

UNITED STATES NAVAL SEA CADET CORPS  
2018 SUMMER POLA  
USCG TRACEN, PETALUMA, CA  
NP-CA-1802

**STANDING ORDERS**

These orders are to remain in effect for the duration of the training unless modified by competent authority. Failure to obey them will be regarded as a breach of discipline and will subject you to disciplinary action.

1. All cadets will rise at reveille. You will rise promptly and put on the uniform of the day. You will clean and square away your company area in preparation for morning inspection. You will be ready for muster at the appropriate time. Staff Cadets and Officers will rise 30 minutes prior to trainees.
2. You will be present at every muster and in the proper uniform of the day unless excused by the proper authority.
3. You will maintain proper military bearing at all times and observe all military customs and courtesies.
4. You will stand all assigned watches in a military and seamanlike manner.
5. You will not leave the assigned training area or berthing area without the approval of proper authority.
6. You will observe the chain of command.
7. You will at all times display due regard for the health, welfare, and safety of yourself and your shipmates.
8. You will not pretend to be ill or injured.
9. You will not embarrass or degrade another person.
10. There will be no smoking.
11. You will not fight or engage in skylarking (pranking/practical jokes).
12. The use of illegal or controlled substances is prohibited.
13. You will not leave any electrical appliances unattended while plugged into a circuit.
14. No trainee will be out of their bunks between lights out and reveille unless they are on watch, using the restroom (head) or with approval of proper authority. Staff Cadets will observe light out 30 minutes after trainees.
15. Staff will remain in uniform while in a duty status.
16. All trainees will respect and observe "out of bounds" notices and "off limits areas" throughout the facility.
17. No Cadet may use phones.
18. You will not loiter on the quarterdeck. All trainees on the quarterdeck will be in the uniform of the day.
19. All meals will be eaten as a company unless excused by proper authority.
20. Forms of address:

- a. The Commanding Officer will be addressed as Captain, Skipper, or by rank and name.
- b. The Executive Officer will be addressed as Commander or by rank and name.
- c. All other officers will be addressed by rank and name (Ex.: LCDR O'Riley, Ensign Collins, Instructor Gorman).
- d. Chief Petty Officers will be addressed as CHIEF.
- e. Company Commanders will be addressed as CC.
- f. Assistant Company Commanders will be addressed as ACC.
- g. All other cadets will be addressed by rank and name (Ex.: Petty Officer Brown, Seaman Smith, Cadet Salt).
- h. Recruits will be addressed as Recruit (last name) (Ex.: Recruit Johnson).

I, POLA candidate \_\_\_\_\_(name) have read and understand the above.  
Please contact your home unit leadership or the Commander Officer Training  
Contingent (prc12\_3@att.net) if you have questions.

Initial\_\_\_\_\_ Date \_\_\_\_\_