

MILPERSMAN 1306-946

NAVY TUGMASTER PROGRAM

Responsible Office	NAVPERSCOM (PERS-405)	Phone:	(901) 874-3739
MyNavy Career Center	Phone: Toll Free E-mail: MyNavy Portal:	1-833-330-MNCC (6622) AskMNCC@us.navy.mil https://my.navy.mil/	
References	(a) CFAYINST 3502.3 (b) CNICINST 3502.3 (c) NAVEDTRA 43609		

1. Background

a. U.S. Navy tugmasters deliver indispensable and mission-critical port services encompassing mooring, docking, underway, harbor towing, and cold iron moves. Tugmasters are assigned to various installations in the continental U.S. (CONUS) to provide emergency support to submarines. Tugmasters are assigned to Fleet Activities Yokosuka (CFAY), Japan activities to provide support to all merchant vessels and submarines. A tug craft is typically manned by four crew members: tugmaster, chief engineer, deck supervisor and or mate, and main engine operator.

b. The Navy Tugmaster Program includes the following duties:

(1) Supervise Navy and Department of War (DoW) civilian personnel in the safe operation and maneuvering of yard tugs (YT (i.e., YT, YT (Big) (YTB), YT (medium) (YTM), YT (large) (YTL) designations). Executes harbor movements, coastal or ocean towage, and complex docking evolutions under the direction of the designated port's harbor pilot(s).

(2) Direct various towing methods, including headline, powerlines, and stern tow make-ups. Handles and tows floating craft and military or commercial vessels up to 1,200 feet in length and 100,000 gross weight, providing emergency towing when required.

(3) Per the Convention on the International Regulations for Preventing Collisions at Sea of 1972 (72 COLREGS) and U.S. Inland Navigation Rules compliant Code of Federal Regulation (CFR) Title 33, section 83 (33 CFR 83), employ international and

inland rules of the road, utilizing installed navigation electronic equipment and radio communications procedures. Supervises all craft activity, including the operation and maintenance of engineering plant, propulsion equipment, auxiliary and deck machinery, firefighting, and emergency life-saving equipment.

(4) Participate and assist in short-notice recall procedures for emergent towing, sea and air rescue, and mission of mercy operations or evolutions when required.

(5) Direct movement of non-propelled yard craft within the boundaries of harbors, channels, bays, and sounds.

2. Tour Length and Obligated Service (OBLISERV) Requirement

a. Tour length for a CFAY tugmaster assignment is 48 months, regardless of the Department of War (DoW) tour length for Japan. Service members may request Overseas Tour Extension Incentives Program benefits for time served beyond the DoW tour length per [MILPERSMAN 1306-300](#) (Overseas Tour Extension Incentives Program).

b. Per [MILPERSMAN 1306-106](#) (Time on Station and Retainability OBLISERV), the required OBLISERV for the Tugmaster Program is 48 months. The program requires 12-15 months of training to establish the necessary skill sets and experience required of a CFAY tugmaster, including monthly and quarterly performance assessments with all conventional-powered vessels to include nuclear-powered.

3. Required Qualifications

a. Qualifications required by the Navy Tugmaster Program may take an applicant up to 15 months to complete after reporting to a W07A Navy enlisted classification (NEC)-coded billet and are accomplished via a combination of local joint qualification requirements per reference (a), enclosures (2) and (4); classroom coursework; on-the-job training; and assessments.

b. Applicants must complete sections A, D2, and D3 of [NAVPERS 1306/92](#) Special Program Screening and must meet qualifications per references (a) through (c) and meet the following criteria:

(1) Must be in the pay grade of E-6 or above in the boatswain's mate or quartermaster rating;

(2) Be a qualified enlisted surface warfare specialist;

(3) Must not be color blind or vision-restricted and must pass a pseudoisochromatic plates test for normal color and night vision perception determination per reference (b);

(4) Be eligible to obtain OBLISERV to meet the 48-month tour length requirements for first tour tugmasters assigned to CFAY. In the event an applicant is on a second tour in a W07A NEC-coded billet within CFAY and has previously completed requirements for and been awarded NEC W07A, a waiver may be submitted to serve a standard 36-month DoW tour;

(5) Must have U.S. citizenship and maintain an active Secret security clearance.

(6) If applicable, per reference (c), a Service member's family members must meet dependent entry requirements for Japan to accompany the Service member at a CFAY command. In the event the accompanied family member(s) are ineligible for entry, the Service member will be considered for an unaccompanied tour or new duty station orders will be issued by the rating detailer.

4. Application Procedures

a. Submit [NAVPERS 1306/7](#) Electronic Personnel Action Request, via MyNavy Career Center, to Navy Personnel Command (NAVPERSCOM) to request to be released by the rating detailer to apply and be screened for the Navy Tugmaster Program. The command career counselor or command pay and personnel administrator may facilitate the [NAVPERS 1306/7](#) submission.

b. Upon successful requirement and qualification screening, NAVPERSCOM Administration/Deck/Security/Supply Distribution Branch (PERS-405) will contact the applicant to discuss program steps. The applicant is responsible for preparing and forwarding a complete application to PERS-405 within 30 days of release by the rating detailer. The package must include the following documents:

(1) Commanding officer or officer in charge letter of recommendation,

(2) Evaluations for the past 3 years, and

(3) Completed [NAVPERS 1306/92](#) (sections A and D2).

c. Upon receipt of an applicant's complete application for assignment to a CFAY billet, PERS-405 will forward it to CFAY, via the CFAY port operations officer, for final approval.

d. Once a Service member is accepted into the Navy Tugmaster Program, PERS-405 will coordinate with the member for his or her assignment.

5. NEC Award, Craftmaster Insignia, and Maritime Operations Certification

a. Upon qualification, Service members will be awarded NEC W07A and will be authorized to wear the craftmaster insignia as per [MILPERSMAN 1200-040](#).

b. Upon completion of tour, Service members will receive a signed sea service letter certifying their role in maritime operations. Compliant with CFR, Title 46, section 10.232, this letter documents service on self-propelled vessels of less than 500 gross register tons and can be used to apply for equivalent U.S. Coast Guard credentials and licenses.

c. Applicants who previously qualified for NEC W07A may be considered for a second tour priority billet to support mission needs. Prospective tugmasters who have previously qualified as a tugmaster may complete tugmaster qualifications as specified by the senior harbor pilot and be approved by the activity commander. This program should be structured to permit requalification within 3 to 6 months.

6. Disqualifying Conditions and Program Release

a. The Navy Tugmaster Program requires steadfast professional dedication and involves an intricate and highly demanding training process. Operating a towing vessel is a multifaceted task that requires a complex and varied skill set. The rigorous nature of this role means that numerous factors could lead to a trainee's failure to qualify. Practical evolutions and exercises, as determined by references (a) through (c), must be evaluated prior to qualification.

b. Service members must maintain emergent mission recall requirements and fit for full duty status and not be restricted from shipboard duties. This includes any disqualifying conditions relative to physical readiness, medical readiness, performance standards, non-judicial punishment, security clearance eligibility, and other conditions as determined by references (a) through (c). If tugmaster assigned to CFAY is placed on limited duty during a tour of duty, PERS-405 will release the Service member from Special Programs, and the Service member will be reassigned from the tugmaster billet to a non-tugmaster billet in

a CFAY-based command to complete the remainder of his or her DoW tour.

c. Should CFAY tugmaster trainees fail to meet the qualification requirements or assessments of this article, they will be released to their rating detailers for reassignment to a command within the CFAY area of responsibility in a non-tugmaster billet to complete the remainder of their DoW tour. CFAY will submit the following letter to PERS-405 upon determination that a Service member must be released from the Tugmaster Program:

	1306 Ser 00/ Date
From: Commander, Fleet Activities Yokosuka	
To: Commander, Navy Personnel Command (PERS-405)	
Subj: RELEASE FROM TUGMASTER SPECIAL PROGRAM	
Ref: NAVPERS 15560D, Navy Military Personnel Manual (MILPERSMAN)	
1. Per reference (a), MILPERSMAN 1306-946, BM1(SW/AW) First M. Sailor, USN, DoD ID, is released from tugmaster duty effective immediately. He or she is no longer suitable to continue to train for or serve as a Navy tugmaster and is released for assignment to a rating billet in a Commander, Fleet Activities Yokosuka-based command to complete the remainder of his or her Department of War tour.	
2. My point of contact, Captain John Smith, chief of staff, may be reached at john.smith@navy.mil .	
	(Signature)