

OPERATIONS

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# ORGANIZATION BOOK

Officer in Charge  
U. S. Coast Guard Loran Transmitting Sta.  
Siasconset  
Nantucket, Mass. Unit

COPY NO. 5



TREASURY DEPARTMENT  
UNITED STATES COAST GUARD



USCG LORAN STATION NANTUCKET

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USCG LORAN STATION NANTUCKET

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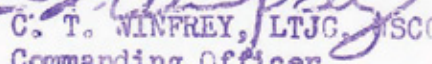
USCG LORAN STATION NANTUCKET  
GENERAL INSTRUCTIONS

1. This organization plan is in support of USCG Regulations {CG-300}, Aids to Navigation Manual {CG-222}, Commander First Coast Guard District Operations Plan and other orders and directives issued by proper authority concerning the operation, maintenance and administration of this unit. Nothing contained herein shall relieve the personnel attached to this unit from any responsibilities and/or duties imposed on them by the foregoing regulations and directives or inherent them in their position as members of the U.S. Coast Guard, their rank or rating therein, and their assignment to this unit.
2. The primary task of this unit is to operate and maintain a Loran transmitting station emitting prescribed pulsed radio signals which are synchronized with those of other stations for long range navigational purposes. In addition, this unit will, when directed by proper authority or otherwise requested, take immediate and positive action to safeguard and relieve life or property endangered or distressed; to enforce federal laws in accordance with Coast Guard Regulations and directives issued thereunder; and carry out the Coast Guard's military preparedness through adequate training and indoctrination.
3. The name and address of this unit shall be:  
  
USCG Loran A/C Station Nantucket  
Siasconset, Massachusetts 02564
4. The International Radio Call sign of this unit is NMF-32 {November Mike Foxtrot Three Two}, and the geographic call for intra Coast Guard communications is Nantucket Loran. The telephone numbers for this unit are 617-257-6302 and 617-257-6303.
5. This station is located approximately seven miles southeast of Nantucket, Massachusetts on the Island of Nantucket. The station proper consists of an almost rectangular plot approximately 178 acres at Low Beach, Siasconset, Massachusetts.
6. There are four major buildings and three minor structures located at this unit. In addition there are ten housing units with garages, three Loran transmitting towers, and two television reception towers. A brief description of each follows:
  - a. Signal {Operations} Building: L-Shaped concrete building at the beach end of the station.
  - b. Loran C Transmitter Building: Rectangular concrete building at the foot of the 625 foot Loran C Antenna Tower.



GENERAL INSTRUCTIONS (con't.)

- c. Barracks Building: T-shaped building at the center of the station.
- d. Generator Building: Rectangular concrete building across from the barracks building. This building includes a 3 stall garage, DC shop and woodworking shop.
- e. Paint Locker: A small wooden structure to the sea side of the generator building. Has a concrete basement which is used for flammable storage.
- f. School Bus Shelter: A small wooden rectangular structure located at the entrance to the station. The purpose of this structure is to offer protection to dependent children who await the arrival of the school bus.
- g. Garbage Shack: A small wooden structure located near the recreation deck portion of the barracks building.
- h. Loran C tower: 625 ft. steel tower.
- i. 3H4 and 3H5 Tower: 300 ft. steel tower.
- j. 1H3 Tower: 120 ft. aluminum tower.
- k. Television Tower: 60 foot aluminum tower (2).
- l. Housing Units: 6- three bedroom, 2- two bedroom, and 2- four bedroom housing units with garages. Houses are of the cement slab, wood frame type. Units are numbered 1-10 commencing unit number 1 closed to the barracks building.
- m. Housing units 5 & 6 are designated as the XO's and CO's residence.

  
C. T. WINFREY, LTJG, USCG  
Commanding Officer



ORGANIZATION

1. ALLOWANCE: The authorized allowance of the Loran A/C Transmitting station at Siasconset, Mass shall be as established by the Commandant, and as shown on the Personnel Allowance Sheet.

Loran Station A/C Allowance

1 Lieutenant (jg), Commanding Officer  
1 Radio Electrician (EIC) W-4  
1 Electronics Technician Chief (E-7)  
3 Electronics Technicians (E-6)  
6 Electronics Technicians (E-5)  
3 Electronics Technicians (E-4)  
1 Electronics Technician, Communications (E-5)  
1 Electronics Technician, Communications (E-4)  
1 Radioman (E-6)  
2 Radicomen (E-4)  
1 Damage Controlman Chief (E-7)  
1 Engineman (E-6)  
1 Fireman (E-3)  
1 Commissaryman (E-6)  
1 Yeoman (E-5)  
4 Seamen (E-3)

TOTALS: 02 Officers  
27 Enlisted

2. DUTIES OF PERSONNEL:

a. Commanding Officer: The Commanding Officer is that Officer so assigned by the Commandant. He will assume the duties and responsibilities imposed by Coast Guard Regulations (CG 300) for a Commanding Officer.

b. Electronics Material Officer: The Electronics Material Officer will be second-in-command of the Loran Transmitting Station and as such he will assume command during the absence of the regularly assigned Commanding Officer. He will be responsible for the material readiness of all electronics equipment and for the administration of the electronics material maintenance program as imposed by Coast Guard Regulations (CG 300).

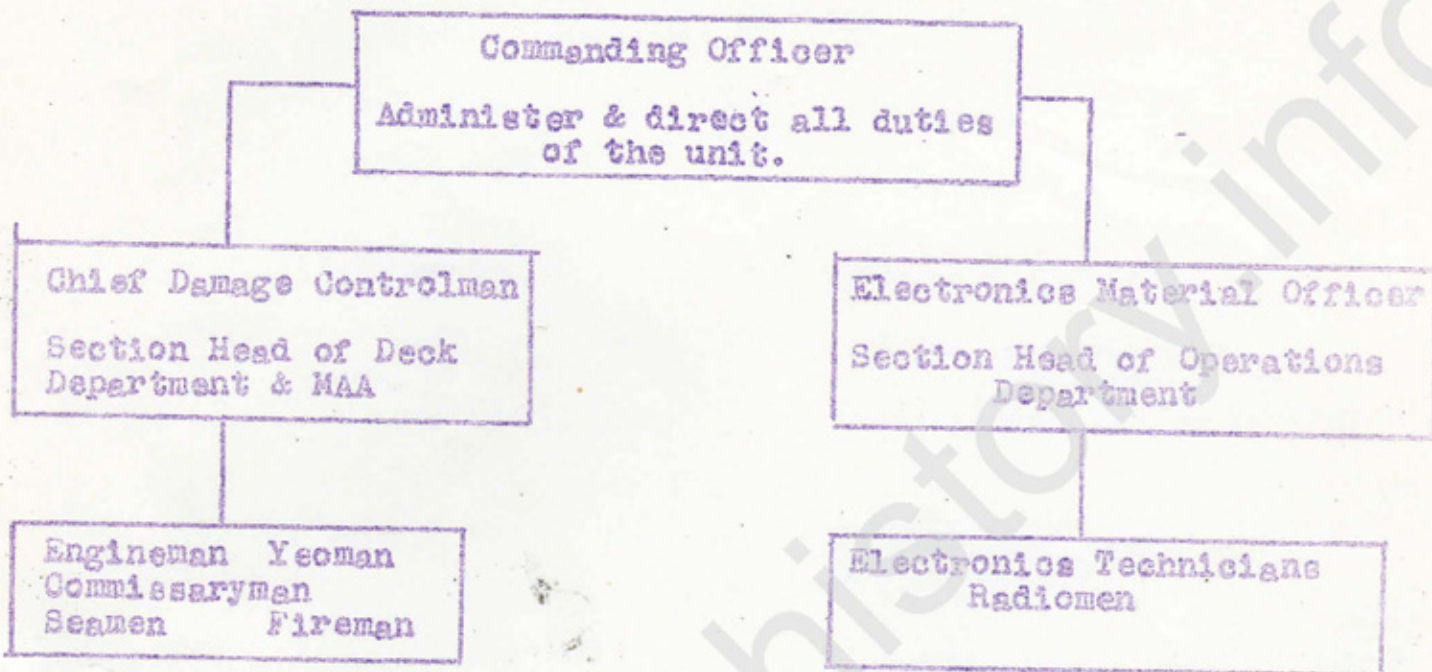
c. General: Duties of personnel will be based on Coast Guard Regulations (CG 300) and such additional orders as may be issued by the Commandant, District Commander, or Commanding Officer. When the number of personnel on board is less than the number of administrative assignments, those assignments will be combined to best meet the needs of the station.

3. ORGANIZATION CHART: (see next page)



SEP 1970

ORGANIZATION CHART  
USCG Loran Transmitting Station  
Siasconset, Mass.



*J. F. Weeman*  
J. F. WESEMAN, LTJG, USCG  
Commanding Officer



NBC AND PASSIVE DEFENSE BILL  
USCG LORAN TRANSMITTING STATION  
SIASCONSET, MASS.

1. PURPOSE. This bill is in support of COMCGONE OPLAN for the purpose of employing defensive measures prior to an atomic attack to minimize property damage and personnel injuries, and to effect passive defense recovery measures to restore essential station operations after an attack.
2. GENERAL. Alerting information will be received from CCGDI by message or by local air defense warning signals or by local radio broadcasts. Decontamination stations and shelter areas are designated as follows:
  - Primary Decontamination Station - Barracks Breezeway
  - Secondary Decontamination Sta. - Garage Area
  - Shelter areas - Duty Stations
3. ACTION.
  - a. Upon receipt of a YELLOW alert. (Civil Defense signal - Siren signal of steady, 3 to 5 minute duration)
    1. Notify Commanding Officer.
    2. Recall all personnel. Advise personnel unable to return prior to anticipated attack time to report to the nearest military unit or take necessary measures for personal protection.
    3. Close all doors, louvers, vents, windows and secure standby transmitters.
    4. Stock all buildings to be manned with water, food, blankets, battle lanterns, first aid kit and all available extra clothing. Furnish also a portable broadcast receiver, if available. (Tune to Civil Defense Warning System)
  - b. Upon receipt of a RED alert. (Civil Defense Signal - siren signal of a wailing tone or a succession of short blasts of 3 minute duration)
    1. Cease all transmissions when RED alert is ordered.
    2. All personnel take shelter, lie flat on the deck and cover up with additional clothing.
  - c. Upon receipt of a WHITE alert (all clear). (Civil Defense Signal - siren signal of steady 1 minute blasts)
    1. If radioactivity is suspected, follow decontamination procedure.
    2. Treat casualties and obtain additional medical aid if required.
    3. If area is clear of radioactivity, commence repair of damage and restore station to normal.
4. DECONTAMINATION PROCEDURE.
  - a. Determine level of radioactivity by instrument or by calling Civil Defense authorities. Estimate the safe work period.
  - b. Assign two men dressed in rain gear or extra outer clothing to wash down buildings.
  - c. All other personnel proceed to decontamination stations, remove outer clothing for destruction and each individual wash down thoroughly with soap and water. Fresh outer clothing will be worn after showering. Personnel washing down buildings will wash down each other with hoses and remove their outer garments prior to entering building. They will then shower with soap.
  - d. When the radiation level is safe, the louvers, windows and vents may be opened and the station restored to normal.



BERTHING AND BEDDING BILL  
LORAN A/C TRANSMITTING STATION  
SIASCONSET, MASSACHUSETTS

1. Berthing in the barracks shall be assigned by the MAA in accordance with station policy.

2. A name plate shall be attached to the door of each room listing its occupants.


3. All personnel assigned berthing in the barracks will be issued the following for his use:

4 ea.	Sheets
2 ea.	Pillow cases
2 ea.	Bed spreads
2 ea.	Blankets
1 ea.	Pillow

4. Each person is responsible for laundering his own linen. This shall be done each week prior to the Commanding Officer's weekly inspection.

5. All beds shall be made and rooms placed in condition for inspection prior to 0800 each morning. Each room shall be maintained in a neat respectable condition at all times.

6. Torn and/or badly worn linen shall be brought to the attention of the MAA so the necessary repairs or replacement may be made.

  
J. F. WESEMAN, LTJG, USCG  
Commanding Officer



23 APR 1973

USCG LORAN STATION NANTUCKET

CLASSIFIED MATTER DESTRUCTION BILL

1. PURPOSE. To provide for the emergency destruction of classified material to prevent its capture by hostile forces.

2. CLASSIFIED MATTER DESTRUCTION DETAIL. The following persons will comprise the destruction detail for classified matter at this unit:

- {1} Commanding Officer
- {2} Electronics Material Officer
- {3} Senior Electronics Technician

3. LOCATION OF MATERIAL AND DESTRUCTION METHOD.

a. All classified matter at this unit will be stored in the second drawer of the combination file cabinet in the station office. Material will be stored according to classification {Top Secret, Secret, Confidential} and the order of destruction will be as follows:


- {1} Crypto-
- {2} Secret
- {3} Confidential

b. The method of destruction at this unit will be by burning.

4. ACTION.

a. When it is apparent that classified matter will become subject to capture by enemy forces, emergency destruction of all classified matter will be accomplished. This will be done immediately by a member or members of the destruction detail. It is important that destruction be accomplished sufficiently early to avoid compromise through capture of classified matter. In emergencies and when considered necessary any member of the destruction detail will initiate necessary destruction under this plan to prevent compromise of classified matter by capture. This will be done without waiting for specific orders.

b. A list of all classified matter aboard showing location of the material personnel responsible for destruction and the recommended method of destruction will be maintained current in the second drawer of the combination filing cabinet in the station office.

  
J. F. WESEMAN, LT, USCG  
Commanding Officer



FIRE BILL  
USCG LORAN TRANSMITTING STATION  
SIASCONSET, MASS.

1. GENERAL. The fire fighting facilities at this unit are somewhat limited and this bill is written to provide maximum use of available personnel and equipment. A Fire bill is posted on the Watch, Quarter & Station Bill on the Main Passageway which provides detailed instructions for each person. This unit can normally expect to have many more men available than a duty section would provide due to the station housing and the billets having been assigned with this in mind. ~~The fire billets are listed at the end of this fire bill.~~

2. ACTION.

a. Station Buildings. The station buildings are all provided with automatic fire alarms which both ring an alarm and indicate the location of the fire. The Notifier Board in Operations gives the latter information. The quarters are not included in this system and a separate procedure is provided below for action in the event of a fire in the quarters.

(1) Immediately upon hearing the alarm, the Loran Watch Supervisor will call the OOD at extension 6 on the station intercom and notify him of the fire and its location. The OOD will already have been alerted by the alarm and will be standing by for this call. The Loran Watch Supervisor will simultaneously spread the alarm by word of mouth throughout the Operations building.

(2) During working hours the Loran Watch Supervisor's duty with regard to the fire is ended at this point unless he is in a position to help without leaving his duty station.

(3) Outside of working hours, the Loran Watch Supervisor, upon completion of his call to the OOD, will remain on the station intercom and commence calling the EVEN-NUMBERED quarters, #10, 8, 6, 4, 2, in that order. When the phone is answered he will state clearly "Fire at \_\_\_\_\_" and then hang up and call the next number. The occupant of the quarters, immediately upon receiving word, will notify the occupant of the adjoining quarters and both of them will proceed to the scene of the fire. In the event that any number fails to answer then the watch stander will call the adjoining quarters. For example, if the quarters #8 does not answer he will call # 7 and then proceed with his other calls.

(4) The OOD, immediately upon being notified of the fire's location, will pass this word to personnel in the barracks and then place a call to the local fire department at 228-2323 informing them of the fire and its location.

b. Family Quarters & Other Areas Not Having Fire Alarms. Any person who becomes aware of a fire should immediately notify Operations at extension 4 on the station intercom. Loran Watch Supervisor will actuate fire alarm and carry out procedure as outlined for fire in station buildings.

c. Fire Discovered Before Alarm Is Actuated. In the event that a fire is discovered before an alarm is actuated the person involved should FIRST TRIP AN ALARM and then attempt to extinguish the flame. If the fire is of a very minor nature the OOD should be informed of same to avoid a needless call to the local Fire Department.



FIRE BILL (continued)3. GENERAL INSTRUCTIONS.

- a. If fire is electrical turn off all power to burning equipment.
- b. Only dry chemical or CO2 fire extinguishers will be used for electrical or oil fires.
- c. Water extinguishers and fire hoses will be used for wood or paper fires.
- d. All personnel are required to know the type and location of all fire extinguishers and fire fighting equipment on board and be thoroughly familiar with its operation.
- e. The cotton hoses installed throughout the station are not to be charged with water during drills. They may be taken from the rack to the fire and it will be assumed they are charged. Needless charging during drills only hastens deterioration of this equipment.

4. CARE & INSPECTION OF FIRE EXTINGUISHERS.


- a. CO2 fire extinguishers will be inspected and weighed every month and re-charged when the charge is determined to be ten percent less than the original charge.
- b. Dry chemical extinguishers will be inspected every six months for the following items:
  - (1) Check hose and nozzle - blow out.
  - (2) Replace cartridge if necessary.
  - (3) Replace or add free flowing powder if necessary.
- c. Water extinguishers will be given a general inspection every six months and will be completely washed out annually. The gas cartridge will be replaced when necessary.

5. LOCATION OF FIRE EXTINGUISHERS, HOSES & ALARMS:

- a. The location of all extinguishers, hoses and alarms are detailed on the following pages. All hands are again reminded to familiarize themselves with these locations.

SPECIAL ADDITIONAL NOTES.

1. The transmitter building is equipped with an automatic smothering system. When this alarm goes off no personnel are to enter the building and any one in the building must evacuate immediately, being sure to close the doors behind them.
2. In the event that a dependent answers the station intercom in response to a fire call it is the responsibility of that dependent to notify the adjoining quarters.

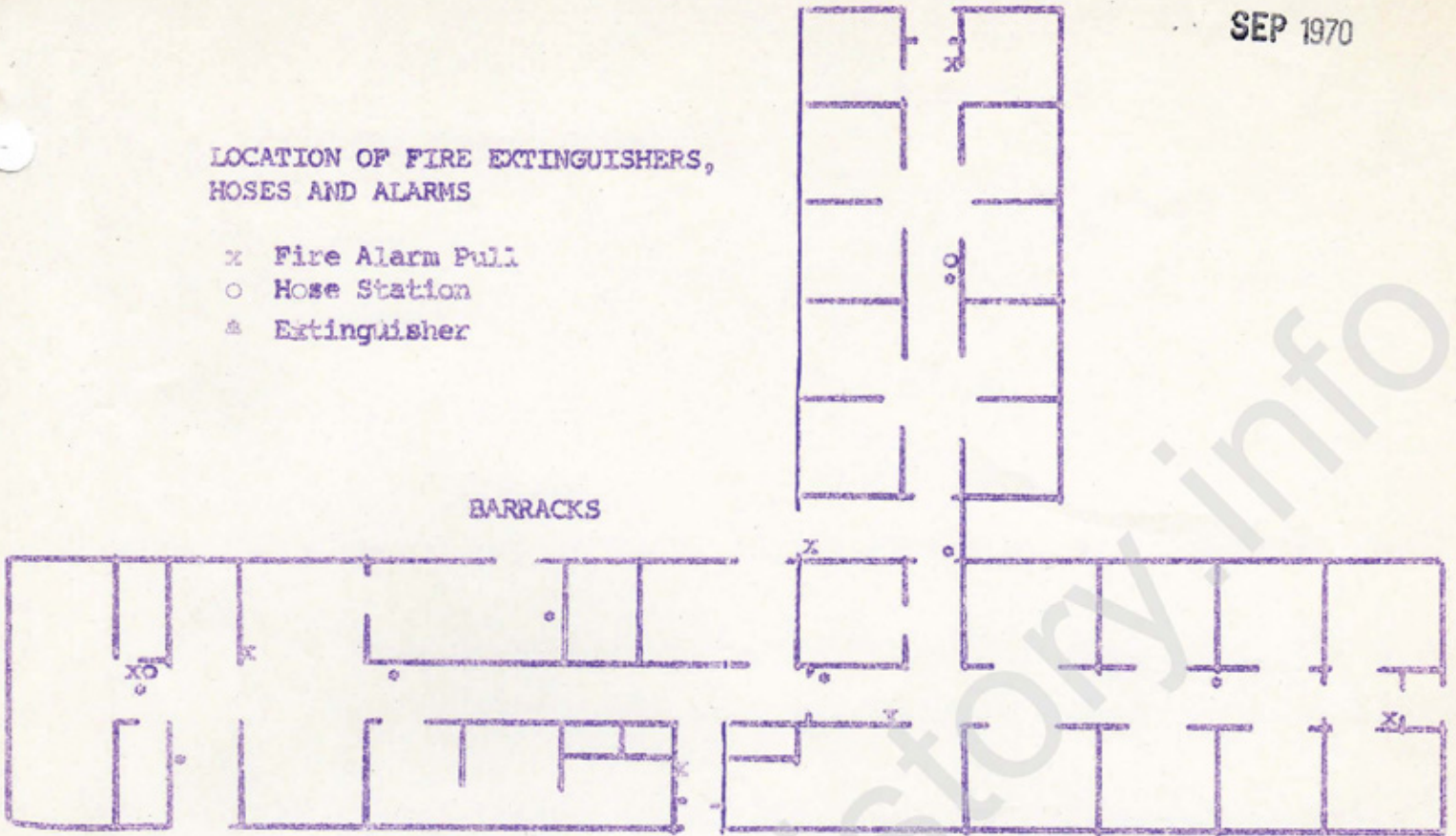
  
 J. F. WEESMAN, LTJ, USCG  
 Commanding Officer



LOCATION OF FIRE EXTINGUISHERS,  
HOSES AND ALARMS

- x Fire Alarm Pull
- o Hose Station
- △ Extinguisher

BARRACKS



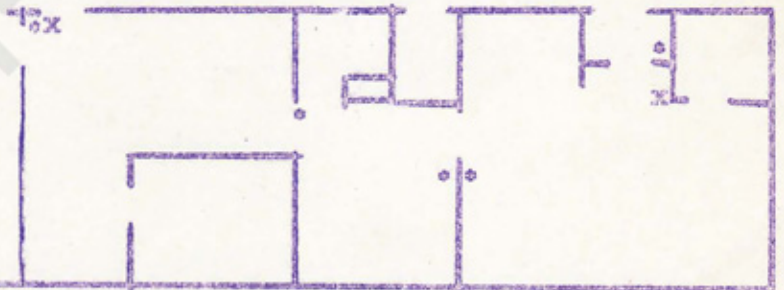
PAINT LOCKER



GARAGE



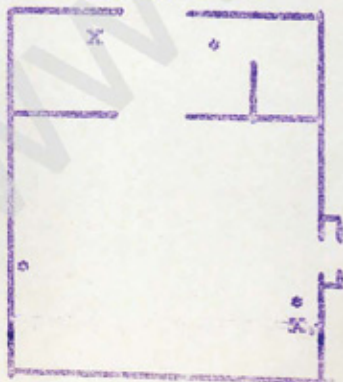
DC SHOP



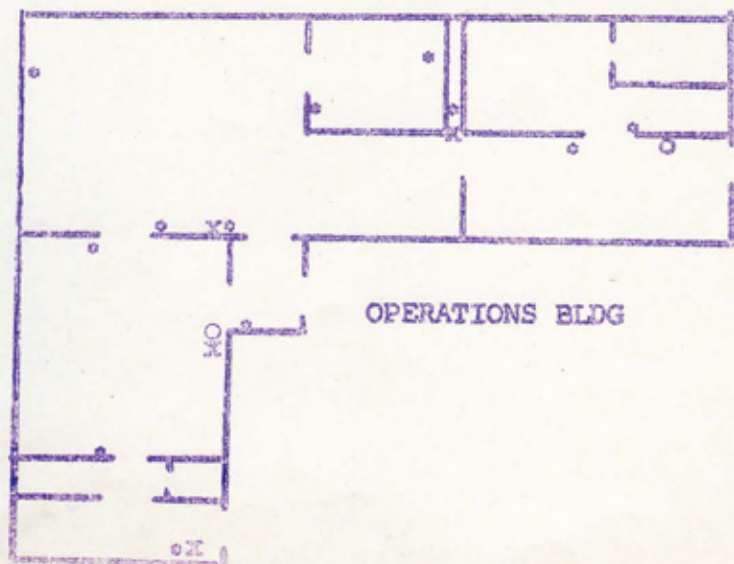
GENERATOR ROOM



TRANSMITTER BLDG



OPERATIONS BLDG






FIRE AND RESCUE BILL  
USCG LORAN TRANSMITTING STATION

1. DISCUSSION. The objective of a Fire and Rescue Bill is to provide an organized team of trained personnel to proceed to the scene of a distress such as fire, flood, etc. and furnish aid to the maximum extent possible. In view of the primary mission of this unit and the number of personnel attached, no such organized fire and rescue team will be established. However, if such assistance is requested or directed, this unit will furnish personnel in such numbers as possible and still maintain Loran service.

2. FIRE AND RESCUE EQUIPMENT. The type of equipment required is dependent on the nature of distress. The following items are available at this unit and may be considered useable implements for a Fire and Rescue Team:

Vehicles	Battle Lanterns
CO2 Fire Extinguishers	Acetylene Torch Outfit
Water Fire Extinguishers	Axes
Brooms	Wrecking Bar
Water Hose	OBA
Tool Kit	Fire <del>Box</del> Trailer

3. ACTION. If this unit is called upon for assistance to relieve distress, a team of available personnel will be formed and proceed with appropriate equipment to the distress. The team will be under the command of the senior petty officer in the party who will report to a responsible official at the scene. Periodic reports will be made by the senior petty officer to the Commanding Officer, USCG LORAN Transmitting Station.

  
 J. F. WESEMAN, LTJG, USCG  
 Commanding Officer



EMERGENCY POWER BILL  
LORAN TRANSMITTING STATION

1. PURPOSE: To acquaint personel with the emergency power available at this unit and to provide instructions for the maintenance and operation of such facilities, including safety features. It shall be a primary duty of the station EN to insure that the emergency generators are always ready for IMMEDIATE use. Only one generator will ever be placed out of commission for maintenance at any one time.

2. GENERATOR CAPABILITIES: This unit has two emergency generators, each capable of providing 200 KW of power. These generators are identical in type and size and may be used singly or in parallel depending on the load. In parallel they can provide up to 400 KW of power at the rated 600 VOLTS.

3. STARTING THE GENERATOR: The generators are started by placing hand on throttle control rod and pushing in, engage starter button (DO NOT ENGAGE STARTER FOR MORE THAN THIRTY SECONDS), when engine starts remove hand from throttle control rod.

(a) If there are two men, one man will start the generators, the other will open all vents and louvers and secure the furnace.

(A) PLACING GENERATORS ON LINE:

(a) After the engine has reached a temperature of 110°, use cycle control on main board to bring cycles up to 60, place AUTO/MANUAL switch on AUTO, adjust cycle control to 60 cycles if it is below or above 60. Adjust voltage to 600 Volts by using voltage regulator rehostat. Place main power bus in the on position. (LARGE SWITCH ON UPPER MIDDLE OF BOARD ON EITHER GENERATOR PANEL).

(B) Place toggle switch on either unit or parallel operation, unit for one generator or parallel for two. (Place switches in parallel when both generators are on the line).

(c) Secure commercial power switch, in upper right hand side of board, Close the main power switch on lower middle of panel board (for either generator) then close breaker for station power. (This breaker is located directly under the commercial power switch, and has a safety plate that must be lifted up to throw to the on position).

4. PARALLELING GENERATORS:

(a) At any time the KW meter on the operating generator reaches 175 KW, the standby generator should be set in operation and brought up to operating voltage and cycles. The main power bus is left in the operating position and the main Circuit breaker is left in the open or OFF position.

(b) Turn on the synchronizing switches for both generators.

(c) The synchronizing lights will cycle on and off. While they are in the cycle, close the main circuit breaker on the standby panel.



EMERGENCY POWER BILL  
LORAN TRANSMITTING STATION

4. OPERATION INSTRUCTIONS (contd)  
PARALLEL GENERATORS: (contd)

(d) At this point the standby generators must be made to assume a part of the load quickly or the power directional relay will cause the main circuit breaker to trip. Increase the cycles on the standby panel until a load is indicated on the KW meter and then slowly adjust the cycles until the load is balanced between the two generators with each KW meter having a nearly equal reading with the frequency at 60 cycles.

(e) Maintain a close watch on both generators and panels during parallel operation as a sudden change in the load may adversely affect operation.

5. SECURING THE EMERGENCY POWER:

(a) Trip the main circuit breakers on panel boards, taking generators off line.

(b) Secure the generator power switch and close the commercial power switch, (The interlock provided will insure the proper sequence.)

(c) Lower the engine cycles to 56 and voltage to ZERO by placing the cycle control in the LOWER position.

SECURING THE ENGINE:

(a) When the cycles and voltage are both down engine will be idling, let engine stand idling for at least five minutes to cool down, pull out on throttle control rod on engine and hold out until engine comes to a complete stop.

(b) Open main power bus at top middle of panel.

(c) Place AUTO/MANUAL switch in the MANUAL position.

(d) Clean engine and surrounding area and insure that gear is ready for immediate operation.

(e) Check engine for oil and water, secure vents and louvers. (In winter place furnace back in operation.)

6. SAFETY MEASURES:

(A) DO NOT use volatile liquids in vicinity of operating engine.

(B) DO NOT pressstarter while engine is in operation.

(C) Know location of fuel shut-off valve for each engine.

(D) Stand clear of all moving parts of engine.

(E) DO NOT carry rags, keys, or any other object in pockets or in your hands near any moving parts of engine.

(F) Keep all loose objects clear of engine fan and air intakes.

(G) DO NOT disturb automatic battery charger controls on panel board.

(H) DO NOT run engines on full with louvers or vents closed.




EMERGENCY POWER BILL  
LORAN TRANSMITTING STATION

SEP 1970

7. GENERAL INSTRUCTIONS:

- (a) Every man attached to this unit is expected and directed to become capable and proficient in placing and maintaining this unit on emergency power.
- (b) In view of the bad loran time which is incurred with each change of power it shall be station policy to transfer to emergency power at the first indication of eminent power, failure and remain on emergency power until such time as OOD has received assurance from Nantucket Gas & Electric Company that normal operation can be expected to continue.
- (c) The generators may be run without a load for training purposes.
- (e) The Watch, Station and Quarter Bill sets forth individual duties in the event of power failure.

  
J. F. MEESMAN, LTJ, USCG  
Commanding Officer



SEP 1970

TRAINING BILL  
LORAN TRANSMITTING STATION

1. GENERAL: A training program will be established for a six month period in (1) Loran, Communications, and Test equipment and (2) General Military Requirements. General outlines will be made up for all subjects and a complete schedule for a six month period will be posted for the information of all personnel.

2. ACTION: Drills and instructions in General Military Requirements will be held on ~~Thursday~~ <sup>Friday</sup> morning each week. The following subjects will be included in the Friday training program for General Military Requirements:


- |                        |                            |
|------------------------|----------------------------|
| a. resuscitation drill | g. fire extinguishment     |
| b. fire drill          | h. safety                  |
| c. ABC defense drill   | i. customs & etiquette     |
| d. power failure drill | j. UCMJ                    |
| e. communications      | k. code of conduct         |
| f. first aid           | l. Coast Guard Regulations |

3. CG INSTITUTE & USAFI TRAINING COURSES:

a. All personnel are encouraged to enroll in the CGI course of his rate to increase his proficiency and enhance promotion opportunities. Completion of the CGI course for the next higher rating is a requirement for advancement in rating.

b. USAFI Training Courses and college extension courses through USAFI are available and highly recommended for personnel who have completed their respective CGI course or for those who are able to carry more than one course satisfactorily.

c. Personnel desiring a CGI, USAFI, or college extension course will contact the Yeoman for aid in processing their applications.

  
J. F. Geseaman, LT, USCG  
Commanding Officer



SEP 1970

DEPARTMENT OF TRANSPORTATION  
UNITED STATES COAST GUARD

PUBLIC QUARTERS INSTRUCTION

From: Commanding Officer

To: USCG LORAN Station

Subj: Public Quarters; regulations concerning

Encl: Tenant Handbook for Occupants of Public Quarters


1. PURPOSE: To inform all occupants and cognizant personnel of the rules and regulations for the administration and operation of public quarters.
2. SCOPE: Applicable to occupants of public quarters and to all persons who are responsible for the administration and operation of public quarters.

3. INSTRUCTIONS:

A. Enclosure (1) sets forth in detail the rules and regulations which are applicable to occupancy of public quarters. This enclosure also contains general and useful information covering fire protection, maintenance service and procedures as related to public quarters at this station.

B. An occupant's failure to comply with rules and regulations of this instruction may be cause for termination of quarters assignment.

C. Enclosure (1) of this instruction will be issued to all occupants of public quarters upon assignment.

  
J. F. WESEMAN, LTJG, USCG  
Commanding Officer



SEP 1970

USCG LORAN TRANSMITTING STATION  
SIASCONSET, MASS.

PUBLIC QUARTERS  
TENANT  
HANDEOCK


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## TENANT HANDBOOK

Welcome to the USCG LORAN TRANSMITTING STATION Public Quarters. I hope that your occupancy will be pleasant. It is the desire of this command to provide the best possible living conditions, within available funds. It is our aim to provide housing not only in the limited sense of dwelling accommodations, but as embracing living conditions in a broader sense, such as services, recreational opportunities and other community factors that affect morale, contentment, health and well-being.

This booklet will furnish you with valuable information and will acquaint you with housing rules and regulations. It is recommended that you keep this handbook handy for reference. Any questions concerning these regulations should be referred to the Commanding Officer for clarification.

  
J. F. WESEMAN, LTJG, USCG  
Commanding Officer



## Introduction

### Number and type of quarters

2 - Two bedroom units	Quarters 1 & 2
6 - Three bedroom units	Quarters 3, 4, 7, 8, 9, & 10
2 - Four bedroom units	*Quarters 5 & 6

\*Quarters 5 & 6 are designated for the CO & EMO respectively.

### Equipment and Furnishing

The above units are identified as public quarters and as such, are completely furnished as authorized by current directives.

### Housing Officer

The Commanding Officer is responsible for the administration and maintenance of all public quarters, including periodic inspections and collection of miscellaneous charges.

### Eligibility of Public Quarters

The public quarters are for all military personnel in pay grade E5 or above or pay grade E-4 with over four years service, or pay grade E-4 obligated to serve at least 6 years, however, if the requirements for all seniors have been satisfied, quarters will be made available to any additional personnel. The group of persons eligible to occupy a unit of public quarters must constitute a family.

### What the Project offers You

Tenants enjoy pleasant surroundings, a congenial atmosphere, a wholesome environment in which to raise their children, and an excellent maintenance service. In addition, these dwellings provide comfortable accommodations at reasonable cost. You will want to keep your home in good condition and attractive.

### Your responsibilities

The physical nature of a housing project can create certain problems and the need for rules and regulations, to meet these problems, is vital. The following rules and regulations have been established. The purpose of these rules and regulations is to provide a sanitary, orderly and desirable home environment for residents of this station's housing units, and at the same time protect Government property.

These rules and regulations are mandatory requirements and must be strictly obeyed by all tenants. Violation of them constitutes adequate cause for termination of occupancy.

The Commanding Officer encourages you to make any suggestions you may have as to improving the living conditions.



### You and Your Neighbors

An ideal environment can be obtained only when a high quality of tenant relations prevails. A benevolent spirit and cooperative attitude towards your neighbors will help establish harmonious relations. Rules and regulations can do much towards attaining the goal, but the main job is up to you, the tenant. Tolerance and respect for the right of others will keep your neighborhood and the project as a whole a desirable and pleasant place for you and your family. It is hoped that active participation in picnics, athletic events will lead toward an enrichment of the lives of Coast Guard families.

### Care of Homes and Grounds

All repair needs shall be reported to the Commanding Officer. Alterations are not allowed without permission, but permission will be usually granted for small alterations that do not injure the property.

### Your Door Keys

A duplicate key will be maintained by the Commanding Officer. In the event you are locked out call 257-6302 and a duplicate key will be provided in order for you to gain entrance to your Quarters. Should any occupant lose his key, a nominal charge will be made for replacement.

### Home Care Suggestions

#### Walls

Walls, woodwork, and all painted surfaces should be kept free of grease and dirt spots. Give special care to surfaces around door knobs, electric light switches, window sills, space over the cooking stove, baseboards and other places that soil badly because of particularly frequent or heavy wear. A complete washing of the walls and wood trim each year keeps painted surfaces in good condition and makes it unnecessary to use strong soap and cleansers for removal of discoloration and soil. Furniture should not be pushed tightly against walls because this can permanently soil or damage the surface. Leave some space, even if only a slight clearance. This clearance will also aid in case of vacuum cleaning.

#### Floors

Floors with a wax finish can be kept in good condition with ease; apply paste or liquid wax periodically. For daily cleaning, use a dry mop.



## RANGES

Grease should be removed from the range and areas surrounding the range frequently because, if it is allowed to remain, it becomes almost impossible to remove and is a fire hazard. The oven and racks should be washed with soda and water. Be careful to protect the surface against hard knocks that may crack or chip the finish. Keeping the oven door closed when not in use can prevent personal injury; open doors are a frequent cause of accidents in the kitchen. The filter mounted above the range should be thoroughly cleaned periodically.

## BATHROOM

Ordinary care will be exercised in order to prevent blocking of pipes by disposing of oversized objects in toilet bowls. Children often cause plumbing stoppages by dropping such items as soap, toys, medicine bottles, gauze, deodorants, etc., into toilet bowls. Such items should be kept out of reach of small children.

## REFRIGERATORS

Refrigerators should be defrosted when the accumulation of frost is from 1/4 to 1/2 inches thick or when the accumulation interferes with contact of ice cube trays. Careful periodic defrosting will assure good service. DO NOT use sharp objects to remove frost from the freezer unit.

## OCCUPANCY RULES AND REGULATIONS

### Emergency Telephone Numbers:

FIRE	257 6213
POLICE	257 6511
HOSPITAL	228 1200

Fire permits are required for outdoor cooking stoves {BAR-B-Q's} and may be obtained from the local Fire Department.

## FIRE PROTECTION

Fire protection is furnished by the community of Siasconset. Tenants are cautioned regarding the following:

1. DO NOT smoke in bed.
2. Keep matches out of reach of children.
3. DO NOT use cooking range to heat house.
4. DO NOT use flammable materials for cleaning floors, woodwork, or other parts of the dwelling unit.
5. DO NOT store bulk flammables.
6. DO NOT use oversized electric fuses.

## NATURAL HAZARDS

In the event of hurricane, all window shades will be closed to prevent the platter of broken glass.

## ABSENCE FROM UNIT

Tenants leaving units unoccupied in excess of 36 hours are required to inform the Commanding Officer and precautions should be taken to prevent freezing of water pipes.



Maintenance of Units and Grounds1. Grounds and Buildings

Each tenant must keep his dwelling and grounds in a neat, orderly and sanitary condition.

Occupants are specifically responsible for:

- (1) Cleaning the interior surfaces of windows.
- (2) Cleaning the exterior surfaces of windows.
- (3) Cleaning carports, garages, storage spaces, porches, steps, walks and driveways.
- (4) Cleaning inside walls and woodwork.
- (5) Cleaning, waxing, polishing, furniture and floors.
- (6) Cleaning light fixtures.
- (7) Cleaning stoves, refrigerators, ovens, sinks, tubs, toilet fixtures, washing machines, dryers and similar house hold equipment.
- (8) Replacement of light bulbs.
- (9) Care of lawns to the extent of cutting, trimming and watering the lawn.

2. Care of Furniture

No article of Government furniture shall be removed from the unit for which it is intended.

3. No tenant is permitted to park or store trailers, boats or similar items adjacent to dwellings or within project limits and no sheds or other structures shall be erected.
4. No alterations or additions to dwellings are permitted. This rule includes the prohibition of shelves, boxes, and all similar items except as may be permitted by the Commanding Officer in writing after receiving a tenant request. Any installation of a fixed character becomes Government property upon vacating unless the tenant agrees in writing to restore the premises to their original condition.

Garbage and Rubbish

Trash and rubbish will be collected twice weekly. Tenants are responsible for keeping cans clean and sanitary.

Pets and Animals

Dogs and cats will be permitted provided they are kept on a leash when outdoors. Pets must be licensed in accordance with the Community of Nantucket Ordinance. Dogs and cats must be innoculated against rabies each year. Poultry, rabbits and other kinds of animals are not permitted. Prior to vacating, provisions must be made by the tenant for the proper disposal of his pets.



TRAFFIC REGULATIONS

All stop signs must be observed. The speed limit is 10 mph after entering the project. Violators are subject to loss of driving privileges on station.

COMBUSTIBLES AND GOVERNMENT PROPERTY

All firearms must be registered with the Commanding Officer. The carrying and use of air rifles, BB guns, shotguns, or any similar firearms by children is prohibited. The possession of Government property on housing premises without permission is prohibited.

ORDERLY BEHAVIOR

Tenants should show consideration for their neighbors. Disturbances caused by late parties, loud radios, children playing under windows and other annoyances should be avoided. Tenants are held responsible for the acts of their children and guests. Tenants who use dwelling units for immoral practices, illegal gambling or any other form of improper behavior are subject to eviction.

RIGHT TO INSPECT

The Commanding Officer only is authorized to enter locked dwelling units, whether or not the tenant is at home, to inspect them when suspicious or extraordinary circumstances justify such action.

INSPECTIONS

- (1) Initial - Prior to actual occupancy of Government Public Quarters, a physical inspection will be conducted. The report will be prepared by the inspector and verified by the intended occupant. Upon verification it will be signed by the Commanding Officer, or his representative and the occupant.
- (2) Preliminary moveout - Approximately ten days prior to vacating quarters arrangements will be made with the Commanding Officer to have the preliminary moveout inspection completed. During this inspection structural deficiencies and items that are the occupant's responsibility will be noted for corrective action. Occupants will be given the opportunity to reimburse the government ~~or the owner~~ for damage due to negligence by himself, members or his family or guests. If voluntary reimbursement is not effected, such damage may be the subject may be the subject of disciplinary or other appropriate action as deemed necessary. Voluntary reimbursement or repair may be considered appropriate action when the circumstances so warrant.
- (3) Final Inspection - Joint inspection for the unit by the Commanding Officer or his representative, and the occupant will be made. The Commanding Officer will prepare and sign a termination report showing the condition of the unit. The occupant will sign the report also.



Termination of Occupancy

Upon vacating quarters, the tenant must insure that the unit, equipment, appliances and surrounding yard are left in a clean, sanitary condition, free from grease, dirt and trash. Windows and doors must be left locked and keys returned to the Commanding Officer.

When an occupant vacates Public Quarters, a re-inventory will be made of all articles of government owned furniture, furnishings and equipment as indicated on the inventory made at the time of occupancy. This re-inventory will be made by the Commanding Officer on the day the quarters are vacated and in the presence of the vacating occupant. If no damage other than normal wear is found, no items are missing and the unit is clean, the original receipt is cancelled.

Commercial Enterprises

No Commercial enterprise will be permitted in the dwelling units of housing area. This encompasses the offering of **services** for which utilities would be required, i.e. water for laundering, electricity for ironing, etc.

Salesman and Solicitors

Door-to-door canvassing, soliciting, or selling is prohibited. Occupants who are visited by salesmen or solicitors in the housing area are requested to notify the Commanding Officer.



HURRICANE AND HEAVY WEATHER BILL  
 USCG LORAN TRANSMITTING STATION  
 SIASCONSET, MASS.

1. PURPOSE: The hurricane season for the East Coast of the United States may be considered as extending from 1 June through 30 November. The purpose of this plan is to set forth procedures and measures to be employed before a hurricane actually strikes and thereby avoid or minimize loss and damage to equipment and personnel.

2. HURRICANE WARNINGS: CCGDI will obtain all information possible from available sources concerning approaching hurricanes or destructive storms and will pass such information to District units. Four hurricane conditions or degrees of warnings are established to alert units of the approach of a hurricane and at the same time imply the degree of danger in the area. The four conditions are as follows:

CONDITION FOUR: Weather advisories indicate a tropical disturbance is developing which may pose a threat to the First Coast Guard District.

CONDITION THREE: Hurricane is expected to strike within 48 hours.

CONDITION TWO: Hurricane is expected to strike within 24 hours.

CONDITION ONE: Hurricane is expected to strike within 12 hours.

All messages received from CCGDI directing the setting of hurricane conditions will be acknowledged.

3. UNIT ACTION: Upon receipt of a hurricane warning from CCGDI the following action will be taken for the warning condition used:

a) CONDITION FOUR: Continue normal operations; inspect station buildings and grounds and outline items to be secured.

b) CONDITION THREE:

- (1) Establish a continuous listening watch on 2694 kcs and intercept all weather information transmitted by District Primary Radio Station.
- (2) Check fuel and water supply and replenish if necessary to reach 70%
- (3) Check generators to insure immediate operation.
- (4) Commence lashing down temporary outside structures and remove or secure all possible sources of flying debris.

c) CONDITION TWO:

- (1) Commence two section operation.
- (2) Continue lashing down and removing possible sources of flying debris
- (3) Commence securing and boarding up louvers and goods as necessary
- (4) Close and lock all windows. Allow ventilation on lee side of building
- (4) Secure station vehicles inside garage.

d) CONDITION ONE:

- (1) All liberty cancelled Continue securing station and boarding up as necessary.
- (2) Replenish supplies as necessary.
- (3) Check and maintain emergency power ready for immediate use.
- (4) Post continuous watch to observe storm effects on towers and buildings.



HURRICANE AND HEAVY WEATHER BILL (continued)

4. EVACUATION: If it becomes necessary to evacuate the unit in the interest of personnel safety, such orders to evacuate will be issued by CCGDI or the Commanding Officer. Prior to evacuating the unit, the following will be accomplished:

- (1) Secure all equipment.
- (2) Secure power to the station.
- (3) Secure all buildings.
- (4) Evacuate with station vehicles to Sankaty Light Station if possible. Otherwise stand-by at the Siasconset, Fire station or School house.

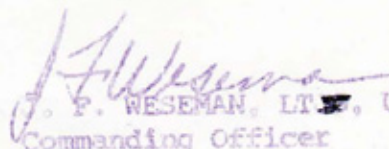
5. GENERAL INSTRUCTIONS: Normal operations will be resumed as soon as possible after the storm has passed and CCGDI directs resumption of normal operations. CCGDI will be advised by SITREPS ( brief messages) of any damage to property or injury to personnel.

6. HEAVY WEATHER PROCEDURE: In cases where weather, other than a hurricane, is forecast to be sufficiently severe to warrant dissemination of warnings by CCGDI such warnings will be identified by the words "HEAVY WEATHER" in the message text. Action upon receipt of such a message will follow that prescribed for a hurricane condition three.

ADDITIONAL NOTES

1. Upon setting of condition ONE, dependents assigned government quarters will assemble in the recreation room. Attendance at assembly is not mandatory but is definitely encouraged as it is unlikely that station personnel will be free or able to extend assistance to the families during a **severe** storm. Dependents should bring sufficient clothing and necessary items for personnel comfort to last a period of 48 hours.


2. At the first sign of imminent power failure this station will change to emergency power and remain on emergency power until the storm has ended and the local power company has made all necessary repairs to insure normal operation. At each shift from commercial power to emergency power this unit suffers a minimum of five minutes loss of LORAN signals and the above is intended to minimize such lost time.

  
J. P. WESEMAN, LTJ, USCG  
Commanding Officer



MAINTENANCE AND INSPECTION BILL  
USCG LORAN TRANSMITTING STATION  
STASCONSET, MASS.

1. PURPOSE: To provide for the proper maintenance of station structures, grounds and equipment, and insure the scheduling of special material and personnel inspection which are necessary to maintain a high degree of military readiness.
2. MAINTENANCE PROGRAMS: All section hands will establish and carry out a maintenance program for their respective sections. Such programs will be in writing, enumerating the maintenance to be performed for all major equipment on a weekly, monthly, semi-annual, and annual basis as necessary. These maintenance programs will be indicated on a posted maintenance schedule which will list due and completion dates for the various programs involved.
3. STRUCTURES AND GROUNDS: Maintenances of the structures and grounds will be on a continuing basis through daily inspections by the CO, EMO, AND DCC and a weekly inspection by the Commanding officer each Friday at 1030. The results of these inspections will be posted and corrective action taken.
4. INSPECTIONS: The following inspections will be conducted as indicated:
  - A. Daily
    - (1) Quarters
  - B. Weekly
    - (1) Commanding Officer's inspection of station and material.
    - (2) Safety inspection by Safety Board Member
  - C. Monthly
    - (1) Antennas and Tuning Units
    - (2) Personnel Inspection
  - D. Quarterly
    - (1) Ground systems
    - (2) Antenna guys, anchors, and top-loading elements
    - (3) Clothing Inspection
  - E. Semi-Annual
    - (1) Inspect all fire extinguishers
5. HISTORY CARDS: History cards will be established and maintained for all major items of equipment, structures and grounds, cards to be supervised by section heads. However, the actual entries will be accomplished by the individual performing the repair or maintenance.

  
J. F. WESEMAN, LTJG, USCG  
Commanding Officer



SEP 1970

UNITED STATES

COAST GUARD

LORAN

TRANSMITTING

STATION

NANTUCKET ISLAND

SIA SCONSET

MASSACHUSETTS


STATION ORDERS



USCG LORAN STATION NANTUCKET  
SIASCONSET, MASSACHUSETTS

SUBJ: STATION ORDERS; PROMULGATION OF

1. Station orders will be promulgated or revised when deemed necessary by the Commanding Officer.
2. Upon revision of an existing station order, or upon promulgation of a new station order, personnel will be informed by the reading of the revised or new instruction at quarters. The station yeoman will post revised and new station orders on the barracks bulletin board, and will update all copies of the Station Organization Book as required.

  
J. F. WESEMAN, LT, USCG  
COMMANDING OFFICER



USCG LORAN STATION NANTUCKET

30 JAN 1973

OPERATION ORDER NO. 1

SUBJ: SUCCESSION TO COMMAND

REF: {a} USCG REGULATIONS {CG-300} SECTION 13-3-8  
{b} USCG REGULATIONS {CG-300} SECTION 13-3-9

1. In accordance with the requirements of reference {a} and {b}, the following information is posted for the guidance of all station personnel.
2. In the event of the incapacity, death, relief from duty or absence of the Commanding Officer, he shall be succeeded by the following in the order enumerated:

- a. CW02 Edward W. STEWART Jr., 80323, [REDACTED], USCG
- b. DCC Gerald T. RYAN, 339 648, [REDACTED], USCG

*F. Weleman*  
F. WESEMAN, LT, USCG  
Commanding Officer

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13 JAN 1973

USCG LORAN TRANSMITTING STATION NANTUCKET

STATION ORDER NO. 2

SUBJ: UNIFORMS AND PERSONAL APPEARANCE

1. All hands in uniform shall present a neat, clean appearance at all times. Hair shall be neatly and closely trimmed. No exaggerated or eccentric styles of haircut shall be worn.

2. Uniforms shall be worn as prescribed below:

a. Uniform of the day

{1} Officers and Chiefs: Service dress blue, service dress khaki or service dress white as prescribed by CCGD ONE.

{2} Enlisted Men: Service dress blue or service dress white corresponding to uniform worn by officers and chiefs.

b. Uniform for working hours

{1} Officers and Chiefs: Work blues, work khakis or dungarees without ties.

{2} Enlisted Men: Dungarees, blue baseball type working cap may be worn in lieu of white hat.

c. On-station uniform after working hours, weekends and holidays

{1} Officers and Chiefs: Uniform of the day, clean working uniform or acceptable civilian dress

{2} Enlisted Men: Same as above

{3} Bare feet are prohibited

{4} Articles of clothing upon which is painted obscene, profane or lascivious words or drawings are prohibited on station.

{5} Articles of clothing which might tend to create a disorder such as items reflecting support of a country, organization or individual who advocates or has advocated the overthrow of the United States government, are prohibited on station.

{6} The wearing as outer garments, articles of clothing which are designed to be worn as undergarments is prohibited on station.

{7} All personnel shall wear a shirt when in the galley, on the mess deck or in the recreation area.

NOTE: Dress appearance standards contained in this subparagraph apply in all public areas of the unit, including work areas, recreation area, galley & mess deck and do not normally apply in the family housing area.



13 JAN 1972

USCG LORAN TRANSMITTING STATION NANTUCKET

STATION ORDER NO. 2 {cont}

SUBJ: Uniforms and Personal Appearance

d. Liberty or Leave uniform

{1} Officers and Chiefs: Uniform of the day or civilian clothes.

{2} Enlisted Men: Same as above. NOTE: Foul weather jackets shall not be worn on liberty.

e. Working uniform off station

{1} Wearing of working uniform off station is authorized only by the CO - 00D or in case of emergencies.

{2} Working uniform may be worn by personnel traversing to and from their place of residence only.

f. Undress uniform off station

{1} Wearing of undress uniform off station is authorized only for the following purposes: {a} duty driver {b} anyone necessary to assist the duty driver on various details.

3. The 00D is responsible at all times in ascertaining that all men on the station are in the proper uniform, and that all men leaving the station whether going on an authorized run or going on leave or liberty, are in the proper uniform in accordance with paragraph 2 above.

4. Personnel inspections will be held periodically to ascertain that all men have proper uniforms. Biweekly haircut inspections will also be made.

5. Standards of Grooming:

a. Hair will be neatly trimmed, and present a groomed appearance. Hair will not touch the collar except for the closely cut hair on the back of the neck, and that will present a tapered appearance. Hair in front will be groomed so that it does not fall below the eyebrows when a person is uncovered, and it will not extend below the band of properly worn headgear. In no case shall the bulk or length of hair interfere with the proper wearing of any military headgear. Hair shall not extend over the ear or any portion of the ear.

b. Sideburns shall be neatly trimmed and will not extend below the bottom of the ear lobe, will be even width along the entire length, and will end with a cleanshaven horizontal line. Flaring of sideburns is prohibited.



18 JAN 1973

USCG LORAN TRANSMITTING STATION NANTUCKET

STATION ORDER NO. 2 (cont)

SUBJ: Uniforms and Personal Appearance


c. Beards and Moustaches:

If a beard and/or moustache is worn, it shall be well groomed, clean and neatly trimmed, so as not to present a ragged or unkempt appearance. Beards authorized include full and partial beards, van dykes and goatees. Eccentric beards are not permitted.

{1} Exceptions:

{a} Beards or moustaches cannot be permitted to interfere with mask-to-skin seal required for the proper wearing of oxygen masks, gas masks, or OBA equipment.

{b} For sanitary purposes, personnel engaged in food preparation (messcooks) will remain clean-shaven except for a neatly trimmed moustache.

  
F. WESEMAN, LT, USCG  
COMMANDING OFFICER




SEP 1970

USCG LORAN TRANSMITTING STATION NANTUCKET

STATION ORDER NO. 3

SUBJ: VISITORS AND GUESTS

1. For the purpose of definition, a visitor is one who enters the station uninvited; a guest is one who has been invited to the station by a member of the crew.
2. No visitor will be allowed on the government reservation without the consent of the Commanding Officer or OOD.
3. No visitor will be allowed on board after sunset.
4. No visitor will be allowed inside station buildings unless accompanied by a member of the crew.
5. No visitor or guest will be allowed in the barracks except for the recreation room and office areas. The use of the office areas by visitors or guests is prohibited for casual use.
6. Any member of the crew having a guest aboard will be held responsible for the action, conduct, and behavior of that guest while he or she is aboard this unit. This also pertains to family quarters.
7. Any member of the crew having a guest aboard will notify the OOD prior to or at the time of arrival of the guest to obtain permission to bring the guest aboard.
8. No guest will be permitted aboard this unit after 2200 unless attending a movie, or with the special permission of the CO or XO.
9. Generally, the CO or OOD will give permission for visitors to be shown around the station during the week-ends and on holidays. Exceptions will be made when operational commitments warrant, or when it is to the advantage of the service.
10. No visitor or guest will be shown around the station unless accompanied by a member of the crew.
11. It is the responsibility of the OOD to have knowledge of all visitors and guests on board this station with the exception of guests in the family quarters.

  
J. F. WESEMAN, LTJG, USCG  
Commanding Officer



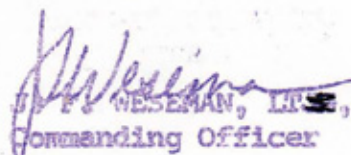
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USCG LORAN TRANSMITTING STATION NANTUCKET

STATION ORDER NO. 4

SUBJ: GOVERNMENT PROPERTY

1. No person attached to this unit shall have in his possession any property of the United States, except as may be necessary to the proper performance of duty or as may be authorized by the Commanding Officer.
2. All Coast Guard personnel are charged with the preservation, upkeep and proper maintenance of all government property entrusted to their care or otherwise available for use in the routine performance of their duties. In the interest of efficiency and the conservation of government funds, all personnel attached to this unit will avoid waste or malicious destruction of government materials, tools and equipment. Each individual will make a concerted effort to preserve and protect all government property.
3. No person attached to this unit shall have in his possession any keys to any door, safe, locker or cabinet on this station except as may be necessary for the proper performance of duty or as authorized by the Commanding Officer.
4. No person attached to this unit will give to any other member of the crew any key to any door, safe, locker or cabinet on this station which it is known that that man should not possess.
5. No person attached to this unit will give to any person not a member of this crew any key to any door, safe, locker or cabinet on this station.
6. It is prohibited for any man to have duplicate keys made of any key to any door, safe, locker or cabinet on this station, except with the permission of the CO. Duplicate keys of personal locks may be made providing the lock belongs to the man having the duplicate key(s) made.
7. The station keys will be properly tagged and neatly stored in a locked key cabinet in the OOD's room. The cabinet key will be in the personal possession of the OOD who is responsible for the safe and orderly condition of all keys and the security of the spaces controlled thereby. The OOD's keys will be passed from watch to watch. The Commanding Officer shall be immediately notified concerning the loss of any key.
8. It is prohibited for any man attached to this unit to have in his home, room or possession, any recreational equipment belonging to this station, unless that equipment is signed out on a custody card, and that card is in the possession of the Property Officer of this unit.
9. Use of government property for other than official use is prohibited.

  
J. F. WEISMAN, LTJG, USCG  
Commanding Officer



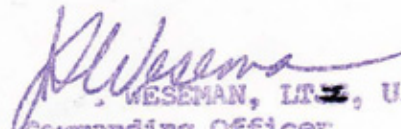
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USCG LORAN TRANSMITTING STATION NANTUCKET

STATION ORDER NO. 5

SUBJ: PROTECTION OF PERSONAL PROPERTY

1. All persons attached to this unit are provided space for stowage of personal property. Such space is both private and personal and entry of same by unauthorized persons constitutes a court martial offense.
2. Morally, it is an equal offense to subject another to temptation by careless handling of attractive or valuable property and it is earnestly recommended that all hands keep valuables under lock and key.
3. The office safe is available for stowage of especially valuable items or cash and a receipt will be given for such items stowed. However, no further responsibility other than reasonable security can be assumed by either the CO or the U. S. Coast Guard for articles so accepted.
4. Any and all spaces aboard this station are subject to search or inspection by the Commanding Officer at any time. When circumstances permit, any search of personal property will be conducted by the Commanding Officer, owner of the property, and the MAA.
5. Any safe or locker being used by any member of the crew will have a tag listing the name, rate and service number of the person using that safe or locker.

  
WESEMAN, LT-1, USCG  
Commanding Officer




SEP 1970

USCG LORAN TRANSMITTING STATION NANTUCKET

STATION ORDER NO. 6

SUBJ: MASTER-AT-ARMS; assignment and duties of

1. The station MAA at this unit will be assigned by the Commanding Officer. In his absence, the Commanding Officer will assign a replacement to act as MAA.
2. The duties as MAA will necessarily be in addition to his regularly assigned duties and will be worked into his schedule of primary assigned duties.
3. The following is a list of the MAA's routine duties:
  - a. Daily
    - 1) Supervise morning clean up of barracks, grounds and garage.
    - 2) Insure mess hall and galley are properly and thoroughly cleaned.
    - 3) Check private vehicle parking to insure proper areas are used.
    - 4) Inspect all garbage and trash areas for cleanliness.
  - b. Weekly
    - 1) Arrange necessary trash and garbage runs.
    - 2) Insure ~~that areas~~ under his responsibility are ready for CO's inspection.
    - 3) Check linen locked for neatness.
  - c. Monthly
    - 1) Check stowage of seabags and personal gear, correcting as needed.
  - d. Quarterly
    - 1) Submit any required requisition for materials or supplies needed to adequately perform the above duties.
  - e. As needed
    - 1) Inspect each member's sea bag for neatness, completeness, and stenciling as situation arises, such as transfer, etc. Each member's sea bag will be inspected at least every six months.
4. The MAA is directly responsible to the CO for the proper performance of his duties.

  
J. F. WESEMAN, LT<sup>3</sup>, USCG  
Commanding Officer



SEP 1970

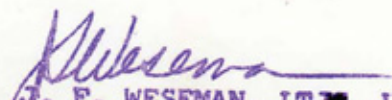
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USCG LORAN TRANSMITTING STATION NANTUCKET

STATION ORDER NO. 7

SUBJ: PERSONAL TELEPHONE CALLS

1. Personal telephone calls will not be made on the station phone. This is an official phone reserved for official use.
2. A pay phone is provided in the recreation room for personal phone calls and should be put to the best possible use for both incoming and outgoing calls of a personal nature.
3. Personal calls for people occupying government family quarters aboard this unit will not be transferred to those quarters via the station intercom system. If a person in the quarters receives an incoming call their local number may be given to the person calling. In the event that the person called does not have a private phone, then the number of the pay phone may be given, and the person in the quarters notified that a call will be forthcoming on the pay phone.
4. A list of personnels' local private phone numbers will be maintained by the phone on the mess deck.
5. All incoming calls for the CO's quarters will be considered to be of an official nature and may be transferred to his quarters by means of the station intercom as a means of convenience to the person calling.
6. All personnel will discourage their friends and outside contacts from phoning them during working hours. Should a phone call be received from a member of this station during working hours, the person answering the phone will inform the person calling that it is an official phone and can not be tied up. The person answering will then take the message or will obtain the name and number of the person calling and will inform them that the crew member in question will call them back.
7. All hands living in the government family quarters will inform their families that should they be using the intercom when an emergency arises, they will be asked by a member of the crew, whose billet it is to man the phone, to hang up immediately, and shall do so. Emergency includes drills as well as actual events.
8. The intercoms in the quarters are for official use and should not be used for personal calls.
9. It is strictly prohibited for any member of the crew to make a long distance call from the station phone. It is strictly prohibited for any member of the crew to make a long distance call and charge the call to this station. Likewise, it is prohibited for any member of the crew to accept a collect call at this station without the approval of the CO, unless the member feels that this call is of an emergent nature.
10. All hands should keep in mind that the station phone is this unit's primary means of communications, and that every extra minute spent on the line deducts from this station's operating efficiency.

  
J. F. WESEMAN, LTJG, USCG  
Commanding Officer




13 JAN 19/2

USCG LORAN TRANSMITTING STATION NANTUCKET

STATION ORDER NO. 8

SUBJ: INTOXICATING LIQUORS AND NARCOTIC SUBSTANCES

1. The introduction, possession, or use of intoxicating liquors (beer or any article capable of being used as a beverage and containing sufficient alcohol to produce intoxication) on this station is strictly prohibited.
2. The above order does not apply to the family quarters aboard this unit except that consumption of any such beverages will take place only within the quarters and back yards, and will be restricted to those not in an active duty status (duty section personnel). Personnel attached to this unit who are found to be in an intoxicated condition outside the limits of their quarters will be subject to such punishment as the UCMJ provides. Quarters in this sense refers only to the family quarters on the station and not to the living quarters in the barracks.
3. The introduction, possession, or use of narcotic substances within the limits of this station is strictly prohibited except for medical purposes. When used for medical purposes authorization in writing from a qualified medical officer is required.
4. The use of alcoholic beverages for special parties and/or celebrations on this station will be authorized by the CO only and the quantity and type of same will be controlled by the CO personally.
5. The burning of incense or similar substances is prohibited.
6. It is to be noted that the Coast Guard has a drug exemption program. Details of this program can be obtained from the station drug representative. Instructions on the drug exemption program will be made part of this unit's training program on a regular basis.

  
F. WESEMAN, LT, USCG  
COMMANDING OFFICER



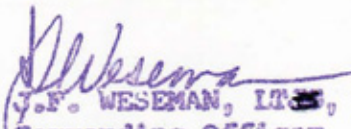
SEP 1970

USCG LORAN TRANSMITTING STATION NANTUCKET

STATION ORDER NO. 9

SUBJ: MEDICAL AND DENTAL CARE

1. Routine medical care at this unit will be provided by the local U.S. Public Health Service contract doctor. Treatment will normally be provided during office hours established by that doctor. However, the Commanding Officer will be notified of the need for medical care and arrangements will then be accomplished for hours outside regular office hours.
2. In emergencies, the contract doctor may be contacted directly, and the CO notified when circumstances permit.
3. Routine dental care is not available at this unit except that provided by the Mobile Dental Unit which is scheduled to visit in the vicinity of this unit every twelve months.
4. All emergency dental care will be arranged by the CO. In all other cases, prompt notification after emergency treatment at any facility is mandatory.
5. If it becomes necessary to obtain emergency medical care or dental treatment while on authorized leave of liberty, utilize U.S. Public Health Service facilities and notify the Commanding Officer as soon as possible. If emergency treatment MUST be obtained from another source notify the Commanding Officer or station immediately indicating the nature of the treatment required, the date treatment is rendered and the name and location of the facility utilized. Unless this information is furnished immediately, indicating that a bonafide emergency exists, the individual concerned will be liable for payment.
6. On the back side of all leave papers are instructions for emergency medical and dental care. If on leave and the situation arises, refer to your leave paper.

  
J.F. WESEMAN, LTJG, USCG  
Commanding Officer



USCG LORAN TRANSMITTING STATION NANTUCKET

STATION ORDER NO. 10

SUBJ: OFF-LIMITS SMOKING AREAS

1. Smoking is prohibited in the following areas & times:
  - a. While a man is in his bunk.
  - b. Paint Locker & paint storage areas.
  - c. Within 50 feet of gas & storage fuel tanks.
  - d. Station galley.
  - e. During quarters.
  - f. Loran C transmitter building.
2. The use of open flames, open flame welding, or cutting in areas where flammables, or fuel are present or stored is prohibited.
3. Station personnel shall exercise caution when smoking on the station; discarding of cigarettes carelessly is prohibited. Ash trays shall be used for smoking at all times when inside buildings. When outside, cigarettes should be thoroughly extinguished before discarding.
4. The discarding of cigarettes in open areas is prohibited. Examples: the extinguishing of cigarettes on station asphalt areas.
5. Waste cans will not be used as ash trays.
6. Regulations in this instruction apply to all kinds of smoking.
7. Any person witnessing violations of this order are charged with the responsibility of calling this violation to the attention of the offender.

  
C. T. WINFREY, LTJG, USCG  
Commanding Officer



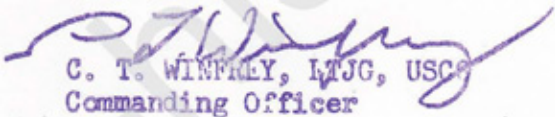
USCG LORAN TRANSMITTING STATION NANTUCKET

STATION ORDER NO. 11 (2)

SUBJ: TROPICAL HOURS

1. The following palm of the day will be in effect for all week days Monday thru Thursday unless modified by specific notices:

0600 Reveille; all hands except mid-watch & personnel on authorized liberty  
0630 Breakfast  
0645 Liberty expires  
0650 Quarters; muster on Recreation deck  
0700 Turn to  
0800 Morning Colors  
1300 Knock off station work, Liberty for off going section; Lunch  
1630 Evening Meal  
SUNSET Evening colors  
2200 Taps; Silence throughout the barracks berthing area

  
C. T. WINFREY, LTJG, USCG  
Commanding Officer




SEP 1970

USCG LORAN TRANSMITTING STATION NANTUCKET

STATION ORDER NO. 12

SUBJ: STATION LAUNDRY FACILITIES

1. Washing machines and dryers have been provided for the use of the crew. In order that these may remain in operable condition and available for use, it is necessary that the machines be used properly. To this end the following instructions will be followed:
  - a. Do not overload the machines.
  - b. After starting machine, remain in the area long enough to be certain that the machine is operating properly.
  - c. Dryer lint catchers shall be cleaned after each use.
2. These machines will be secured when the station is operating on emergency power.
3. Each person using these facilities is responsible for the cleanliness of the laundry area upon completion of his washing.
4. Laundry will not be done during working hours except by watchstanders in an off duty status.
5. It is prohibited for any member of the crew to use station cleaning detergents, soaps, etc. for washing personal laundry.
6. Ironing boards and irons are also available for use by the crew. Irons will be properly secured after using to prevent other personnel from being burned by a hot iron. Ironing boards will also be secured after use.

  
J. F. WESEMAN, LTJG, USCG  
Commanding Officer



SEP 1970

USCG LORAN TRANSMITTING STATION NANTUCKET

STATION ORDER NO. 13

SUBJ: FIREARMS & AMMUNITION

1. No firearms or ammunition will be brought aboard this unit without first obtaining permission for same from the CO. Immediately upon entrance to this unit, these firearms are to be turned in to the CO for stowage with station small arms.
2. It is realized that hunting is a popular form of recreation in this area and this order is in no way meant to discourage participation of all interested members of the crew.
3. Firearms which are turned in for stowage with the station small arms will be afforded the same security as these weapons, but no further responsibility than that can be assumed. All weapons turned in for stowage will be tagged with the owner's name, rate and service number. Firearms will be issued only to the person whose name appears on the tag.
4. It is pertinent to set forth in this station order that all members of the crew are expected to adhere to state and local regulations in all respects. A large part of this station property affords good hunting of sorts and may be used for same, consistent with safety and with the express consent of the CO, but it must be fully understood that hunting aboard this unit does not lessen the need for adherence to local hunting regulations.
5. Personal firearms will be permitted to be stowed in government family quarters on this station. It is expected that all safety measures will be followed both in the stowing and the handling of these weapons. Any abuse of this privilege will result in its revocation and disciplinary action for the offender.
7. All personnel living in the family quarters on this unit will record with the CO the make and type of firearms being stowed at their quarters; for record purposes.

  
O. F. WESEMAN, LTJG, USCG  
Commanding Officer



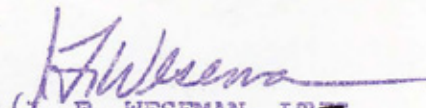
SEP 1970

USCG LORAN TRANSMITTING STATION NANTUCKET

STATION ORDER NO. 14

SUBJ: PERSONAL PROJECTS

1. In view of the limited recreational possibilities in this area, particularly in winter, all hands are encouraged to use station facilities for personal projects in their spare time. The experience gained will be of mutual benefit.
2. It must be clearly understood that such projects may be done only on a "NOT TO INTERFERE" basis and that no Coast Guard or US Government material shall be used.
3. Government tools and instruments used in these projects must be taken care of and not abused or removed from this station. The area used and all tools must be cleaned upon completion of work.
4. All safety precautions which normally apply to the type of work being done must be strictly observed.
5. Any project undertaken will be done in accordance with any other station order in effect.

  
J. F. WESEMAN, LT  
Commanding Officer



STATION ORDER NO. 15

SUBJ: COMMISSARY OPERATING INSTRUCTIONS &amp; COMMISSARYMAN DUTIES

GENERAL

1. Instructions to Station Commissaryman. The instructions listed are limited and cover only problems encountered in this units commissary operation. For more detailed coverage refer to: CG Comptroller Manual, Chapter 04, and station orders.

MENU

1. Use care in planning menu for dietary requirements, also try to provide variety, adjust meals for climate, and plan for popular food.
2. Submit menu prior to 0900 each Monday for typing and approval. Menu will be posted on mess deck bulletin board. Once posted menu will not be changed unless approved by the Commanding Officer.

PREPARING AND SERVING OF FOOD

1. Every effort will be made to provide meals that are prepared and served in the most attractive manner possible. This can only be achieved if the dining area, dishes and silverware, galley, and Commissaryman are scrupulously clean.
2. Meals will be served only at the times authorized by station orders.
3. The cook, if notified beforehand will insure that hot meals are held for men engaged in necessary station work.

STORAGE AND CARE OF FOOD

1. Food products of any kind will not be used if spoilage is indicated or condition is doubtful.
2. For open galley operation: Breakouts of perishable items will be limited to the quantity required for one days operation. For additional days the Commissaryman will mark items for use and leave in freezer, OOD's will break out as needed.
3. Left over items will be placed in refrigerator immediately in closed shallow containers, AND USED WITHIN 36 HOURS.
4. Breakouts of perishable items will be inspected for quality before being placed in refrigerator for consumption.
5. Perishable items will be returned to refrigerator as soon as possible after use.
6. To facilitate accurate and efficient inventories, all items will be marked on the shelves, and will be arranged in accordance with the inventory listing.



80 JAN 1973

STATION ORDER NO. 15 (CONT'T.)

SUBJ: COMMISSARY OPERATING INSTRUCTIONS &amp; COMMISSARYMAN DUTIES

PROCUREMENT, RECEIPT, AND ISSUE OF PROVISIONS

1. Commissary supplies will normally be procured twice weekly. The Commanding Officer will approve all shopping trips. The Commissaryman will know the financial standing of the mess, and the funds available at all times.
2. All commissary bills received will be submitted. The bills will be legible, properly filled out, properly signed, and checked for accuracy. Any corrections to bills will be made in pencil. Bills received will be submitted to the Commanding Officer prior to 0900 of the following day, and prior to 1000 Monday for bills received on week-ends.

The inventory will be held as nearly constant as possible throughout the month, unless the inventory can be held fairly constant it will be necessary to perform actual inventories during the period.

4. Breakouts of commissary stores for periods when open galley is authorized (meal time open galley) should be adequate, so that men can prepare a well balanced meal if they so desire.

REPORTS AND RECORDS

1. The daily ration cost record will be posted daily and submitted to the Commanding Officer. The schedule for submission will be the same as for bills received.
2. Issue/Sales slips will be filled out for all meals sold, all pages will be accounted for. The slips will be completed at the actual time the meal is sold, they will be legible, with the individuals initials, last name properly spelled, rank/rate or business association shown, and submitted in accordance with schedule for Cost Record and Bills.

SANITATION

1. All personnel engaged in messing will wear clean, regulation uniforms in a good state of repair. Their personal appearance will be above reproach, they will be bodily clean, clean-shaven and have close-clipped fingernails, close hair cut, head covered. The head covering will be worn squared.
2. All mess personnel will wash their hands thoroughly with soap and hot water after use of toilet, also after removing garbage, stowing provisions and cleaning of galley equipment and floors.
3. Utensil or dish washing sinks will not be used as body washing facilities.
4. The galley stove will be cleaned and freed from grease daily.
5. The refrigerator and freezer will be thoroughly cleaned weekly, the interiors will be clean at all times.



23 APR 1973

STATION ORDER NO. 15 (CONT.)

SUBJ: COMMISSARY OPERATING INSTRUCTIONS &amp; COMMISSARYMAN DUTIES

SANITATION (CON'T.)

6. Dishes and silverware will be checked upon removal from dishwasher. If found to be dirty, they will be run through dishwasher a second time.
7. All cupboards and the storeroom will be kept clean, neat and orderly at all times.
8. All galley appliances will be cleaned after every use.
9. The galley garbage cans will be washed with hot water and detergent after each noon meal.
10. The Commissaryman will turn the galley over to the OOD in good condition, and will not leave on liberty until the galley has been inspected and accepted by the OOD.
11. The OOD shall inspect the galley and make sure it is clean, prior to retiring. When cleaned to his satisfaction, the OOD shall lock the galley. The galley will remain locked during the night.
12. The Commanding Officer will inspect the galley daily. Granting of liberty will be dependent upon the condition of the galley.

SMOKING WILL NOT BE PERMITTED IN THE GALLEY AREAMEALS

1. The following meals will be cooked by this units Commissaryman unless modified by specific notice:

Monday through Thursday-----Morning Meal  
 Noon Meal  
 Evening Meal

Friday-----Morning Meal  
 Noon Meal

2. All other meals will be prepared by individuals on an open galley basis.
3. The meals to be cooked on holidays or special occasions will be published in separate instruction as the need arises.

BREAKOUTS

1. The Commissaryman will break out all food for all meals which he will not be cooking. He will keep locked all spaces which contain food which is not to be used during these meals. If there is not sufficient food broken out, the OOD shall inform the Commanding Officer.
2. The Commissaryman will make a maximum of four shopping runs per week; these runs to be consolidated with other runs where possible.



23 APR 1973

STATION ORDER NO 15 {CON'T.}

SUBJ: COMMISSARY OPERATING INSTRUCTIONS & COMMISSARYMAN DUTIES

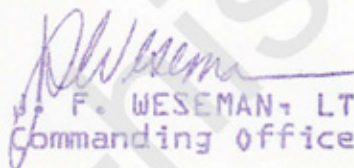
COMRATS

1. In order to provide for adequate planning of meals at this unit, the following regulations concerning personnel on COMRATS are hereby promulgated.

a. All personnel on COMRATS shall sign up for meals from the general mess at least one day before they plan to eat. Meal sheets will be posted on the bulletin board, and will be taken down at 0700 of the day concerned. Meals signed for will be charged to personnel concerned, whether or not they eat. After 0700 of the day concerned no one may cross his name off of the meal list.

b. Personnel on COMRATS shall not consume foods from the galley, unless they have signed for meals.

2. All personnel on COMRATS who purchased meals from the general mess during the preceding month, shall pay for their meals in full, not later than the third day of the following month.

  
F. WESEMAN, LT, USCG  
Commanding Officer

www.loran-station.com




SEP 1970

USCG LORAN TRANSMITTING STATION NANTUCKET

STATION ORDER NO. 16

SUBJ: CONDUCT OF PERSONNEL

1. All persons attached to this command shall show in themselves a good example of subordination, courage, zeal, sobriety, neatness and attention to duty. They shall aid to the utmost of their authority in maintaining good order and discipline, and in all that concerns the efficiency of this command.
2. All Coast Guard personnel are charged with the responsibility to conduct themselves in a military and decorous manner which will reflect credit upon themselves as well as on the Coast Guard. Personnel who are guilty of misconduct in a public place or conveyance while on leave, authorized liberty, or in a travel status are subject to disciplinary action.
3. The <sup>OTHER</sup> Armed Forces Police Detachment are stationed on public carriers, highways and <sup>OTHER</sup> places, to preserve order, prevent misbehavior and to give advice and assistance to military personnel. Military Police and/or Shore Patrol have authority over all military personnel, and all personnel attached to this command will cooperate fully in all respects when dealing with Armed Forces Police.

  
P. F. WESEMAN, LTJG  
Commanding Officer



USCG LORAN TRANSMITTING STATION

STATION ORDER NO. 17 (2)

SUBJ: STATION VEHICLES; OPERATING OF, BY WATCHSTANDERS


1. Use of a station vehicle by watchstanders is reserved for the following specific periods:

{a} From 0730 to 0745 daily

{b} From 1530 to 1545 daily

{c} From 2330 to 2345 daily

2. During evening and nighttime hours, normally after the OOD makes his evening rounds, a vehicle will be located outside the operations building for use in an emergency situation. This instruction does not prohibit use of a vehicle by a watchstander at other times, such as during a chow break.

  
E. T. DINFREY, LTJG, USCG  
Commanding Officer



USCG LORAN TRANSMITTING STATION NANTUCKET

STATION ORDER NO. 17 {con't.}

3. The following is a list of authorized runs and when they are normally made. Circumstances may vary for the times of these runs slightly, variation will be authorized by the CO or OOD.

a. MAIL RUNS

{1} Monday thru Friday	1100 & 1500 {OCT. THRU APR.}
Saturday	1200 & 1500 {OCT. THRU APR.}
Monday thru Friday	1000 & 1245 {MAY THRU SEPT.}
Saturday	1200*

Post Office closes at 1300 during summer months

b. SHOPPING RUNS

{1} Monday thru Friday As needed

c. Exchange runs

{1} Thursdays	1500 {OCT. THRU APR.}
Thursdays	1030*

\* NAVFAC is on tropical hours during summer months

d. CHURCH RUNS

{1} Sunday As needed

e. LIBERTY RUNS

Liberty runs will be made from 15 September to 15 June to the HUB Magazine Store downtown Nantucket. Anyone returning to the station should be at the HUB when the vehicle arrives. In all cases runs will be made only upon request.

{1} Monday thru Friday	1700 - 2100
{2} Friday, Saturday, Sunday & Holidays	1300 - 1700 & 2100

f. NO PERSON SHALL TAKE ANY STATION VEHICLE FOR HIS OWN USE OR FOR HIS OWN LIBERTY RUN.

4. The Officer of the Day has the following responsibilities:

- Knowledge of the location of vehicle keys at all times.
- Determine that the driver is in the proper clean uniform.
- Location of the vehicles at all times.
- In cases of power failures vehicles shall be held for use of operations personnel. If bad weather sets in and operations requests use of the vehicle, you are authorized to put the vehicle at their disposal.
- Change slips that are turned in will be kept in the storage



USCG LORAN TRANSMITTING STATION NANTUCKET

STATION ORDER NO. 17 {con't.}

5. No hitch-hikers will be picked up while using the station vehicles.



C. T. WINFREY, LTJG, USCG  
Commanding Officer

www.loran-history.info




USCG LORAN TRANSMITTING STATION NANTUCKET

STATION ORDER NO. 18

SUBJ: LEAVE AND LIBERTY

1. The constant changing of personnel and demands of the service aboard this unit make it impractical to set forth a definite liberty schedule as a station order. General policy will be set forth here and actual liberty and leave granted consistent with the needs of the unit and the number of personnel attached.
2. Generally, the liberty and leave policy of this unit will be as liberal as conditions allow.
3. Off-Island liberty: it will be necessary to file a request at mast for off-island liberty so that an accurate appraisal of the personnel available on the island can be maintained.
4. Stand-bys: it will be necessary to file a request at mast for stand-bys.
5. Special liberty: it will be necessary to file a request at mast for special liberty. Special liberty requests shall be prepared so as to reach the CO's desk not later than 48 hours prior to the start of the requested special liberty.
6. Leave requests: fill out request form and leave with yeoman after being signed by division officer and/or supervisor. Leave requests shall be prepared so as to reach the CO's desk not later than 15 days prior to the start of the requested leave.
7. In the event of unforeseen emergency, requests may be submitted at any time.
8. If possible to avoid it, special liberty will not be granted over a scheduled quarters.
9. A crew member's primary duty is to the Coast Guard and duty sections will not be disrupted to accommodate the needs of a part-time job or other such outside activities.
10. No stand-by request, off-island request, or special liberty request will be considered without a reason listed on the special form.
11. Any man physically present on the station is not on liberty although he rates liberty.
12. No leave will be granted (except in an emergency situation) to personnel with an excess of -20 (minus) days leave balance.

  
C. T. WINFREY, LTJG, USCG  
Commanding Officer



30 JAN 1973

USCG LORAN STATION NANTUCKET

STATION ORDER NUMBER 19

SUBJ: MORNING CLEAN-UP

1. Morning clean-up will take place between reveille and turn to each morning. This will consist of each man insuring that his own room is cleaned, bunk made, and loose gear secured.
2. Barracks clean-up will be done by members of the maintenance department, commencing with turn to and should be finished not later than 0900, except on field day. On field day, Thursday, a member of the operations department will be assigned to assist in barracks clean-up.
3. A casual inspection of each room will be made each morning by the CO or MAA. Those rooms which do not meet station standards will be cleaned for inspection by its occupant, commencing with the granting of liberty. The offending occupant is not permitted to go on liberty until such room has passed inspection.
4. It is not enough that a room pass morning inspection alone, but the same standards of cleanliness should be maintained throughout the day.
5. Any man departing on leave or TAD will have his room squared away, clean, and the bunk made before departing on leave or TAD.
6. The mid-watch is privileged to sleep in and need not meet the above schedule of morning clean-up, but is nevertheless expected to have his room in order shortly after arising. The mid-watch will hang one of the signs provided on the handle of his door so he will not be bothered while sleeping in. No man will hang the Mid-Watch sign on his door if he has not had the mid-watch.
7. While the bull gang has the general responsibility for cleanliness of the barracks area, it should not be overlooked that each man has an individual responsibility for leaving things in neat, clean condition. The only sure way to maintain Coast Guard standards is for each man to take a personal interest, pick up after himself and see that others do the same.
8. All hands will interrupt as little as possible the clean-up being done by the bull gang or any other group assigned to a clean-up task.

J. F. WESEMAN, LT, USCG  
COMMANDING OFFICER



USCG LORAN STATION NANTUCKET

STATION ORDER NO. 20

SUBJ: MAIL HANDLING

1. All official and personal mail will be handled by the authorized mail orderly only. Such mail orderlies will be designated in writing. A copy of the letter designating mail orderlies will be on file with the Postmaster, U.S. Post Office, Siasconset, Mass. All mail orderlies will be issued Form DD-285 which is to be presented to the Postmaster on demand.

2. The official U.S. Mail Box at this unit is located in the new wing vestibule of the barracks. The mail will be picked up from this box at the following times:

Monday thru Friday	1100 and 1500
Saturday	1200
Sundays and Holidays	None

3. The official mailing address of this unit is as follows:

USCG Loran A/C Station  
Siasconset, Mass. 02564

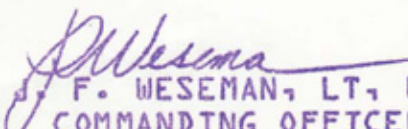
All personnel will use this as a return address and inform others who might have the occasion to write them of this address and avoid mail being sent to the wrong unit.

4. Mail runs will be made at the same times as those listed in paragraph 2 above.

5. Mail received at this unit will be handled as follows:

- a. The mail orderly will turn over all mail to the OOD.
- b. The OOD will be responsible for all registered/insured mail and will notify the YN, EMO, or CO upon receipt of this type of mail.
- c. The OOD or YN will sort out the personal mail and place it in the boxes provided.
- d. The YN will place any and all official mail on the CO's desk during weekdays. On Saturdays the OOD will place all official Mail on the YN's desk.

b. A Directory File, and a Registered and Insured Mail Log will be maintained by the YN and be available in the station office.

  
F. WESEMAN, LT, USCG  
COMMANDING OFFICER

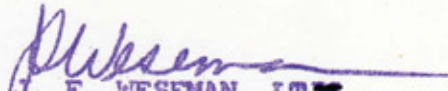


USCG LORAN TRANSMITTING STATION NANTUCKET

STATION ORDER NO. 22

SUBJ: REQUEST MAST

1. The Commanding Officer is responsible for maintaining discipline on board this unit and to this end he shall prescribe the means by which members of the crew may make any requests, report or statement to him which he shall personally receive and consider. (Art. 7-1-12(3), CG Regs)
2. A request mast will be held Monday through Thursday
3. The Commanding Officer will listen to and consider any:
  - a. Personal problems
  - b. Complaints
  - c. Requests
  - d. Any other item which the individual feels free to discuss
4. Any member of this station should feel free to use the request mast at any time.
5. The subject matter discussed at these masts shall be held in confidence if so requested.
6. In accordance with the above, the request mast shall be the means by which the Commanding Officer shall personally receive and consider any requests, report or statement from any member of the crew, such member making application through his division officer. No such request shall be refused.

  
F. F. WESEMAN, LTJG  
Commanding Officer



USCG LORAN STATION NANTUCKET

STATION ORDER NO. 23

SUBJ: HAZARDOUS EQUIPMENT

1. The following equipment shall not be operated by station personnel except in emergencies, without the knowledge and consent of the leading Damage Controlman;
  - a. Welding Outfit
  - b. Power Saws
  - c. Drill Press
  - d. Router
2. The person authorizing the use of one of these instruments shall insure that the man about to operate has adequate knowledge of its operation and the safety precautions to be observed.
3. Authority to use these instruments will be granted only on an individual job basis and use on a latter date will require additional authorization.
4. The OOD will ascertain that authority has been granted before allowing a man to use one of the instruments.

J. F. WESEMAN, LT, USCG  
Commanding Officer



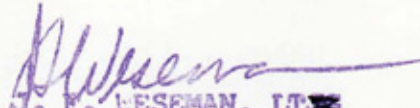
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USCG LORAN TRANSMITTING STATION NANTUCKET

STATION ORDER NO. 24

SUB: CLEANING SOLVENTS

1. The use of gasoline as a cleaning agent is not authorized under any circumstances. The potential hazards of gasoline are obvious and will not be discussed further. DO NOT USE GASOLINE AS A CLEANING AGENT.
2. Carbon tetrachloride (CCl<sub>4</sub>) contains high toxic qualities and requires above average precautions to use as a solvent with any degree of safety. Its use has been banned throughout the Coast Guard. CARBON TETRACHLORIDE WILL NOT BE USED FOR ANY PURPOSE ABOARD THIS UNIT.
3. A suitable solvent when used with necessary precautions is TRICHLOROETHANE, technically (METHYL CHLOROFORM) which is much less toxic than Carbon Tetrachloride. It is equally non-flammable. TRICHLOROETHANE IS AUTHORIZED AS A CLEANING SOLVENT ABOARD THIS UNIT PROVIDED THE FOLLOWING PRECAUTIONS ARE TAKEN:
  - a. Wear goggles to prevent eye injury from splashes which could cause corneal burns.
  - b. Provide good ventilation since concentrations may irritate mucous membranes of the eyes and nose, and may cause anesthesia.
  - c. Avoid prolonged and repeated contact with skin. Such contact can cause dermatitis.
  - d. Do not take trichloroethane internally.
  - e. Inspect containers in storage or confined spaces for leaks or other conditions which may allow vapors to escape.
4. Under no circumstances will trichloroethane be transferred to another container, except a bucket for immediate use, unless such container is clearly marked to indicate that it contains trichloroethane and that it is poisonous.

  
J. F. WESEMAN, LTJG  
Commanding Officer



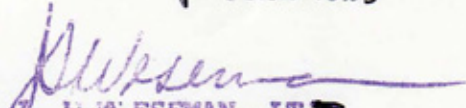
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USCG LORAN TRANSMITTING STATION NANTUCKET

STATION ORDER NO. 25

SUBJ: AIRCRAFT WARNING LIGHTS

1. This unit is required to exhibit aircraft warning lights on the 300' and 625' towers from dusk to dawn and during periods of reduced visibility.
2. A visual inspection of the aircraft warning lights shall be made every hour between dusk and dawn.
3. In the event of failure of all the lights at one level or the advertised characteristics, the watch shall take the following actions:
  - a. Call the Commanding Officer.
  - b. If a beacon is out, the characteristics have changed, or all bulbs in the top set of obstruction lights are extinguished:
    - 1) Notify FAA Nantucket by telephone.
    - 2) Advise CCGDONE by message.
  - c. Log failure and above notification in station log.
  - d. Institute corrective action, if possible.
  - e. If FAA Nantucket and CCGDONE were notified of the failure, notify them again when lights are operating properly.
4. Corrective action needed which can not be accomplished by the unit, will be accomplished with assistance of CCGDONE under the guidance of the CO or EMQ.
5. Under no circumstances will any personnel climb ~~the tower~~ <sup>any tower</sup> without the express consent of the Commanding Officer.
6. In the event permission to climb the tower is granted to effect repairs or accomplish routine maintenance on the control system, a safety belt will be used and all safety ~~rules~~ <sup>precautions</sup> will be strictly enforced.

  
J. F. W. ESEMAN, LT  
Commanding Officer



## USCG LORAN TRANSMITTING STATION NANTUCKET

STATION ORDER NO. 27

SUBJ: INSTRUCTIONS TO OOD

1. The OOD is the direct representative of the Commanding Officer during his absence and he is responsible for scrupulously obeying all orders, directives and regulations and he shall require the same of all persons under him.
2. He shall instruct, as needed, those on watch under him and he shall insure that they are at their stations, attentive, and alert.
3. He shall endeavor to foresee all situations which may arise and shall take such timely and remedial action as may be required.
4. At all times, he shall present and conduct himself in a manner befitting his office.
5. His orders shall be issued in a military manner, without unnecessary repetition, and in an authoritative tone of voice. When giving orders that are to be repeated, he shall require that his subordinates make no change or addition thereto.
6. He shall promptly report to the Commanding Officer or Executive Officer all matters which affect or may affect the safety of the unit or the personnel attached. He shall require reports of any occurrence or condition which may in any way affect the safety or proper operation of his station or which may endanger any person attached, or which is required for any entry in the record of his watch.
7. He shall remain aboard and readily available at all times during the period of his watch.
8. He shall not engage in any occupation that will distract or tend to distract his attention from his duties or responsibilities.
9. He shall insure that morning and evening colors are made properly and on time.
10. He shall make frequent inspections of all buildings to insure the security of the station.
11. He shall carry out promptly and precisely the established routine and any special orders for the station, weather and other circumstances permitting, and shall report any deviations therefrom as soon as possible.



## STATION ORDER NO. 27 (continued)

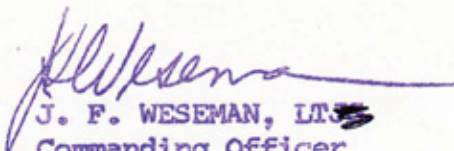
12. He shall insure that all necessary measures and precautions are taken to prevent accidents. He shall promptly report and log all accidents including all pertinent information and details.
13. He shall see that the unit presents in all respects a neat, seaman-like appearance and that personnel are in proper uniform.
14. He shall take all necessary measures to prevent the unauthorized introduction or removal of equipment or other articles from the station.
15. He shall be responsible for the proper writing of the log during periods of his duty. He shall write his log immediately after end of his watch except when standing a day's duty, in which case he shall log the events of the day before retiring.
16. He will insure that the station order on alcoholic beverages and narcotics is carried out.
17. He shall insure that no unauthorized persons are allowed on the station.
18. He shall insure that all approved visitors are properly escorted while on this unit. He shall insure that visitors are allowed on board only during periods of time set forth in station orders.
19. He shall insure that the proper lights are turned on at Sunset and that they are turned off at Sunrise.
20. He shall insure that the proper provisions are made for watchstanders being called, that they are on deck for their watches, and that they stand their watches in the prescribed manner.
21. He shall take immediate and proper action in any and all emergencies. He will be guided by the pertinent emergency bills and other prescribed routines and orders in the event of unusual or irregular circumstances which may develop.
22. He shall not turn in until the phone watch is set with the duty watchstander.
23. An OOD's Book is provided for use by the OOD as an aid during his watch. It contains the following:
  - a. Additional instructions
  - b. An up -to-date roster
  - c. Sample entries for the log
  - d. Information on PADIE reports
  - e. A list of licensed government drivers
  - f. A list of addressed and telephone numbers of station personnel
  - g. A list of important telephone numbers
  - h. Any additional instructions which the CO may deem necessary



SEP 1970

STATION ORDER NO. 27 (continued)

24. It is to be noted that it is better to report too much than too little. If the OOD is in doubt whether a matter should be reported or not not, report it.

  
J. F. WESEMAN, LTJG  
Commanding Officer

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USCG LORAN TRANSMITTING STATION WANTUCKET

STATION ORDER NO. 28

SUBJ: DUTY SEAMAN RESPONSIBILITIES\*

1. The below is a listing of the duties of the duty seaman. All items shall be carried out at the times indicated:

\*0630 Reveille

0645 Make coffee and start stove and grill

0750 Time check - set clocks. Muster on the Recreation Deck.

0800 Morning colors - turn off station night lights

1300 Liberty run on holidays, Saturdays & Sundays if required. (Sept. 15-June 15 only)

1500 Mail run - Exchange run (Thursday when needed)

1630 Assume responsibility of Galley

SUNSET Evening colors - Turn on station night lights

1700 Liberty run daily if required

2100 Liberty run daily if required

2200 Secure galley

2300 Liberty run when authorized

Prior to 2200 square away rec deck, clean galley and insure that garbage cans and washing machine are empty. Start washer for any dirty dishes left at 2200 and make fresh coffee. Make check of barracks for anything which needs to be squared away. Secure garage making sure all vehicles are in their proper place.

Prior to hitting the rack (In OOD Room) report all discrepancies to OOD.

Any station personnel on board are subject to the orders of the OOD.

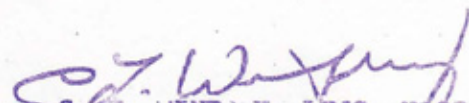
All standby requests will be submitted on special requests located on OOD room door or in Personnel Office.

Duty Seaman is subject to any additional orders given by the OOD.

WEEKENDS

Keep tables, ashtrays, and decks clean on mess desk. Keep regular check of galley for cleanliness. Report all discrepancies to OOD.

\*Duties remain the same during tropical liberty hours, however, appropriate times will be used.

  
C. T. WINFRAY, LTJG, USCG  
Commanding Officer




SEP 1970

USCG LORAN TRANSMITTING STATION NANTUCKET

STATION ORDER NO. 29

SUBJ: OUTSIDE EMPLOYMENT

1. Regulations concerning outside employment of military personnel are contained in the Personnel Manual (CG-207) and COMCGDOME 1000.1A.
2. Members of this station who request to engage in outside employment will follow COMCGDOME Instruction 1000.1A in requesting permission from Commander, First Coast Guard District.
3. Upon receipt of permission from Commander, First Coast Guard District to engage in outside employment, work will be done subject to the restriction of the approval letter.
4. The approval letter contains a termination date, and also a date when the next request is due if you desire to continue working.
5. The commanding Officer may at any time terminate this permission when in his opinion, such outside employment interferes with the proper and efficient discharge of your Coast Guard Duties. He may also terminate this permission if he should become convinced that you have violated any of the restrictions set forth in the letter of approval.
6. No member of this station shall engage in outside employment during duty hours whether these hours be during the working day, after the working day, or on Saturdays, Sundays or holidays.
7. Duty Sections will not be changed, altered, or amended in order for any member of this unit to engage in outside employment.
8. No member of this station shall engage in outside employment while he is on special liberty, regardless of the reason for the special liberty.
9. Upon receipt of permission to engage in outside employment, the member will be shown a copy of the approval letter in order that he will be aware of the restrictions connected to outside working.

  
J. F. WESEMAN, LTJG  
Commanding Officer



USCG Loran Transmitting Station Nantucket

Station Order No. 30

Subj: Small Arms Security

1. A periodic check of small arms locker security will be made by the YN and logged in the station small arms log.
2. Combination for the small arms locker will remain the custody of the CO/XO and their representative(s).
3. Issues of small arms to individuals will be made only by direct permission of CO/XO.
4. The shotgun may be issued for recreation only after requirements mentioned in paragraph (3) above have been observed. All other small arms will be issued only by direction of the CO for official training or operational requirements.
5. Notify each person in whose custody small arms are placed that they have a special responsibility in safeguarding them.
6. A check will be made to insure that small arms are returned when the operational requirements for which drawn are fulfilled.
7. In the event a small arms weapon is lost or stolen, the type of arm, caliber, serial number, and other pertinent information shall be reported immediately to:
  - A. Commanding Officer and/or Executive Officer.
  - B. Local police (civil or military) & local FBI office by telephone.
  - C. The Federal Bureau of Investigation, United States Department of Justice, Washington 25, D. C. via the district commander (o), and the Commandant (G-OGR) by letter.
8. Listed below are the weapons listed in the small arms locker and their serial numbers:

<u>ITEM</u>	<u>SERIAL NUMBER</u>
M-16 5.56 MM Colt	370765
M-16 5.56 MM Colt	377 631
M-16 5.56 MM Colt	378 852
Pistol, Automatic .45 CAL. Ithaca	1263849
Pistol, Automatic .45 CAL. Ithaca	1269504
Shotgun, 12 GAUGE Remington	307553V
Shotgun, 12 GAUGE Remington, Riot	1175674V




USCG LORAN TRANSMITTING STATION NANTUCKET

STATION ORDER NO. 31

SUBJ: STATION MASCOTS {ANIMALS}

1. It is the responsibility of all crew members to take proper care of station mascots. Proper care includes such items as inoculations when necessary, registration as required, & cleanliness of the mascot and its associated living areas. Costs of caring for a station mascot shall be funded for by station personnel.
2. Station mascots {animals} are not allowed in galley, mess deck, or living space areas in the barracks at any time.
3. It is the responsibility of station personnel to see that all local regulations pertaining to animals are obeyed.

  
J. F. WESEMAN, LT, USCG  
COMMANDING OFFICER



30 JAN 1973

USCG LORAN STATION NANTUCKET

STATION ORDER NO. 32

SUBJ: REGULATIONS CONCERNING OPERATION OF BEER MESS

1. The below listed regulations governing operation of the station beer mess are hereby promulgated and shall be strictly adhered to:
  - A. Daily operation of the beer mess will be the responsibility of the OOD. The OOD will be held accountable for the sale of beer, and funds collected during the period of his duty day.
  - B. Beer sold to personnel will be logged in a log book to be provided. A new page in the log book shall be utilized for each day. The entries in the log book shall contain a listing of all personnel who procured beer and the quantity procured by each person each day. At the bottom of each page, the days sales, ending inventory, etc., shall be provided.
  - C. The beer mess operator shall verify the inventory and collected funds of the previous days sales. This verification shall be made at 0800 weekdays, and 0800 of days immediately following a holiday or weekend.
  - D. The beer mess operator shall make up a weekly statement to include all purchases, sales, current inventory, and cash on hand for the previous week ending at 0800, Tuesday mornings. The weekly statement shall be submitted to the Commanding Officer not later than 1200 on Wednesdays for approval.
  - E. Working capital for the formation of the beer mess shall be obtained from assigned personnel. Upon contributions to the beer fund, the contributor shall be given a signed receipt by the beer mess operator. Upon transfer, the contributor shall be refunded the amount of his contribution. The beer mess operator maintain a listing of all contributions and the amount of their contributions. This list shall be updated as new personnel contribute, and upon transfer or release from active duty of other personnel.
  - F. In order to procure beer, personnel must have contributed to the beer mess.
  - G. Beer hours shall be from the granting of liberty on work-days until 2200. On weekends and holidays beer may be sold to off duty personnel from 1300 to 2200.
  - H. In no instances will beer be sold to any member of the duty section.
  - I. A limit of three {3} beers per day, per person, may be purchased. Beer purchased shall be consumed by the purchaser only.



USCG LORAN STATION NANTUCKET

30 JAN 1973

STATION ORDER NO. 32 (CON'T.)


SUBJ: REGULATIONS CONCERNING OPERATION OF BEER MESS

1. J. All beer must be opened when purchased.

K. Beer will be consumed on the mess deck and recreation decks only. No beer shall be consumed outside or in any other areas of the station.

L. The beer supply and funds will be kept in a secure area to be opened only for sale of beer, resupply, or inventory purposes.

2. It is the responsibility of all station personnel to abide by the above listed regulations. Failure to adhere to any of the above regulations will be cause for suspension or termination of the station beer mess.

  
F. WESEMAN, LT, USCG  
Commanding Officer



USCG LORAN STATION NANTUCKET

NOTATION ORDER NO. 33

SUBJ: PERSONNEL ON RESTRICTED STATUS

1. Any man assigned to this unit who is in a restricted status shall comply with the below listed regulations:
  - a. Civilian clothes shall not be worn at anytime.
  - b. The beer privilege during movies is withdrawn for personnel on restriction.
  - c. No visitors or guests are allowed for restricted personnel.
  - d. Restricted men not on watch are restricted to the barracks and garage area. Access to other areas and buildings on station is authorized in performance of assigned duties only.
  - e. Personnel on restricted status shall not attend movies on station.

  
E. T. WINFREY, LTJG, USCG  
Commanding Officer



USCG LORAN TRANSMITTING STATION

STATION ORDER NO. 34

SUBJ: VEHICLE CONTROL & PARKING PLAN

1. Government vehicles (see also station order # 17)
  - a. The use of Government vehicles will be controlled and authorized by the Commanding Officer or his authorized representative. No vehicle will be used without permission from the aforementioned authority.
  - b. Due and reasonable care will be taken in the use of Government vehicles. Any abuse of said vehicles will be considered a breach of station regulations.
  - c. When not in use, station vehicles will be parked in front of the station garage doors. Except in unusual circumstances, vehicles will normally be backed into their parking spaces. Vehicles will be parked parallel to each other so as to present a neat & orderly appearance.
  - d. Personnel not having a valid state and Government drivers licenses covering the equipment to be used will not be authorized to use said equipment.
2. Private vehicles
  - a. Those station personnel having assigned parking spaces are encouraged to utilize those spaces when possible. Except for unusual circumstances, no unauthorized vehicles will be parked in assigned spaces.
  - b. Those personnel not having assigned spaces will park in the parking area across from the recreation room. These spaces will be used on a "first come, first served" basis. When these spaces are filled, parking will be authorized behinds the barracks building.
  - c. All private vehicles being kept or used by station personnel aboard this command must qualify for, and be issued a Coast Guard vehicle registration decal. No unregistered or inoperative vehicle will be kept on station property in excess of 72 hours without special permission in writing from the Commanding Officer or his representative.
3. General
  - a. Fire control trailer. This vehicle will be parked in a designated space. NO VEHICLE or EQUIPMENT will be placed so as to block or impede the use of this trailer. Immediate steps should be taken to remove any vehicle or equipment found in violation of this paragraph.
  - b. Speed. The vehicle control speed aboard this station is 10 M.P.H. Violation of the speed limit or any other action causing danger to life or property will be considered as breach of station regulations.
  - c. Vehicle safety equipment. All safety equipment as prescribed by Law will be used when any vehicle is operated aboard this command.



