[redacted]

DEPARTMENT OF THE NAVY
USS COLE (DDG 67)
FPO AE 09566-1285

Canc frp: OCT 01

IN REPLY REFER TO: FILE

COLENOTE 1300
02 OCT 00

USS COLE (DDG 67) NOTICE 1300

Subj: ADMINISTRATIVE AND COLLATERAL DUTY ASSIGNMENTS

Ref: (a) OPNAVINST 3120.32C
(b) COLEINST 3120.1C

Encl: (1) Officer Assignments
(2) Executive Assistants
(3) Collateral Duties
(4) Board and Committees
(5) Training Teams

1. Purpose. To assign individual officers and enlisted personnel to the required administrative and collateral duty billets.

2. Action. Upon assignment to the duties listed in enclosures (1) through (5), the individual assigned shall become familiar with responsibilities as contained in references (a), (b), and other applicable references. The senior member of Boards, Committees and Councils is the first named individual. Additionally, Department Heads are responsible for ensuring that those members of their Departments assigned collateral duties receive and the requisite training to adequately perform those duties.

3. Designation. Unless individual designation letters are required by other directives, this notice will serve as formal designation.

4. Cancellation. COLENOTE 1300 of 1 September 2000.

KIRK S. LIPPOLD

Distribution: (COLEINST 5216.1B)
List I (Case A)

[redacted]

OFFICER ASSIGNMENTS

BILLET TITLE	NAME
Commanding Officer	CDR Lippold
Executive Officer	LCDR [redacted]
Navigator/Administration Officer	LT [redacted]
Combat System Officer	LT [redacted]
Weapons Control Officer	LT [redacted]
Electronic Material Officer	CW02 [redacted]
Fire Control Officer	LTJG [redacted]
Anti-Submarine Warfare Officer	ENS [redacted]
System Test Officer	LTJG [redacted]
Strike Warfare Officer	LTJG [redacted]
Ordnance Officer	ENS [redacted]
Operations/Safety Officer	LT [redacted]
Assistant Operations Officer/CIC Officer	LT [redacted]
Communications Officer	ENS [redacted]
Electronic Warfare Officer	LTJG [redacted]
First Lieutenant	ENS [redacted]
Shipboard Training Officer	LT [redacted]
Engineering Officer	LT [redacted]
Damage Control Assistant	LTJG [redacted]
R Division Officer	ENS [redacted]
Main Propulsion Assistant	ENS [redacted]
Electrical Officer	ENS [redacted]
Auxiliaries Officer	LTJG [redacted]
Supply Officer	LT [redacted]
Disbursing Officer	LTJG [redacted]

UNCLASSIFIED

EXECUTIVE ASSISTANTS

BILLET TITLE	NAME
Athletic Officer	LTJG [redacted]
Command Master Chief	HMCM(SW/AW/FMF) [redacted]
Command Career Counselor	NC1(SW/AW) [redacted]
Command Financial Specialist	ITC(SW) [redacted]
Command Fitness Coordinator	BMC(SW/AW/DV) [redacted]
Assistant Command Fitness Coordinator	GSEC(SW) [redacted]
	SKC(SW) [redacted]
Department Fitness Assistants	
Admin:	YN2(SW) [redacted]
Combat System:	FC2(SW) [redacted]
Engineering:	GSM1(SW) [redacted]
Operations:	OS2 [redacted]
Supply:	SH2(SW) [redacted]
Command Managed Equal Opportunity Officer	STGCM(SW) [redacted]
Command Religious Program Coordinator	SHC(SW) [redacted]
COTS Software Manager	ITC(SW) [redacted]
Drug and Alcohol Program Advisors	ETCS(SW) [redacted]
	FCC(SW) [redacted]
Educational Services Officer	LTJG [redacted]
Family Advocacy Program (FAP)	HMCM(SW/AW/FMF) [redacted]
Case Management Coordinator	STGCM(SW) [redacted]
Health Benefit Advisor	HMC(SW) [redacted]
Information and Personnel Security Officer	CWO2 [redacted]
Information System Security Manager	ITC(SW) [redacted]
Information System Security Officer	IT1 [redacted]
Departmental TASO'S	
Admin:	MA1(SW) [redacted]
Combat System:	STG3 [redacted]
Engineering:	GSE1(SW) [redacted]
Operations:	OS1 [redacted]
Supply:	PC2(SW) [redacted]
Information Systems Officer	CWO2 [redacted]
Legal Officer	LT [redacted]
Master-At-Arms	MA1(SW) [redacted]
METOC Liaison Officer	LT [redacted]
Personnel Officer	PNC(SW) [redacted]
Physical Security Officer	LT [redacted]
Physical Security Assistants	
Admin:	MA1(SW) [redacted]
Combat System:	FCC(SW) [redacted]
Engineering:	DC1 [redacted]
Operations:	ISC(SW) [redacted]
Supply:	DK2 [redacted]
Postal Officer	LT [redacted]
	SKC(SW) [redacted]
PQS Manager	LCDR [redacted]

EXECUTIVE ASSISTANTS Cont'd

BILLET TITLE	NAME
PQS Coordinator	GMC(SW) [redacted]
Departmental PQS Assistants	
Admin:	PN3(SW) [redacted]
Combat System:	FC1(SW) [redacted]
Engineering:	GSE1(SW) [redacted]
Operations:	OS1(SW) [redacted]
Supply:	SH2(SW) [redacted]
Safety Officer	LT [redacted]
Assistant Safety Officer	LTJG [redacted]
Departmental Safety Assistants	
Admin:	HMC(SW) [redacted]
Combat System:	FC1(SW) [redacted]
Engineering:	EMC(SW) [redacted]
Operations:	OS1(SW) [redacted]
Supply:	LTJG [redacted]
Security Manager	LCDR [redacted]
Security Officer	LT [redacted]
Senior Watch Officer	LT [redacted]
Ship's Secretary	YN1(SW) [redacted]
Small Caliber Action Team Officer	LT [redacted]
Special Services Officer	LTJG [redacted]
Software Control Officer	LTJG [redacted]
TEMPEST Manager	CWO2 [redacted]
Training Officer	LT [redacted]
Departmental Training Assistants	
Admin:	YN3 [redacted]
Combat System:	FCC(SW) [redacted]
Engineering:	LTJG [redacted]
Operations:	LTJG [redacted]
Supply:	LTJG [redacted]
VBSS Coordinator	LT [redacted]
Assistants	LTJG [redacted]
	FCC(SW) [redacted]
	GMC(SW) [redacted]
	LTJG [redacted]
Welfare and Recreation Officer	LTJG [redacted]
Welfare and Recreation Funds Coordinator	ETCS(SW) [redacted]
2M/ATE Coordinator	ETCS(SW) [redacted]
3-M Manager/Supervisor	LCDR [redacted]
3-M System Coordinator	EM1(SW) [redacted]
SNAP III Systems Coordinator	ITC(SW) [redacted]
Departmental 3-M Assistants	
Admin:	QMC(SW) [redacted]
Combat System:	FCC(SW) [redacted]
Engineering:	GSE1(SW) [redacted]
Operations:	ITC(SW) [redacted]
Supply:	MS1(SW) [redacted]

COLLATERAL DUTIES

COLLATERAL DUTY	NAME
Alcohol Locker Custodian	LT [redacted]
Airlift Request Approval Authority	CDR Lippold
	LCDR [redacted]
	LT [redacted]
AIS Program Designated Approving Authority (AISDAA)	CDR [redacted]
Anti-Terrorism Training Officer	ENS [redacted]
	GMC(SW) [redacted]
	FCC(SW) [redacted]
	ISC(SW) [redacted]
	GMC(SW) [redacted]
	MA1(SW) [redacted]
	GM1 [redacted]
Armed Forces Couriers	LT [redacted]
	LT [redacted]
	FCC(SW) [redacted]
	ITC(SW) [redacted]
AITs, Ammunition, and Explosive (AA&E) Custodian	ENS [redacted]
Atomal Control Officer	LT [redacted]
Atomal Control Officer Alternate	LT [redacted]
ATR/Ammo Admin QA Officer	LT [redacted]
Aviation Facilities Officer	ENS [redacted]
Aviation Fuels (JP-5) Officer	ENS [redacted]
Awards Coordinator	YN1(SW) [redacted]
Billeting Officer	LT [redacted]
CASREPS/SORTS Coordinator	LT [redacted]
Cathodic Protection Officer	LTJG [redacted]
CBR Defense Officer	LTJG [redacted]
CCTV Station Officer	CWO2 [redacted]
CPO Indoctrination Course Coordinator	HMCM(SW/AW/FMF) [redacted]
Chief Petty Officer Mess Caterer	FCC(SW) [redacted]
Chief Petty Officer Mess President	HMCM(SW/AW/FMF) [redacted]
Chief Petty Officer Mess Secretary	ITC(SW) [redacted]
Chief Petty Officer Treasurer	FCC(SW) [redacted]
CMS Custodian	ENS Van [redacted]
CMS Primary Alternate	ITC(SW) [redacted]
CMS Secondary Alternate	IT1(SW) [redacted]
Cold Water/Cold Weather Operations Coordinator	BMC(SW/AW/DV) [redacted]
Combat System Maintenance Manager	FCCS(SW) [redacted]
Combat System Publication Officer	LTJG [redacted]
Combined Federal Campaign Chairman	LTJG [redacted]
Commercial Traffic Clerk	IT2(SW) [redacted]
CACO	LT [redacted]
CACO Assistant	MA1(SW) [redacted]
Cash Meal Payment Book Control Officer	MS1(SW) [redacted]
Command Sponsor Coordinator	HMCM(SW/AW/FMF) [redacted]
Contracting Officer	CDR Lippold
Contracting Officer Assistant	LT [redacted]
Configurations Control Coordinator	LTJG [redacted]
Controlled Medicinal (Bulk) Stock Coordinator	LTJG [redacted]
Controlled Medicinal Working Stock Custodian	HMC(SW) [redacted]
Corrosion Prevention and Control Program Coordinator	ENS [redacted]
Corrosion Prevention and Control Program Assistant	BMC(SW/AW/DV) [redacted]
COSMIC Point Control Officer	LT [redacted]
COSMIC Point Control Officer (Alt)	LT [redacted]

COLLATERAL DUTIES (Cont'd)

COLLATERAL DUTY	NAME
Courier, Classified Material	ISC(SW) [redacted]
Crane Coordinator	LT [redacted]/ENS [redacted]
Crypto Security Officer	ENS [redacted]
CSOSS Coordinator	LTJG [redacted]
Custodian of Reserve Stamp Stock	LTJG [redacted]
Custodian of Blank Money Orders Forms	LTJG [redacted]
Custodian of Postal Effects	PC2(SW) [redacted]
Customs Officer	LT [redacted]
Customs Inspector	MA1(SW) [redacted]
Damage Control Officer	LT [redacted]
DD Form 214 Custodian	PNC(SW) [redacted]
DANTES Test Control Officer	LTJG [redacted]
Degaussing Officer	LTJG [redacted]
Dependent Care Coordinator	PNC(SW) [redacted]
Depot Level Repairable Storekeeper	SK2(SW) [redacted]
Diving Supervisor	BMC(SW/AW/DV) [redacted]
Docking Officer	LT [redacted]
Electrical Safety Officer	ENS [redacted]
Electrical Tool Issue Room Custodian	EM3 [redacted]
EMCAP Coordinator	LTJG [redacted]
Energy Conservation Officer	LTJG [redacted]
Engineering Training Officer	LTJG [redacted]
Environmental Compliance Officer	LT [redacted]
Environmental Compliance Officer Assistant	ENS [redacted]
EOSS Coordinator	ENC(SW) [redacted]
ESWS Coordinator	HMCM(SW/AW/FMF) [redacted]
Ethics Counselor	GSM1(SW) [redacted]
Evidence Custodian	LTJG [redacted]
Explosive Ordnance Handling Officer	MA1(SW) [redacted]
Explosive Ordnance Handling Officer Assistant	LT [redacted]
FCA Calibration Coordinator	LTJG [redacted]
Force Protection Officer	ETCS(SW) [redacted]
Assistant Force Protection Officer	LT [redacted]
Fire Marshall	LTJG [redacted]
Fuels Officer	HT1(SW) [redacted]
Fuel King	ENS [redacted]
Focal Point Secret Control Officer (FPSCO)	ENS [redacted]
Assistant Focal Point Secret Control Officer(A-FPSCO)	GSM2(SW) [redacted]
Food Service Attendant Coordinator	LT [redacted]
Food Service Officer	LTJG [redacted]
Foreign Currency Disposition Certification Officer	HMCM(SW/AW/FMF) [redacted]
FZ Alarm Maintenance Officer	LT [redacted]
Gas Free Engineer	LTJG [redacted]
Gas Free Petty Officers	DC1 [redacted]
	HT1(SW) [redacted]
	HT1(SW) [redacted]
	DC1(SW) [redacted]
	DC1(SW) [redacted]
	MR2 [redacted]
	HT2(SW) [redacted]

COLLATERAL DUTIES (Cont'd)

COLLATERAL DUTY	NAME
GNT Coordinator	FCC(SW) [redacted]
GPETE Coordinator	ETCS(SW) [redacted]
Habitability Officer	LT [redacted]
Hazardous Material (HM) Control Management Coordinator	LT [redacted]
Hazardous Material On-Scene Coordinator	DC1(SW) [redacted]
Hazardous Material Spill Coordinator	LTJG [redacted]
Hearing Conservation Officer	ENS [redacted]
Hearing Conservation/Medical Aspects Coordinator	HMC(SW) [redacted]
Health Benefit Officer	HMC(SW) [redacted]
Health Promotion Program Coordinator	BM1 [redacted]
Heat Stress Coordinator	HMC(SW) [redacted]
Heat Stress Monitors	EN3 [redacted]
	EN2(SW) [redacted]
	EN2(SW) [redacted]
	GSM2(SW) [redacted]
	EM3 [redacted]
Heavy Weather Operations Coordinator	BMC(SW/AW/DV) [redacted]
Helicopter Control Officers	LT [redacted]
	LTJG [redacted]
Historian	ENS [redacted]
Honors/Ceremony Officer	LT [redacted]
Incentive Award/Beneficial Suggestion Officer	HMCM(SW/AW/FMF) [redacted]
Indoctrination Division Officer	HMCM(SW/AW/FMF) [redacted]
Information System Officer	ENS [redacted]
Intelligence Officer	LTJG [redacted]
Intelligence Officer Assistant	ISC(SW) [redacted]
Intelligence Photographers	ISC(SW) [redacted]
	EW3 [redacted]
Lay Leader (Catholic)	LTJG [redacted]
	EW3 [redacted]
Lay Leader (Protestant)	SHC(SW) [redacted]
Landing Signals Enlisted	BM3 [redacted]
	BM2 [redacted]
Library Officer	NC1(SW/AW) [redacted]
Lookout Training Officer	LT [redacted]
Lube Oil Quality Manager	ENS [redacted]
Magazine Sprinkler Test Observation Officers	LT [redacted]
	LT [redacted]
	LTJG [redacted]
	ENS [redacted]
	GMC(SW) [redacted]
	GMC(SW) [redacted]
	STGCM(SW) [redacted]
Maintenance Assistance Modules (MAMs) Coordinator	SK2(SW) [redacted]
Maintenance Assistance Modules (MAMs) Custodians	
Admin:	YN1(SW) [redacted]
Combat System:	IC2 [redacted]
Engineering:	GSE1(SW) [redacted]
Operations:	ITC(SW) [redacted]
Master-At-Arms	MA1(SW) [redacted]
Material Transfer Officer	LT [redacted]
Measure Program Coordinator	ETCS(SW) [redacted]
MGTESR Custodian	ENS [redacted]

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COLLATERAL DUTIES (Cont'd)

COLLATERAL DUTY	NAME
MGTESR Assistant Custodian	GSMC(SW) [redacted]
Midshipman Training Coordinators	LT [redacted]
	LTJG [redacted]
NALO TASO	OS1(SW) [redacted]
NALO ATASO	OS1(SW) [redacted]
Naval Reserve Coordinator	LT [redacted]
Naval Warfare Publications Custodian	LT [redacted]
Naval Warfare Publications Clerk	OS1(SW) [redacted]
Navy-Marine Corps Relief Officer	ENS [redacted]
Officer Mess Treasurer	ENS [redacted]
Official Mail Control Officer	LCDR [redacted]
Official Mail Manager	YN1(SW) [redacted]
Oil King	ENS [redacted]
Oil Spill Containment Team Leader	GSM2(SW) [redacted]
Oil Waste Coordinator	ENS [redacted]
Ombudsman	Mrs. [redacted]
	Mrs. [redacted]
Operations Security (OPSEC) Officer	LTJG [redacted]
Organizational Clothing Pool Manager	BMC(SW/AW/DV) [redacted]
OTTO Fuel II Spill Response Team	STG3 [redacted]
	TM1(SW) [redacted]
	STG3 [redacted]
	TM3(SW) [redacted]
Overseas Diplomacy Coordinator	LCDR [redacted]
PAO Team	
Admin:	PNC(SW) [redacted]
Combat System:	LTJG [redacted]
Engineering:	LTJG [redacted]
Operations:	ENS [redacted]
Supply:	SKC(SW) [redacted]
Pass Liaison Representative	PNC(SW) [redacted]
Passive Countermeasures Coordinator	EWCS(SW) [redacted]
Passive Countermeasures Coordinator Assistant	EW1(SW) [redacted]
Personal Excellence Program Coordinator	STG1 [redacted]
	GM2 [redacted]
Petty Officer Indoc Course Coordinator	HMCM(SW/AW/EMF) [redacted]
Postal Effects Custodian	PC2(SW) [redacted]
Privacy Act Coordinator	LT [redacted]
Plastics Control Officer	LT [redacted]
Public Affairs Officer	LT [redacted]
Quality Assurance Officer	LT [redacted]
Quality Assurance Coordinator	EMC(SW) [redacted]
Radiation Health Program Officer	HMC(SW) [redacted]
Range Master	GMC(SW) [redacted]
	GM1 [redacted]
Range Safety Officers	GMC(SW) [redacted]
	MA1(SW) [redacted]
	GM2(SW) [redacted]
	GM1 [redacted]
Recreation, Athletics and Home Safety Program Manager	LTJG [redacted]

COLLATERAL DUTIES (Cont'd)

COLLATERAL DUTY	NAME
Repair 2 Officer	ENS [redacted]
Repair 3 Officer	LTJG [redacted]
Repair 5 Officer	LTJG [redacted]
Repair Officer	LT [redacted]
Respiratory Protection Officer	ENS [redacted]
Safe Combination Coordinator	ITC(SW) [redacted]
Sales Officer	LTJG [redacted]
SAR Officer	LT [redacted]
SAR Swimmer	SN [redacted]
	ET3 [redacted]
SAVI	PNC(SW) [redacted]
	EM1(SW) [redacted]
Savings Bond Officer	Annually
Schools Coordinator	OS1(SW) [redacted]
Secret Control Clerk	OS2 [redacted]
Assistant Secret Control Clerk	OS3 [redacted]
Secret Message Control Officer	ENS [redacted]
Secret Publication Control Officer	LT [redacted]
Secret Reproduction Authorizing Officer	LT [redacted]
Ship's Maintenance Officer	ENS [redacted]
Ship's Navy Relief Representative	ENS [redacted]
Ship's Photographer	NC1(SW/AW) [redacted]
Ship's Test Equipment Custodian and Calibration Program Coordinator (STECACPC)	ETCS(SW) [redacted]
Sight Conservation Program Officer	HMC(SW) [redacted]
SNAP III Administrative Management Subsystem (ADM) Coordinator	PNC(SW) [redacted]
SNAP III Systems Management Subsystem (SMS)	EM1(SW) [redacted]
SNAP III/LAN Systems Manager	ITC(SW) [redacted]
SNAP III Maintenance Data Subsystem (MDS) Coordinator	EM1(SW) [redacted]
SNAP III Supply and Financial Management Subsystem (SFM) Coordinator	SKC(SW) [redacted]
SNAP III/LAN Systems Administrator	IT2(SW) [redacted]
SNAP III/LAN Systems Maintenance Supervisor	IT2(SW) [redacted]
SNAP III/LAN Systems Operations Supervisor	IT1(SW) [redacted]
SPECAT Message Clerk	HMCM(SW/AW/FMF) [redacted]
Sponsor Program Coordinator	LCDR [redacted]
Survey Appointing Officer	HMCM(SW/AW/FMF) [redacted]
Suicide Prevention Officer	
Tag-out Manager (ENG)	GSCS(SW) [redacted]
Tag-out Manager (CS)	LTJG [redacted]
Tag-out Authorizing Officers	
Combat System (Inport)	CSOOW
Combat System (Underway)	CSOOW
Engineering (Inport)	EDO
Engineering (Underway)	EOOW
TAMP Coordinator	NC1(SW/AW) [redacted]
Technical Documentation Coordinator	LTJG [redacted]
Tobacco Cessation Facilitator	GSM1 [redacted]
Tool Issue Overnight Authorization Officer	EDO
Top Secret Control Officer	LT [redacted]
Top Secret Control Officer Alternate	LTJG [redacted]

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COLLATERAL DUTIES (Cont'd)

COLLATERAL DUTY	NAME
Tours Officer/Visit Ship Coordinator	LT [redacted]
Traffic Safety Program Officer	MA1(SW) [redacted]
Transportation Officer	SKC(SW) [redacted]
Transportation Officer Assistant	SK2(SW) [redacted]
Urinalysis Coordinator	MA1(SW) [redacted]
Urinalysis Coordinator Assistant	TM1(SW) [redacted]
Valve Maintenance Officer	LTJG [redacted]
VERTREP Control Officer	LT [redacted]
Victim Witness and Assistance Coordinator	MA1(SW) [redacted]
Voting Officer	ENS [redacted]
Voting Assistant	FC1(SW) [redacted]
Wardroom Mess President	CDR Lippold
Wardroom Mess Caterer	LTJG [redacted]
Wardroom Mess Treasurer	ENS [redacted]
Wartime Information Security Officer	ENS [redacted]
Water King (Potable)/Water Quality Program Manager	ENC(SW) [redacted]
Web Page Coordinator	LT [redacted]
Web Page Coordinator Assistant	IT2(SW) [redacted]
2M Program Manager/Electronic Discharge Sensitive (ESDS) Manager	ET3 [redacted]

3-M ASSIGNMENTS/DUTIES

WORK CENTER	SUPERVISORS
CA01	STG2 [redacted]
CA02	STG2 [redacted]
CA03	STG1 [redacted]
CA04	TM1(SW) [redacted]
CE01	ET1(SW) [redacted]
CE02	ET2(SW) [redacted]
CE03	ET1(SW) [redacted]
CE04	IC2 [redacted]
CM01	FC2(SW) [redacted]
CM02	FC2(SW) [redacted]
CM03	FC2 [redacted]
CM04	FC1(SW) [redacted]
CM06	FC2(SW) [redacted]
CS01/CG01	GM2 [redacted]
CS02/CG02	GM2 [redacted]
CFO2	FC2(SW) [redacted]
CFO1	FC1 [redacted]
CS05/CG03	GM2(SW) [redacted]
CS06/CG04	GM1 [redacted]
CF03	FCC(SW) [redacted]
CX01	EC1(SW) [redacted]
EA01	EN2(SW) [redacted]
EE01	EMC(SW) [redacted]
EE02	EMC(SW) [redacted]
EM01	GSM1 [redacted]
EM02	GSM1(SW) [redacted]
EM03	GSE1(SW) [redacted]

COLLATERAL DUTIES (Cont'd)

EM04	GSM2(SW) [redacted]
ER01	HT2(SW) [redacted]
ER02	DC1(SW) [redacted]
OC01	IT1(SW) [redacted]
OD01	BM1 [redacted]
OI01	OS1(SW) [redacted]
OT01	EW1(SW) [redacted]
SS01	SK2(SW) [redacted]
SS02	MS1(SW) [redacted]
SS03	SHC(SW) [redacted]
NH01	HMC(SW) [redacted]
NN01	QMC(SW) [redacted]
NN02	SM2 [redacted]
NX01	PNC(SW) [redacted]
NX02	YN2 [redacted]

QUALITY ASSURANCE INSPECTORS

DEPARTMENT	SUPERVISORS	
Engineering	ENS [redacted]	(Q)
	EMC(SW) [redacted]	(Q)

DIVISIONAL DAMAGE CONTROL PETTY OFFICERS

DIVISION	DCPO	MAINTENANCE PERSON
CA	STG1 [redacted]	STG3 [redacted]
CE	ET1(SW) [redacted]	IC2 [redacted]
CM	FC1(SW) [redacted]	FC3 [redacted]
CF	FCC(SW) [redacted]	FC2(SW) [redacted]
EA	EN2(SW) [redacted]	
EE	EMC(SW) [redacted]	EMFN [redacted]
MP	GSE1(SW) [redacted]	GSE3 [redacted]
		GSM2 [redacted]
		GSM2(SW) [redacted]
ER	HT1(SW) [redacted]	DC3 [redacted]
OC	IT1(SW) [redacted]	IT2 [redacted]
OD	BM1 [redacted]	SN [redacted]
OI	OS1(SW) [redacted]	OS2 [redacted]
OT	EW1(SW) [redacted]	EW3 [redacted]
SS01	SK2 [redacted]	SK3 [redacted]
SS02	MS1(SW) [redacted]	MS3 [redacted]
SS03	SH1(SW) [redacted]	SH2(SW) [redacted]
NX	NC1(SW/AW) [redacted]	PN3(SW) [redacted]

DIVISIONAL SAFETY PETTY OFFICERS

CA	STG2 [redacted]
CE	ET2(SW) [redacted]
CM	FC1(SW) [redacted]
CF	FCC(SW) [redacted]

COLLATERAL DUTIES (Cont'd)

DIVISIONAL SAFETY PETTY OFFICERS

EA	EN2(SW) [redacted]
EE	EMC(SW)
MP	GSM1(SW)
ER	DC1(SW)
OC	IT2(SW)
OD	BM1(SW)
OI	OS1(SW)
OT	EW3
SS01	SK2(SW)
SS02	MS1(SW)
SS03/SS04	SH1(SW)
NX	QMC(SW)

COLENOTE 1300 WORK CENTER REPAIR PARTS PETTY OFFICERS

WORK CENTER	SUPERVISORS
CA01	STG2 [redacted]
CA02	STG2
CA03	STG1
CA04	TM1(SW)
CE01	ET3
CE02	ET2
CE03	ET3
CE04	IC2
CM01	FC2(SW)
CM02	FC2(SW)
CM03	FC3
CM04	FC1(SW)
CM06	FC2(SW)
CS01/CG01	GM2
CS02/CG02	GM2
CF02	FC3
CF01	FC3
CS05/CG03	GM2(SW)
CS06/CG04	GM1
CF03	FCC(SW)
EA01	EN3 [redacted]
EE01	EM2
EE02	EM2
EM01	GSM1
EM02	GSM1(SW)
EM03	GSE1(SW)
	GSE2(SW)
EM04	GSM2(SW)
ER01	HT2(SW)
ER02	HT1(SW)
OC01	IT2(SW) /IT3 [redacted]
OD01	BM3
OI01	OS3
OT01	EW2

UNCLASSIFIED

COLLATERAL DUTIES (Cont'd)

SS01	SK2(SW) [redacted]
SS02	MS1(SW) [redacted]
SS03	SHC(SW) [redacted]
NX01	YN2 [redacted]
NX02	YN2 [redacted]
NH01	HMC(SW) [redacted]
NN02	SM2 [redacted]

WORK CENTER HAZARDOUS MATERIALS AND PLASTICS DISPOSAL PETTY OFFICERS

WORK CENTER	SUPERVISORS
CA01	STG3 [redacted]
CA02	STG3 [redacted]
CA03	STG3 [redacted]
CA04	TM3 [redacted]
CE01	ET3 [redacted]
CE02	ET2 [redacted]
CE03	ET3 [redacted]
CE04	IC2 [redacted]
CM01	FC2(SW) [redacted]
CM02	FC2(SW) [redacted]
CM03	FC3 [redacted]
CM04	FC1(SW) [redacted]
CM06	FC2(SW) [redacted]
CS01/CG01	GM2 [redacted]
CS02/CG02	FC2(SW) [redacted]
CF02	FC3 [redacted]
CF01	FC3 [redacted]
CS05/CG03	GM2(SW) [redacted]
CS06/CG04	GM3 [redacted]
CF03	FCC(SW) [redacted]
EA01	EN2(SW) [redacted]
EE01	EMC(SW) [redacted]
EE02	EMC(SW) [redacted]
EM01	GSM1(SW) [redacted]
EM02	GSMFN [redacted]
EM03	GSE1(SW) [redacted]
EM04	GSM2(SW) [redacted]
ER01	DC1(SW) [redacted]
ER02	DC1(SW) [redacted]
OC01	IT1 [redacted]
OD01	BM1(SW) [redacted]
OI01	OS1(SW) [redacted]
OT01	EW2 [redacted]
SS01	SK3 [redacted]
SS02	MS1(SW) [redacted]
SS03	SHC(SW) [redacted]
SS04	DK2 [redacted]
NX01	YN2 [redacted]
NH01	HMC(SW) [redacted]
NN01	QM3 [redacted]
NN02	SM3 [redacted]

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COLLATERAL DUTIES (Cont'd)

DIVISIONAL TRAINING PETTY OFFICERS

DIVISION	PETTY OFFICER
CA	STG[redacted]
CE	ET1(SW) [redacted]
CM	FC2(SW) [redacted]
CG	GMC(SW) [redacted]
CF	FCC(SW) [redacted]
EA	EN2(SW) [redacted]
EE	EMC(SW) [redacted]
MP	GSM1 [redacted]
ER	DC3 [redacted]
OC	IT2(SW) [redacted] IT2 [redacted]
OD	BM1 [redacted]
OI	OS2 [redacted]
OT	ISC(SW) [redacted]
SS01	SK2 [redacted]
SS02	MS1(SW) [redacted]
SS03	SHC(SW) [redacted]
SS04	DK2 [redacted]
RZ01	SK2(SW) [redacted]
NX	YN3 [redacted]
NN	QMC(SW) [redacted]
NH	HMC(SW) [redacted]

PERSONNEL AUTHORIZED TO PERFORM ELECTRICAL/ELECTRONIC SAFETY CHECKS

WORK CENTER	PETTY OFFICERS/CPO'S
CA01/CA02	STG3 [redacted] STG2 [redacted]
CE01	ETC(SW) [redacted]
	ET3 [redacted]
CE02	ET2 [redacted]
CE03	ET2(SW) [redacted]
	ET3 [redacted]
CE04	IC1(SW) [redacted]
CM01	FC2(SW) [redacted]
CM02	FC2(SW) [redacted]
CM03	FC3 [redacted]
CM04	FC1(SW) [redacted]
CM06	FC2(SW) [redacted]
Electrical Tool Issue	EM1(SW) [redacted]
	EMC(SW) [redacted]
	EMC(SW) [redacted]
	EM3 [redacted]
EM03	GSE1(SW) [redacted]
	GSE2(SW) [redacted]
OT01	EW2 [redacted]

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COLLATERAL DUTIES (Cont'd)

DIVISIONAL SOUND SILENCING REPRESENTATIVES

WORK CENTER	PETTY OFFICERS
OC	IT2(SW) [redacted]
OD	BM3 [redacted]
OT	EW3 [redacted]
OI	OS1(SW) [redacted]
MP	GSM2 [redacted]
EA	EN2(SW) [redacted]
ER	DC1(SW) [redacted]
EE	EM1(SW) [redacted]
CA	STG2 [redacted]
CE	ET2 [redacted]
CF	FC3 [redacted]
CM	FC2(SW) [redacted]
S1/S3/S4	SK3 [redacted]
S2/S5	MS3 [redacted]
NN/NX	YN2 [redacted]

PCMS MAINTENANCE

DEPARTMENT	SUPERVISORS
Operations	BM1(SW) [redacted]
Combat System	TM1(SW) [redacted]

WORK CENTER	MAINTENANCE MEN
CA	TM3(SW) [redacted]
CE	ET3 [redacted]
CF	FC3 [redacted]
CM	FCSN [redacted]
MP	GSM3 [redacted]
ER	DC3 [redacted]
	HT2(SW) [redacted]
NN	YN2 [redacted]
OD	BM1(SW) [redacted]
	BM3 [redacted]
OI	OS2 [redacted]
OT	EW3 [redacted]
	EW3 [redacted]

BOARDS AND COMMITTEES

BOARD/COMMITTEE/COUNCIL	Frequency	Member
Administrative Separation Board	As Required	As Directed
Awards Board	As Required	LCDR [redacted] HMCM(SW/AW/FMF) [redacted] Department Heads
Boarding Team & Prize Crew	As Required	Per COLEINST 3120.2
Censorship Board	Quarterly	LCDR [redacted] LT [redacted] ENS [redacted]
Claims Investigation Board	As Required	LT [redacted] LTJG [redacted] LT [redacted]
Combat System Doctrine Review and Tactics Board	As Required	CDR Lippold LCDR [redacted] LT [redacted] LT [redacted] LT [redacted] LT [redacted] LTJG [redacted] FCCS(SW) [redacted]
Command Assessment Team	Quarterly	LCDR [redacted] LT [redacted] HMCM(SW/AW/FMF) [redacted] PNC(SW) [redacted] MA1(SW) [redacted] NC1(SW/AW) [redacted] STGCM(SW) [redacted]
Command Family Support Team Board	Monthly	CDR Lippold LCDR [redacted] HMCM(SW/AW/FMF) [redacted] Ombudsman
Command Duty Officer Board	As Required	CDR Lippold LCDR [redacted] LT [redacted] LT [redacted] LT [redacted] LT [redacted]
Command Financial Management Training Team	As Required	ITC(SW) [redacted]
Command Training Team Leader	As Required	MSC(SW/AW) [redacted] EM1(SW) [redacted] SHC(SW) [redacted] MS1(SW) [redacted] ETCS(SW) [redacted]
Communication Security Material Audit Board	As Required	As Directed
Controlled Medicinal Audit Board	Quarterly	SMC(SW) [redacted]

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BOARDS AND COMMITTEES (Cont'd)

BOARD/COMMITTEE/COUNCIL	Frequency	Member
Countermeasure and Effectiveness Review	As Required	LCDR [redacted] LT [redacted] LTJG [redacted] ENS [redacted] ENS [redacted] AISSO Departmental ISSOs
CPO Board of Governors	Monthly	HMCM(SW/AW/FMF) [redacted] Departmental LCPO's
CPO Disciplinary Review Board	As Required/ As Directed	HMCM(SW/AW/FMF) [redacted] Departmental LCPO
Cruise Book Committee	As Required	PNC(SW) [redacted] HMCM(SW/AW/FMF) [redacted] PN3(SW) [redacted] STG3 [redacted]
Engineering Officer of the Watch (EOOW) Oral Examining Board	As Required	CDR Lippold LT [redacted] As Directed
Enlisted Examining Board	As Required	LCDR [redacted] LTJG [redacted] PNC(SW) [redacted]
ESWS Examining Board	As Required	HMCM(SW/AW/FMF) [redacted] CPO Mess GSM1(SW) [redacted]
Explosive Handling Personnel Qualification Certification	Quarterly/ As Required	LT [redacted] LT [redacted] GMC(SW) [redacted] GMC(SW) [redacted] STGCM(SW) [redacted] FCC(SW) [redacted] TM1(SW) [redacted]
Flight Deck Hazardous Duty Pay Audit Board	Monthly	TBD
Formal Survey Board	As Required	LT [redacted]
Habitability Board	As Required	LCDR [redacted] LT [redacted] HMCM(SW/AW/FMF) [redacted] HMC(SW) [redacted] MA1(SW) [redacted]
Health and Wellness Committee		LCDR [redacted] HMC(SW) [redacted] BM1 [redacted]
Hull Board	As Required	CDR Lippold LT [redacted] LT [redacted] LTJG [redacted] LTJG [redacted]
Incentive Award Board		LT [redacted] LT [redacted]
Loss Prevention Council Advisory Board	As Required	TBD
Menu Review Board	Monthly	LCDR [redacted] LT [redacted]
Suppo		HMCM(SW/AW/FMF) [redacted]
NX		
NH		HMC(SW) [redacted]

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BOARDS AND COMMITTEES (Cont'd)

BOARD/COMMITTEE/COUNCIL	Frequency	Member
CA		TM1(SW) [redacted]
CM		FC1(SW) [redacted]
A		EN2(SW) [redacted]
OT		EW2 [redacted]
OD		BM1(SW) [redacted]
S1		SKSN [redacted]
NX		YN2(SW) [redacted]
S3		SHC(SW) [redacted]
Monies Audit Board (Wardroom Mess Funds, Postal, Disbursing)	As Required	LT [redacted]
		LTJG [redacted]
		LTJG [redacted]
		ENS [redacted]
		HMCM(SW/AW/EMT) [redacted]
		SKC(SW) [redacted]
Officer Candidate Screening	As Required	LCDR [redacted]
		LT [redacted]
		LT [redacted]
		LT [redacted]
		LT [redacted]
Officer Of The Deck Underway Board	As Required	CDR Lippold
		LCDR [redacted]
		LT [redacted]
		LT [redacted]
		LT [redacted]
		LT [redacted]
		LT [redacted]
Operations Security Control Group	As Required	LT [redacted]
		LTJG [redacted]
		EWCS(SW) [redacted]
		ISC(SW) [redacted]
Force Protection Review Committee	Quarterly	LCDR [redacted]
		LT [redacted]
		LT [redacted]
		LT [redacted]
		LTJG [redacted]
		ENS [redacted]
		FCC(SW) [redacted]
		GMC(SW) [redacted]
		GMC(SW) [redacted]
Planning Board For Training	Weekly	LCDR [redacted]
		LT [redacted]
		LT [redacted]
		LT [redacted]
		LT [redacted]
		LT [redacted]
		LT [redacted]
		LT [redacted]
		LTJG [redacted]
		ENS [redacted]
		NC1(SW/AW) [redacted]
		HMCM(SW/AW/EMT) [redacted]
		FCCS(SW) [redacted]
		HMC(SW) [redacted]
		GMC(SW) [redacted]

BOARDS AND COMMITTEES (Cont'd)

BOARD/COMMITTEE/COUNCIL	Frequency	Member
Professional Development Board	As Required	HMCM(SW/AW/FMF) [redacted] Departmental LCPO's
Rapid Response Team	As Required	Duty Fire Marshall Sounding & Security Duty Electrician Boundaryman
Retention Team	Quarterly	CDR Lippold LCDR [redacted] LT [redacted] LT [redacted] LT [redacted] LT [redacted] LT [redacted] HMCM(SW/AW/FMF) [redacted] PNC(SW) [redacted] NC1(SW/AW) [redacted]
Safety Committee/Divisional Safety Assistants	Monthly	LT [redacted] LTJG [redacted] LTJG [redacted] ENS [redacted] HMC(SW) [redacted] MA1(SW) [redacted] Dept. Safety Assistants Div. Safety Petty Officer
Safety Council/Departmental Safety Officers	Quarterly	CDR Lippold LCDR [redacted] LT [redacted] (Recorder) LT [redacted] LT [redacted] LT [redacted] LT [redacted] LT [redacted] CWO2 [redacted] ENS [redacted] LTJG [redacted] LTJG [redacted] HMC(SW) [redacted] MA1(SW) [redacted]
Sailor of the Quarter/ Sailor of the Year	Quarterly	HMCM(SW/AW/FMF) [redacted] As Assigned
Ship's Electronic Readiness Team (SERT)	Weekly/As Required	CWO2 [redacted] LTJG [redacted] LTJG [redacted] FCCS(SW) [redacted] STGCM(SW) [redacted] GMC(SW) [redacted] ITC(SW) [redacted] EMC(SW) [redacted] GMC(SW) [redacted] GSCS(SW) [redacted] ETCS(SW) [redacted] FCC(SW) [redacted] FCC(SW) [redacted] FC1 [redacted]

BOARDS AND COMMITTEES (Cont'd)

BOARD/COMMITTEE/COUNCIL	Frequency	Member
Ship's Electronic Readiness Team (Cont'd)		GSMC(SW) [redacted] OS1(SW) [redacted] FCC(SW) [redacted] GMC(SW) [redacted]
Ship's Silencing Board	Quarterly	LCDR [redacted] LT [redacted] LT [redacted] LT [redacted] LT [redacted] ENS [redacted] ENS [redacted] STGCM(SW) [redacted]
Supply Warfare Officer Qualification Board	As Required	CDR Lippold LCDR [redacted] LT [redacted] LT [redacted] LT [redacted] LT [redacted] LT [redacted] LT [redacted]
Top Secret Audit Board	Annual	As Assigned
Welfare and Recreation Committee	Quarterly	LTJG [redacted] ETCS(SW) [redacted] SHC(SW) [redacted] BM1(SW) [redacted] TM1(SW) [redacted] MS1(SW) [redacted] FC3 [redacted] QMC(SW) [redacted] SK2(SW) [redacted]

TRAINING TEAMS

Integrated Training Teams (ITT)

LCDR [redacted]
LT [redacted]
LT [redacted]
LT [redacted]

LTJG [redacted]
LT [redacted]
STGCM(SW) [redacted]
GSMC(SW) [redacted]
DC1(SW) [redacted]

Combat System Training Team (CSTT)

Area Coordinators

LT [redacted]
LT [redacted]
LTJG [redacted]
FCC(SW) [redacted]
LT [redacted]
FCC(SW) [redacted]

LTJG [redacted]
STGCM(SW) [redacted]
FCCS(SW) [redacted]
GMC(SW) [redacted]
LT [redacted]

WCS(SW) [redacted]
ITC(SW) [redacted]
ETCS(SW) [redacted]
OSCS(SW) [redacted]

CSTT: As assigned by Combat System Training Officer

Seamanship/Navigation Training Team (STT)

LT [redacted]
LT [redacted]
QMC(SW) [redacted]
LTJG [redacted]

SM2 [redacted]
BMC(SW/AW/DV) [redacted]
BM1(SW) [redacted]
ENS [redacted]

MA1(SW) [redacted]
OS1(SW) [redacted]
LT [redacted]

Damage Control Training Team (DCTT) (Underway and Inport)

LCDR [redacted]
LT [redacted]
CWO2 [redacted]
MS1(SW) [redacted]
DC1(SW) [redacted]
STGCM(SW) [redacted]
GSEC(SW) [redacted]
HT1(SW) [redacted]

PNC(SW) [redacted]
HMC(SW) [redacted]
SKC(SW) [redacted]
EMC(SW) [redacted]
HT1(SW) [redacted]
ENC(SW) [redacted]
GSMC(SW) [redacted]

MA1(SW) [redacted]
SHC(SW) [redacted]
SK2(SW) [redacted]
GMC(SW) [redacted]
QMC(SW) [redacted]
HMCM(SW/AW/FMF) [redacted]
DC1(SW) [redacted]

Engineering Training Team (ETT)

LT [redacted]
EMC(SW) [redacted]
DC1(SW) [redacted]
GSM1(SW) [redacted]
GSE1(SW) [redacted]
GSEC(SW) [redacted]

ENS [redacted]
EM1(SW) [redacted]
EN2(SW) [redacted]
GSCS(SW) [redacted]
EN2(SW) [redacted]

ENC(SW) [redacted]
GSMC(SW) [redacted]
EM1(SW) [redacted]
GSM1 [redacted]
EN2(SW) [redacted]

Medical Training Team (MTT) (Required by CNSLINST 6000.1G)

HMC(SW) [redacted]