

## **Aids to Navigation Officer (FSO-AN)**

Ref.: Aids to Navigation Report (CG-5474)(ANSC# 7054)  
USCG AUX.-NOS. Coop. Chart Updating Program (NOAA Form 77-5) **(ANSC# 7037)**  
AUX ATON Instruction (CI 16500.16A) **(ANSC# 8059)**  
Auxiliary Web Site (<http://www.cgaux.org>)

### DUTIES

- a. Staff supervision and responsibility for chart updating patrols, verification of private aids to navigation and the prompt reporting of discrepancies on Aids to Navigation Report (ANSC# 7054), chart discrepancies and chart updating information (NOAA Form-77)(ANSC# 7037)
- b. Maintain close liaison with the Division Aids to Navigation Officer (SO-AN) and submit reports required by Division and District. By 1 October, notify the DSO-AN through the SO-AN, of desired chart distribution changes.
- c. Be familiar with the contents of the Aids to Navigation and Chart Updating Manual. Ensure that all required reports are complete and submitted on time.
- d. Coordinate with the FSO-OP to schedule ATON, PATON, and chart updating patrols. Ensure that every deployment of operational facilities for Aids to Navigation patrols is under Coast Guard patrol orders.
- e. Keep member informed of current changes to navigation publications so they may keep their publications up to date.
- f. Maintain the necessary records required to effectively fulfill your responsibilities.
- g. Establish and maintain contacts with local Coast Guard units to foster Auxiliary ATON patrols as well as rendering assistance and/or transport for Coast Guard personnel for emergency ATON servicing. All such activity must be performed under Coast Guard patrol orders.
- h. Cooperate with other agencies in chart updating.
- i. Survey and recommend changes to current aids to navigation.
- j. Record and maintain flotilla charts received through the automated chart distribution system.
- k. Participate, with the FSO-MT and FSO-OP in required operations seminars.
- l. Develop and supervise training to establish member proficiency in chart updating activities.
- m. Ensure that all private aids to navigation that have been assigned to the flotilla for inspection are inspected when required. Coordinate with the FSO-OP for required vessel facilities.
- n. In coordination with the FSO-MT, plan and provide ATON and Chart Updating training sessions to members of the flotilla.
- o. Coordinate with FSO-MT to utilize special chart updating patrols as member training sessions for any needed on-the-water training.

p. Ensure that flotilla members are equipped for, and are aware of, the requirements and procedures for chart updating, reporting of aids to navigation discrepancies, and inspection of private aids while on safety patrols.

q. Submit a monthly activity report to the SO-AN no later than the 15th of each month. This report will include:

1. The number of flotilla ATON/CU reports submitted during the previous 30 days.
2. Number of members submitting reports.
3. Number of special investigations conducted.
4. Number of training sessions and/or workshops conducted.

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