

 <b>Operations Duty Log</b>	U.S. Coast Guard <b>Air Station New Orleans</b>
<b>Special Passtown Items:</b> FLAG SHOULD BE HALF MAST FROM SUNRISE TO SUNSET 13APR21	
<b>Opening OOD (start new form per each OOD)</b> SN [REDACTED]	
<b>Time</b>	<b>Text Entry</b>
0640	SN [REDACTED] OPENED THE OPCEN
0750	SN [REDACTED] CONDUCTED THE BRIEF
0915	6506 AB WITH 04 POB ENR TWIN SHIP LAKE P
0920	6569 AB WITH 05 POB ENR TWIN SHIP LAKE P
0930	6506 and 6569 SOD KNBG TO DISCUSS MA NTENACE ISSUES
0945	6506 AB WITH 05 POB
1005	6569 AB WITH 04 POB
1010	SEC NOLA REPORTS AN AGENCY ASSIST ON THE MISSISSIPPI RIVER
1015	STOOD DOWN FROM AGENCY ASSIST
1100	SK3 [REDACTED] -RE D ASSUMES THE WATCH
1101	6506 SOD KNBG
1107	6569 SOD KNBG
1147	SN [REDACTED] ASSUMES THE WATCH
1530	RWAI FLIGHTS CANCELLED DUE TO WEATHER
1552	CALL FROM BOATER N DISTRESS-14 CATS AND 2 OLDER COUPLE ON BOARD -REQUESTED TOW-CONTACTED SECTOR
1600	D8/SECT REPORT OF DISABLED VSL W/ ANOTHER IN DISTRESS-WEATHER PREVENTING TAKE OFF
1730	D8/SECT REPORT OF CAPSIZED VSL 12 PEOPLE MISSING -VICINITY OF PORT FOURCHON 6 MILES OFFSHORE
1744	REASSESSED WEATHER ALONG WITH HELO ISSUE
1827	COORD NATED FUEL BOOTHV LLE,GALLIANO W/ WEATHER UPDATE
2033	6592 A/B 04 POB
2057	REPORT OF CONFIRMED PIW(MOBILE AL) -PERSON FELL OFF DREDGE -NO PFD -D8/SECTOR REPORTS 6592 DIVERTED)
2115	COORD NATED FUEL GULFPORT 1 1/2 HR ETA 6592
2205	6592 CANCELLED REFUEL, 1 LIFE ASSISTED W/CONF. PIW-MINOR INJUR ES COORDINAT NG W/STATION FOR MEDAVAC
2224	6506 A/B 04 POB, CAPSIZED VSL N VICINITY OF PORT FOURCHON
2228	6592 SOD KNBG
2323	6592 A/B 04 POB IN ROUTE TO CASE W/STRANDED PEOPLE ON ROCK IN TERREBONNE BAY
0016	6506 SOD KNBG
0110	6592 SOD KHUM; 2 LIVES SAVED
0207	6592 SOD KNBG
0305	SK3 [REDACTED] CLOSES THE OPCEN

<input type="checkbox"/> 0700: OPCEN Opened: guard check COMCEN door and safe
<input type="checkbox"/> <a href="#">Set up the morning command and afternoon duty briefs</a>
<input type="checkbox"/> SDO NTFD OOD OF GEAR INVENTORY
<input type="checkbox"/> <a href="#">Delete previous days' unused ALMIS SAR place holders</a>
<input type="checkbox"/> Notify a department representative if there is mail in their mail bin
<input type="checkbox"/> Log in to the emergency notification system (required once every 30 days)
<input type="checkbox"/> Prior to securing OPCEN or retiring for the night: <input type="checkbox"/> Transpose flight schedule, duty crew, lunar/solar data, cmd calls on board
<input type="checkbox"/> <a href="#">Ensure all electronic logs are completed</a>
<input type="checkbox"/> <a href="#">Complete and email the after hours sortie form</a>
<input type="checkbox"/> Ensure the JOOD cleaning bill is complete and clean OPCEN
<input type="checkbox"/> Safe & COMCEN Door checked and SF702 annotated
<input type="checkbox"/> Alarm panel checked for trouble lights
<input type="checkbox"/> Forward SAR line to OOD cell phone (#57464 on both OPCEN phones)
<input type="checkbox"/> Organize workspace and log OPCEN closed

**Weather & Msg Check Log**  
(Required every 4 Hours)

NOTIFY AIRCREW IF WEATHER FALLS BELOW 600' CEILINGS AND 2 MILES VISIBILITY

[Weather](#) & Msg traffic √ \_\_\_\_\_

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**SAVE THIS LOG IN THE "DAILY OOD LOGS \Operations\OOD\Daily Smooth Logs"**

Operations Duty Log		U.S. Coast Guard Air Station New Orleans													
14 APR 21		<b>Daily Check Off's</b>													
Special Passdown Items:		<input type="checkbox"/> 0700: OPCEN Opened: guard check COMCEN door and safe <input type="checkbox"/> Set up the morning command and afternoon duty briefs <small>(Initial)</small> <input type="checkbox"/> SDO NTFD OOD OF GEAR INVENTORY <small>(Initial)</small> <input type="checkbox"/> Delete previous days' unused ALMIS SAR place holders  <input type="checkbox"/> Notify a department representative if there is mail in their mail bin <small>(Initial)</small> <input type="checkbox"/> Log in to the emergency notification system (required once every 30 days) <small>(Initial)</small> <b>Prior to securing OPCEN or retiring for the night:</b> <input type="checkbox"/> Transpose flight schedule, duty crew, lunar/solar data, cmd calls on board <small>(Initial)</small> <input type="checkbox"/> Ensure all electronic logs are completed <small>(Initial)</small> <input type="checkbox"/> Complete and email the after hours sortie form <small>(Initial)</small> <input type="checkbox"/> Ensure the JOOD cleaning bill is complete and clean OPCEN <small>(Initial)</small> <input type="checkbox"/> Safe & COMCEN Door checked and SF702 annotated <small>(Initial)</small> <input type="checkbox"/> Alarm panel checked for trouble lights <small>(Initial)</small> <input type="checkbox"/> Forward SAR line to OOD cell phone (#57464 on both OPCEN phones) <small>(Initial)</small> <input type="checkbox"/> Organize workspace and log OPCEN closed <small>(Initial)</small>													
Opening OOD (start new form per each OOD) SK3		<div style="text-align: center;"><b>Weather &amp; Msg Check Log</b> (Required every 4 Hours)</div> <p style="color: red; text-align: center;"><b>NOTIFY AIRCREW IF WEATHER FALLS BELOW 600' CEILINGS AND 2 MILES VISIBILITY</b></p> <table style="width:100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Weathe &amp; Msg traffic ✓</td> <td style="width: 20%; text-align: center;">_____</td> <td style="width: 20%; text-align: center;">_____</td> </tr> <tr> <td>Weathe &amp; Msg traffic ✓</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>Weathe &amp; Msg traffic ✓</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>Weathe &amp; Msg traffic ✓</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> </table>		Weathe & Msg traffic ✓	_____	_____	Weathe & Msg traffic ✓	_____	_____	Weathe & Msg traffic ✓	_____	_____	Weathe & Msg traffic ✓	_____	_____
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Special Passdown Items:		<p style="text-align: center;"><b>SAVE THIS LOG IN THE "DAILY OOD LOGS"</b> Operations\OOD\Daily Smooth Logs"</p>													
Time	Text Entry														
0800	EM2 ASSUMED THE WATCH														
0955	CGR 6506 A/B W/ 04 ENROUTE SEACOR POWER														
1038	HEAVY WEATHER BILL WAS SET														
1110	CG 6506 COORDINATED FUEL W/ GALLIANO, ETA 20 MIN														
1115	SN ASSUMED THE WATCH														
1154	CG 6506 SOD GALLIANO, WAITING ON WEATHER TO CLEAR														
1205	EM2 ASSUMED THE WATCH														
1520	CGR 6506 A/B W/ 04 ENROUTE SEACOR POWER														
1530	EVEN NG BRIEF CONDUCTED														
1530	SK2 ASSUMED THE WATCH														
1720	CGR 6506 SOD KGAO														
1900	CGR 6506 A/B W/ 04 TO RTB														
1955	CGR 6506 SOD KNEW TO WAIT OUT WEATHER														
2045	CGR 6506 A/B W/ 04 ENROUTE TO KNBG														
2057	CGR 6506 SOD KNBG														
2120	SK2 SHUTS DOWN THE OPCEN														