



US Navy Civil Engineer Corps Collegiate Corner



May 2023

Greetings!

Good luck to everyone as you finish up finals and, if you are in your last semester, graduate! This brings up two (2) points:

1. If graduating, congratulations on all of your hard work! All of the time you put into your schooling is now paying off and you will soon ship off to OCS in preparation to begin your Navy career. Take the downtime you will have between graduation and your OCS start date to spend quality time with family and friends as well as get your personal plans in order in preparation for your initial pipeline of training into the Navy. It's an exciting time!
2. If you still have time left in school, congratulations to you as well! This ends another semester of hard work. Hopefully you are looking forward to a summer of internships, travel, personal time with loved ones, and possibly summer classes. Whatever situation you find yourself in, please continue to stay in good physical shape and continue to grow both professionally and personally. Outside of books, life experiences are where you really get to learn and apply your skills/judgment so we hope that you have that opportunity going into the summer months.

Please feel free to contact us with any questions or concerns. We look forward to you joining the ranks!

- CEC Accessions Team

Junior Officers in Wardrooms

As you all prepare for college graduation/shipping to OCS, commissioning as a Naval Officer, and eventually joining and performing in your command and wardroom, we would like to take this time to discuss the responsibilities and expectations of you as a junior officer in a Command Wardroom.

First off, let's define what the **WARDROOM** is:

WARDROOM: The wardroom is a group within a command composed of the senior management of a command (officers), the department heads and division officers.

The division officers are among the youngest people in a command (i.e. YOU), and although they outrank the enlisted personnel, they are relatively inexperienced in terms of hands-on technical knowledge and management savoir faire. This means that the department heads (and senior enlisted) must do their own functional jobs, but they must also be attentive to helping and developing their junior executives. Obviously,



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as the senior management of a command, how well the officers function, both as individuals and as a group, vitally affects the command's success.

You will find that as a group, the Wardroom is a cornerstone of your working life, whether in Battalion or in a facilities assignment. You will conduct physical training with your wardroom, attend leadership development sessions with your wardroom, do Seabee Ball fundraising with your wardroom, and all other manner of events to keep up the spirit and camaraderie between you and your fellow officers in the command. This lends itself to getting to know your shipmates both through and outside work so that you can function comfortably as a team.

The below box talks about ideal **WARDROOM** Characteristics:

WARDROOM Characteristics

- Is Cohesive
- Matches CO-XO Leadership
- Raises Concerns with CO and XO
- Takes Initiative
- Does Detailed Planning
- Takes Responsibility for Work-Group Performance

Let's briefly talk about each below:

- 1) **Is Cohesive:** The wardroom of a superior command works as a team. They talk to each other, a lot, and share ideas openly. They have positive regard for each other and respect each other's strengths and weaknesses. They make an effort to support one another, in both the hard and not-so-hard times. *AVERAGE COMMANDS ARE CHARACTERIZED BY MORE COMPETITIVE BEHAVIOUR AND LESS MUTUAL SUPPORT.*
- 2) **Matches CO-XO Leadership:** In superior commands there is more congruence between the wardroom and the CO-XO on command philosophy and leadership style than in average commands. Put simply, everyone is headed in the same direction. They identify with the goals set by the CO and XO and with how the CO and XO wish to accomplish them. In average commands, there are more people who are just standing around watching or even pushing in the opposite direction.
- 3) **Raises Concerns with the CO and XO:** Officers of superior commands also readily ask the CO or XO for guidance or information, if they believe these are necessary to accomplish their jobs or to advance their own professional development. This involves raising issues with the CO or XO before they turn into serious problems. They act according to the adage, "There are no dumb questions."



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Besides getting inputs from above, they also report both good news and bad news. However, when they raise concerns, they do not go in without a well thought-out course of action to propose.

- 4) **Takes Initiative:** Officers of superior commands take initiative in three ways. First, when they see that something needs to be done they do it without waiting to be told. Second, they try to find new and better ways to get the job done. And third, they are willing to do extra things to enhance mission accomplishment, even if they are not technically part of their job description.
- 5) **Does Detailed Planning:** The wardroom plays a major role in developing and implementing short- and long-range plans to achieve the command's goals. After learning the command's goals from the CO and XO, the officers develop plans for their departments and divisions by getting input from their chiefs and other relevant sources. They pay special attention to coordinating their department's activities with other work going on.
- 6) **Take Responsibility for Work-Group Performance:** One of the greatest strengths of wardrooms of superior commands is their sense of responsibility for the performance of the people in their department. This leads them to try to anticipate problems before they occur, to take responsibility when a problem occurs that they should have prevented, and to hold their sailors accountable for meeting the command's standards. It is a sense of personal ownership--something like a garden that one diligently cultivates, or a house in whose appearance one takes pride.

CAREER FOCUS



All newly commissioned CEC Ensigns must go to the Naval Civil Engineer Corps Officers School (CECOS) following graduation from OCS, this month's Career Focus will discuss what CECOS is and information to better prepare you for attending the school.



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What is CECOS?

CECOS is the initial CEC-specific career training school that newly commissioned CEC Ensigns attend following OCS. Other communities have similar community-specific initial training schools for their newly commissioned officers as well (e.g. Surface Warfare Officer's School, or SWOS, taken by all newly commissioned Surface Warfare officers).

CECOS provides classroom instruction and hands-on training on the roles and responsibilities of Navy CEC officers. The six (6) week Basic Class focuses on officer competencies, military training, facilities management, and construction project management. These are the basic skills all CEC officers need in order to be successful. An additional eight (8) weeks of training is then provided specific to your first duty station and on the fundamentals of government contracting. This means that if you are going to a facilities/NAVFAC billet, this additional time will be spent gaining further instruction and knowledge in the facilities management/maintenance field. If you are going to a Naval Construction Force unit (Seabees), your additional time will be spent gaining further instruction and knowledge into Naval Expeditionary and Seabee principles, tactics, and practices.

After you are identified for a specific CECOS class and date, detailed "Welcome Aboard" information will be provided to you on the items needed for you to fully prepare yourself for and coordinate your attendance. With that said, the following is a basic list of items to know/be prepared for in advance of receiving your "Welcome Aboard" package:

- Location: CECOS is located onboard Naval Base Ventura County (NBVC) in Port Hueneme, CA. Port Hueneme is located approximately 1-hour drive north of Los Angeles and LAX is the primary airport used to transit to and from CECOS.
- Travel: Travel to and from CECOS will be coordinated between you, your detailee, the ultimate duty station you will report to after CECOS, and CECOS. Members are entitled to fly to/from CECOS (via LAX) or drive to/from CECOS from where they are currently located. The driving option allows you to have your vehicle with you while attending CECOS.
- Duration: As mentioned above, CECOS is approximately 14-weeks long.
- Class Dates: There are two (2) CECOS classes offered each year. The first class of the calendar year usually convenes in the late JAN/early FEB timeframe. The second class of the calendar year usually convenes in the July timeframe.
 - Note on "Stash" time: Depending on your OCS graduation date, and due to the fact that there are only two (2) CECOS class offerings each year, you may have to wait some time before receiving a CECOS class date. If there is a significant gap of time between your OCS graduation date and CECOS class date, you will be "stashed" or routed to your ultimate duty station following OCS where you will be administratively assigned to your ultimate unit to start becoming familiar with the organization and your roles while awaiting a CECOS class date. If you are stashed



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at your ultimate duty station, you will be notified of when a CECOS class date is established for you, you will then transit to CECOS to complete the schooling, and then upon CECOS graduation you will return to your ultimate duty station to begin your official job. EXCEPTIONS TO THIS SITUATION EXIST BASED ON SPECIFIC OFFICER NEEDS, SITUATIONS, AND FUNDING! Work with your detailer on determining what your specific, final travel routing and stash plan will be.

- Accommodations: Students will be provided government lodging onboard NBVC in proximity to CECOS. Students wishing to bring their families will be provided family lodging either in government quarters on base, or as necessary, in appropriate family quarters off base in close proximity to NBVC.
- Schedule/Physical Training: CECOS is your full-time duty while attending. Classes are approximately held from 0700-1600 daily. The complete course schedule will be provided to you prior to the first day of class. Physical training is also a very important part of CECOS and group physical training will occur several days a week. You will part in an official Navy PFAs while at CECOS.
- Uniforms: The uniform of the day is the Navy Working Uniforms (NWUs) Type III Uniform. All other issued uniforms should be brought with you to CECOS. This includes the Navy Working Uniforms (NWUs) Type III (additional pairs), Service Khaki, Dinner Dress Blue Uniform, Service Dress Blue Uniform, Summer/Service/Dress White Uniform as well as the Physical Training Uniform (PTU). Otherwise, bring appropriate civilian clothing for times when not taking part in official military functions or training. Business casual attire is required for any command social events. All students not previously issued the Type III uniform will be issued this uniform once at CECOS. Finally, several uniform inspections are conducted during CECOS.
- Computers/Networks: Laptop computer are used in all classes. Officers are encouraged to bring their personal laptop to the initial day of class and purchase a common access card (CAC) reader that can be found at all Navy Exchange locations.
- Field Training Exercise: Officers will participate in a Field Training Exercise (FTX) during CECOS. The FTX is a strenuous, physically taxing event in which officers will be required to “deploy” to the field in a simulated contingency environment and execute common expeditionary tasks required of the Naval Construction Force and a CEC officer. Again, this is a field event, so be prepared to live in “field” conditions with tents and other associated expeditionary structures during this timeframe.
- Other Recommendations/Lesson Learned:
 - Work with your detailer/CECOS regarding any specific questions on pay and allowances, travel advances, travel funding, and other funding and administrative issues associated with attending CECOS.



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- With the above said, CONTACT YOUR DETAILER AND CECOS IMMEDIATELY, EARLY AND OFTEN for any questions or concerns you have in regards to your pay, allowances, leave requests, lodging, family matters, and other issues that concern a smooth administrative transition to and from CECOS.
- Keep all receipts for any travel and expenses that you incur as a result of your attendance and travel to and from CECOS. Your final and official travel claim associated with your CECOS training will be settled once you have graduated CECOS and have officially checked into your ultimate duty station.
- You will be required to complete online contracting classes via Defense Acquisition University in order to graduate from CECOS. You will need to establish a DAU online account to complete these courses. IT IS HIGHLY RECOMMENDED THAT YOU COMPLETE AS MANY OF THE ONLINE COURSES ASSIGNED TO YOU, IF POSSIBLE, PRIOR TO ATTENDING CECOS. If you do not complete some or all of the courses prior to attending CECOS, you will find that your off-duty and personal time will be impacted as you are required to complete these items outside of normal day-to-day classroom instruction. Work with your detailer and CECOS on the procedures to sign-up for a DAU account as well as what the required DAU courses are. If stashed, take advantage of this time to complete your required DAU training.

THIS IS NOT AN EXHAUSTIVE LIST OF ITEMS TO PREPARE YOU FOR CECOS. THESE ARE ONLY GUIDING INSTRUCTIONS. WORK WITH YOUR DETAILER AND CECOS ON ANY SPECIFIC QUESTIONS AND CONCERNS YOU MAY HAVE!

101 CRITICAL DAYS OF SUMMER

The Navy and Marine Corps designate May 26 through Sept. 4, 2023 as the "101 Critical Days of Summer" - a safety campaign dedicated to ensuring a season free from Sailor and Marine injuries or fatalities. The safety campaign is intended to increase Service Members' knowledge and understanding of dangers involved with recreational activities and everyday summer endeavors.

The inviting summer days traditionally come with increased hazards and risks as travel and recreational activities increase. Sadly, we lose more Sailors and Marines during this time of year than any other. For example, as the weather gets warmer and the days grow longer, we typically spend more time swimming, boating, and riding motorcycles. Often we participate in these inherently dangerous activities without stopping to think about how to mitigate potential risks which inevitably leads to mishaps and injuries.

During the summer in 2022, the Department of the Navy lost 29 Sailors and Marines to preventable off-duty mishaps. Motor vehicle and motorcycle mishaps were the leading causes.



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We must take special care not to overlook the risks associated with our summertime outdoor and recreational activities and take the necessary steps to mitigate them. Use all required protective equipment, keep yourself healthy and hydrated, and practice good judgment, both on and off duty. One loss of a Sailor or Marine is too many.

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