



# UNITED STATES NAVAL SEA CADET CORPS RECRUIT TRAINING COMMAND NEW ENGLAND

02 July 2018 – 14 July 2018 · Fort Devens, Massachusetts

[www.newenglandseacadets.org/training/rtc](http://www.newenglandseacadets.org/training/rtc)

LCDR Charles Nogueras II, NSCC · Commanding Officer of the Training Contingent

## PARENT INFORMATION GUIDE

VERSION 1.0 (UPDATED 31MAR18)

*This guide contains essential information about getting your cadet signed up and prepared for training – please read the whole guide. You and your cadet will have a much better training experience if you both know what to expect!!*

<b>Sec.</b>	<b>Topic</b>	<b>Page</b>
§1.	When is Recruit Training? .....	2
§2.	Where is Recruit Training? How do I get on the base? .....	2
§3.	What are the qualifications for Recruit Training? .....	2
§4.	What do I have to do to get my Recruit a billet at Recruit Training? .....	3
§5.	What happens on Check-In Day? .....	3
§6.	Check-In: Physical Fitness Test .....	4
§7.	Why is the PFT part of Check-In? .....	4
§8.	What if my Recruit gets injured before Recruit Training starts? .....	4
§9.	What if my Recruit has a disability? .....	4
§10.	What do I do if my Recruit needs to take any medications at Recruit Training? .....	5
§11.	Will my Recruit need to have a haircut? .....	6
§12.	What does my Recruit need to bring to Recruit Training? .....	6
§13.	What sort of things should my Recruit be doing to prepare for Recruit Training? .....	6
§14.	Might my Recruit be sent home during the training? .....	7
§15.	Who will be in charge of my Recruit? .....	8
§16.	What will my Recruit do for the two weeks? .....	8
§17.	Is this really “boot camp”? .....	9
§18.	What will my Recruit learn at Recruit Training? .....	9
§19.	What kind of medical facilities are available at Fort Devens? .....	9
§20.	Can my Recruit wear a watch? jewelry? makeup? contact lenses? .....	10
§21.	Can I contact my Recruit? .....	10
§22.	May I visit my Recruit? .....	10
§23.	What do I need to know about graduation on July 15 <sup>th</sup> ? .....	11
§24.	Facebook – following Recruits during the training .....	11
§25.	Whom do I contact if I have a question about the training? .....	11
§26.	Whom do I contact in case of emergency? .....	11

### Appendices

A1.	Directions to Fort Devens, MA .....	12
A2.	Seabag List .....	13
A3.	Minimum Physical Fitness Requirements .....	15

## §1. When is Recruit Training?

- Recruit Training is running Monday July 2<sup>nd</sup> through Saturday July 14<sup>th</sup>, 2017
- Recruits should be dropped off between 8AM and 1PM on July 2<sup>nd</sup>
- Graduation will be held at 11AM on July 14<sup>th</sup>

## §2. Where is Recruit Training? How do I get on the base?

Recruit Training is being held at Fort Devens, Massachusetts, approximately 35 miles northwest of Boston. Directions are included at Appendix 1 of this guide.

Fort Devens is currently at Force Protection Condition Bravo, and anticipates remaining at FPCON Bravo throughout the training. Fort Devens is therefore limiting access to those adults with Department of Defense IDs, and those adults who have been vetted by submitting a copy of their ID.

To ensure your access to the base, **EVERY SINGLE ADULT** (not just drivers) **wishing to access the base for any reason** (drop-off, graduation, NSCC escort duty) **must provide a clear photocopy of their driver's license** (or other government-issued photo ID) as part of their application packet. LCDR Noguerras must have these photocopies in-hand no later than June 5<sup>th</sup>.

Any adult not vetted via this process should expect to be turned away at the gate. Since a parent/guardian/driver must accompany each recruit during check-in, if you are turned away, your recruit will be turned away as well.

All adults must present a government-issued photo ID to access the base. Drivers should be prepared to show a current driver's license, registration, and proof of insurance at the gate. Cadets must have their NSCC IDs to access the base.

## §3. What are the qualifications for Recruit Training?

- Recruits must be at least 13 years and 270 days old on July 2<sup>nd</sup> (in other words, they must turn 14 no later than October 5, 2018). [Former NLCC Cadets who completed NLCC Orientation may attend RTC-NE at age 13 with their Commanding Officer's endorsement]
- Recruits must have been officially enrolled in the NSCC for at least six weeks (in other words, enrollment must have been on or before 21APR18), and enrollment (ID card) must be current *through* July 2018.
- Recruits must have passed a Physical Fitness Test at their home unit in 2018.
- Recruits must have completed the Basic Military Requirements correspondence course, or else have received training on Chapters 1, 5, 6, 9 & 10 of the same at their home unit prior to reporting to RTC-NE. **It is strongly recommended that Recruits complete the BMR.**

Please see the [NSCC Training and Operations Manual](#) §0405.8 for more information on prerequisites. These minimum qualifications *are not waivable or negotiable*, and Unit COs will not even be able to request a billet on Magellan (our online personnel management system) unless these requirements are met.

#### §4. What do I have to do to get my Recruit a billet at Recruit Training?

Submit the following to your home unit Commanding Officer:

- A *typed* [NSCTNG001 Request for Training Authority](#) signed by parent/guardian
- [RTC-NE Waiver Packet](#) signed by cadet and parent/guardian
- \$100 cashier's check or money order made out to "USNSCC"
- Copy of Health Insurance card
- A clear photocopy of the driver's license (or equivalent) of ANY ADULT wishing to access Fort Devens for drop-off or graduation
- If a cadet is bringing *any* medications: [NSCADM001 \(Page 7/8\) Medical History Supplemental](#) signed by parent/guardian and medical provider (see §10)

Please ensure that an *updated* [NSCADM001 \(Page 3/4\) Report of Medical History](#) is filled out and included in your service jacket in the 30 days prior to the start of training (02JUN18 or later).

All forms and waivers are available at [www.newenglandseacadets.org/training/rtc](http://www.newenglandseacadets.org/training/rtc).

Your home unit CO will request a billet through Magellan and forward your paperwork to LCDR Nogueras. Billet requests and paperwork must be received by LCDR Nogueras no later than June 1<sup>st</sup>.

A warning: No matter what your Unit CO tells you, Recruit billets for RTC-NE cannot be 'reserved' – all billets are first-come, first-served. In addition, a billet is not secured by a Magellan request, by handing your paperwork to your Unit CO, or even by mailing your paperwork to LCDR Nogueras. *Your Recruit's billet will only be finalized as 'approved' upon LCDR Nogueras' receipt of both a Magellan request from the Unit CO and a hard copy of a complete packet.* Billets are awarded in the order in which the hard copy packets are received – don't delay.

#### §5. What happens on Check-In Day (July 2<sup>nd</sup>)?

- You may drop off your Recruit to Fort Devens anytime between 8AM and 1PM
  - Recruits will report in PT gear, with ID card in-hand
  - Check with your Unit CO to see who will be bringing your Recruit's service record and what time they will arrive – your Recruit cannot start check-in without it
- **A responsible adult needs to stay at Fort Devens until your cadet is fully processed**
  - If you are turned away at the gate because you did not submit a clear photocopy of your ID, your recruit will be turned away as well.
  - You MAY NOT leave until given the "all clear" by the RTC-NE staff
  - The responsible adult may be asked to purchase missing items (see §12 and Appendix 2) or gather missing paperwork
  - If a Recruit has a disqualifying medical condition, is missing essential paperwork, or fails the PFT (see §6), the responsible adult will transport the Recruit home
  - Please plan for check-in to take 4-6 hours from the time you arrive; please bring your own lunch and make any necessary arrangements to keep this time clear
- Your Recruit will pass through a series of stations to...
  - ensure that all paperwork is in order
  - review his/her medical history
  - take custody of any medications previously approved by the COTC (see §10)
  - inspect the contents of his/her seabag for compliance with the Seabag List (see §12 and Appendix 2) and confiscate any contraband
  - take a Physical Fitness Test (see §6 and Appendix 3)
- While you are waiting for your cadet to be processed, you will receive a briefing from a senior officer about the training and take a short tour of the facilities, if feasible.

## §6. Check-In: Physical Fitness Test

As part of check-in, all Recruits will take a full NSCC Physical Fitness Test (PFT). *Recruits who do not meet the minimum PFT requirements will not be accepted at the training* (see Appendix 3 for the NSCC PFT minimum requirements). Recruits who fail the PFT will be turned away on check-in day – please pass along to your recruit just how serious this requirement is.

## §7. Why is the PFT part of Check-In?

Recruits who do not meet the PFT’s minimum requirements are significantly more likely to be injured during the training. Injured Recruits take up scarce adult resources and steal attention away from the Recruits who arrived at training prepared.

Two weeks is not enough time for Recruits to “get in shape.” NSCC Training & Operations Manual §0203.7 states that Recruits “must pass the Physical Fitness Test prior to the completion of NSCC Recruit Training. If failed, the cadet is required to repeat Recruit Training.” It is unfair to Recruits who are not in shape to have them work so hard for two weeks only to fail the entire training at the last minute simply because of the PFT.

Unit COs are responsible for conducting at least two PFT’s annually. NSCC Training & Operations Manual §0405.8(b) states that Recruits must “pass a Physical Fitness Test *prior* to being released to attend Recruit Training,” and §0405.3, §0501.1, §0501.1(c), and §0501.2(f) all require Unit COs to test and certify that all cadets attending training are physically qualified.

On the NSCTNG001 Request for Training Authority, parents and unit CO’s certify that their cadet meets the NSCC’s minimum physical fitness requirements, and acknowledge that “cadets who do not meet these minimums will be returned home at their expense”.

## §8. What if my Recruit gets injured before Recruit Training starts?

You are obligated to disclose any injuries or illnesses to the COTC. In general, injured or ill cadets will not be accepted at the training. Have your home unit Commanding Officer contact the COTC to discuss the possibility of an accommodation.

## §9. What if my Recruit has a disability?

RTC-NE will make reasonable accommodations for documented disabilities. The essential requirements of Recruit Training cannot be waived, but these requirements may be modified if an adjustment or alternative can reasonably be offered by RTC-NE, given its size, nature, and limited financial and volunteer resources. The essential requirements of Recruit Training include academic work, physical training, military drill, self-discipline, group work, and group living.

Disabilities are documented on the [NSCADM001 \(page 9/10\) Request for Accommodation](#), which must be signed by Parent/Guardian, Unit Commanding Officer, cognizant Regional Director, *and* cognizant NHQ Field Representative.

If your cadet needs accommodations for testing (including extra time on exams, a distraction-free testing environment, or an administrator to read the questions), have your home unit Commanding Officer email the COTC to give a “heads up.” To request any other type of accommodation plan at RTC-NE, forward the completed and signed [NSCADM001 \(page 9/10\)](#) to the COTC with the rest of your application packet (see §4).

## §10. What do I do if my Recruit needs to take any medications at Recruit Training?

If you intend to send your cadet to RTC-NE with *any* medications, you will need to fill out an [NSCADM001 \(page 7/8\) Medical History Supplemental](#) and submit it with the rest of your application packet (see §4). You must inform the COTC of the medication via the [NSCADM001 \(page 7/8\) prior to the training](#).

- If you are sending your cadet with any over-the-counter medications, the [NSCADM001 \(page 7/8\)](#) must be endorsed by parent/guardian and home unit Commanding Officer.
- If you are sending your cadet with prescription medications, the [NSCADM001 \(page 7/8\)](#) must be endorsed by parent/guardian, home unit Commanding Officer, ***AND the cadet's primary care provider***. Note: RTC-NE will not administer vitamins or supplements unless they are prescribed.
- Prescription medications will only be accepted if all of the following conditions are met:
  - the cadet would not suffer grave risk to life or limb if the medication was temporarily unavailable for any reason;
  - the instructions for storing and administering the medication, including the size and frequency of dosage, circumstances which indicate administration, and (for medications requiring injection) the appropriate locations for injection, are specified in detail on a [NSCADM001 \(page 7/8\)](#), signed by parent/guardian, unit Commanding Officer, and the appropriate medical provider, and provided to the COTC prior to the start of the training;
  - the medication is in a container with an unaltered prescription label showing the cadet's name and the same storage, frequency, and dosage information submitted on the [NSCADM001 \(page 7/8\)](#);
  - the cadet's parent or guardian provides sufficient doses to cover the entire training period, but not more than necessary;
  - the "use by" date on the container has not expired;
  - pills are pre-cut if partial doses are required;
  - the medication inside the container matches any description of the medication on the prescription label or container;
  - medications requiring injection are packaged in a way that protects personnel handling sharp needles; and
  - for medications requiring injection, the Medical Department must be staffed by at least one licensed medical professional who may legally administer injections.

**Because of the serious legal and health risks of improperly administering medication to cadets, if any of the criteria listed above are not fully met, RTC-NE is legally obligated to **refuse** to accept the medication.** If a refused medication is necessary to your cadet's well-being, your cadet will be turned away from training.

Cadets may not hold or self-administer any medications during RTC-NE. Cadets will report to the Medical Department for each necessary administration.

Do not "withdraw" your cadet from a necessary medication for the purposes of sending them to Recruit Training – it is ill-advised, unethical, and dangerous. If they need the medication – send it.

## §11. Will my Recruit need to have a haircut?

All male Recruits will either report to RTC-NE with a fully shaved (“buzzed”) head, or else will have their hair cut on check-in day. No accumulation of hair will be allowed for male Recruits; male Recruits who report with high-and-tights, crew cuts, flat-tops, or similar hair styles will have their heads shaved with electric shears.

Females must have a hair style that can be quickly and easily styled at or above the collar of the uniform, that does not show from under the brim of any headgear, and that does not interfere with the appropriate wear of any headgear. Pony tails, braiding, or plaiting are not permitted. Faddish or outrageously colored hair is not permitted. Hair fixtures are limited to bobby pins, hair bands, barrettes (3” or shorter), or small scrunchies. Hair fixtures must be matte finished and should blend with the Recruit’s hair color whenever possible. (See §2202.2(a) of the NSCC Uniform Manual for additional guidance).

## §12. What does my Recruit need to bring to Recruit Training?

Please see Appendix 2 for the Seabag List. Your Recruit will NOT be admitted to training until a seabag inspection confirms that s/he has the minimum quantity of required items.

Please note: *your Recruit needs **three sets** of working uniforms.* NWUs are the working uniform of preference at RTC-NE.

If your Recruit doesn’t have three sets of NWUs, I strongly advise putting together a set of Camouflage Utility Uniforms (CUUs, commonly known as BDUs). These are much cheaper, and are more appropriate for dirty work. All uniforms must have the appropriate NSCC flashes and nametapes.

## §13. What sort of things should my Recruit be doing to prepare for Recruit Training?

A few simple preparations can make Recruit Training far less stressful for your Recruit, and make them less prone to illness or injury.

### • Dietary Preparations

- Recruits will be restricted from certain foods during the training. These restrictions are necessary to ensure that each Recruit has the energy necessary for the long training days, but also to limit the risk of upset stomach or sleepless nights.
- Restrictions include limited dairy intake, *limited sugar intake*, and *no caffeine*.
- Recruits who regularly take in a lot of sugar and/or caffeine may have headaches, upset stomachs, low energy, and/or a general feeling of sickness on their boot camp diet. Please start your Recruits on a low-sugar, no-caffeine diet at least one week before the beginning of Recruit Training – no soda, coffee, tea, chocolate, candy, etc...

- Footwear

- The most common health problems at Recruit Training are blisters and sore feet. Recruits will walk and run several miles every day, and can spend long periods of time standing in formation.
- The main causes of foot issues are boots and athletic shoes that have not been **sufficiently broken in**, or which **fit incorrectly**. New shoes and boots should be worn as often as possible (to drill, school, work, etc.), for extended periods, and for extended distances to make sure they are broken in and fit properly.
- Recruits must wear black socks with all working and dress uniforms, but the standard black “dress socks” you might find at the department store are *guaranteed* to lead to blisters! A pair of heavy athletic socks worn *under* the black socks will cushion the feet and absorb more moisture (moisture is the primary cause of blisters). Go to an outdoor/sports store and ask for heavy-duty hiking socks for hot weather – the extra few bucks will be well worth it. Foot powder will also help to eliminate moisture (and odor...!).

- Physical Conditioning

- In addition to twice-daily physical training, Recruits will participate in several hours of close order drill each day. They will be giving maximum effort every moment of the day. Recruits who are “out of shape” will tire easily and will be more prone to injury. A Physical Fitness Test (PFT) at check-in will screen for fitness (see §6).
- Recruits should be in the habit of exercising regularly (at least five days a week), with particular emphasis on **aerobic conditioning** and **walking/running**. Home unit Commanding Officers are responsible for regularly conducting PT, but if your Recruit only PTs at drill, s/he will not be ready for Recruit Training! They should be ready to do more than the minimum standards outlined in Appendix 3.
- *Warning: Recruits who fail the PFT on check-in day will not be accepted at the training.*

#### §14. Might my Recruit be sent home during the training?

The Commanding Officer of the Training Contingent, LCDR Charles Noguera II, retains sole and absolute discretion as to when and if a Recruit needs to be dismissed from training. Recruits are most often dismissed for medical or disciplinary reasons. Recruits may also “Drop on Request” – while we do our best to convince every cadet to stick it out, RTC-NE cannot keep cadets at the training against their will.

If a Recruit is dismissed, the parent/guardian will be responsible for transporting the Recruit home at the earliest practicable time. It is ill-advised to schedule a vacation during your Recruit’s training – please be sure a family member is available to pick up your Recruit in case of dismissal. In 2014, a Recruit dismissed for disciplinary reasons had to be released to the custody of his state’s Department of Children and Families because no one was available to pick him up.

There will be no refunds for cadets who are dismissed from training or who drop on request.

## §15. Who will be in charge of my Recruit?

Your Recruit will be assigned to one of six Divisions – Alpha, Bravo, Charlie, Delta, Echo, or Foxtrot. Each Division has a Division Officer (a junior NSCC officer), a Recruit Division Commander (usually an NSCC Chief Petty Officer), and two or three Assistant RDCs (NSCC Petty Officers) supervising approximately 40 Recruits. The RDC and ARDCs interact directly with the Recruits: training them, supervising them, and pushing them to meet their full potential as Naval Sea Cadets.

Recruit Division Commanders generally have four to five years experience in the Cadet Corps and have served as an ARDC in previous years. Assistant Recruit Division Commanders generally have two to three years in the Corps and have served on staff at RTC-NE in a previous year. Division staff are selected according to the advanced trainings they have attended, their evaluations from these trainings, an interview with the COTC, test scores, and recommendations from officers in the Corps.

Division Officers generally don't interact with the Recruits. They are there to supervise the RDC and ARDCs, give the Division staff guidance, assist in writing evaluations of each Recruit, advocate for the Division to the chain of command, and most importantly to ensure the safety and well-being of the Recruits.

## §16. What will my Recruit do for the two weeks?

A typical day begins with reveille at 0530. Recruits have 20 minutes to clean their cubes and get dressed. Morning PT is at 0550, and consists of stretching and some light calisthenics. Morning chow is at 0630. Recruits then report to quarters at 0715, where orders are disseminated for the day. Classes begin at 0800. Afternoon chow is at 1100, after which Recruits return to classes until 1630. Interspersed into the daily schedule will be several hours of "division time," during which the RDC and ARDCs will teach military drill, conduct field days in the barracks, prepare for division competitions, and lead team-building exercises. Evening chow is at 1700. Evening PT begins at 1830 and ends at 1930, and includes stretching exercises, calisthenics, and a one to two mile run. Recruits hit the showers after PT, and then have time to study, write home, shine their boots, and prepare their uniforms for the next day. Often, the Recruit Division Commander will conduct a "pow wow" in the evening to talk about how the division is doing and what will be coming up the next day. Taps is at 2100. Recruits have quite a full day, and sleep quite soundly.

Some days will have personnel inspections, obstacle courses, sporting competitions, and other division competitions that will take up a large part of the day. Recruits will each be assigned to a two-hour fire watch between 2100-0500 at least one night during the two weeks. All hands will be able to attend religious services if they choose in the middle weekend of training.



§17. Is this really “boot camp”?

Yes and no. This is *not* a “summer camp.” This will be the first significant amount of time away from home for most Recruits. This is probably the longest period your Recruit has ever been away from a cell phone, iPad, computer, etc. This will probably be the first time most Recruits have experienced intense discipline. Recruits will be yelled at, especially in the first few days. The RDCs and ARDCs will demand no less than perfection from the Recruits, and expect maximum effort physically, mentally, and academically from the Recruits at all times.

Recruits will not, however, be subjected to any kind of physical punishment; they will not be touched by any member of the staff, nor will they be forced to do physical exercise as punishment. Recruits will not be sworn at. Recruits will not be hazed. Everyone at RTC-NE realizes we are dealing with adolescents here, and the entire “boot camp” process is toned down appropriately. Recruit Division Commanders may be part Drill Instructor, but like a real DI, they are also part big brother/sister.

§18. What will my Recruit learn at Recruit Training?

There are seven main goals at RTC-NE: grit, teamwork, accountability, self-discipline, self-confidence, physical fitness, and basic military knowledge. Everything that your Recruit does at RTC-NE is meant to further these goals and instill these virtues.

§19. What sort of medical facilities are available at Fort Devens?

The RTC-NE Medical Department will be staffed by licensed medical professionals. This year, the Medical Department will be staffed at different times by a Paramedic and an EMT. These adults will treat minor injuries and administer medication to cadets (see §10). These adults will also supervise a group of staff cadets who have undergone basic medical training and are all CPR/AED certified. These staff cadets will not administer treatment (except in emergency situations), but rather will assist in the operations of the Medical Department.

If there is a situation that cannot be treated by the RTC-NE Medical Department, cadets will be transported to the nearest hospital or walk-in clinic for treatment. If there is a medical emergency, the Devens Fire Department will be called to transport cadets to the nearest hospital, generally the Nashoba Valley Medical Center (approximately 15 minutes from the base).

A reminder: your health insurance will be the primary insurance for any medical care your cadet receives off-site. NSCC accident/illness insurance may pay any costs not covered by your health insurance, if you file a claim. NSCC accident/illness insurance ***does not cover pre-existing conditions.***

§20. Can my Recruit wear a watch? jewelry? makeup? contact lenses?

- Recruits may not bring a watch to RTC-NE.
- Recruits may not bring or wear any makeup, perfume, or cologne at RTC-NE.
- Recruits may not bring or wear any rings, bracelets, or anklets at RTC-NE.
- Female recruits may wear one pair of silver ball earrings (approx. 4-6mm in size).
- Recruits may wear one necklace, if of a religious nature.
- It is strongly recommended that Recruits who require corrective lenses wear glasses. Recruits will have just minutes to get ready each morning, and fumbling with contact lenses may lead to unnecessary stress, injury, and/or loss of the lenses.
- Please note: RTC-NE is not responsible for lost or stolen property

§21. Can I contact my Recruit?

You will not be able to call or email your Recruit, nor will s/he be allowed to call home to you except in cases of emergency.

You may correspond with your Recruit via the mail. I can't encourage you enough to do so, and to do so regularly. Get family and friends to send notes too.

Your Recruit will compose and send a letter home to you on July 3<sup>rd</sup>, which will include their precise mailing address. If you want to start sending letters sooner, send them to:

Naval Sea Cadets  
[Recruit Name], [Division]  
DPT Operations  
57 Queenstown Street, Box 9  
Fort Devens, MA 01434-5409

In the letters you receive, your Recruit might sometimes sound down or homesick. My advice is not to acknowledge this directly or talk too much about home, but instead to provide encouraging words and let him or her know just how proud you are. Kind and encouraging words from home are vital. *Write every day if you can.*

Recruit mail is private, but all packages mailed to a Recruit will be inspected. Don't mail cookies, candy, or other contraband to your Recruits (see Appendix 2). Feel free, of course, to send some cookies to the staff – we'd appreciate it...

§22. May I visit my Recruit?

No – it is very disruptive and distracting to Recruits to have family or friends visit during the training.

### §23. What do I need to know for graduation?

Graduation will take place at 11AM on Saturday 14 July 2018 and will last approximately one hour. There is no limit to the number of guests who may attend for each Recruit. Please plan on arriving early – the line at the gate can be 45 minutes or more. Recruits will be dismissed immediately upon the conclusion of the ceremony.

Any adult wishing to access Fort Devens (parents, family members, guests, drivers, passengers, etc.) must provide their full name and a clear photocopy of their driver's license (or other government-issued photo ID) with the application packet. LCDR Nogueras must have these photocopies in-hand no later than June 5<sup>th</sup> to ensure guests' access to the base. Expect to be turned away if you have not provided your full name and a clear copy of your ID.

The location of graduation aboard Fort Devens is TBD; you will see signs and staff cadets directing you to parking and seating areas. There won't be enough seating for everyone – please bring camping/beach chairs. The graduation will be outdoors, rain or shine; please wear weather-appropriate clothes and bring sunscreen and water. Photography is encouraged!

### §24. Facebook – following Recruits during the training

Please visit <https://www.facebook.com/rtcne> regularly during the training for photos of the training contingent and information about the Recruits' activities. *Do not* use Facebook to contact the staff of RTC-NE (see §§25-26).

### §25. Whom do I contact if I have a question about the training?

First, please carefully check this guide, the RTC-NE Standard Operating Procedures, and [www.newenglandseacadets.org/training/rtc](http://www.newenglandseacadets.org/training/rtc) to see if your question has already been answered.

If you can't find an answer to your question in any of these documents...

...contact your home unit Commanding Officer. If they don't have the answer...

...before the training, email LCDR Nogueras: [cnogueras@seacadets.org](mailto:cnogueras@seacadets.org)

...during the training, email the training staff: [rtc-ne@seacadets.org](mailto:rtc-ne@seacadets.org)

### §26. Whom do I contact in case of an emergency?

RTC-NE Command Duty Officer cell phone: number will be provided to you at Check-In

RTC-NE Quarterdeck cell phone: number will be provided to you at Check-In

## APPENDIX 1 – DIRECTIONS TO FORT DEVENS

**EVERY SINGLE ADULT** wishing to access Fort Devens for any reason must submit with their recruit's application packet a clear photocopy of their driver's license (or other government-issued photo ID); LCDR Noguera must have these photocopies in-hand no later than June 5<sup>th</sup> to ensure guests' access to the base. Expect to be turned away if you have not provided all required documentation!

All adults must present a government-issued photo ID to access the base. Drivers should be prepared to show a current driver's license, registration, and proof of insurance at the gate. Cadets must have their NSCC IDs to access the base.

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Fort Devens is located approximately...      35 miles northwest of Boston, MA  
40 miles south of Manchester, NH  
75 miles north of Providence, RI  
95 miles northeast of Hartford, CT  
115 miles southwest of Portland, ME  
160 miles east of Albany, NY

**From Boston and points East:** Take the Massachusetts Turnpike (I-90) West. Take exit 11A to I-495 North. Take Exit 29B to Route 2 West. Take exit 37B onto Jackson Road toward Devens. Then see below...

**From New Hampshire, Maine, and points North:** Take I-93 or I-95 South to I-495 South. Take Exit 29B to Route 2 West. Take Exit 37B onto Jackson Road toward Devens. Then see below...

**From New York and points West:** Take the Massachusetts Turnpike ( I-90) East. Take exit 10 to I-290 East. Take exit 19 on the left to I-190 North. Take exit 8B to Route 2 East. Take Exit 37 onto Jackson Road toward Devens. Then see below...

**From Central Connecticut:** Take I-84 East to the Massachusetts Turnpike (I-90) East. Take exit 10 to I-290 East. Take exit 19 on the left to I-190 North. Take exit 8B to Route 2 East. Take Exit 37 onto Jackson Road toward Devens. Then see below...

**From Rhode Island:** Take I-95 North to I-495 North. Take exit 29B to Route 2 West. Take exit 37B onto Jackson Road toward Devens. Then see below...

**Once on Jackson Road:** After approximately 1.5 miles, turn right on McArthur Street, and then an immediate left on 10<sup>th</sup> Mountain Division Road. After approximately ¼ mile, turn right on Quebec Street. After being cleared through the gate, take a left through the parking lot and then a right on Queenstown Street. You will see signs for Sea Cadets at this point. If you pass a gas station or Dunkin Donuts, you have gone too far!

Notice: If you are using a GPS to navigate, you will still need to use the directions above to get to our training site.

Best approximate GPS address: [65 Queenstown Street, Devens, MA 01434](#)

## APPENDIX 2 – MINIMUM SEABAG REQUIREMENTS

ITEM		QTY (MALE)	QTY (FEMALE)	ON HAND?
NSCC ID card [expiring July 2018 or later]		1		
NSCC Service Jacket [confirm with your home unit how & when service jackets will be delivered to RTC-NE – you cannot begin check-in w/o it]		1		
Service Dress Whites	Jumper, Service Dress White, w/ flashes	1		
	Pants, Service Dress White	1		
	Cover, “Dixie cup”	1		
	Neckerchief	1		
	Belt, white web style w/silver tip & silver buckle	1		
	Undershirts, CREW neck, white	2		
	Shoes, smooth dress-style, black leather [no corfam or patent leather]	1 pair		
<b>Work uniforms</b> , as issued by home unit... any combo of NWUs & CUUs		<b>3 complete sets</b>		
NWUs	Blouse, NWU pattern w/ flash & embroidered nametapes	NWUs are the preferred uniform at RTC-NE		
	Pants, NWU pattern w/ embroidered nametape			
	Cover, NWU pattern, 8-point w/ flash			
	Undershirts, crew-neck, <i>blue</i>			
	Parka, Gore-Tex, NWU pattern w/ embroidered nametape [optional]			
CUUs	Blouse, woodland camouflage pattern w/ flashes & embroidered nametapes	Good idea to have one set of CUUs for dirty work		
	Pants, woodland camouflage pattern w/ embroidered nametape			
	Cover, woodland camouflage pattern, 8-point w/ flash			
	Undershirts, crew-neck, <i>brown</i>			
	Jacket, woodland camouflage (M65 field jacket style) w/ flashes & embroidered nametapes [optional]			
Undershirts, CREW neck, for work uniforms ( <i>blue</i> for NWUs, <i>brown</i> for CUUs)		10		
Elastic blousing bands for NWUs & CUUs (see <a href="http://a.co/dBgIWcG">http://a.co/dBgIWcG</a> )		2 pair		
Belt, black web style w/silver tip & silver buckle		1		
Raincoat, black [optional]		optional		
Boots, high-top, black leather [well worn!!!!]		1 pair		
Shoes, athletic [well-worn!!!!]		1 pair		
Socks, white, athletic, mid-calf length		10 pair		
Socks, black, athletic, mid-calf length		10 pair		
Underwear, white		10 pair		
Sports bras		n/a	5	
PT Shorts, Navy Blue – Purchased from <a href="#">Vanguard</a> or issued at unit		1 pair		
PT Shirt, Gold - Purchased from <a href="#">Vanguard</a> or issued at unit		2		
Swim suit, black or navy blue (1-piece for females)		1		
Shower shoes (flip-flops)		1		
Bath towels, solid color		3		
Wash cloths, solid color		3		

	n/a	1	
ITEM	QTY (MALE)	QTY (FEMALE)	ON HAND?
Bath robe, knee-length or longer			
Hygiene kit bag		1	
Razor & shaving cream (no aerosol - see <a href="http://a.co/jjps92V">http://a.co/jjps92V</a> )		as needed	
Bar soap (2 bars) & soapdish		1	
Toothbrush w/ travel holder & toothpaste		1	
Shampoo		1	
Body talc (pure cornstarch – do NOT get the “medicated” kind)		1	
Foot powder		1	
Deodorant (no aerosol)		1	
Cotton Swabs (Q-Tips)		20	
SPF 30+ lip balm		1	
SPF 30+ sunscreen		1	
4oz+ bug spray (pump bottle, no aerosol – see <a href="http://a.co/d3HF3gl">http://a.co/d3HF3gl</a> )		1	
Nail clippers		1	
Comb & brush	n/a	1 each	
Hair fixtures (bobby pins, hair bands, 3” or shorter barrettes & small scrunchies are OK; hair fixtures must be matte finished and should blend with the recruit’s hair color whenever possible)	n/a	as needed	
Sanitary products as necessary	n/a	as needed	
1-subject notebook (black cover) w/ pre-perforated paper		1	
Pens, black ink, ballpoint, click-type		3	
Stamped envelopes & stationary for correspondence home		at least 10 sets	
Mesh laundry bag		1	
Hangers (for each uniform top, bottom, and jacket)		at least 10	
Canteen, military style with cover & ALICE clips – no Camelbaks ( <a href="http://a.co/hXYGwuF">http://a.co/hXYGwuF</a> or <a href="http://a.co/9BPoSye">http://a.co/9BPoSye</a> or similar)		1	
Belt, olive drab, quick release for canteen ( <a href="http://a.co/6LkIF1Y">http://a.co/6LkIF1Y</a> or similar)		1	
Shoe shine kit ( <a href="http://a.co/bHMIHua">http://a.co/bHMIHua</a> or similar)		1	
Travel sewing kit		1	
Seabag		1	
Padlock with two keys [ <i>spare key to service jacket; no combination locks</i> ]		1	
Blanket, twin-size, thin, solid dark color		1	
Sheets, twin-size, flat (NOT fitted), white		2	
Pillow case, white		1	

- Recruits will report to RTC-NE in PT gear – bring all uniforms on hangers
- Recruits will not be admitted to training until a seabag inspection confirms cadet has *all* required items.
- The quantities listed are minimum required amounts – you may add to the quantity of any item.
- All items should be marked with Recruit’s last name.
- The following items are expressly prohibited to Recruits at RTC-NE.
  - Anything in an aerosol can
  - Anything in a glass bottle
  - Perfumes, colognes, or make-up
  - Food or snacks
  - Money
  - Knives, blades, or tools
  - Tobacco, alcohol, illicit drugs, and related paraphernalia
  - Items requiring electricity, including phones, tablets, & cameras
  - Medications, vitamins, and supplements (see §10)
  - Watches and most jewelry (see §20)
- RTC-NE is not responsible for lost, stolen, or damaged property

### APPENDIX 3 – MINIMUM PHYSICAL FITNESS REQUIREMENTS

*Cadets will be required to achieve these minimum standards in a Physical Fitness Test on check-in day (see §6).*

***Recruits who do not pass the PFT during check-in will be sent home.***

MINIMUM PHYSICAL FITNESS STANDARDS FOR MALE CADETS			
AGE	SIT-UPS (in 1 MINUTE)	ONE-MILE RUN (MINUTES/SECONDS)	PUSH-UPS (NO TIME LIMIT)
13	34	9:45	20
14	36	9:30	20
15	38	9:15	25
16	40	9:00	25
17/18	40	8:45	30

MINIMUM PHYSICAL FITNESS STANDARDS FOR FEMALE CADETS			
AGE	SIT-UPS (in 1 MINUTE)	ONE-MILE RUN (MINUTES/SECONDS)	PUSH-UPS (NO TIME LIMIT)
13	32	12:15	7
14	32	12:00	7
15	31	11:45	10
16	30	12:15	10
17/18	29	12:15	10

See the NSCC Physical Readiness Manual for more information:

[-->Click Here<--](#) to view NSCC Physical Readiness Manual