

OPERATION FUN AND SUN 2018

1. Situation. The Class of 2022 matriculated on 12 Aug and completes Challenge Week on 19 Aug. The weather forecast for 19 Aug is:

Hi temp:	88
Low temp:	77
Precip:	40% Chance Scattered Thunderstorms
Humidity:	75%
UV Index:	9

Other safety considerations are noted in **Annex A, Safety**.

2. Mission. From 1230-2000 on 19 Aug 2018, the Class of 2022 conducts a 4C beach day at The Citadel Beach House in order to celebrate the end of Challenge Week.

3. Execution.

A. Commander's Intent. The desired end state is a knob class that is collectively and individually proud of having completed Challenge Week and is ready to transition to corps reconstitution. In order to achieve that end state the Cadet Activities (CA) and Human Affairs (HA) officers will create a largely unstructured and relaxed atmosphere in which knobs can celebrate what they have accomplished and “get psyched” for what lies ahead.

B. Concept of the Operations. The concept is to provide the knobs a relaxing atmosphere with various entertainment options and allow them to enjoy it in their own ways. This operation will be conducted in 4 phases. Phase 1 is preparation and runs from 9 Aug to 19 Aug 1230. Phase 2 is out-bound movement and runs from 19 Aug 1230 to 1300. Phase 3 is Beach House operations and runs from 19 Aug 1300 to 1900. Phase 4 is return movement and runs from 19 Aug 1900-MC. The Operations Overlay is **Annex B**.

C. Scheme of Maneuver.

- Phase 1:* The Director of Experiential Learning and Cadet Activities (DELCA) will train all CAOs and HAOs on their duties, conduct a recon of the site, a talk-through rehearsal of the event, and coordinate for all administrative and logistical support. CA advanced party will deploy to the site and conduct advanced party operations. Buses will stage for departure under the control of the Assistant Commandant for Leadership Programs, Regt CA NCO, and Regt Provost. Company HATs will prepare knobs for departure.
- Phase 2:* Company HATs march knobs to bus staging area along Jones Ave and the Regt CA NCO will direct loading 4C on the buses. Buses will convoy to the Beach House under the control of the Assistant Commandant for Leadership Programs and Cadet Activities NCO. Each bus will have a HAO designated as the bus CIC. Bus CICs will give the safety briefing en route.
- Phase 3:* Each company CIC will establish a company assembly marked by their guidon and knobs will enjoy the beach house area at their own discretion. CAOs and HAOs will circulate to ensure smooth operations. Chow ops will begin at 1500. Each company will conduct a police call of their assembly area before loading the buses.

4. *Phase 4:* Cadets will load back on the buses and return to campus under the control of the Assistant Commandant for Leadership Programs and Cadet Activities NCO. Upon arrival on campus, buses will offload vicinity the soccer field and HAOs will move their company back to the barracks and conduct the next activity on the training schedule.

D. Tasks to Subordinate Units

1. Director, Experiential Learning and Cadet Activities (DELCA).
 - a. Overall responsible for the event at the operational level.
 - b. Lead the advanced party and supervise advanced party operations IAW Annex C, Advanced Party Operations. Coordinate for all supplies and equipment, including box lunches, necessary for advanced party operations.
 - c. Prepare a continuity book and AAR and submit to the Assistant Commandant for Leadership Programs.
 - d. Brief event at the department meeting.
 - e. Develop a detailed backward planning sequence and schedule IPRs with the Assistant Commandant for Leadership Programs.
 - f. Identify any budgetary needs to the Assistant Commandant for Leadership Programs. Submit requests for expenditures to the Chief of Staff through the Assistant Commandant for Leadership Programs.
 - g. Schedule and conduct a talk-through rehearsal sometime the week before execution.
 - h. Establish and conduct Main Operations Center and Forward Command Post operations and communications plan IAW Annex D, Ops Center and Command Post Operations
 - i. Monitor lightning and other weather conditions and keep Assistant Commandant for Leadership Programs informed.
2. Student Events and Services Manager (SESM).
 - a. Book Citadel Beach House and make all arrangements necessary with the Citadel beach house caretaker to have the beach house available for Citadel use.
 - b. Coordinate for HAO support with Director of CARE.
 - c. Coordinate for Brigadier and photography support.
 - d. Coordinate with Assistant Commandant for Operations and Training for Sodexo, bus, and port-o-lets support and scheduling.
 - e. Coordinate with the Motor Pool for advanced party transportation **and develop the load plan.**
 - f. Coordinate with Sports Medicine for medical support.
 - g. Recruit, train, equip, and arrange for payment (\$60 each) of four cadet lifeguards. Designate one as the head lifeguard. Obtain a megaphone from the Office of the Assistant Commandant for Ops and Training for use by the head lifeguard.
 - h. Assign a CAO to serve as DJ. Train, equip, and supervise him.
 - i. Coordinate with Public Safety and Regimental Provost for on-campus traffic control.
 - j. Enter special orders for Regt and BN CAOs, Regt XO and lifeguards for advance party ops.
 - k. Train and supervise all cadets in the performance of their duties. Provide feedback to each Cadet Activities cadet. Provide feedback to Director of CARE about HA cadets' performance.
 - l. Maintain the "Beach Day Battle Box" with radios, first aid kit, clipboards, pens, paper DA Forms 1594, bus numbers, sunscreen, two air horns, and continuity book and ensure it deploys with the advanced party.
3. Assistant Commandant for Leadership Programs.

- a. Act as the Commandant's representative during off-campus portions of the operation.
 - b. Act as approval authority for medium-level residual risks and seek approval of Commandant for approval of high-level residual risks recorded on the Deliberate Risk Assessment Worksheet.
4. Assistant Commandant for Operations and Training.
 - a. Make all arrangements for buses necessary to have them properly staged on campus no later than 1215 for departure and at the beach house no later than 1845 for return.
 - b. Make all arrangements necessary with Sodexo to have chow service from six serving lines begin at 1500.
5. Regimental XO
 - a. Serve as Regimental Commander's representative and CIC for the event.
 - b. Be part of the advanced party.
6. Regimental Cadet Activities Officer
 - a. Supervise CAOs and HAOs cadets during preparation and execution, to include a plan to man the Ops Center and to ensure continuous circulation of HAOs in each company.
 - b. Disseminate information through the chain of command to the knobs.
 - c. Prepare a Deliberate Risk Assessment Worksheet per page 18 of the *How to Train Manual* and submit it to the Assistant Commandant for Leadership Programs for approval NLT 1200 on 16 Aug.
 - d. Assign all battalion CAOs to the advanced party and execute advanced party operations under the direction of the DELAC.
 - e. Provide input to the DELAC to update continuity book information based on this iteration of the training event within one week of ENDEX
7. Regimental Cadet Activities NCO
 - a. Ensure all communications equipment is accounted for and properly charged, and conduct a comms check during the recon.
 - b. Using the Strength & Status Report from 17 Aug, work with the HAOs to develop a load plan and manifest for the buses. You assign the **number** of seats per bus allotted to each company. Company HAOs assign **names** to those seats. PAX are all the knobs, battalion and company HAOs, and yourself. Busses have 44 seats. Assign a HAO to be CIC for each bus. Submit the by-name manifest in the format at Annex I for each bus to the DELAC for approval NLT 1500 on 17 Aug. Scrub the manifest on 19 Aug to account for any knob withdrawals and update the copy you gave the DELAC. Ensure each Bus CIC has a copy of the by-name manifest for his bus and uses it for accountability purposes.
 - c. Serve as CIC of the bus convoy. Ride in the lead bus.
 - d. Ensure bus numbers are placed in the window of each bus for both departure and return trips (bring a second set of numbers for the return trip).
8. Battalion Cadet Activities Officers
 - a. Perform duties as directed by the Regt CAO to include being part of the advanced party, manning assigned sectors at the beach, and performing clean-up operations.
9. Regimental Provost Marshal
 - a. Ensure all vehicles have been moved and that Jones Avenue is blocked off NLT 0700 19 Aug.

- b. Ensure the dismount point in front of the soccer field is clear NLT 1900 19 AUG.
- c. Liaison with PSAF as required in the performance of a and b.

10. Regimental Human Affairs Officer

- a. Provide HA and other support as directed by DELCA and RCAO
- b. Ensure HAOs have a continuous presence with their companies and are not congregating among themselves at the Beach House or elsewhere.
- c. Ensure HAO bus CICs are trained to present Annex A while on buses in route to beach house.

E. Coordinating Instructions

1. Uniform is Citadel PT with Citadel regulation bathing suits underneath for all cadets involved. Upperclass will wear cadre T-shirts.
2. Individual knobs will carry in their laundry bag the sunscreen, towels, shower gear, epi-pens, medications, pens, paper, etc. that they feel they need. No shining material, Guidons, or cell phones will be brought to the beach house.
3. A rehearsal will be led by the DELCA on 14 Aug at 0900 in the GI Room. The following personnel are required to attend:
 - a. Asst. Commandant for Leadership
 - b. DELCA
 - c. SESC
 - d. Regimental XO
 - e. Regimental & Battalion Activities Officers/NCO
 - f. Regimental and BN Human Affairs Officers (Company HAOs if available)
 - g. Sodexo Rep
 - h. Public Safety Rep
 - i. Sports Medicine Trainer
4. Time Schedule
 - a. *17 Aug NLT 1530.* Designated CAO reports to Motor Pool Dispatcher with driver's license to sign for van for advance party
 - b. *19 Aug NLT 0700.* Regt Provost ensures Jones Ave is cleared of vehicles and blocked off by Public Safety
 - c. *0845.* Designated CAO reports to Motor Pool to pick up van.
 - d. *0900.* BN CAOs load van and picks up box lunches, Cambros (See list of items to be published by DELCA NLT 15 Aug) from Mess Hall
 - e. *NLT 1000.* Advanced Party departs for beach house and begin advance party operations
 - f. *1200.* Regt CA NCO assumes position at bus staging area and establishes liaison with Regt Provost
 - g. *1230.* Knobs report to bus staging area and begin loading under HAO control. They depart on order of Regt CA NCO once 100% accountability has been established using the manifest sheets. Bus CICs conduct safety briefing per Annex A while en route.
 - h. *1300.* Buses arrive at beach house. HAOs lead knobs to company assembly areas and begin beach house operations
 - i. *1500-1815.* Chow line is open for cadets to cycle through at the time designated for their battalion.

- a. 3rd BN 1500 – 1520
- b. 4th BN 1525 – 1545
- c. 5th BN 1550 – 1610
- d. 1st BN 1615 – 1635
- e. 2nd BN 1640 – 1700
- f. On order... open for seconds
- j. 1730. Dancing for all those interested.
- k. 1800. HAOs hold formations at company guidons, conduct police call, get accountability, and prepare for departure.
- l. 1830. HAOs move knobs to bus staging area.
- m. 1845. Regt CA NCO directs bus loading and gets a final accountability report from HAOs using manifest sheets.
- n. 1900. Depart. Assistant Commandant for Leadership Programs reports departure to Commandant and TACs. Advanced party conducts clearing operations until mission complete and returns directly to campus, unloads the van, and returns it to the Motor Pool. DELAC reports when this mission is complete to the Assistant Commandant for Leadership Programs.
- o. ~2000. Buses arrive back on campus, knobs off-load vicinity soccer field (WLI). RCA NCO releases knobs to company HAOs to continue training per the training schedule. RCA NCO reports when this mission is complete to the Assistant Commandant for Leadership Programs. Assistant Commandant for Leadership Programs reports arrival to Commandant and TACs.

4. Sustainment.

- A. **Class I.** Served by Sodexo at the beach house. Cadets will be initially served one hamburger and one hotdog (they cannot get two of either one). Sodexo will refresh the chow line between each battalion. No food or drinks are allowed on the beach except for lifeguards and CAOs at the Forward CP. Once everyone has had one serving, the line will be opened for seconds.
- B. **Class II.** The advanced party will deploy with the following items:
 1. Athletic equipment from Deas Hall
 2. Lifeguard equipment from Deas Hall
 3. Battle box.
- C. **Class III.** The Main CP will have small amounts of sun screen on hand, but cadets should bring their own.
- D. **Class VII.** For planning purposes there will be 20 buses able to carry 44 PAX each.

5. Command and Control.

- A. The DELCA is operationally responsible for this event. The SESM is tactically responsible. The Regimental XO and Regimental Cadet Activities Officer will report to the DELCA and SESM for further instructions.
- B. The Assistant Commandant for Leadership Programs will serve as the Commandant's representative during off-campus portions of this operation and will accompany the bus convoy during movement.

C. The Regimental XO will serve as the Regimental Commander's representative during off-campus portions of this operation and will ride the same bus as the Regt CA NCO.

D. The Main Ops Center on the porch facing the ocean will be manned as follows:

1. DELCA and SESM
2. Regimental Cadet Activities Officer
3. Regimental Human Affairs Officer
4. Sports Medicine trainer

E. The Forward Command Post on the beach will be manned by

- a. Head Lifeguard
- b. Regimental Cadet Activities NCO
- c. Regimental Human Affairs NCO

F. Key personnel contact info is:

1. Regimental Activities Officer	CDT Cagney Irving	(843) 607-9930
2. Regimental Cadet Activities NCO	CDT Preston Bell	(803) 587-9022
3. DELCA	SFC Arthur Rich	(843) 530-1269
4. SESM	Mrs. Shelton Milner	(843) 693-2112
5. Regimental XO	CDT David Days	(803) 718-3518
6. Regimental Human Affairs Officer	CDT Michael Akers	(803) 367-3304
7. Asst. Commandant for Leadership	LTC Kevin Dougherty	(843) 460-2405
8. Bus Company POC	Ms. Jackie Spattstoesser	(843) 501-8814
9. Lead Bus Driver	Asante Adams	(843) 793-7430
10. Asst Lead Bus Driver	Jackie	(843) 793-7723
11. Beach House POC	Mr. Michael Kreitman	(843) 614-9815
12. Sodexo POC	Ms. Bonnie Thompson	(843) 953-6951
13. Head Lifeguard	CDT Miller Maxwell	
14. Sports Medicine trainer	Michael Donahue	(843) 467-1881

- Annex A - Safety Briefing/Site Orientation
- Annex B - Operations Overlay
- Annex C- Advanced Party Operations
- Annex D- Ops Center and Command Post Operations
- Annex E- Lightning Immediate Action Drill
- Annex F- Lost Cadet Immediate Action Drill
- Annex G- Serious Injury Immediate Action Drill
- Annex H- Communications Plan
- Annex I- Bus Manifest Format

Geno Paluso
CAPT, USN (Ret)
Commandant of Cadets

OFFICIAL:
Kevin Dougherty
LTC, USA (Ret)

Assistant Commandant for Leadership Programs

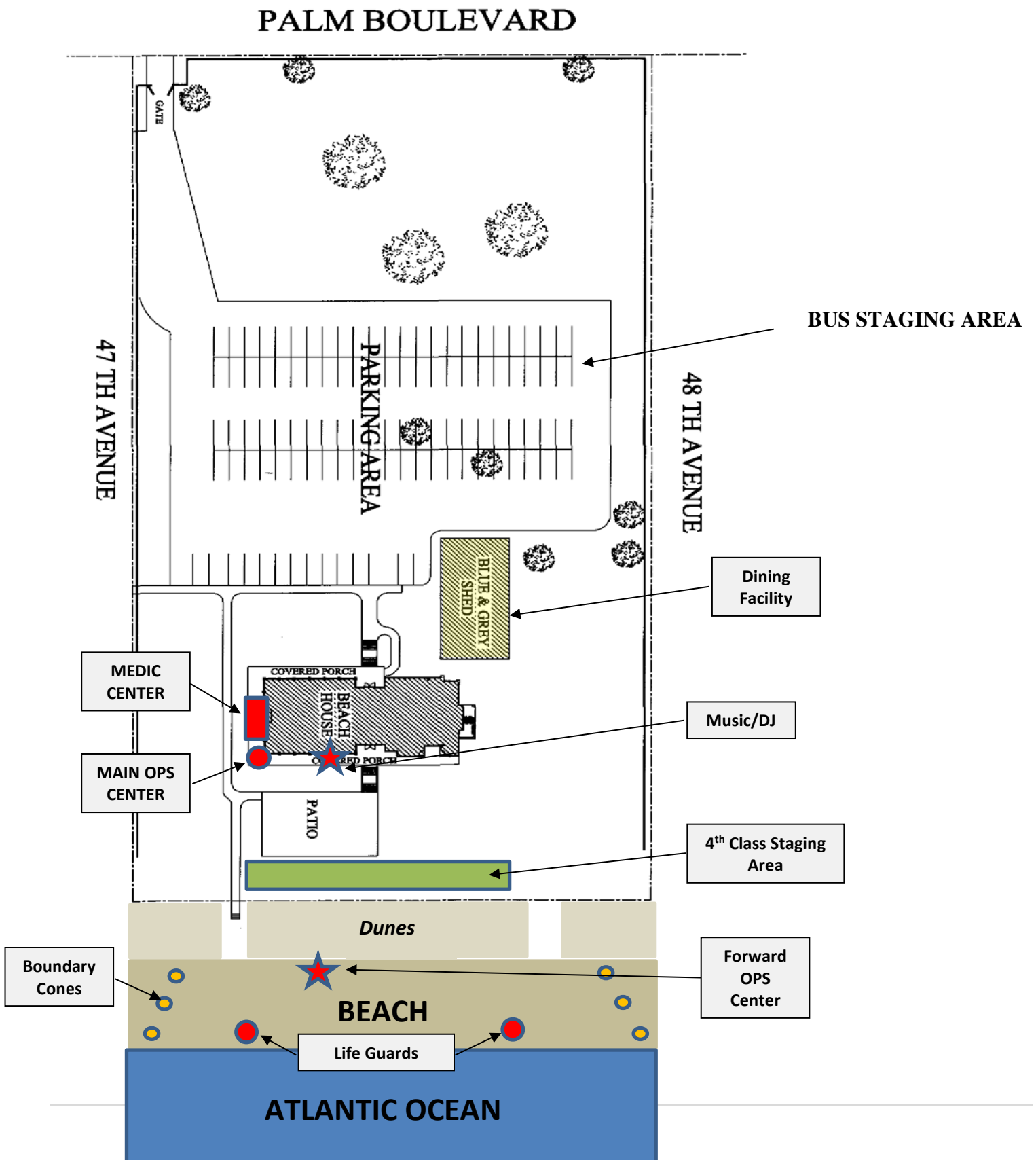
Distribution: Commandant of Cadets
Assistant Commandant of Cadets for Operation and Training
Assistant Commandant of Leadership Programs
Director Experiential Learning and Cadet Activities
Director, Sports Medicine
Director, CARE
Director, Public Safety
General Manager, Sodexo
Beach House Manager
Battalion TACS
SgtMaj Yagle
Regimental CO
Regimental XO
Regimental Operations
Regimental Provost Marshal
Regimental Human Affairs Officer
Regimental Cadet Activities Officer
Regimental Public Affairs Officer

Annex A- Safety & Information Briefing

To be read to 4C by the Bus C-i-C on the bus during ride to beach house.

- *Remember your bus's number. It is the same bus number you'll ride back to campus on. You are on bus _____. (# on windshield)
- *Once arriving at the beach house, we will march as a company to our company area and plant the guidon. That'll be the location you initially report to for all subsequent formations. That is where you can ground any of your gear.
- *There is a Main Ops Center on the second floor porch of the Beach House and a Forward Command Post on the beach. There is a Sports Medicine trainer at the Main Ops Center. Go there if you have any problems. There is also some sun screen there if you need some.
- *Do not leave the beach house property at any time. You can be in the grassy area by the Beach House and there is sports equipment you can use there. You can go to the beach area immediately in front of the Beach House. You can be in the chow line and pavilion area. You cannot be in the front parking area where the busses dropped you off unless you are under cadre control in preparation to reload.
- *The only people this event is open to are the knobs, and the upperclass cadets and staff supporting it. If your family and friends show up, they will be asked to leave.
- *Follow all instructions by Citadel staff, CAOs (teal green shirts), HAOs (cadre shirts), and lifeguards.
- *You can go through the chow line on your own any time during your battalion's assigned time. For our battalion that is _____. You will be initially served one hamburger and one hotdog (you cannot get two of either one). Once everybody has been served, we'll make an announcement about seconds.
- * If you get caught in a rip tide which is pulling you out to sea, do not try to swim directly against it back to shore. Instead swim parallel to the shore until you are outside the rip tide and then swim back to shore at an angle.
- *No rough housing to include tackle football, wrestling matches, and dunking underwater.
- *There are port-o-lets are against fence close to volleyball court.
- *Jellyfish are very common here during August. If you see any, avoid them and report their location to a lifeguard. If you get stung, report to the Main Ops Center for treatment.
- *Stay within the swimming limits designated by the lifeguards. No one is allowed to go in water above chest deep and non-swimmers are only allowed to go out waist deep. If you are a non-swimmer, let your HA Officer know and always be with a buddy when you are in the water.
- *Before we exit the bus, close all the windows.

Annex B - Operations Overlay



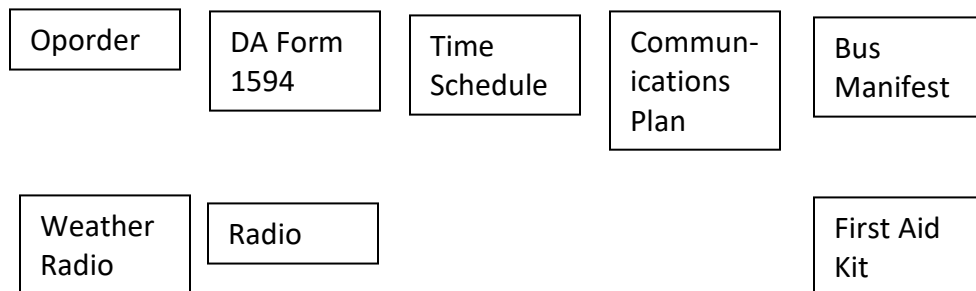
Annex C- Advanced Party Operations

1. The Advanced Party consists of:
 - b. DELCA
 - c. SESM
 - d. Regt XO
 - e. Regt CAO
 - f. BN CAOs
2. The SESM will arrange for **the necessary van support** from the Motor Pool and the RCOA will designate the necessary BN CAOs to be drivers. The designees will report to the Motor Pool with their licenses to pick up the keys NLT 1200 the Friday before Beach Day and to park the vans where they can get access to them on Sunday.
3. The SESM will coordinate with Deas Hall for the following equipment and the RCAO will designate a BN CAO to pick it up NLT 1200 Friday and load it in the vans **according to a load plan developed by the SESM**:
 - a. 6 Frisbees
 - b. 2 basketballs
 - c. 2 Volleyballs
 - d. 4 lifeguard tubes
 - e. Corn hole
4. The SESM will coordinate with Sodexo for box lunches for the advanced party cadets for Beach Day.
5. The Advanced Party will meet at the vans at 0830 on Beach Day, drive to the Mess Hall to pick up the box lunches, and then drive to the Beach House.
6. The DELCA will bring the items needed for the Main Ops Center and Forward Command Post (to include the Battle Box).
7. Upon arrival at the Beach House, the Advanced Party will accomplish the following:
 - a. Make contact with the Beach House Manager.
 - b. Establish bus drop off area.
 - c. Establish the Main Ops Center and Forward Command Post
 - d. Set up tables and chairs in the Beach House and on the porch.
 - e. Designate company assembly areas.
 - f. Position recreational items
 - g. Make commo checks with the radios
 - h. Conduct pre-execution brief to the DELCA
 - i. Receive busses

Annex D- Ops Center and Command Post Operations

I. Main Ops Center

1. The Main Ops Center will be on the porch facing the ocean and will be manned as follows:
 - a. DELCA and SESM
 - b. Regimental Cadet Activities Officer
 - c. Regimental Human Affairs Officer
2. The DELCA will serve as the Operations Officer and has the following responsibilities:
 - a. Keep the Assistant Commandant for Leadership Programs informed of on-going operations
 - b. Maintain communications with, monitor operations of, and give guidance to the Forward Command Post
 - c. Supervise the SESM
 - d. Make decisions concerning inclement weather IAW the Lightning Immediate Action Drill, Annex E
 - e. Be prepared to implement Lost Cadet Immediate Action Drill IAW Annex F
 - f. Be prepared to implement Serious Injury Immediate Action Drill IAW Annex G
 - g. Battlefield circulate as necessary, but ensure the Assistant Commandant for Leadership Programs assumes Operations Officer duties whenever you are away from the Main Ops Center.
3. The SESM will serve as Battle Captain and has the following responsibilities:
 - a. Keep the DELCA informed of on-going operations
 - b. Supervise the Regt Cadet Activities and Human Affairs Officers
 - c. Develop and monitor sector responsibilities for all BN CA Officers
 - d. Maintain the DA Form 1594
 - e. Ensure operations unfold IAW the published time schedule, to include making preparatory announcements
 - f. Liaison with Sodexo personnel to ensure chow operations are conducted efficiently
 - g. Liaison with head bus driver to ensure transportation operations are conducted efficiently
 - h. Maintain your place of duty at the Main Ops Center unless authorized to go elsewhere by the DELCA
4. The Main Ops Center equipment will consist of a 72" x 30" table and four folding chairs. The top of the table will be arranged per the diagram below:



II. Forward Command Post

1. The Forward Command Post on the beach will be manned by
 - a. Head Lifeguard
 - b. Regimental Cadet Activities NCO
 - c. Regimental Human Affairs NCO

2. The Head Lifeguard has the following responsibilities:
 - a. Make immediate tactical level decisions on the beach and in the water and inform the Main Ops Center as soon as possible
 - b. Maintain continuous radio contact with the Main Ops Center and visual contact with all lifeguards.
 - c. Supervise the lifeguards, to include assigning them sectors of responsibility and providing them detailed instructions concerning the performance of their duties
 - d. Supervise the Regimental Cadet Activities and Human Affairs NCO, using them primarily as runners and ground liaisons with the Main Ops Center and the lifeguards

3. Life Guards
 - a. Maintain positions and vigilance in assigned sectors
 - b. Maintain continuous visual contact with Head Life Guard

Annex E- Lightning Immediate Action Drill

1. If the lightning tracker identifies lightning within six miles of the Beach House, evacuate the beach and move up to the base of the Beach House. Company HAOs establish accountability and report results to Main Ops Center. Report situation to Chief of Staff, Assistant Commandant for Operations, and Sergeant Major.
2. Monitor for thirty minutes. If there is no lightning within six miles for thirty minutes, resume normal operations. If there is lightning within six miles, begin a new thirty-minute monitoring period.
3. Based on the situation, consider initiating chow ops early while monitoring lightning situation.
4. If lightning continues to strike within six miles for a forty-five minute period, give a warning order to the bus company POC that we may be requesting early pick up. If lightning continues to strike within six miles for an hour, request early pick up and return to campus.
5. Keep Chief of Staff, Assistant Commandant for Operations, and Sergeant Major continuously informed.

Annex F- Lost Cadet Immediate Action Drill

1. If there is reason to believe the cadet is lost at sea:
 - a. Call 911 immediately and request support.
 - b. Evacuate everyone else to their company areas vicinity the Beach House and establish accountability.
 - c. Lifeguards and CAOs will remain on the beach to scan the water.
 - d. Establish when and where the cadet was last seen.
 - e. Notify the Commandant and PSAF.

2. If the cadet is determined to be missing in preparation for return to campus:
 - a. Notify the cadet's TAC and determine if there are any existing issues such as a previously stated desire to quit.
 - b. While all cadets are in company formations outside the Beach House, CAOs will make a full sweep of the Beach House checking latrines, closets, and other spaces. The Main Ops Center will make loudspeaker announcements calling the cadet by name.
 - c. If the cadet is not located in the Beach House, keep the cadet's battalion in place for search operations and return the remaining cadets to campus as scheduled. On order, the cadet's battalion will be employed as follows:
 - 1) One company will proceed up the beach to the east for thirty minutes in search of the cadet and then return to the Main Ops Center.
 - 2) A second company will proceed up the beach to the west for thirty minutes in search of the cadet and then return to the Main Ops Center.
 - 3) A third company will proceed up Palm Blvd to the west for thirty minutes in search of the cadet and then return to the Main Ops Center.
 - 4) A fourth company will proceed up Palm Blvd to the east for thirty minutes in search of the cadet and then return to the Main Ops Center.
 - d. If the cadet has not been located after this battalion search, the cadets will be bussed back to the barracks. The Main Ops Center will remain active and visible in the Beach House and beach area until told to stand down by the Commandant.

Annex G- Serious Injury Immediate Action Drill

1. If the cadet can be moved, bring him to the Sports Medicine trainer at the Main Ops Center. If he can't be moved, notify the Main Ops Center to send the trainer to the cadet's location. Do not move any cadets with suspected back or neck injuries.
2. Trainer will assess the situation, and treat or call 911 as necessary.
3. If non-ambulance evacuation is needed, the DELCA will direct the SESM and/or a Cadet Activities officer to perform it using the motor pool van and perform liaison duties at the evacuation destination. If evacuation is by ambulance, the DELCA will designate an appropriate person to follow the ambulance to the evacuation destination and perform liaison duties. As soon as possible, the DELCA will contact the cadet's TAC and ask him to send a rep to the evacuation destination.
4. The DELCA will obtain the following information and he or the Assistant Commandant for Leadership Programs will report it to the Commandant, Chief of Staff, or SgtMaj:
 - a. Cadet name
 - b. Company
 - c. Description of injury and cadet condition
 - d. Evacuation time
 - e. Evacuation destination
 - f. Name and contact info of person accompanying cadet to evacuation location

Annex H – Communications Plan

I. COMMUNICATION PLAN.

- A. Emergency Communications:** There will be an air horn at the Main and Forward CPs. A blast of the air horn signifies an emergency and to move to the Beach House.
- B. Routine Communications:** Radios will be the primary means of routine communications. Runners will be the secondary means. Announcements will also be made using the microphone on the Beach House deck.
- C. Call signs:**

<u>ELEMENT</u>	<u>CALL SIGN</u>
Assistant Commandant for Leadership Programs <i>LTC Dougherty</i>	Bulldog 6
Director, Cadet Activities <i>SFC Rich</i>	Bulldog 7
Student Events & Services Coordinator – <i>Ms. Milner</i>	Bulldog 11
Regimental Activities Officer	OPS 6
Regimental Activities NCO	OPS 7
Battalion Activities Officers (Assigned Call Signs based upon position)	
Zone 1	Zone 1
Zone 2	Zone 2
Zone 3	Zone 3
Rover 1	Rover 1
Rover 2	Rover 2
Head Life Guard	Beach Base
Life guard North Position	Beach North
Life Guard South Position	Beach South
Life Guard Rover	Beach Rover

II. BEACH SAFETY & COMMUNICATIONS: Beach safety will be monitored and updated at the Main CP. The DELCA will monitor current and future beach and weather conditions and communicate advisories and warnings as needed.

- A. Monitoring weather conditions:** The Main CP will have the following equipment in order to monitor real time weather conditions during the 4th Class Beach Day event.
1. First Alert NOAA Weather Radio tuned to the Charleston and surrounding area marine and beach weather advisory channel. – Charleston KHB29.550 MHz.
 2. A portable device, such as a laptop or mobile phone that will monitor “real time” lightning strike information.
- B. Weather related CCIR:** Cadet Leaders, lifeguards, and faculty and staff will report any condition or event that they reasonably believe poses a threat to the safety and well-being of participants/guests. Specifically, the following information must be reported to the Main CP immediately:

1. Observed lightning or thunder
2. Dangerous marine life such as the Portuguese man-of-war.
3. Any dangerous conditions that present a threat of life, limb, or safety

C. **Charleston County Beach Flag System**

1. **Green Flag:** No reported conditions
2. **Yellow Flag:** Use caution. Rough water or possible dangerous sea life. The ocean is never 100% safe, so always treat it with respect, watch your friends, and swim with a buddy.
3. **Red Flag:** No swimming. The water is closed due to dangerous currents, severe storms or lightning, or possible sea life.
4. **Purple Flag:** Sea pests. There are a higher than normal number of possible dangerous marine animals in the water which may include jellyfish, stingray, man-of-war. This flag is not intended to be used to notify the presence of sharks.

D. **Key Leadership Phone Roster:**

1. The Commandant's Department Phone List dated 7/18/2018 is in effect and will be posted at the Main Operations Center. All Contact information will be protected at all times and is for official use only.

Annex I- Bus Manifest Format

Bus Number: _____ CIC: _____

	Name	Position (if UC)	Co	Present Departing?	Present Returning?
1					
2					
3					
4					
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