

Report Date: 30 Apr 2012

**Summary Report for Individual Task
551-8ST-1010
Comply with Vessel Standing Operating Procedures
Status: Approved**

DISTRIBUTION RESTRICTION: Approved for public release; distribution is unlimited.

DESTRUCTION NOTICE: None

Condition: Assigned as a crew member in an operational environment, given an SOP, and FM 55-501.

Standard: Complied with vessel Standing Operating Procedures in accordance with FM 55-501.

Special Condition: None

Special Standards: None

Special Equipment:

MOPP:

Task Statements

Cue: None

DANGER
None

WARNING
None

CAUTION
None

Remarks: None

Notes: None

Performance Steps

1. Understand the purpose of standing operating procedures (SOP).

a. Refer to SOPs to learn about a procedure or set of procedures required in order to perform a given operation or to respond to a given event. (Figure 551-8ST-1010_01)

Note: SOP cont.

United States Army Vessel, LTG William B. Bunker, Logistical Support Vessel Five, Standard Operating Procedures	
General Operation	
Section 1	Daily Operation
Section 2	Vessel Chain of Command/Concern
Section 3	Officer of the Day
Section 4	In-Port/Quarterdeck Watch
Section 5	Emergency Procedures
Section 6	Individual Responsibilities
Annex A: Deck Department	
Section 1	Preparation for Getting Underway
Section 2	Bridge Watch Policy
Section 3	Anchor Watch
Section 4	Confined Water Sailing
Section 5	Docking and Undocking
Section 6	Cargo Operations
Annex B: Engine Department	
Section 1	Individual Engineering Responsibilities
Section 2	Watch Procedures
Section 3	Tool Accountability
Section 4	Calibrations
Section 5	Preventive Maintenance Procedures
Section 6	A.O. A.P.
Section 7	Forms and Records
Section 8	Publications
Section 9	Fuel Operations
Section 10	Sludge Operations
Section 11	Kawahae Procedures
Section 12	Engine Dept. Chain of Command
Section 13	Use of FULLS System
Section 14	Counseling Procedures
Section 15	Uniform Policy
Annex C: Galley Procedures	
Annex D: Postal	

United States Army Vessel, LTG William B. Bunker, Logistical Support Vessel Five, Standard Operating Procedures

United States Army Vessel, LTG William B. Bunker, Logistical Support Vessel Five, Standard Operating Procedures: Continued	
Annex E: Battle Stations	
Section 1	Battle Stations
Section 2	Force Protection/Repel Boarder
Annex F: Training	
Section 1	M.O.S. Training (Engine)
Section 2	M.O.S. Training (Deck)
Section 3	M.O.S. Training (Cook)
Section 4	M.O.S. Training (Medic)
Annex G: Physical Security	
Section 1	Key Control
Section 2	Security Container Procedures
Section 3	State Room Security
Section 4	Use of Restrooms
Section 5	Visitor Policy
Annex H: Supply	
Annex I: IBC	
Annex J: Communications	
Section 1	General Station Requirements
Annex K: Vector Control	
Annex L: Medical	
Section 1	Helicopter Evacuation
Annex M: Damage Control	
Annex N: Standards of Conduct	
Annex O: Vessel Safety	
Section 1	Hearing Protection
Section 2	Respiratory Protection
Section 3	Hot/Work
Section 4	Lockout Tag Out Procedures
Section 5	Hazardous Material and Hazardous Waste Management
Section 6	Confined Space Entry
Section 7	Maintenance and Shop Safety
Annex P: Ammunition Security	
Annex Q: Drug and Alcohol Abuse Prevention and Control	
Annex R: Distribution of Government Property to Prevent Enemy Use	
Annex S: Miscellaneous	
Section 1	Death
Section 2	Accidents
Section 3	References
Section 4	POLYMER CHECKLIST
Section 5	Reading Clerk

United States Army Vessel, LTG William B. Bunker, Logistical Support Vessel Five, Standard Operating Procedures

b. Recognize that SOPs provide a specified series of actions or operations that you must execute in the same manner in order to obtain the same result under the same circumstances.

Note: Non-compliance with SOPs may carry various consequences.

2. Familiarize yourself with the SOP.

a. Read the SOP.

b. Ask questions if you do not understand the SOP or any part of the SOP.

3. Confirm that you have read and that you understand the SOP.

a. Sign the confirmation sheet on the last page of the SOP if required.

Note: The statement looks something like this.

I have read and I understand my responsibilities according to the (SOP Name) SOP.

Name Rank Date

b. Review SOPs and sign the SOP confirmation sheet each time you review the SOP.

Note: You may have to review an SOP at regular intervals due to frequent changes.

NOTE: Some vessels require that you sign the SOP each time that you stand the duty.

4. Walk through the procedure.

Note: Walking through the procedure is usually required if a Soldier is new to the vessel.

NOTE: Walking through the procedure allows you to become familiar with your duties.

NOTE: Walking through the procedure is a task in the hands-on portion of the US Army Marine License, for some SOPs.

(Asterisks indicates a leader performance step.)

Evaluation Preparation: Ensure that all information, references and equipment required to perform the task are available. Use the FM and the evaluation guide to score the soldier's performance. Brief the soldier. Tell the soldier what he is required to do IAW the task conditions and standards.

PERFORMANCE MEASURES	GO	NO-GO	N/A
1. Understand the purpose of standing operation procedures (SOP)?			
2. Familiarize him or herself with the SOP?			
3. Confirm in writing that he or she read and understood the SOP?			
4. Walk through the procedure?			
5. Perform the task?			

Supporting Reference(s): None

Environment: Leaders must ensure that their unit has an active and strong environmental program. They must understand the laws and know what actions to take. Leaders bring focus, direction, and commitment to environmental protection. They should ensure the following environmental programs are in place and are being maintained:

"Hazardous materials program.

"Hazardous waste program.

"Hazardous communications program.

"Pollution prevention and hazardous waste minimization recycling program.

"Spill prevention and response plan program.

Safety: In a training environment, leaders must perform a risk assessment in accordance with FM 5-19, Composite Risk Management. Leaders will complete a DA Form 7566 COMPOSITE RISK MANAGEMENT WORKSHEET during the planning and completion of each task and sub-task by assessing mission, enemy, terrain and weather, troops and support available-time available and civil considerations, (METT-TC). Note: During MOPP training, leaders must ensure personnel are monitored for potential heat injury. Local policies and procedures must be followed during times of increased heat category in order to avoid heat related injury. Consider the MOPP work/rest cycles and water replacement guidelines IAW FM 3-11.4, NBC Protection, FM 3-11.5, CBRN Decontamination. All soldiers and leaders must maintain a proactive posture towards safety in day-to-day operations. The need for total commitment to safety should be evident to commanders, senior soldiers, and their subordinates. The importance of safety is intensified for personnel conducting watercraft operations. Safety awareness is most effective at three levels: command, leader, and individual. Observe all Warnings and Cautions.

Prerequisite Individual Tasks : None

Supporting Individual Tasks : None

Supported Individual Tasks : None

Supported Collective Tasks : None