



# NONRESIDENT TRAINING COURSE

February 2002



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# Basic Military Requirements

NAVEDTRA 14325

Although the words “he,” “him,” and “his” are used sparingly in this course to enhance communication, they are not intended to be gender driven or to affront or discriminate against anyone.

# PREFACE

By enrolling in this self-study course, you have demonstrated a desire to improve yourself and the Navy. Remember, however, this self-study course is only one part of the total Navy training program. Practical experience, schools, selected reading, and your desire to succeed are also necessary to successfully round out a fully meaningful training program.

**COURSE OVERVIEW:** *Basic Military Requirements*, NAVEDTRA 14325, is a self-study training manual (TRAMAN)/nonresident training course (NRTC) that covers the basic knowledges required of the men and women of the U.S. Navy and Naval Reserve. This TRAMAN/NRTC provides subject matter that directly relates to the naval standards for the apprenticeship (E-2/E-3) rates. The naval standards are found in the *Manual of Navy Enlisted Manpower and Personnel Classification and Occupational Standards* (Volume 1), NAVPERS 18068F.

**THE COURSE:** This self-study course is organized into subject matter areas, each containing learning objectives to help you determine what you should learn along with text and illustrations to help you understand the information. The subject matter reflects day-to-day requirements and experiences of personnel in the rating or skill area. It also reflects guidance provided by Enlisted Community Managers (ECMs) and other senior personnel, technical references, instructions, etc., and either the occupational or naval standards, which are listed in the *Manual of Navy Enlisted Manpower Personnel Classifications and Occupational Standards*, NAVPERS 18068.

**THE QUESTIONS:** The questions that appear in this course are designed to help you understand the material in the text.

**VALUE:** In completing this course, you will improve your military and professional knowledge. Importantly, it can also help you study for the Navy-wide advancement in rate examination. If you are studying and discover a reference in the text to another publication for further information, look it up.

*2002 Revision  
Only Errata Incorporated*

Published by  
NAVAL EDUCATION AND TRAINING  
PROFESSIONAL DEVELOPMENT  
AND TECHNOLOGY CENTER

NAVSUP Logistics Tracking Number  
0504-LP-101-1377

## **Sailor's Creed**

"I am a United States Sailor.

I will support and defend the  
Constitution of the United States of  
America and I will obey the orders  
of those appointed over me.

I represent the fighting spirit of the  
Navy and those who have gone  
before me to defend freedom and  
democracy around the world.

I proudly serve my country's Navy  
combat team with honor, courage  
and commitment.

I am committed to excellence and  
the fair treatment of all."

# CONTENTS

CHAPTER	PAGE
1. Policies and Programs . . . . .	1-1
2. Military Conduct and Justice . . . . .	2-1
3. Watch Standing . . . . .	3-1
4. Communications . . . . .	4-1
5. Naval History . . . . .	5-1
6. Naval Organization . . . . .	6-1
7. Basic Seamanship . . . . .	7-1
8. Ship/Aircraft Characteristics . . . . .	8-1
9. Customs and Courtesies . . . . .	9-1
10. Uniforms and Formations . . . . .	10-1
11. Small Arms . . . . .	11-1
12. Damage Control . . . . .	12-1
13. Chemical, Biological, and Radiological (CBR) Defense . . . . .	13-1
14. First Aid and Health . . . . .	14-1
15. Survival . . . . .	15-1
16. Career and Education Information . . . . .	16-1
17. Financial Management and Stress Management . . . . .	17-1
18. Surface Preservation . . . . .	18-1
19. Safety and Hazardous Materials. . . . .	14-1
20. Sea Power . . . . .	20-1
21. Leadership and Supervision . . . . .	21-1
22. Security Requirements and International Agreements . . . . .	22-1
APPENDIX	
I. Glossary . . . . .	AI-1
II. Basic Reading List . . . . .	AII-1
III. Ship's Classification . . . . .	AIII-1
IV. Navy Goal Card . . . . .	AIV-1
V. References . . . . .	AV-1
INDEX. . . . .	INDEX-1

# INSTRUCTIONS FOR TAKING THE COURSE

## ASSIGNMENTS

The text pages that you are to study are listed at the beginning of each assignment. Study these pages carefully before attempting to answer the questions. Pay close attention to tables and illustrations and read the learning objectives. The learning objectives state what you should be able to do after studying the material. Answering the questions correctly helps you accomplish the objectives.

## SELECTING YOUR ANSWERS

Read each question carefully, then select the BEST answer. You may refer freely to the text. The answers must be the result of your own work and decisions. You are prohibited from referring to or copying the answers of others and from giving answers to anyone else taking the course.

## SUBMITTING YOUR ASSIGNMENTS

To have your assignments graded, you must be enrolled in the course with the Nonresident Training Course Administration Branch at the Naval Education and Training Professional Development and Technology Center (NETPDTC). Following enrollment, there are two ways of having your assignments graded: (1) use the Internet to submit your assignments as you complete them, or (2) send all the assignments at one time by mail to NETPDTC.

**Grading on the Internet:** Advantages to Internet grading are:

- you may submit your answers as soon as you complete an assignment, and
- you get your results faster; usually by the next working day (approximately 24 hours).

In addition to receiving grade results for each assignment, you will receive course completion confirmation once you have completed all the

assignments. To submit your assignment answers via the Internet, go to:

**<http://courses.cnet.navy.mil>**

**Grading by Mail:** When you submit answer sheets by mail, send all of your assignments at one time. Do NOT submit individual answer sheets for grading. Mail all of your assignments in an envelope, which you either provide yourself or obtain from your nearest Educational Services Officer (ESO). Submit answer sheets to:

COMMANDING OFFICER  
NETPDTC N331  
6490 SAUFLEY FIELD ROAD  
PENSACOLA FL 32559-5000

**Answer Sheets:** All courses include one “scannable” answer sheet for each assignment. These answer sheets are preprinted with your SSN, name, assignment number, and course number. Explanations for completing the answer sheets are on the answer sheet.

**Do not use answer sheet reproductions:** Use only the original answer sheets that we provide—reproductions will not work with our scanning equipment and cannot be processed.

Follow the instructions for marking your answers on the answer sheet. Be sure that blocks 1, 2, and 3 are filled in correctly. This information is necessary for your course to be properly processed and for you to receive credit for your work.

## COMPLETION TIME

Courses must be completed within 12 months from the date of enrollment. This includes time required to resubmit failed assignments.

## **PASS/FAIL ASSIGNMENT PROCEDURES**

If your overall course score is 3.2 or higher, you will pass the course and will not be required to resubmit assignments. Once your assignments have been graded you will receive course completion confirmation.

If you receive less than a 3.2 on any assignment and your overall course score is below 3.2, you will be given the opportunity to resubmit failed assignments. **You may resubmit failed assignments only once.** Internet students will receive notification when they have failed an assignment--they may then resubmit failed assignments on the web site. Internet students may view and print results for failed assignments from the web site. Students who submit by mail will receive a failing result letter and a new answer sheet for resubmission of each failed assignment.

## **COMPLETION CONFIRMATION**

After successfully completing this course, you will receive a letter of completion.

## **ERRATA**

Errata are used to correct minor errors or delete obsolete information in a course. Errata may also be used to provide instructions to the student. If a course has an errata, it will be included as the first page(s) after the front cover. Errata for all courses can be accessed and viewed/downloaded at:

**<http://www.advancement.cnet.navy.mil>**

## **STUDENT FEEDBACK QUESTIONS**

We value your suggestions, questions, and criticisms on our courses. If you would like to communicate with us regarding this course, we encourage you, if possible, to use e-mail. If you write or fax, please use a copy of the Student Comment form that follows this page.

## **For subject matter questions:**

E-mail: n314products@cnet.navy.mil  
Phone: Comm: (850) 452-1001, Ext. 1826  
DSN: 922-1001, Ext. 1826  
FAX: (850) 452-1370  
(Do not fax answer sheets.)  
Address: COMMANDING OFFICER  
NETPDTC N314  
6490 SAUFLEY FIELD ROAD  
PENSACOLA FL 32509-5237

## **For enrollment, shipping, grading, or completion letter questions**

E-mail: fleetservices@cnet.navy.mil  
Phone: Toll Free: 877-264-8583  
Comm: (850) 452-1511/1181/1859  
DSN: 922-1511/1181/1859  
FAX: (850) 452-1370  
(Do not fax answer sheets.)  
Address: COMMANDING OFFICER  
NETPDTC N331  
6490 SAUFLEY FIELD ROAD  
PENSACOLA FL 32559-5000

## **NAVAL RESERVE RETIREMENT CREDIT**

If you are a member of the Naval Reserve, you may earn retirement points for successfully completing this course, if authorized under current directives governing retirement of Naval Reserve personnel. For Naval Reserve retirement, this course is evaluated at 15 points. Unit 1 – 12 points upon satisfactory completion of assignments 1 through 12. Unit 2 – 3 points upon satisfactory completion of assignments 13 through 15. (Refer to *Administrative Procedures for Naval Reservists on Inactive Duty*, BUPERSINST 1001.39, for more information about retirement points.)

## **Student Comments**

**Course Title:** Basic Military Requirements

**NAVEDTRA:** 14325 **Date:** \_\_\_\_\_

**We need some information about you:**

Rate/Rank and Name: \_\_\_\_\_ SSN: \_\_\_\_\_ Command/Unit \_\_\_\_\_

Street Address: \_\_\_\_\_ City: \_\_\_\_\_ State/FPO: \_\_\_\_\_ Zip \_\_\_\_\_

**Your comments, suggestions, etc.:**

<p><b>Privacy Act Statement:</b> Under authority of Title 5, USC 301, information regarding your military status is requested in processing your comments and in preparing a reply. This information will not be divulged without written authorization to anyone other than those within DOD for official use in determining performance.</p>
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NETPDTC 1550/41 (Rev 4-0)



## CHAPTER 1

# POLICIES AND PROGRAMS

*When you cease to make a contribution, you begin to die.*

—Eleanor Roosevelt

What is a *policy* or a *program*? A policy is an overall plan that contains general goals and broad guidelines. Policy usually establishes the *end* to be attained, not the *means* of getting there. A program is a plan or system under which action may be taken towards a goal. Programs provide the *means* to reach the *end* (goal) stated by the policy. In other words, policies tell where to go; programs tell how to get there. This chapter covers some of the policies and programs of the U. S. Navy.

### ENVIRONMENTAL POLLUTION CONTROL

**Learning Objectives:** When you finish this chapter, you will be able to—

- Identify the need for environmental pollution control to include the sources and effects (natural, historical, archeological, physical, and biological) of pollution.
- Recognize the Navy programs for pollution control to include the Clean Air Act, Clean Water Act, and Noise Prevention Ashore.

The Navy's ability to accomplish its mission requires daily operations in land, sea, and air environments. The Navy is committed to operating ships and shore facilities in a manner compatible with the environment. National defense and environmental protection are and must be compatible goals. Therefore, an important part of the Navy's mission is to prevent pollution, protect the environment, and conserve natural, historic, and cultural resources. To accomplish this mission element, personnel must be aware of the environmental and natural resources laws and regulations that have been established by federal, state, and local governments. The Navy chain of command must provide leadership and a personal commitment to ensure that all Navy personnel develop and exhibit an environmental protection ethic.

Environmental pollution is the altering of the natural environment in an adverse way. Pollution can

result from the presence of chemical, physical, or biological agents in the air, water, or soil. Some of the worst effects of pollution are economic loss (agricultural and industrial), fewer recreational opportunities, and the marring of the earth's natural beauty. Pollutants affect human health and comfort, fish and wildlife, plant life, water resources, physical structures, and equipment. In other words, environmental pollution results from any substance added to our water, air, or land that makes it less fit for use by plants, animals, or human beings.

### SOURCES OF POLLUTION

Nature contributes to pollution by eroding the soil causing silt to build up in streams and by volcanic eruptions that pollute the atmosphere. However, **people** cause most pollution problems in the world. The main sources of pollutants are agricultural, industrial, municipal, and transportation operations.

**Agricultural** pollutants include insecticides, herbicides, pesticides, natural and chemical fertilizers, drainage from animal feedlots, salts from field irrigation, and silts from uncontrolled soil erosion.

**Industrial** operations produce a wide variety of pollutants. Industrial pollutants include acids from mines and factories, thermal discharges from power plants, and radioactive wastes from mining and processing certain ores. Industries create pollutants by producing food, chemicals, metals, petroleum products, and poisons, as well as countless other by-products of our country's technology.

The primary **municipal** pollutants are raw or inadequately treated sewage. Other municipal pollutants include refuse, storm-water overflows, and salts used on streets in wintertime.

**Transportation** pollutants include emissions from aircraft, trains, waterborne vessels, and cars and trucks.

Motor vehicles create most of our air pollutants through their release of unburned fuel vapors (hydrocarbons). Oil becomes a pollutant when ships

spill it during refueling operations or as a result of collision or grounding. Several million gallons of oil may ruin and pollute miles of coastline as a result of such accidents.

## **EFFECTS OF POLLUTION**

Pollution produces physical and biological effects that vary from mildly irritating to lethal. The more serious of the two are the biological effects.

### **Physical Effects**

The physical effects of pollution are those that we can see, but they include effects other than actual physical damage.

**Oil spills.** One obvious physical effect of pollution is the result of oil spills that are caused by ship collisions or other accidents. Oil spilled into the seas coats everything it touches. It fouls boat hulls, pier pilings, and shore structures; spoils the beauty of nature by killing fish and birds; and makes beaches unusable. In addition to the physical effects, oil spills require costly cleanup operations.

**Air pollutants.** Air pollutants damage a wide variety of materials. Burning oil and coal produce sulfur oxides, which cause steel to erode two to four times faster than normal. When combined with other pollutants (soot, smoke, lead, asbestos, and so on), sulfur oxide particulates cause corrosion to occur at an even faster rate. By themselves, particulates damage and soil materials, structures, and equipment. Air pollutants speed the erosion of statues and buildings, which in some instances, destroys works of art.

### **Biological Effects**

The most serious result of pollution is its harmful biological effects on human health and on the food chain of animals, birds, and marine life. Pollution can destroy vegetation that provides food and shelter. It can seriously disrupt the balance of nature, and, in extreme cases, can cause the death of humans.

Pesticides, which include herbicides and insecticides, can damage crops; kill vegetation; and poison birds, animals, and fish. Most pesticides are nonselective; they kill or damage life forms other than

those intended. For example, pesticides used in an effort to control or destroy undesirable vegetation and insects often destroy birds and small animals. Some life forms develop immunity to pesticides used to destroy them. When that happens, we develop more potent chemicals and the cycle repeats itself.

The widespread use of pollutants, such as oil, chemicals, and fertilizers, pollutes our waterways. The biological effect of water pollution is its danger to our water supplies; we require water to survive. Water pollutants are also dangerous to all forms of marine life. Oil is an especially harmful pollutant. It kills surface-swimming animals and sea birds and, once it settles on the bottom, harms shellfish and other types of marine life.

The primary pollution concern of Navy personnel involves pollution produced by shipboard wastes. In addition to oil, shipboard wastes include sanitary wastes, galley and laundry waters, chemicals, solid wastes, and combustion by-products of oil- and gasoline-driven engines. Pollutants produced by ships are similar to those generated by municipal and industrial operations.

## **NAVY PROGRAMS FOR POLLUTION CONTROL**

Based on an Executive Order, all government agencies must provide leadership in the protection and enhancement of the quality of our air and water resources. They also must comply with all environmental laws and regulations. Accordingly, the Secretary of the Navy, the Chief of Naval Operations, and other authorities have issued several pollution control instructions. Those instructions cover the abatement (lowering) of air, water, and noise pollution. In addition, we have a program to preserve our natural, cultural, and historic resources.

### **Clean Air Act**

Under the Clean Air Act, each state has the primary responsibility for assuring air quality. All naval activities must meet both federal and state standards for preventing air pollution.

The Navy has begun taking steps to help meet the nation's goal of reducing air pollution. One step has

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### ***Student Notes:***