



United States Naval Sea Cadet Corps
Seabee Training Evolution
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Dear Sea Cadet Families:

Welcome to the 2009 Seabee Training Evolution, 12 JUL 09 to 25 JUL 09, at Naval Base Ventura County, Port Hueneme, CA. Whether this is your first advanced training or you are a seasoned veteran, this letter should answer many of your questions. Our goal is insure that you have an exceptional training experience. This year's training is utilizing the talents of some excellent Sea Cadet and Navy personnel. Our evolution will be supervised by a full complement of adult staff and all personnel will report to the Commanding Officer.

Please review the information listed below with your cadet. This will help insure a safe and positive training experience:

TRAINING OBJECTIVES: Our objectives and purpose for this training evolution are:

- To provide basic construction-related training in order to enhance their fulfillment as a cadet, and to perform and excel during their tenure with the Corps.
- To provide training in a specific construction-related subject(s) for those Cadets attending training.
- To provide professional training to NSCC Officers and NSCC Staff Cadets so as to allow them the opportunity to utilize their abilities in a supervised military environment.
- To promote the highest level of training that is consistent with NLCC/NSCC National Goals with an atmosphere of respect, support, and esprit de corps.

TRAINING LOCATION: Our training site will be the Naval Construction Training Center (NCTC) at the Naval Base Ventura County, Port Hueneme, CA. This is an active duty Navy base with all the facilities and amenities for quality training. We will be using the galley and NCTC classroom facilities. Regular bathroom and shower facilities are available.

SAFETY: Safety is our number one priority. The success of this training evolution depends on the safety awareness of all personnel. This will be accomplished by the following methods:

- Accountability – This is achieved by knowing where our people are at all times and what they are doing. Each individual will act in a responsible manner.
- By always being alert to possible hazards and taking appropriate action to prevent possible harm to any personnel under our care.
- By making safety everyone's responsibility, from the cadet to the Commanding Officer. If any person feels their safety is about to be compromised, that person will bring it to the attention of the chain of command.

REPORTING PROCEDURES: You should report between 08:30 and 13:00 on Sunday, 12 JUL 09. Upon entering the base through Sunkist Gate, follow-up the directional signs to the registration area. Registration will end at 13:00. In your possession should be your service jacket, a valid NSCC ID card, Training Orders, and a complete sea bag. For individuals traveling as a group, the service jackets should be in one envelope with an accurate training roster attached. Reporting uniform is dungarees.

CADET PREPARATION: All cadets need to understand that this is a military-oriented training evolution. Cadets will be participating to learn more about the duties and responsibilities of the Seabee Corps within the U. S. Navy. Each individual will be asked to do things that are challenging, including drill and ceremonies and physical training. To prepare for this evolution, each cadet should:

- Do physical training. Push-ups, sit-ups, and running are a good way to start. Physical training is included in the cadet-training curriculum. For cadets attending Recruit Training or Fitness Training, **PASSING THE PRT AT CHECK-IN** is a requirement to attend training. A copy of the minimum requirements has been attached.
- Pack their sea bag. This will help in knowing what has been brought to training. Each cadet will be 100% responsible for their own belongings.
- Break-in footwear. Boots will be the footwear for much of the training; however, there will be times when dress shoes must be worn; these are more comfortable if they have already been broken in.

TRAVEL TO AND FROM TRAINING: A travel information form must be on file for all cadets. This includes cadets who will come by private automobile.

NOTE: All personnel traveling by commercial carrier (air, rail or bus) are to report in civilian clothes, and arrive on Saturday, 11 JUL 09 no earlier than 13:00 and depart on Sunday, 26 JUL 09 (unless other arrangements have been made). They will be shuttled to Naval Base Ventura County from Oxnard Regional Airport (or other Oxnard, California bus or train stations) and will return the same way.

DRIVING ONTO NAVAL BASE VENTURA COUNTY:

In order to enter the Navy base, the vehicle driver will need a valid driver's license, vehicle registration, and proof of insurance. In addition, the name of the driver and all passengers must be on the base access list. Once on the base, you will be directed from the gate to our location or there will be signs posted leading the way.

FAMILY DAY/GRADUATION: Family Day and Graduation ceremonies will take place on Saturday, 25 JUL 09. A formal invitation outlining the day's activities will be sent to all families.

OUTSIDE PARTY CONTACT: To create and maintain the most productive military environment needed for a successful training, it is necessary to isolate trainees from outside influences that may prove distracting. To this end, it is essential for parents, relatives, and friends to understand:

- Visits from parents, relatives, and friends will be prohibited.
- Visits from home unit staff not attached to the training are not allowed, unless approved in advance by the Commanding Officer.
- Cadets are not allowed to place or receive phone calls during the training day. In case of family emergencies parents are to contact the cadet's unit CO. The unit CO will then contact the training site. If there is an emergency regarding a cadet, a call will be placed to the parents and the unit CO.
- Cadets may send mail to family and friends.

CODE OF CONDUCT: Please review the attached Code of Conduct. These will be the basis for a quality training experience.

MEDICAL RESTRICTIONS: Trainees with pre-existing medical conditions that will affect training cannot be allowed to participate. While we want cadets to complete their training, safety is our first concern.

Medications prescribed or over the counter are permitted. If you cadet will need to take medications, a Request to Administer Medications (Form NSCTNG025 – available on our website) must be completed and approved prior to training. Discontinued use of required medication is not advised.

The final determination of participation in training due to medical condition lies with the Commanding Officer, based on NSCC Regulations.

SEA BAG: Review the attached sea bag list. All items must be marked with the cadet's last name and first initial (all underwear and socks look the same after a while). A sea bag inspection will be conducted on arrival at the training site. If required items are not in sea bag, an escort officer or parent will be required to obtain items needed. Due to the number of unauthorized items brought, any confiscated materials will not be returned.

CELL PHONES: In accordance with an NHQ Directive dated OCT 05, Cadets will not be allowed to use cell phones during the training day. All cell phones will be secured upon arrival at the training site and returned to cadet for their return travel. Failure to turn in cell phones or using cell phones during training will be grounds for dismissal.

Cadets traveling by commercial carrier may bring a cell phone to stay in contact with family until arrival, at which time it will be secured as described above.

PERSONAL MONIES: Depending on cadet performance, there may be an opportunity to visit the Navy Exchange (NEX) during liberty. Do not bring an excessive amount of cash, as it could be lost or otherwise misplaced.

PHYSICAL SECURITY: All personnel will feel safe in their training environment. There will be no hazing, acts of sexual harassment, or harassing by any trainee or staff. This includes any activities that embarrasses or degrades another individual. Any individual violating this rule will be disciplined. All personnel may report up the chain of command any incidents that they feel jeopardize their personal safety.

HAIRCUTS: All cadets must conform to the following haircut guidelines:

- Female: Hair secured in a bun which will fit under their cover
- Male: Number one or two all-around. Short haircuts are for comfort and hygiene reasons.

QUESTIONS/CONCERNS: Your unit CO is the first person who may be able to answer questions or concerns. They have been sent a copy of this information letter. If you still have questions, please contact the Executive Officer, LTjg Gilbert Yribe, at (714) 878-5727 or gyribesr@yahoo.com.

We look forward to your cadet having a positive training experience. Welcome Aboard!

R. L. Owen, LTjg, NSCC
Commanding Officer

Attachments:

- a) Sea Bag List
- b) Code of Conduct
- c) Standing Orders
- d) Travel Information Sheet (must be returned by fax or e-mail)