your leave, Sir/Ma'am?" Wait for the reply which would normally be, "Permission granted," "Carry on," or "Very well."

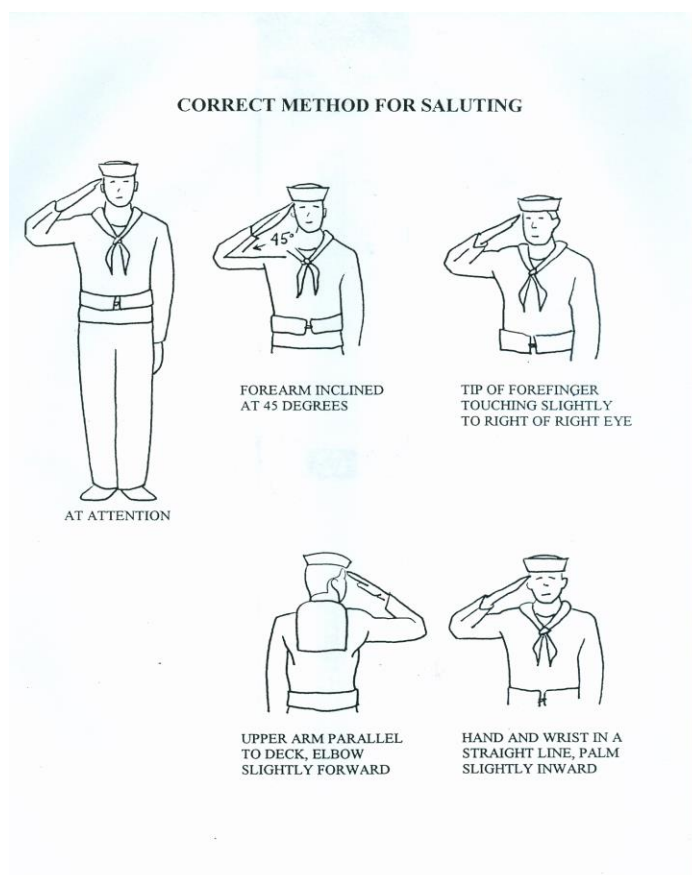
**9. What is the correct reply to an order?**

Aye, Aye Sir/Ma'am is the only proper reply to an order. This means 3 things: you heard the order, you understood the order, and you will carry it out to the best of your ability.

**10. What rules should naval personnel observe in the Quarterdeck area?**

The OOD must strictly enforce the etiquette of the Quarterdeck. The Quarterdeck should be kept immaculately clean and its ceremonial aspect maintained. Adherence by all personnel to long established rules are required:

- Wear only the uniform of the day while on the quarterdeck
- Never smoke on the quarterdeck
- Avoid a lounging position while on watch or standing by, and avoid putting hands in pockets
- Avoid skylarking (hanging around with no productive purpose or fooling around)
- Do not engage in recreational athletics on the quarterdeck.
- 

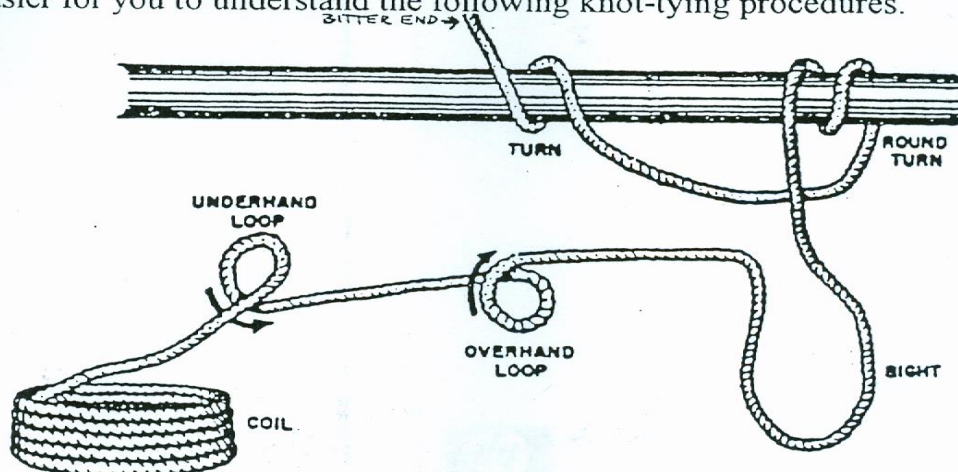




## KNOT TYING

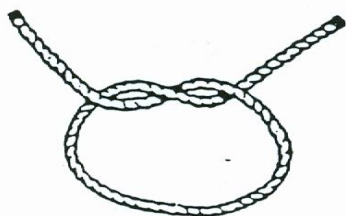
All Navymen are required to know the square knot, bowline, single and double becket bends, and the round turn and two half hitches and their uses. Knowledge of the clove hitch is not required, but it is described here because it is an extremely useful hitch.

Before reading further, observe figure 15-2, which illustrates few terms that make it easier for you to understand the following knot-tying procedures.

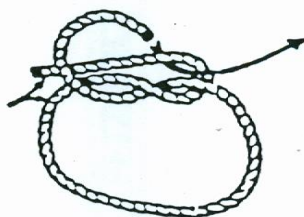


### SQUARE KNOT

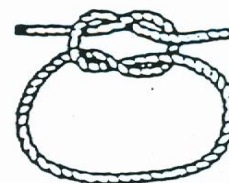
The square knot, also known as the reef knot from its use in reefing sails, is quickly and easily made and has a great many uses. It will not slip, but it can jam under heavy strain. It can be loosened however, by pulling on first one and then the other end.



TIE AN OVERHAND KNOT



LAY ONE END BACK ALONGSIDE ITSELF

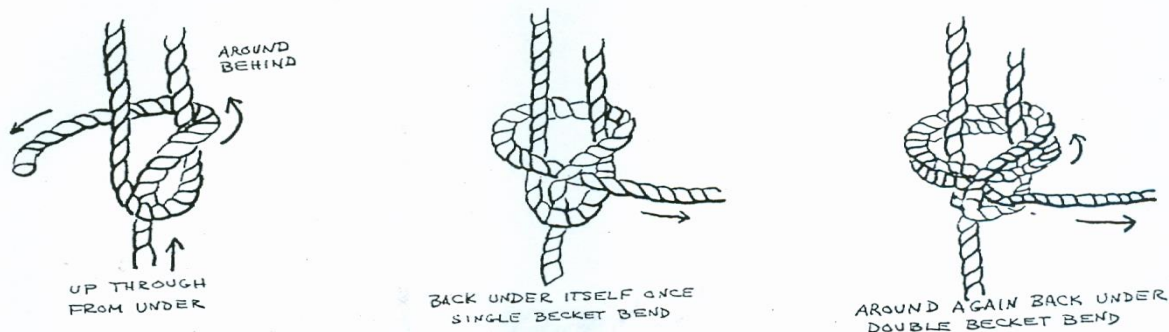


COMPLETED KNOT

## KNOT TYING (continued)

### BECKET BEND

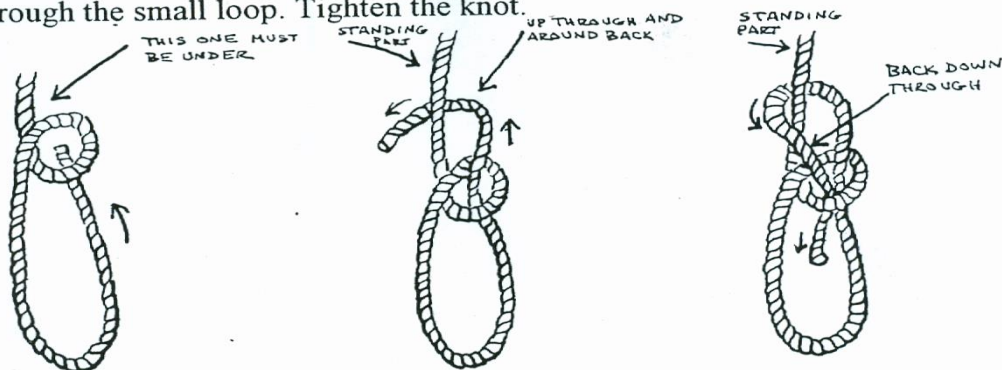
The chief value of the becket bend is that it can be used to bend together two lines of different sizes. If there is a great difference in sizes, or the strain on the line is to be great, always use a double becket bend. To fashion a single becket bend, make a bight in one line and run the bitter end of the other line up through it as shown in figure. Pass the end around behind both parts of the bight and back under itself (second view). The third view shows how a double becket bend is made by simply taking another turn around the bight. (These bends are also known as sheet bends.)



### BOWLINE

The bowline, with its many variations, is one of the most useful knots. Its chief use is to form an eye, but it also can be used to secure a line to a padeye or other ring, around a stanchion or other object, or to bend two lines together.

The easiest and most seamanlike method of making a bowline is shown. Form a bight and grasp a single part of the line with the left hand, and both parts of the line with the right hand, then rotate the right hand palm up. With the left hand, form a small loop around the bitter end and grasp both parts of the line where the loop crosses the standing part. Pass the bitter end around behind the standing part and down through the small loop. Tighten the knot.

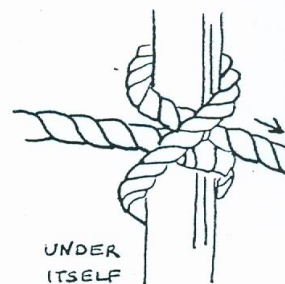
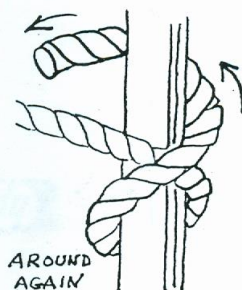
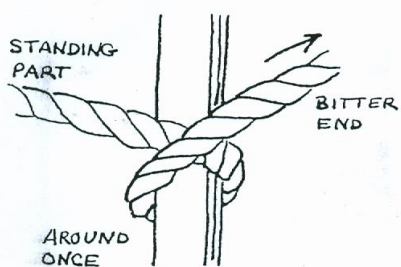


## KNOT TYING (continued)

### CLOVE HITCH

The clove hitch can be quickly tied in several ways, and it will hold as long as there is a strain in it. Once the strain is taken off, however, the hitch must be checked and tightened to prevent the bitter end from pulling out when the strain is reapplied. To make this checking and tightening unnecessary, many men/women lash a clove hitch with a half hitch around the standing part.

To tie the hitch shown, take a turn with the bitter end, pass the end across the standing part, and take another turn. (Notice that both turns go around in the same direction.) Now, pass the end under itself, and the hitch is complete.



## Naval History

### Some Early Naval Heroes

**John Barry** – “Father of the American Navy.” In charge of outfitting Continental Navy. Commanded *Lexington*, *Raleigh* and *Alliance*. Fought at Battles of Trenton and Princeton with Washington during the Revolution. Received Commission #1 in the Navy, 1794. Commanded frigate *United States* on its launching. Author of *Navy Signal Book*. Trained many heroes of the early Navy.

**John Paul Jones** – While a lieutenant aboard *Alfred*, was the first to hoist the American ensign. Commanded *Ranger* when France became one of the first nations to officially recognize the “Stars and Stripes.” Raided England and landed in Whitehaven, England. Commanded *Bonhomme Richard* and defeated the *HMS Serapis*. While *Bonhomme Richard* was severely damaged and sinking, one of its crew began to lower its ensign. *Serapis*’s captain asked if Jones had struck his colors (surrendered). Jones replied, “Struck, sir? I have not yet begun to fight!” Upon his return to America, Jones helped to organize the Navy. He later went on to lead and organize the Russian Navy. He is considered the “Father of our highest Naval traditions.”

**Edward Preble** – After serving as a lieutenant during the Revolution, Preble took command of the *Constitution* and the Mediterranean squadron 1803-04. Preble used his command to train officers and sailors, while treating them fairly and caring for them. He taught his own officers the need for absolute obedience, courage and continued readiness. Preble’s “Boys,” as his trained officers became known, became leaders in the Navy and would win 17 of 18 American Naval victories in the War of 1812.

**Thomas Truxton** – Commander of the frigate *Constellation*. Captured *L’Insurgent* during Quasi-War with France, 1799. His leadership through concern produced good followers.

**Isaac Hull** – Commanding officer of the frigate *Constitution* in famous battle against *HMS Guerriere* during the War of 1812. *Guerriere*’s shots bounced harmlessly off the *Constitution*, earning her the nickname “Old Ironsides.”

**Stephen Decatur** – During the war with the Barbary pirates, the Tripolitans captured the frigate *Philadelphia*. Decatur volunteered to destroy the captured frigate, which had been commanded by his father, and built in his home town. Decatur led 74 sailors to the harbor in a small boat. Within minutes, they boarded the *Philadelphia*, subdued her crew and set her afire, and escaped with only one sailor wounded. Decatur took command of the frigate *United States* during the War of 1812. He praised his crew rather than flogging them as punishment and practiced gunnery. It paid off. Seeing that his guns had a longer range than the ship he faced (*HMS Macedonia*), his well-trained crew maneuvered the *United States* to prevent the *Macedonia* from getting close, while *United States*’ gunners rapidly and accurately fired over 100 shots into *Macedonia*.

**William Bainbridge** – Commanding *Constitution* when it captured *Java* in 1812.

**Oliver Hazard Perry** - Built and commanded the America Fleet of the Great Lakes. From his flagship *Niagara*, he flew the flag “Don’t Give Up the Ship” – the last words of the Captain Lawrence of the frigate *Chesapeake*. Defeated the British in the Battle of Lake Erie, 1813, saving the Great Lakes area for the U.S. Sent messages to Congress notifying them of his victory saying, “We have met the enemy, and they are ours.”

### Some Important Ships

*Turtle* – First submarine used in action (1776). Attempts to sink British prison ship failed.

*Bonhomme Richard* – Merchant ship converted by French into a warship. Named after Benjamin Franklin’s “Poor Richard” of Almanac fame. Commanded by John Paul Jones in victory over the *HMS Serapis*.

*Constitution* – One of the first 6 American frigates commissioned in 1794. “Old Ironsides.” Still in commission at the Boston Navy Yard.

*Princeton* – First ship fitted with a screw propeller that eliminated vulnerable paddlewheels and permitted engines to be placed below decks.

*CSS Hunley* – first submarine to “successfully” attack and sink a vessel. Although *Hunley* sank *Housatonic*, every member of *Hunley’s* crew died in the attack.

*Monitor* and *CSS Virginia (Merrimack)* – These ironclad vessels fought to a draw off Hampton Roads, VA opening the era of the ironclads.

*Olympia* – Cruiser commanded by Admiral George Dewey (graduate of Norwich University, the Military College of VT) at the Battle of Manila Bay during the Spanish-American War. This ship is still in existence.

*Ranger (CV-4)* – First aircraft carrier designed and built from the keel up as a carrier.

*Arizona (BB-39)* – Battleship sunk at Pearl Harbor, HI. Still on duty.

*Nautilus (SSN-571)* – First nuclear powered submarine.

### Outline of Major Naval Events

American Revolution: 1775-1783

Navy Birthday: 13 October 1775

Quasi-War with France: 1798-1801

War of 1812: 1812-1814

Mexican War: 1846

Opening of Japan: 1854

Civil War: 1861-1865

Spanish-American War: 1898-1899

World War I: 1917-1918

World War II: 1941-1945

Korean War: 1950-1953

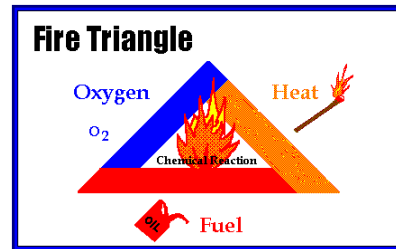
Vietnam War: 1963-1975

Persian Gulf War: 1987-1989 & 1991

Global War on Terror: 7 October 2001 to present



# FIRE FIGHTING



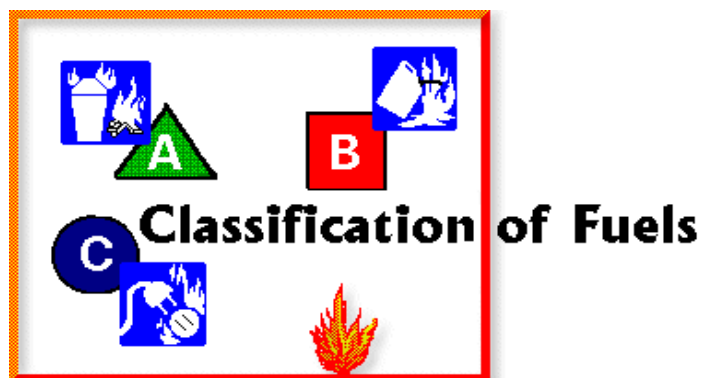
Fire cannot exist unless 3 conditions are met:

1. There must be fuel which will burn, whether solid or liquid.
2. There must be oxygen to keep the fire burning.
3. There must be sufficient heat.

Remove any one of these conditions and the fire goes out.

It is not easy to remove fuel from a fire: pipelines for liquid fuel may be closed; fire trails may be cut in open spaces; bulldozers can move burnable material before the fire reaches it. But the remaining fuel must burn itself out. Normally, fire fighters try to remove one or both of the other sides of the triangle. Water cools a fire below the burning, or flash point, and carbon dioxide or sand removes or replaces sand.

Fires are classified in 4 basic categories and each has recommended agents to combat them.



Not all fires are the same. They are classified according to the type of fuel that is burning. If you use the wrong type of fire extinguisher on the wrong class of fire, you can, in fact, make matters worse. It is therefore very important to understand the four different fire classifications.



**Class A - Wood, paper, cloth, trash, plastics**

Solid combustible materials that are not metals. (Class **A** fires generally leave an **Ash**.)



**Class B - Flammable liquids: gasoline, oil, grease, acetone**

Any non-metal in a liquid state, on fire. This classification also includes flammable gases. (Class **B** fires generally involve materials that **Boil** or **Bubble**.)



**Class C - Electrical: energized electrical equipment**

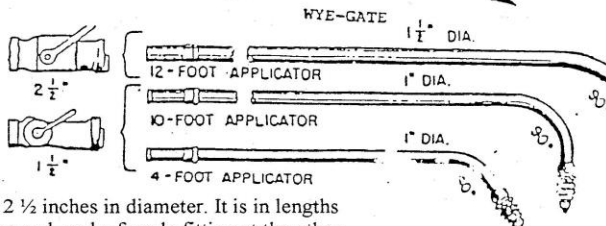
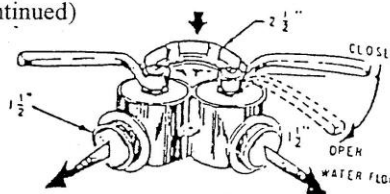
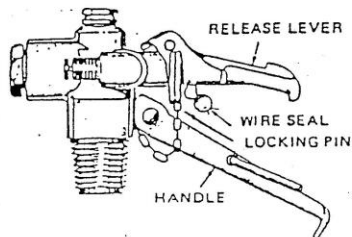
As long as it's "plugged in," it would be considered a class C fire. (Class **C** fires generally deal with electrical **Current**.)



**Class D - Metals: potassium, sodium, aluminum, magnesium**

Unless you work in a laboratory or in an industry that uses these materials, it is unlikely you'll have to deal with a Class D fire. It takes special extinguishing agents (Metal-X, foam) to fight such a fire.

FIRE FIGHTING (continued)

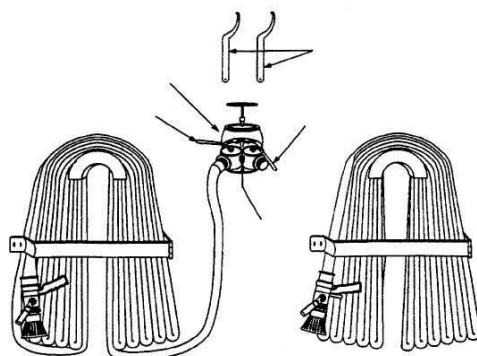
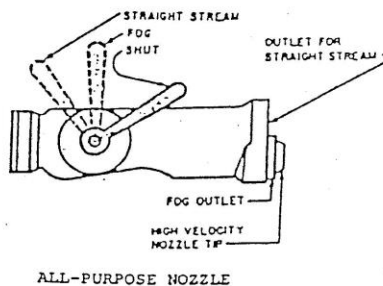
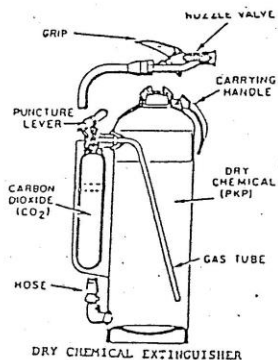


Standard Navy hose is either 1 1/2 or 2 1/2 inches in diameter. It is in lengths of 50 feet, with a male coupling at one end, and a female fitting at the other for rapid connection. One female end connects to the fireplug; the male end connects to another hose, or to a Navy all-purpose nozzle. Firehose is faked on a rack to run freely. The ends hang down so that couplings are ready for instant use.

The all-purpose nozzle provides a steady stream of water or a high-velocity fog. The solid stream comes from the upper opening in the nozzle; the fog from the lower opening. Four, ten, and twelve foot applicators may be inserted in the nozzle to provide a low-velocity fog. The applicators vary in length, and are set at different angles to govern the distance and angle of attack.

The fireplug has two openings: the upper opening connects to the fire hose; the lower contains a strainer which traps foreign material, preventing the nozzle from becoming clogged. A wye-gate may be attached to the upper opening so that two hoses may be connected simultaneously to the plug.

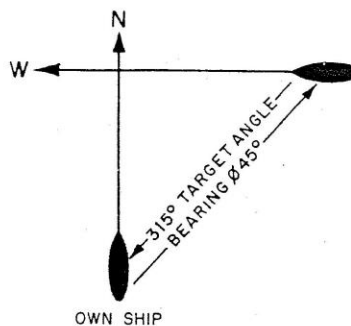
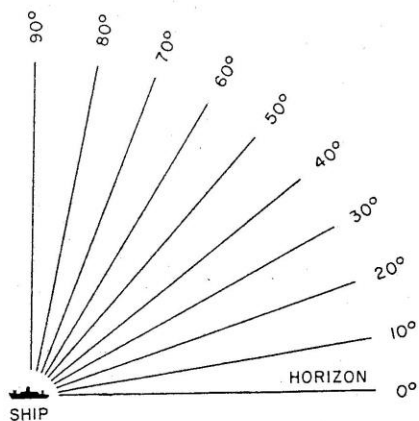
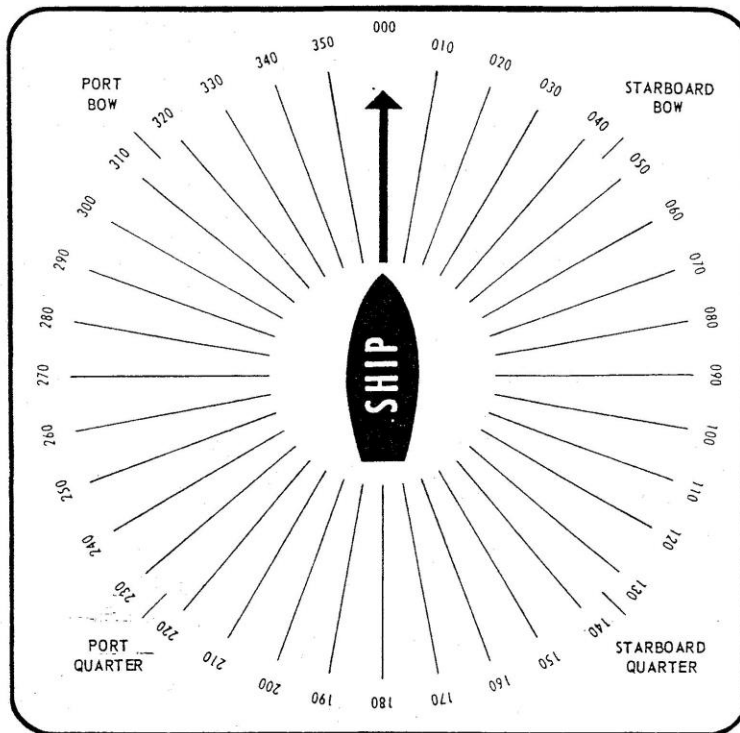
CO 2 EXTINGUISHER



Navy Fire Hose

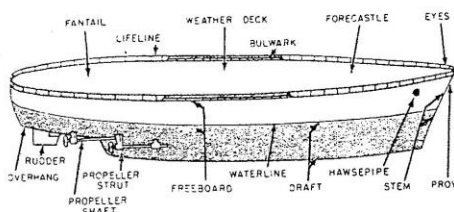


# INFORMATION FOR LOOKOUTS and NAVIGATION

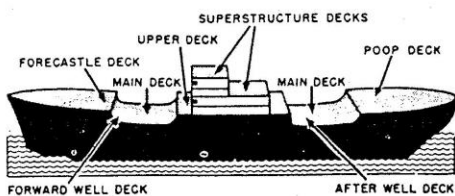
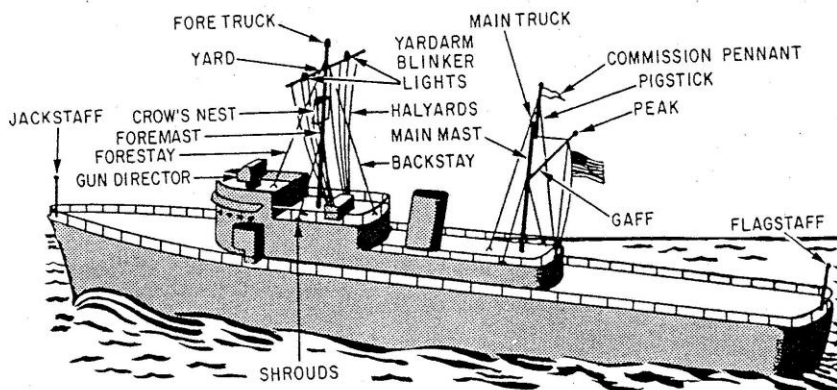
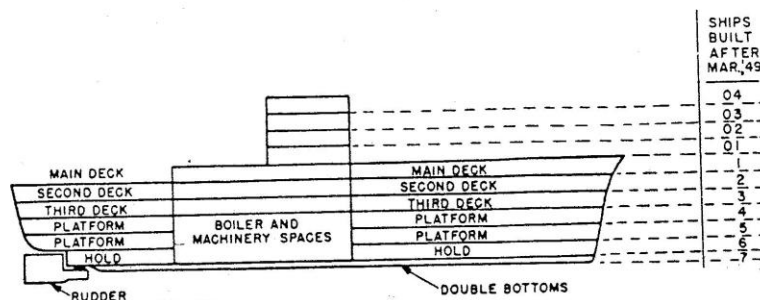


Number of Yards	Spoken
44	Fo-wer fo-wer
90	Niner zero
136	Wun-tree-six
500	Fife hundred
1,400	Wun fo-wer hundred
1,478	Wun fo-wer seven ate
7,000	Seven thow-zand
16,500	Wun six fife hundred
16,000	Wun six thow-zand

# SHIP'S NOMENCLATURE

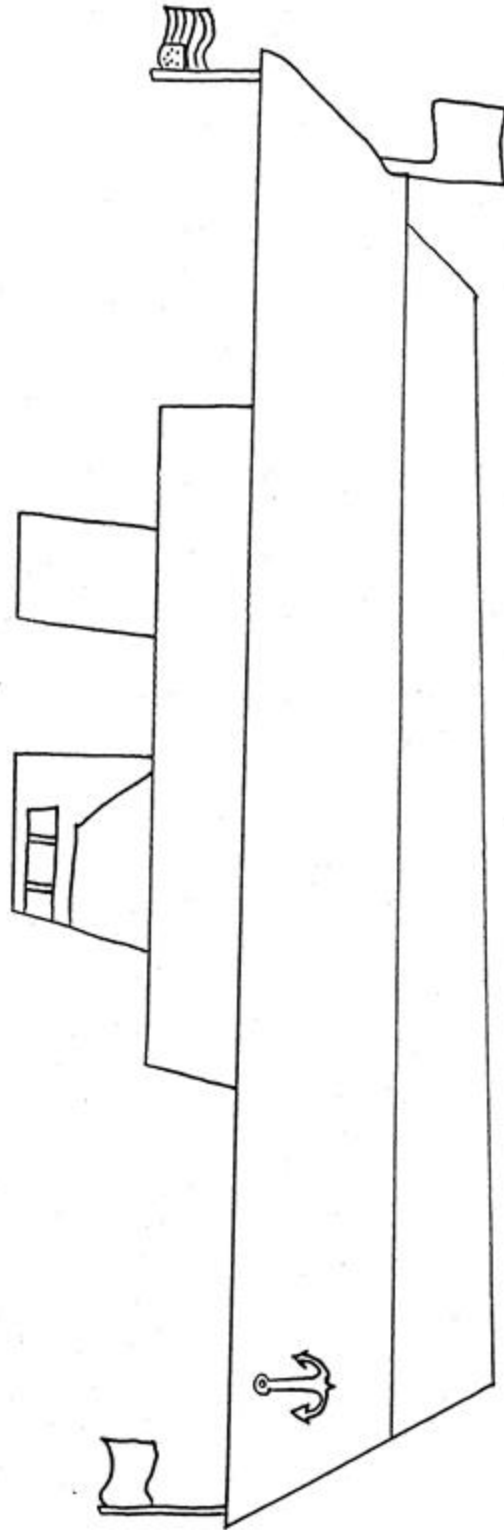


Hull terms.

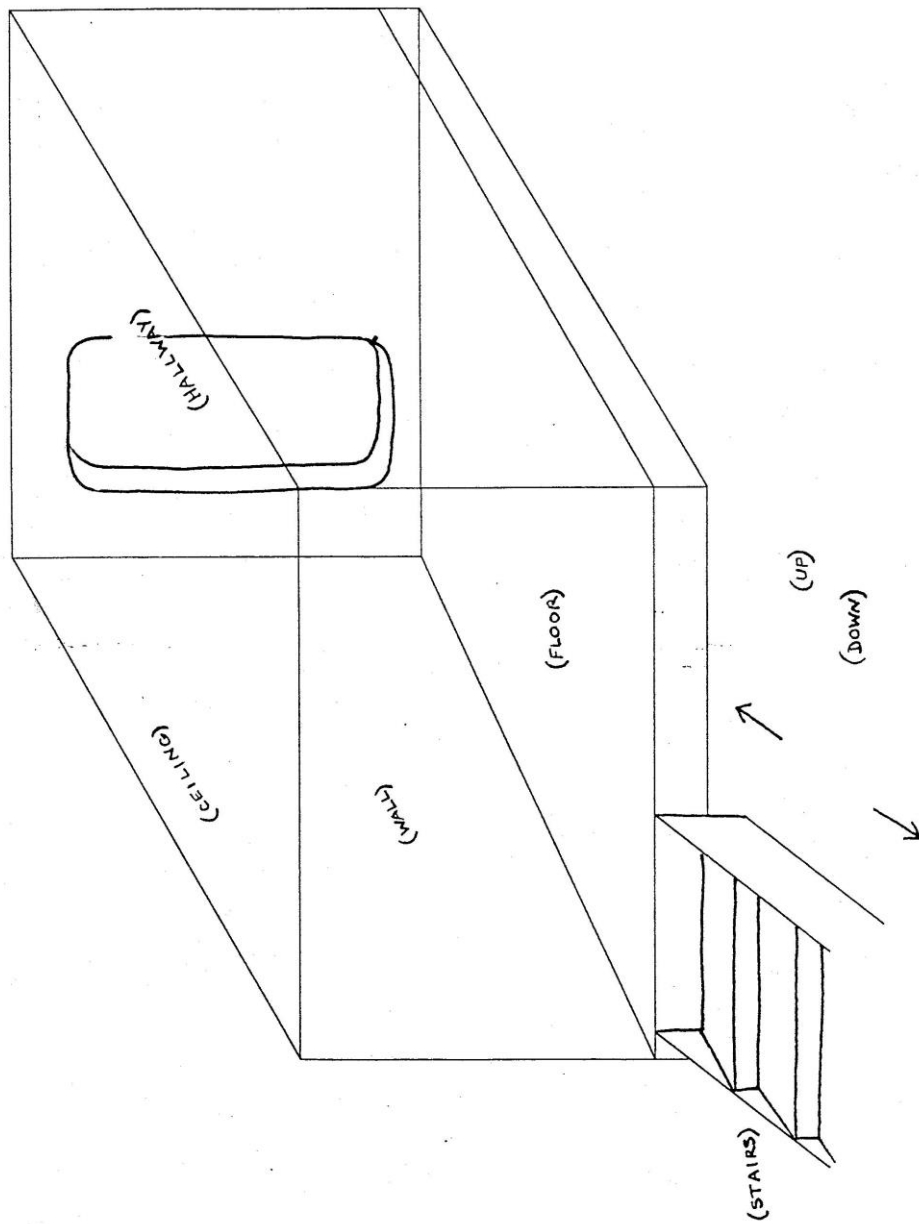


Weather decks.








# LABEL THE PARTS OF THE SHIP



SHIPS COMPARTMENTS











## NLCC Cadet Rates and Advancement Chart

	Rank	Time in Rate	Time in NLCC	Training Syllabus	Exam
<i>No Insignia</i>	Recruit Cadet (LC1)	NONE	NONE	NONE	NONE
	Apprentice Cadet (LC2)	4 Months as an LC1	4 Months in NLCC	Part I	APC
	Cadet Able Cadet (LC3)	4 Months as an LC2	8 Months in NLCC	Part II	ABC
	Cadet Petty Officer 3rd Class (LC4)	4 Months as an LC3	12 Months in NLCC	Part III	PO3
	Cadet Petty Officer 2nd Class (LC5)	6 Months as an LC4	18 Months in NLCC	Part V	PO2
	Cadet Petty Officer 1st Class (LC6)	6 Months as an LC5	24 Months in NLCC	Part VI	PO1
	Ship's Leading Petty Officer (LC7) <b>Must be at least 12 ½ years old.</b>	6 Months as an LC6	30 Months in NLCC	Currently first 6 Assignments of the BMR	NONE

**Note: Promotion to all rates must have a passing PRT within the last 6 months AND the Commanding Officer's approval.**

## NSCC CADET RATES AND ADVANCEMENT CHART

	RATE	RATE/ GRADE	TIME IN RATE	TIME IN SERVICE	COURSE	EXAM	TRAINING
No Rate Insignia	SEAMAN RECRUIT	SR E1	NONE	NONE	NONE	NONE	NONE
	SEAMAN APPRENTICE- TEMP	SA-T E-2T	3MO as E-1	3MO as E-1	BMR	NONE	NONE
	SEAMAN APPRENTICE	SA E2	3MO as E-1	3MO as E-1	BMR	NONE	RTC
	SEAMAN OR AIRMAN	SN OR AN E3	6MO as E-2	9MO	SN/AN	NONE	AT
	PETTY OFFICER 3RD CLASS	P03 E4	6MO as E-3	15M O	P03/P02 (1-2)	P03	AT
	PETTY OFFICER 2ND CLASS	P02 E5	6MO as E-4	21 MO	P03/P02 (3-5)	P02	POLA
	PETTY OFFICER 1ST CLASS	P01 E6	6MO as E-5	27MO	P01	P01	AT
	CHIEF PETTY OFFICER	CPO E7	6MO as E-6	33MO	CPO	NONE	RECRUIT STAFF

# Sea Cadet Officer Rank Insignia

Officer's Insignia			
Collar	Shoulder	Cuff	Rank
			Midshipman (MIDN)
			Chief Warrant Officer (CWO)
			Ensign (ENS)
			Lieutenant Junior Grade (LTJG)
			Lieutenant (LT)
			Lieutenant Commander (LCDR)

# COMMUNICATIONS

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## Semaphore Flag Signaling System

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The Semaphore flag signaling system is an alphabet signaling system based on the waving of a pair of hand-held flags in a particular pattern.



The flags are usually square, red and yellow, divided diagonally with the red portion in the upper hoist.

The flags are held, arms extended, in various positions representing each of the letters of the alphabet. The pattern resembles a clock face divided into eight positions: up, down, out, high, low, for each of the left and right hands (LH and RH) six letters require the hand to be brought across the body so that both flags are on the same side.



Flag positions in Semaphore

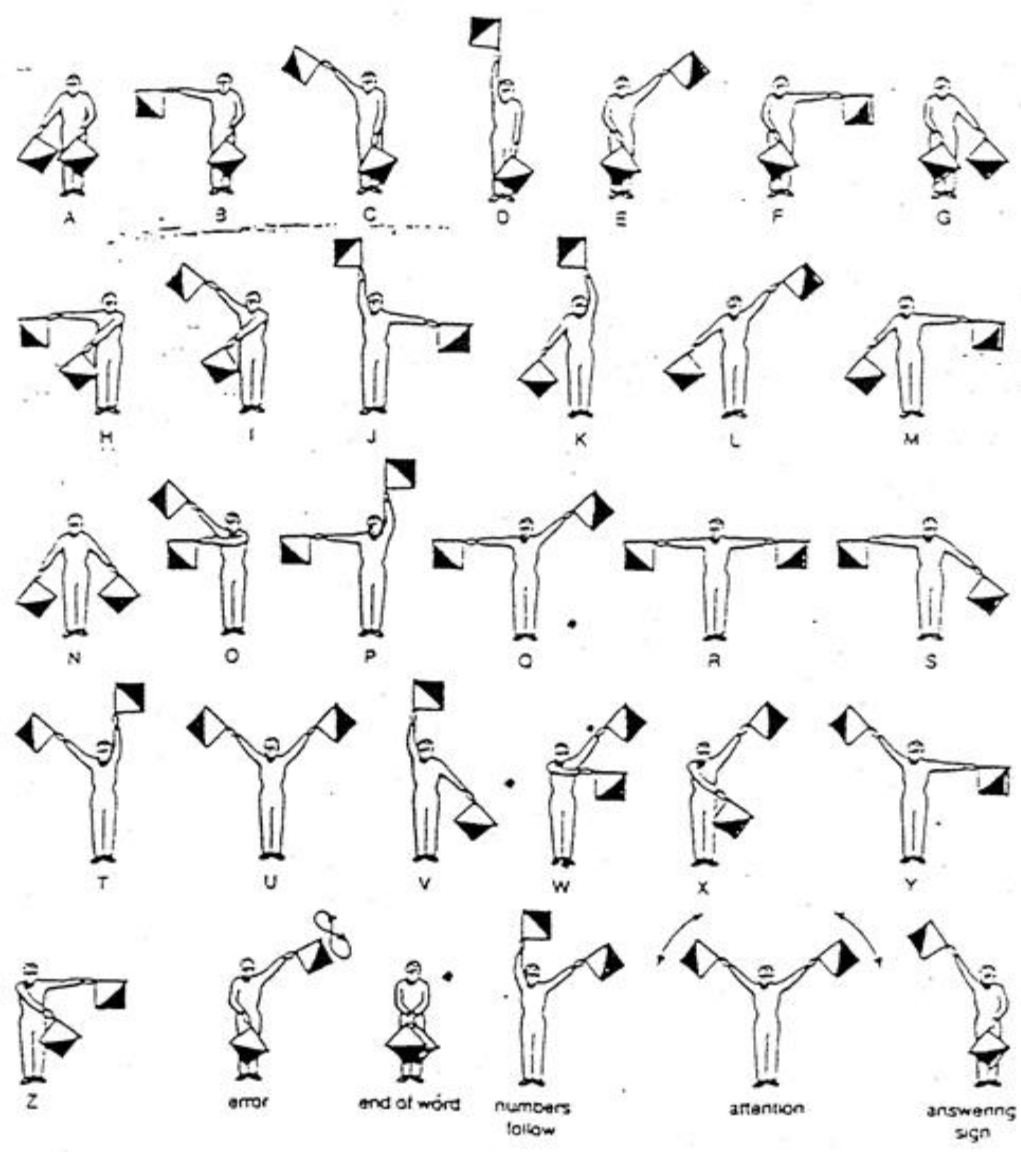
One way to visualize the semaphore alphabet is in terms of circles:

- first circle: A, B, C, D, E, F, G;
- second circle: H, I, K, L, M, N (omitting J);
- third circle: O, P, Q, R, S;
- fourth circle: T, U, Y and 'annul';
- fifth circle: 'numeric', J (or 'alphabetic'), V;
- sixth circle: W, X;
- seventh circle: Z

In their first circle, the letters A to C are made with the right arm, and E to G with the left, and D with either as convenient. In the second circle, the right arm is kept still at the letter A position and the left arm makes the movements; similarly in the remaining circles, the right arm remains fixed while the left arm moves. The arms are kept straight when changing from one position to another.



# Semaphore



## THE PHONIC ALPHABET

### INTERNATIONAL MORSE CODE

LETTER	PHONETIC	SPOKEN	MORSE CODE
A	ALFA	AL fah	· - - -
B	BRAVO	BRAH vo	- · - -
C	CHARLIE	CHAR lee	- · - ·
D	DELTA	DEL ta	- · -
E	ECHO	ECK oh	· - - -
F	FOXTROT	FOXS trot	· - · -
G	GOLF	GOLF	· - - ·
H	HOTEL	ho TELL	· - · -
I	INDIA	IN dee ah	· - -
J	JULIETT	JEW lee ett	· - - ·
K	KILO	KEY loh	- · -
L	LIMA	LEE mah	· - · -
M	MIKE	MIKE	- · - ·
N	NOVEMBER	no VEM ber	- · -
O	OSCAR	OSS cah	- - · -
P	PAPA	pah PAH	· - - ·
Q	QUEBEC	kay BECK	- · - ·
R	ROMEO	ROW me oh	· - · -
S	SIERRA	see AIR rah	· - - ·
T	TANGO	TANG go	- · -
U	UNIFORM	YOU nee form	· - -
V	VICTOR	VIC tah	· - · -
W	WHISKEY	WISS key	· - - ·
X	XRAY	ECKS ray	- · -
Y	YANKEE	YANG key	- · - ·
Z	ZULU	ZOO loo	- - · -
0	ZERO	ZEE ro	- - - -
1	ONE	WUN	· - - -
2	TWO	TU	· - -
3	THREE	THUH ree	· - · -
4	FOUR	FO wer	· - · -
5	FIVE	FI yiv	· - · -
6	SIX	SIX	· - · -
7	SEVEN	SEV un	· - · -
8	EIGHT	ATE	· - · -
9	NINE	NINER	· - · -

**NLCC ORIENTATION, BASIC  
PHYSICAL FITNESS RECORD**

**NAME:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**GENDER:** MALE or FEMALE **AGE:** \_\_\_\_\_

**NLCC RECRUIT DIVISION:** \_\_\_\_\_

**HOME UNIT:** \_\_\_\_\_

EVENT	SCORES			*SATISFACTORY STANDARD	*GOOD STANDARD	*EXCELLENT STANDARD
	DIAGNOSTIC	TEST #1	TEST #2			
<b>1. SIT-UPS (1-minute)</b>						
<b>2. PUSH-UPS (no time limit)</b>						
<b>3. 1-MILE RUN</b>						

**SATISFACTORY PRT PASSED FOR ORIENTATION**

**RIBBON EARNED (GOOD LEVEL)**

**“E” EARNED (EXCELLENT LEVEL)**

**\*FILL IN THE SATISFACTORY, GOOD AND EXCELLENT SCORES FOR YOUR GENDER AND AGE USING THE CHART ON THE NEXT PAGE.**

**SUBMIT THIS SHEET AFTER THE FINAL PFT (PRT).**

## PRT SCORING FEMALE

### 10 YEAR OLDS

EVENT	Satisfactory STANDARD	GOOD STANDARD	EXCELLENT STANDARD
SIT-UPS	26	30	40
PUSH-UPS	9	13	20
1 MILE RUN	13:00	11:22	9:19

### 11 YEAR OLDS

EVENT	Satisfactory STANDARD	GOOD STANDARD	EXCELLENT STANDARD
SIT-UPS	28	32	42
PUSH-UPS	9	11	19
1 MILE RUN	12.42	11:17	9:02

### 12 YEAR OLDS

EVENT	Satisfactory STANDARD	GOOD STANDARD	EXCELLENT STANDARD
SIT-UPS	30	35	45
PUSH-UPS	5	10	20
1 MILE RUN	12:24	11:05	8:23

### 13 YEAR OLDS

EVENT	Satisfactory STANDARD	GOOD STANDARD	EXCELLENT STANDARD
SIT-UPS	32	37	46
PUSH-UPS	7	11	21
1 MILE RUN	12:15	10:23	8:13

### 14 YEAR OLDS

EVENT	Satisfactory STANDARD	GOOD STANDARD	EXCELLENT STANDARD
SIT-UPS	32	37	47
PUSH-UPS	7	10	20
1 MILE RUN	12:00	10:06	7:59

### 15 YEAR OLDS

EVENT	Satisfactory STANDARD	GOOD STANDARD	EXCELLENT STANDARD
SIT-UPS	31	36	48
PUSH-UPS	10	15	20
1 MILE RUN	11:45	9:58	8:08

### 16 YEAR OLDS

EVENT	Satisfactory STANDARD	GOOD STANDARD	EXCELLENT STANDARD
SIT-UPS	30	35	45
PUSH-UPS	10	12	24
1 MILE RUN	12:15	10:31	8:23

### 17/18 YEAR OLDS

EVENT	Satisfactory STANDARD	GOOD STANDARD	EXCELLENT STANDARD
SIT-UPS	29	34	44
PUSH-UPS	12	16	25
1 MILE RUN	12:15	10:22	8:15

# PRT SCORING

## MALES

### **10 YEAR OLDS**

<b>EVENT</b>	<b>Satisfactory STANDARD</b>	<b>GOOD STANDARD</b>	<b>EXCELLENT STANDARD</b>
SIT-UPS	28	35	45
PUSH-UPS	12	14	22
1 MILE RUN	11:40	9:48	7:57

### **14 YEAR OLDS**

<b>EVENT</b>	<b>Satisfactory STANDARD</b>	<b>GOOD STANDARD</b>	<b>EXCELLENT STANDARD</b>
SIT-UPS	36	45	56
PUSH-UPS	20	24	40
1 MILE RUN	9:30	7:44	6:26

### **11 YEAR OLDS**

<b>EVENT</b>	<b>Satisfactory STANDARD</b>	<b>GOOD STANDARD</b>	<b>EXCELLENT STANDARD</b>
SIT-UPS	29	37	47
PUSH-UPS	14	15	27
1 MILE RUN	11:25	9:20	7:32

### **15 YEAR OLDS**

<b>EVENT</b>	<b>Satisfactory STANDARD</b>	<b>GOOD STANDARD</b>	<b>EXCELLENT STANDARD</b>
SIT-UPS	38	45	57
PUSH-UPS	25	30	42
1 MILE RUN	9:15	7:30	6:20

### **12 YEAR OLDS**

<b>EVENT</b>	<b>Satisfactory STANDARD</b>	<b>GOOD STANDARD</b>	<b>EXCELLENT STANDARD</b>
SIT-UPS	32	40	50
PUSH-UPS	15	18	31
1 MILE RUN	10:22	8:40	7:11

### **16 YEAR OLDS**

<b>EVENT</b>	<b>Satisfactory STANDARD</b>	<b>GOOD STANDARD</b>	<b>EXCELLENT STANDARD</b>
SIT-UPS	40	45	56
PUSH-UPS	25	30	44
1 MILE RUN	9:00	7:10	6:08

### **13 YEAR OLDS**

<b>EVENT</b>	<b>Satisfactory STANDARD</b>	<b>GOOD STANDARD</b>	<b>EXCELLENT STANDARD</b>
SIT-UPS	34	42	53
PUSH-UPS	20	24	39
1 MILE RUN	9:45	8:06	6:50

### **17/18 YEAR OLDS**

<b>EVENT</b>	<b>Satisfactory STANDARD</b>	<b>GOOD STANDARD</b>	<b>EXCELLENT STANDARD</b>
SIT-UPS	40	44	55
PUSH-UPS	30	37	53
1 MILE RUN	8:45	7:04	6:06

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