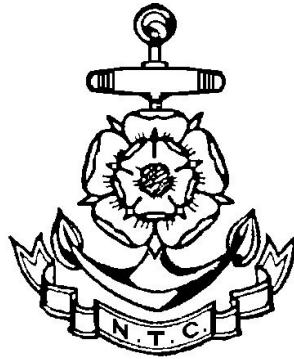


NAUTICAL TRAINING CORPS ORDINARY SEAMAN (SECOND CLASS)



PRO DEO REGINA
ET PATRIA

This booklet belongs to:

of Training Ship

NTC

HOW TO USE THIS BOOKLET

To be awarded your *Ordinary Seaman (Second Class)* badge, you need to complete all of the points in this booklet.

Ask an adult to help you with a point, and they will then sign it off for you.

There are also some points for you to fill in. Other adults outside of NTC maybe able to help you to. These points are shaded in grey.

ADULTS SIGNING THIS BOOKLET

Please put your name, and how you know the cadet on the back page. **Initial and date** any points you have a knowledge of, and have seen this cadet achieve. If you are not an NTC Officer or Instructor, you are only able to initial boxes shaded in GREY.

Thank you for helping this cadet.

Start Date

Finished Date

Signature of Unit Training Officer

Rank

PART TWO TRAINING

You will need a minimum of 4 points from part two training activities. Please attach your Part Two training booklet with this booklet as evidence.

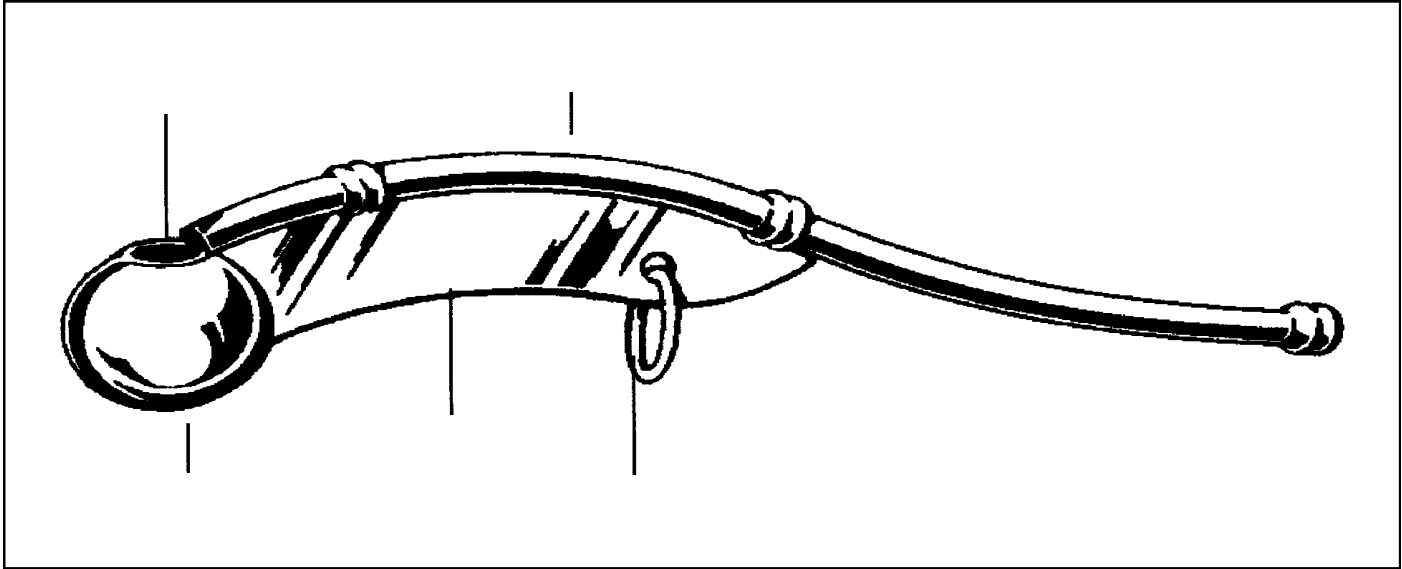
5.	SHIPS ROUTINE – THE QUARTERMASTER AND BOSUN’S MATE
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a.	Explain the need for:-		
b.	I know why we always need to maintain an alert and smart appearance.	Initial	Date
c.	I know why we need to keep routines running on the unit.	Initial	Date
d.	I know the importance of security (keeping a look out for visitors and intruders)	Initial	Date
e.	I know the importance of the Ship’s Log.	Initial	Date
e.	I know how and when the Ship's Log is used.	Initial	Date
f.	I know why the Duty Officer must be informed of any emergency in addition to any other adult that has been told.	Initial	Date

6.	TIME, WATCHES, AND BELLS
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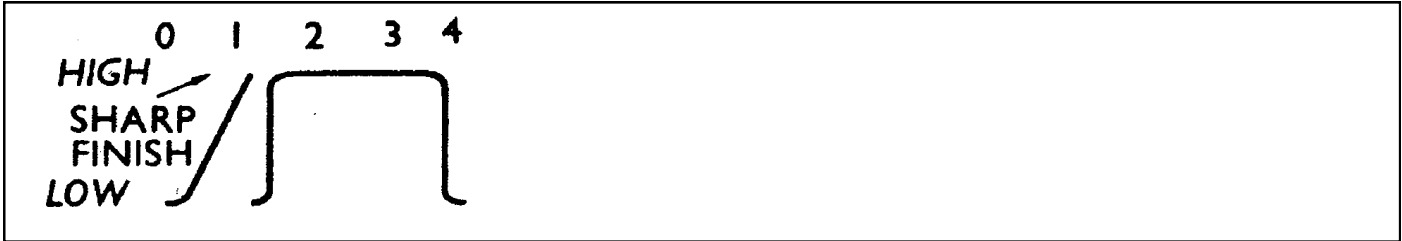
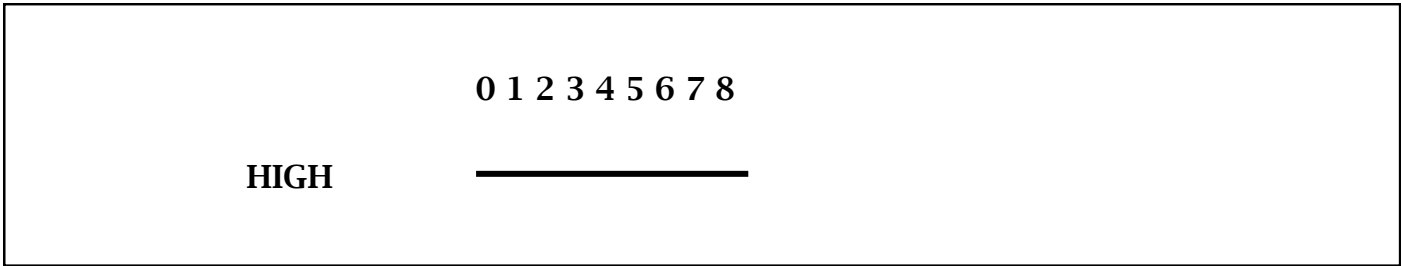
a.	I know the 24-hour clock.	Initial	Date
	I wake up at:		NTC starts at:
	Midnight is:		Midday is:
b.	I know the Watch system used by the Royal Navy, and why it is used.	Initial	Date
	Duration in Naval Time	Name of Watch	Duration in Civil Time
	0000 to 0400	Watch	Midnight to 4am
	0400 to 0800	Watch	4.00am to 8.00am
	0800 to 1200	Watch	8.00am to noon.
	1200 to 1600	Watch	Noon to 4.00pm
	1600 to 1800	Watch	4.00pm to 6.00pm
	1800 to 2000	Watch	6.00pm to 8.00pm
	2000 to 2400	Watch	8.00pm to Midnight
c.	I know how to strike the Ship’s Bell.	Initial	Date

7.	PIPING		
a.	I know the parts of a Boatswain's Call.	Initial	Date

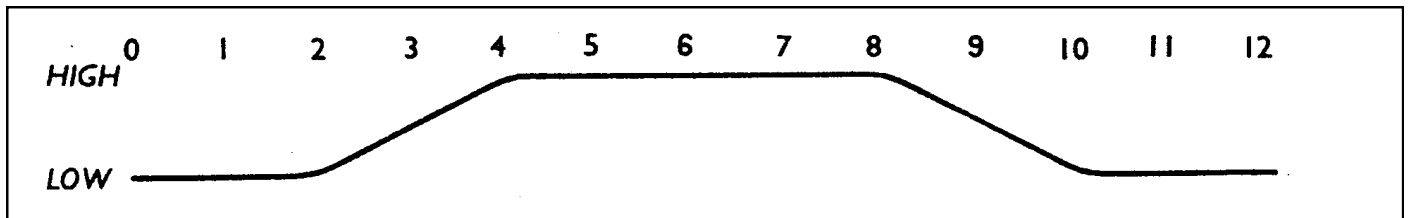


b.	I am able to play high and low notes on the Boatswain's Call.	Initial	Date
Blowing hard, with my fingers curled is a:	_____ note	Blowing lighter, with my fingers straight up is a:	_____ note

c.	I can still play the Still, the Carry On, and the General Call.	Initial	Date
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7. PIPING		
c. I can Pipe the Side.	Initial	Date
I was Duty Piping Party on:		/ /



8. CARE AND SECURITY OF UNIT OWNED EQUIPMENT AND STORES		
a. I know my responsibility for taking care of unit equipment.	Initial	Date
a. I know my responsibility for keeping the unit stores tidy, and why this is important.	Initial	Date
b. I know my responsibility for taking care of unit equipment at deck or on loan to me.	Initial	Date
c. I know what equipment is required for the Ship's standard routine.	Initial	Date
I helped to set up deck on:		/ /
My Duty Watch is:		

9. SEAMANSHIP		
a. I can still tie knots that I learnt during <i>Ordinary Seaman</i> .	Initial	Date
b. I know how rope is constructed.	Initial	Date
b. I can demonstrate how to care and store ropes.	Initial	Date
b. I can demonstrate how to coil down a rope by hand.	Initial	Date

9. SEAMANSHIP			
c. I can tie the following knots:			
Heaving line knot	Initial	Date	Monkey's fist
			Initial
			Date
Both of these knots are used for:			
d. I can demonstrate how to use a Heaving Line.			Initial
			Date

10. NAVIGATION			
a. I understand the following terms in relation to navigation:			
Direction	Initial	Date	Latitude
			Initial
			Date
Longitude	Initial	Date	Relief
			Initial
			Date
Contours	Initial	Date	

b. I can demonstrate the following compass skills:			
Setting a map with a compass.	Initial	Date	How to find North.
			Initial
			Date
Walking on a bearing.	Initial	Date	Taking a Magnetic Bearing.
			Initial
			Date
Taking a bearing from the map.	Initial	Date	Adjusting a bearing for Variation.
			Initial
			Date
b.	I know what the "three Norths" are.		Initial
			Date

SHIPS No
CADETS NAME
DATE OF BIRTH

Ordinary Seaman	Completion Date

Ordinary Seaman Second Class

Start Date

	SECTIONS	a	b	c	d	e	f
Ordinary Seaman Second Class Advancement	Section 1		■	■	■	■	■
Courses Available to Cadet Second Class	Section 2		■	■	■	■	■
Parade Training. Squad Drill	Section 3			■	■	■	■
Procedures for Gangway Reception	Section 4				■	■	■
Ships Routine	Section 5						
Time, Watches and Bells	Section 6				■	■	■
Piping	Section 7				■	■	■
Care and Security of Unit owned Equipment and Stores	Section 8				■	■	■
Seamanship. General Ropework	Section 9					■	■
Navigation	Section 10			■	■	■	■
Water Safety	Section 11			■	■	■	■
Boatwork	Section 12		■	■	■	■	■
Practical Boatwork	Section 13		■	■	■	■	■
First Aid	Section 14			■	■	■	■
Uniform	Section 15			■	■	■	■