

**CHAPTER 5**  
**VESSEL EXAMINATION**  
**AND**  
**MARINE DEALER VISITATION PROGRAMS**

- References:
- a. Vessel Examiner Manual, COMDTINST M16796.2\_ (Series)
  - b. Marine Dealer Visitor Manual, COMDTINST M16796.3\_ (Series)
  - c. Auxiliary Manual, COMDTINST M16790.1\_ (Series)

**A. Vessel Examiner (VE) Program.**

1. Initial Qualification.

- a. Member Action. Member must pass the VE open book examination, and perform five (5) **VSCs** under the instruction of a qualified Vessel Examiner. The observer VE will document the five examinations/inspections by signing off on the "Qualification and Requalification" form (D11NR Form MT-2).
- b. FSO-MT Action. The FSO-MT will record the test score, sign the CCGD11NR Form MT-2 and submit it together with the "Examination Answer Sheet", Form CG-4886 (ANSC 7010), to DIRAUX.
- c. DIRAUX Action. DIRAUX will make appropriate entries into AUXDATA and will forward the appropriate certificate, letter, ribbon and miniature medal to the Flotilla Commander. A copy of the letter will be sent to DSO-VE.

2. Re-Qualification.

- a. FSO-MT Action. The FSO-MT will enter the test score, sign the CCGD11NR Form, MT-2 and submit it together with the "Examination Answer Form CG-4886 (ANSC 7010)) to DIRAUX. The FSO-MT will also verify that the member attended an approved VE Seminar/Workshop **if required for the required year.**
- b. DIRAUX Action. Notification will be sent to the member via the chain of responsibility with a copy to DSO-VE and DSO-MT.

**B. Marine Dealer Visitation (MV) Program.**

1. Initial Qualification.

- a. Member and Flotilla Commander Action. The member must complete an approved boating safety course and pass the current MV qualification examination (1-hour open book, 90% passing score) , make two (2) Marine Visits with a currently qualified Marine Visitor and complete the District 11NR Qualification and Recertification Form MT-2 and submit it

to the FC for endorsement. The FC will forward the application together with the Examination Answer Sheet, Form CG-4886 (ANSC 7010), to DIRAUX for approval.

- b. DIRAUX Action. Upon approval, DIRAUX will forward the appropriate certificate, letter, Examiner ribbon, and miniature medal (3/16” bronze star in lieu of ribbon and medal, if candidate has already been certified as VE or CFVE) to the member via the FC. A copy of the letter will be sent to DSO-MV.
- c. DSO-MV Action. Upon receipt of the certification letter from DIRAUX, the DSO-MV will send a “Cooperating Marine Dealer” decal and marine dealer information package, to the new MV.

2. Re-Qualification.

- a. Each member who initially qualifies will be exempt from attending a required approved workshop during that calendar year. All requalification requirements apply after the year of initial qualification.
- b. A Marine Dealer Visitor may annually retain qualification by fulfilling the following requirements.
  - (1) Perform at least 4 Marine Visits.
  - (1) Attend a Headquarters approved VE/MV workshop, if mandated.
- c. A Marine Visitor who did not maintain his MV qualification may re-qualify, if the following requirements are met.
  - (1) Have MV activities in the last 5 years.
  - (2) Complete one (1) Marine Visit with a currently qualified Marine Visitor.
  - (3) Complete the District 11NR Qualification and Recertification Form MT-2, and submit it to FC for endorsement. FC will forward the application to DIRAUX for recertification approval. DIRAUX will forward recertification letter to the member, via FC. A copy of the letter will also be sent to DSO-MV.

**C. Ordering of Forms and Pamphlets.**

1. VE's must order all necessary **VSC** forms and pamphlets through their Flotilla Staff Officer, Materials (FSO-MA). VE's requiring **VSC** decals should order them directly from the DSO-VE.
2. The VE shall destroy any unused, outdated decals upon receipt of the current decals.
3. Forms, and any Coast Guard boating safety pamphlets must be ordered from the Auxiliary National Supply Center (ANSC) by the FSO-MA. The DSO-MV will only supply "Cooperating Marine Dealer" decals to MV's.