REQUIREMENTS BEFORE REQUESTING
A QUALIFICATION EXAMINER

GUIDE FOR FLOTILLA AND DIVISION   QE CHECK-OFF SHEET

All tasks in the AUX Boat Crew Qualification Handbook are to be signed off by a Mentor. The below tasks are included in the AUX Boat Crew Qualification Handbook for Crew, Coxswain, and PWC. **All tasks are to be completed prior to requesting a Qualification Examiner.**

CREW:	COXSWAIN:
ICS 100 ICS 700 Current in All Core Value Training Courses Introduction to Risk Management #100202 TCT/RM Refresher Training (Current year) Auxdata reflects satisfactory PPE inspection	Not be in REYR as a Crew Member 28 Hours underway as a qualified Crew Member with a minimum of 4 hours at night Operations Policy Test TCT/RM Refresher Training (Current year) Initial Closed Book NAV RULES IS-200, IS-210 or IS-300, ICS-800 Current in All Core Value Training Courses Auxdata reflects satisfactory PPE inspection
PWC Operator: Operations Policy Test TCT Refresher (Current year) Initial **Closed Book NAV Rules** ICS 100, ICS 700, ICS 200, ICS 800, ICS 210 Current in All Core Value Training Courses Auxdata reflects satisfactory PPE inspection	**Schedule for Three-Year Re-Qualifications:** Last check ride 2021 - due 2024 Last check ride 2022 - due 2025 Last check ride 2023 – due 2026 *Please have your FSO-IS check the status of when you are due, enough underway hours, TCT, Workshops, etc., and plan accordingly.*

==**Note: All candidates must have completed Current-Year Workshops.**==

FC or appointed event organizer (OP or MT Staff Officer) arranges for Facilities that have qualified Crew and Coxswains to staff the vessels. **(NOTE: QE CAN NOT COUNT AS PART OF QUALIFIED CREW)**	**FC (or appointee) contacts CQEC COMO Perata for OPTREX date approval. Once approved, FC contacts District Calendar Coordinator DCOS and requests the desired date, along with an alternate OPTREX date. Once a date is approved, names of candidates are sent to DSO-OP COMO Wally Smith. Please plan ahead and request 30 or more days prior to the event.**	**Proficiencies both dockside and on the water will be demonstrated for the QE's signature. If candidates come from more than one Flotilla, please have all candidates' names on one form.** **IS officers should also show verification that all tasks have been completed.** **Only one form per QE session including all candidates & boats**

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The Flotilla Commander is responsible that all candidate tasks are completed before a Qualification Examiner is requested. Candidate list is to go to DSO-OP at least 30 days prior to the approved date of the event.

Only one person should be requesting Qualification Examiner(s) QEs for each event.