



## USCGC ACACIA (WLB-406) “Ace of the Lakes” Overnight Education Program

### PLANNING AHEAD

#### **What to Bring**

Each visitor is responsible for bringing his or her own sleeping bag, blanket, pillow, etc. Please bear in mind that the cutter is very warm in the summer and cool in the winter. Participants should pack and dress appropriately. Participants are advised to pack minimally as space on board is limited. The bunks on board the cutter do not have sheets or blankets. It is also recommended that you bring:

1. Personal toiletries
2. Appropriate clothing (layers are suggested)
3. Flashlight
4. Camera and film
5. Card or board games, if desired
6. FIRST AID KIT, including motion sickness medication (The American Academy of Industry staff will not dispense any medication or first aid supplies)
7. Trash bags

Groups are permitted to eat snacks in the Crew's Mess on board the cutter. Each group is responsible for their own snacks, which will be eaten during the Program's scheduled Mess Break. Dry snacks, as well as bottled water or juice, are recommended. Please be advised that no cooking is allowed aboard the cutter, although a microwave is available. Eating space is available in the Crew's Mess of the cutter where there are four tables and bench seats. If eating space is limited, all participants will be assigned times to eat snacks in the Crew's Mess. When selecting snack foods to bring, please consider ease of clean up, as you will be responsible for any spills. If you bring food, you will also need to provide your own paper plates, cups, flatware, napkins, etc. Be sure to bring a cooler for perishables. Because of time limitations, participants should eat dinner prior to arrival for the Overnight Program.

Any garbage generated by the group must leave the premises with the group at the conclusion of the Program, as the ACACIA does not have large-scale garbage disposal facilities. Groups should bring trash bags for this purpose. Each group is responsible for cleaning the areas of the cutter used during the course of the Overnight. The ACACIA should be left in the same condition as she was found upon a group's arrival. In general, adopting a “clean as you go” policy will lessen the amount of cleaning necessary before a group's departure. The American Academy of Industry (AAI) provides the cleaning supplies necessary to maintain ACACIA's cleanliness (except garbage bags) and will inspect the cutter prior to a group's departure.

Cellular telephones, laptop computers, and pagers are allowed on the ACACIA only so long as they do not distract from the shipboard experience, but outlets may not be available. AAI staff has the right to end use of said electronic devices at their discretion. AAI is not responsible for damage, loss, or theft of any personal items. AAI has the right to conduct a gear inspection at the beginning of your stay.

#### **What NOT to Bring**

None of the following are permitted during your stay:

1. Alcoholic beverages (either on or off premises)
2. Tobacco products of any kind
3. Radios, portable CD players, stereos or televisions
4. Chewing gum
5. Drugs other than those prescribed for the individual by a medical doctor or over-the-counter medication

6. Knives, wrenches, screw drivers, pliers, or other tools or cutting implements
7. Appliances, including coffee makers, hot plates, gas stoves, lanterns, etc.
8. Pets (guide animals are an exception)
9. Items that are unlawful to possess in Cook County, Illinois
10. Items that may cause damage or injury

Any of the above listed items will be considered contraband and will be confiscated and not returned. AAI staff will make all decisions regarding the legality of items. If you have a question as to the legality of an item, don't bring it. This is done for the safety of your group as well as for the cutter.

### **Rules of Conduct**

To ensure a safe and pleasant visit, all Overnight participants aboard the *USCGC ACACIA* will abide by the following rules. These rules should be read aloud to all participants prior to arrival at the *ACACIA*. **DISCIPLINE IS THE RESPONSIBILITY OF THE ADULT CHAPERONES. ADEQUATE SUPERVISION MUST BE PROVIDED BY THE VISITING GROUP AT ALL TIMES.**

1. No running or "horse play" aboard the cutter, or AAI and/or US Steel Property.
2. No participants, including adults, are to leave the cutter or walk on deck unless accompanied by an AAI staff member.
3. Adults must remain with the group at all times. Adults who leave the premises without prior approval of AAI staff will not be permitted to return.
4. Do not operate any equipment, turn switches, open any control panels, or otherwise disturb any equipment on the cutter. Everything on board is operational as well as considered an historic artifact and must be treated with the proper safety and respect.
5. Do not enter restricted areas without permission of the AAI staff. This includes the machinery spaces and topside aloft.
6. While on deck, do not go beyond the fantail and buoy deck at any time. The decks are usually wet and slippery after dark.
7. Do not block any passageways or ladders to access hatches with personal gear, boxes, coolers, etc. Stow all of your supplies safely out of the way.
9. Sleep only in assigned bunks in designated areas. At least one adult must stay in each of the sleeping areas to supervise the group berthed there.
10. Exercise caution when climbing into and out of bunks. When in any of the upper bunks, be mindful of equipment, pipes, and valves that are mounted overhead.
11. Do not wear shoes while in the bunks. Shoes are mandatory whenever participants are not in their bunks.
12. No cooking is allowed on board the cutter except for use of the microwave. All food must be consumed in the Crew's Mess.
13. The group will clean all areas occupied on board the cutter to the standards of the AAI staff, and the cutter will be inspected for damage and cleanliness before the group departs.

ANYONE damaging the *ACACIA* will be prosecuted. Groups responsible for damage will pay for REPAIRS, REPLACEMENT, OR RESTORATION of damage to the historic fabric and all associated costs, including acquisition or fabrication of replacements for damaged items. There will be no limit to this cost, and the cost will be determined by AAI.

Chaperones must have control of the Overnight group. For your safety, the group is expected to follow all directions and any special instructions issued by AAI staff members. Failure to comply with these rules, directions, or special instructions by any member of the Overnight party will lead to expulsion of the entire party and forfeiture of the program fee.

## **Safety Brief**

To ensure your safety during your visit, review the following information with the members of your group prior to your visit.

### Safe Conduct

Please remember three important points about the *USCGC ACACIA*: **First, the ACACIA is a naval vessel that was built with the intention that it be operated by specially-trained Navy personnel; and second, the ACACIA is fully restored with full operational equipment; and third, the ACACIA is now a historic vessel and an irreplaceable Landmark.** These points dictate that safe conduct be exercised by each and every member of your group. The design and construction of the cutter mandates that special care must be taken while on board for your personal safety.

Violation of ANY safety procedures will be grounds for ejection from the boat. The American Academy of Industry or its staff is not responsible for any expenses of the person or group associated with ejection or voluntary departure from the cutter.

During the *ACACIA* Overnight Education Program, AAI's telephone system is not able to accept incoming telephone calls. All incoming calls after regular hours go directly to a voice mail system that is checked at the beginning of each business day (M-F). Therefore, it is recommended that one chaperone be designated as the group's safety contact for family members not participating in the Overnight Education Program. This person should carry a personal cell phone at all times. Family members of participants in the Program should be provided with this cellular phone number prior to the Overnight. In the event that a participant must be reached in case of an emergency at home, it will be possible do so through the group's safety contact.

### Safety Equipment

- Telephone – Overnight Program Education staff also carry a cellular telephone at all times.
- First Aid Kit – Each group is required to bring their own.
- Life Rings and Rescue Pole – Located topside. Locations will be briefed to everyone upon their arrival.

### Fire Emergency Drill

An emergency fire drill will be held to familiarize the group with emergency evacuation procedures. Participation by all members of the Overnight group is mandatory.

Smoke detectors are located in each substantial compartment. If an alarm sounds, follow the procedures listed below:

- Exit the boat in a quick and orderly manner, moving in the opposite direction of the source of the alarm or smoke if present.
- Do not close any doors on the cutter.
- Inform AAI Overnight staff immediately and call 911.

### USCGC ACACIA Emergency Evacuation Plan

If it becomes necessary to evacuate the *ACACIA* for any reason, move in an orderly fashion toward the nearest exit, as follows:

- From the Aft and Forward Crew's Berthing, and the Crew's Mess Forward, the nearest exit is the Forward Buoy Deck. Proceed to the Buoy deck and then to the fantail and exit the cutter via the gangway. Muster along the seawall at the stern.